



This policy was adopted formally by the Governors on: **September 2014**

The next review of this policy is due on: **July 2018**

The name of the designated person is: **Mark Tuffney**

The name of the deputy designated person is: **Dermot Bracken**

The Chair of Governors is: **Sharon McNab**

The nominated Governor for recruitment and selection is: **Sharon McNab**

Lowther School Charter

Lowther Primary School is a positive, supportive and caring environment, in which everyone feels valued and secure.

Our School is a dynamic place, full of fun and passion for all aspects of learning, where everyone is inspired to work their hardest to achieve high standards and fulfil their potential.

We are at the heart of our local community and have an awareness of the world that encourages respect for everyone's needs, beliefs and cultures.

In this way Lowther Primary School strives to develop happy, healthy, confident individuals, who are well motivated, with the skills and knowledge to make their unique contribution to the world.

INTRODUCTION

Lowther Primary School follows the admissions procedures set by the local authority Richmond Upon Thames. Our governing body applies the regulations on admissions fairly and equally to all those who wish to attend this school. The School Standards and Framework Act 1998 introduced a new framework for school admissions as of September 2000. This was later revised in the Education Act of 2002. Our Admissions policy conforms to the regulations that are set out in that Act and are further explained in the statutory School Admissions Code of Practice and the statutory Appeals Code of Practice. These were revised in January 2003 and come into force in September 2004.

Aims and Objectives

- We seek to be an inclusive school, welcoming children from all backgrounds and abilities.
- All applications will be treated in a sensitive manner.
- The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we adopt the procedure set out below to determine whether a child is to be accepted or not. It is our wish for parents to find a place for their child at the school of their choice. However, this is not always possible, due to excess demand on the places available.



PROCEDURES

How parents can apply for their child to be admitted to our school

Our school is a community school, and it determines the admission arrangements in agreement with the LEA. The Admissions Authority for our school is therefore the LEA, which publishes its entry regulations every year. Parents can receive a copy of these regulations directly from the LEA.

The LEA's annual admissions prospectus informs parents how to apply for a place at the school of their choice. Parents have a right to express their preference, but this does not, in itself, guarantee a place at that particular school. Application should be made on a form that can be obtained from the local Education Department, and should be returned by the date stipulated on that form. The school will notify parents of the decision as soon as all the applications have been considered.

Admission appeals

If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LEA. An independent panel considers all such appeals, and its decision is binding for all parties concerned.

The standard number

The 'standard number' is the number of children the LEA considers the school can accommodate. The standard number for our school is 390 (+52 nursery places).

POLICY REVIEW

Monitoring, reviewing and assessing impact

This policy will be monitored by the governing body and reviewed every two years, or earlier in the light of any changed circumstances, either in our school or in the local area. The policy will always take due note of guidance provided by the local Admissions Forum.