Prendergast Community Primary School

“Believe and Achieve”

Admissions Policy
A message from Prendergast Community Primary School

At all times this policy will reflect the school’s commitment to our Values and to Restorative Practice which can be found in the document entitled “School Core Principles”.

Counter Terrorism and Security Act 2015
Safety is our primary aim

At Prendergast CP School, we place a significant emphasis upon our PREVENT duty, acutely aware of safeguarding responsibilities related to extremism and radicalisation. Staff have received appropriate training and are aware of protocol and provision. Likewise, the school is mindful of the risks and prevention around forced marriage and honour based abuse.

If any individual suspects potential activity around extremism, radicalisation, forced marriage or honour based crime – they MUST report concerns to the school’s Child Protection/Safeguarding Lead – Mrs D Davies, Headteacher, or in her absence Mrs J Dunlop, Deputy Headteacher, or a member of the SSIF team.

Admissions Policy

The policy for admissions is set by the Local Authority. Prendergast Community Primary School has adopted the LA Admissions Policy. Detailed information can be found in the LEA booklet entitled;

Admission to Schools in Pembrokeshire – Information for parents
This is also available on the County Council website

Below are extracts from the booklet

Local Charter – Admissions to Schools Service

As at January 2014 there were 70 schools in Pembrokeshire serving 9559 full time and 1053 part time primary age pupils, and 7596 secondary age pupils. Pembrokeshire County Council is the Admission Authority for community and voluntary controlled schools in Pembrokeshire and the Admissions and Planning Places Unit deals with all schools’ admissions and transfers, except to voluntary aided schools. The Admission Authority for voluntary aided schools is the governing body of the school concerned.

You can expect:

☐ to receive reliable and impartial advice about schools and expressing a preference
☐ to have your application for a school place handled fairly and efficiently
☐ that the offer of a place will be made in good time (subject to your application being received in time)
☐ a place in your preferred school, unless there are more applications than the admission number will allow entry. If this occurs, all applications will be assessed against the oversubscription criteria.

☐ to be informed of the County Council’s policies relating to admissions and school transport.

☐ to be informed how to receive a school prospectus and how to arrange a school visit and other relevant information relating to schools in Pembrokeshire.

☐ information relating to the right of appeal if you are not allocated a place at your preferred school.

☐ an open, fair and effective complaints procedure if you are not satisfied with the services you receive.

If your child has reached compulsory school age and you are not allocated a place at your preferred school you have the right of appeal to an independent appeals panel. You must submit your appeal in writing. Details of how to appeal will be included with your letter of notification and are also included in this booklet. If you are dissatisfied with the service provided you may make an official complaint. The County Council has a Complaints, Compliments and Comments procedure, available on request.

**Equal opportunities**

The policies and practices of the County Council relating to the admission and transfer of pupils and the provision of school transport are not discriminatory and comply with the Equality Act 2010. Information on the teaching of English and Welsh in Pembrokeshire schools is contained on pages 20-23 of this booklet. Pembrokeshire County Council has agreed an Access Strategy for 2013-2016 in order to progressively increase accessibility of schools to disabled pupils. This is published on the County Council’s website at www.pembrokeshire.gov.uk/education. The County Council provides help and guidance to schools on accessibility matters and, in particular, with regard to their responsibility to prepare a school Access Plan. If you feel you have been treated unfairly from an equal opportunities point of view in connection with school admissions or transport please contact: Huw Jones, Professional Officer – Planning Places and Admissions Tel: 01437 775502 Email: Huw.jones@pembrokeshire.gov.uk Children and Schools Directorate, County Hall, Haverfordwest, Pembrokeshire SA61 1TP Pembrokeshire County Council is registered under the Data Protection Act 1998.