



# Moulsham

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## Junior School

*Sharing, Supporting, Striving, Succeeding*

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Headteacher: Mrs M Staley B.A. Q.T.S. N.P.Q.H.

Deputy Headteacher: Mrs G Moores B.Sc. P.G.C.E.

### DEFINITIONS

#### Looked After Children

A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. A looked after child is a child who is (a) in the care of a local authority or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).

#### Siblings

For applications made in the normal admissions round a relevant sibling is a child who has a brother, sister, adopted brother or sister or stepbrother or stepsister living in the same family unit in the same family household and address who attends the preferred school in any year group excluding the final year. Biological siblings who attend the preferred school in any year group excluding the final year will also be treated as siblings irrespective of place of residence. Children residing in the same household as part of an extended family, such as cousins, **will not** be treated as siblings.

For mid-year applications a sibling is a child who has a brother, sister, adopted brother or sister, stepbrother or stepsister living in the same family unit in the same family household and address as a child who attends or has been offered a place at the preferred school at the time of application and determination and with a reasonable expectation that the sibling will be attending at the time of admission. Biological siblings who attend the preferred school will be treated as siblings irrespective of their place of residence.

#### Distance Measurement

All straight line distances are calculated electronically by the LA using data provided jointly by the Post Office and Ordnance Survey. The data is used to plot the co-ordinates of each individual property and school and provides the address points between which straight line distance is measured. Distances are reported in miles to three decimal places in the first instance. In the unlikely event of two applicants with an identical distance competing for a single place at a school the place will be offered to one applicant on the basis of lots drawn by an officer of the County Council not involved in admissions, with the exception of twins, triplets etc.

#### Waiting List

In the event of oversubscription a waiting list is maintained in accordance with our admissions criteria. The waiting list will close at the end of each academic year. Parents/guardians are not told where they stand on the waiting list as this could be subject to change if a new application is received by the school which falls into a higher category than that already received. Parents/guardians may only be advised of the perceived likelihood of a place becoming available. When a place in any class becomes available the waiting list is scrutinised and the child who is in the highest category (according to the admissions criteria) will be offered that place (in writing). If a place is declined the place can be offered to the next child on the list (as previously determined).

#### The Right of Appeal

Parents have the right of appeal against admission decisions to an Independent Appeal Panel. Information about how to appeal against a refusal of a school place will be sent with the offer pack. Notice of appeal should be sent to the Clerk to the Independent Appeal Panel, PO Box 11, Chelmsford, CM1 1LX.

