



Admissions policy

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

The next review of this policy is due on: **July 2023**

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

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. Our Admissions policy conforms to the statutory regulations currently in force.

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.



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How parents apply for their child to join our school

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

Applications to the LA are made online:

https://www.richmond.gov.uk/services/children_and_family_care/schools_and_colleges/school_admissions

The LA'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 guarantee a place at that particular school.

Admission appeals

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