



# Moulsham

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## Junior School

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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.

*Sharing, Supporting, Striving, Succeeding*

### DEFINITIONS

#### Looked After Children

A 'looked after child' or a child who was previously looked after but immediately after being looked after ceased to be so because they were adopted or became subject to a child arrangements order or special guardianship order. A looked after child is a child who is (a) in the care of a local authority in England, or (b) being provided with accommodation by a local authority in England in the exercise of their social services functions (as defined 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 and adopted 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 the only variation to the definition above is the child should be attending, 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 by Ordnance Survey. The data is used to plot the co-ordinates of each individual property (the home address) which are referred to as address points. Straight line distance is measured from the address point of the home address to address point of the school. Distances are reported in miles to three decimal places. If a child's time is split equally between two residences, the address of the residence at which the child resides for the majority of the school week would be used to measure the distance between the child's school and home. 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 be maintained for all year groups and will close at the end of each academic year. If you have been refused a place, but still want a place you will have to contact Moulsham Junior School direct to put your child's name on the waiting list. Parents/Carers are not told where they stand on the waiting list as waiting list positions can change, for example, as a result of an offer of a place being made or as new applications for the school are received. It is possible, therefore, that a child's position on a waiting list could move down as well as up as each added child will require the list to be ranked again in line with the oversubscription criteria. Parents/Carers 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

If your child has not been offered a place at your preferred school(s) you have the statutory right to appeal to an independent appeal panel against the decision not to admit your child. Appeals should be lodged within 20 school days of being refused a place. More information is available on the Essex County Council website at [www.essex.gov.uk/admissions](http://www.essex.gov.uk/admissions).

