

ADMISSION TO CLEVES

The Published Admission Number for Year 3 entry in September is set at 150. Cleves is an inclusive school and pupils will be admitted without reference to ability or aptitude. Where applications for admission exceed the number of places available, the following criteria will be applied in the order set out below:

Admission criteria:

- I) Children in Public Care
- II) Exceptional arrangements: for example, medical grounds or sensitive individual or compelling family circumstances. These circumstances must be made known at the time of application and be supported by any relevant documentation from, for example, a Doctor or Social worker.
- III) Where a child has a brother or sister attending the school at the time of admission
- IV) Children whose permanent home at the date of closure for applications is within the fixed catchment area. Should there be oversubscription within the fixed catchment area agreed with the LEA, distance will be measured as the crow flies in a straight line from the centre of the home to the main pedestrian gate of the school. This measurement will be made by a software application known as SMART and is accurate to within half a meter based on Ordnance Survey OSCAR dataset. The same software is used by Surrey Local Education Authority. Once measured applications will be given priority based on nearness to the school.

Children with Statements of Special Needs are admitted to Cleves regardless of the priorities given above. We recommend that an appointment is made with our SENCO to discuss your Statemented child's needs.

Waiting List

a) Children who are not admitted as a result of oversubscription or their permanent home falls outside of the fixed catchment area will be placed on a waiting list. The waiting list will be prioritised as documented in the admissions criteria.

Late Applications

Applications received after the closing date will not be processed until after places have been offered to all of those meeting the closing date.

Appeals

The Governors will make arrangements to enable the parent of a child to appeal to an Independent Appeal Panel against any decision by or on behalf of the Governors who refuse the child admission to the School. In making these arrangements, Governors should have full regard to the School Standards and Framework Act 1998.

Transfer at other ages

Should a place become available for a pupil to join the school at a time other than when transferring from infant school, the Governors will apply in order the principles set out in the oversubscription criteria. The school will establish arrangements for appeals against non-admission. A successful appeal takes over-riding priority.