

OAKWOOD JUNIOR SCHOOL

Admissions Arrangements

Review Date	Autumn 2017
Reviewed by	FGB
Review Cycle	Annually
Next review due	Autumn 2018

Signed :.....

Name :.....
on behalf of the Governing Body of Oakwood Junior School

Admissions Arrangements

Derby City Council is the admissions authority and is responsible for deciding the admission arrangements for children. The head teacher and school governors follow the Council's arrangements.

Please refer to the Derby City Council Primary Admissions Handbook for full details.

The admissions authority decides on things such as:

- which area a school should normally serve - this is **'the catchment area'** - so the school serving the area is called 'the catchment area school'
- **the admissions criteria** - the things the authority takes into account when deciding which children to admit to their school if the applications go over the school's admission limit how parents can appeal against a decision not to offer a place at their preferred school.

It's important that you apply for a place at the school or schools you would like your child to attend. You have a legal right to do this as a parent. The admission authorities must meet your application wherever possible - as long as this doesn't make the school overcrowded. See **Admission limit**. If your religious beliefs or convictions influence your choice of school, you should mention this in your application

Each school has a limit to the number of pupils it can admit. Please refer to Derby City Councils Primary Admissions handbook for the school's admission limit. This limit is based on the amount of space available in the school and on past admissions. Once the admission limit is reached, the admissions authority cannot offer any more places, even to children who have moved into the school's catchment area. This limit covers admissions for the whole school year. In years other than the intake year, the admissions authority may be able to admit pupils above the admission limit if they choose. They must take into account the school's physical capacity and must keep infant class sizes to a maximum size.

If you wish to visit the school prior to admission please make an appointment with the Head teacher who will be pleased to talk to you and show you around the school.

During the term preceding admission to school a meeting will be arranged for you and your child to visit the school.

TRANSFER TO SECONDARY SCHOOL

Children normally remain at this school until the end of the Summer Term in which they are eleven, that is, they are eleven up to and including the 31st August.

Transition Arrangements for Y6 Children

We make arrangements to try and ensure a smooth transition to secondary school
Specific timetables / dates etc. are worked out each year taking into account the end of term arrangements at each school but will usually consist of discussion between head teachers and visits between the schools