

## HAIMO PRIMARY SCHOOL ADMISSION POLICY

Haimo Primary School is an inclusive school that provides a caring and supportive environment in which children, families and all staff work together as a community in which to achieve, learn and flourish.

Greenwich Council is responsible for the admission of pupils to Haimo Primary School which has capacity for 45 pupils within each year group. We are required to abide by the maximum limits for KS1 classes to 30 pupils per class.

There is a one-point entry arrangement. Pupils are admitted to our school in September at the beginning of the academic year during which they have their 5<sup>th</sup> birthday, (birthdays falling between the 1<sup>st</sup> September and 31<sup>st</sup> August of the following year will all be admitted in September). Under the Greenwich Primary School Co-ordinated Admissions Scheme, parents/carers must complete the Local Authority's Common Application Form (CAF) and return it to the Admissions Section, Riverside House East, Woolwich; London SE18 6BU. Details are available on line at the Greenwich Council website.

Decisions about offers of places in community schools are the responsibility of Greenwich Council. When there are more applications than there are places available Greenwich Council will admit pupils according to the following criteria, in order of priority:

- 1        **Looked after children.**  
A 'looked after child' is a child who is in care of a local authority, including foster care.
  
- 2        **Need**  
Applicants may be given higher priority on the grounds of professionally supported medical or social need for that particular school. The Medical/Social Admissions Panel from Greenwich Council will consider written supporting evidence and advice from the School Nursing Service, Specialist Health Professional, Social Worker or other care professional. This supporting evidence will set out the particular reasons why Haimo Primary School is the most suitable school and the difficulties that would be caused if the child had to attend another school.
  
- 3        **Children who have a sibling living at the same address who will be on roll at the school at the time of the child's admission.**  
Siblings include brothers, sisters, half or step brothers or sisters, fostered and adopted children living at the same address.
  
- 6        **Other children**  
Any remaining places will be given in order of nearness to the school. Distance from home to school is measured according to a straight line from the child's home to the main entrance of the school in Haimo Road. The computerised mapping system measures from a single fixed point in the centre of the home address to the main entrance of the school. If more than one applicant lives in a multi-occupancy building e.g. flats, priority will be given to the applicant whose door number is the lowest numerically and/or alphabetically.

Home refers to the principal address at which the child lives for the majority of his/her time and with the parent/carer who is in receipt of child benefit for that child.

Procedures for late applications and in-year admissions will be in accordance with the Local Authority's scheme for the co-ordination of primary school admissions and Fair Access Protocol.

Parents/carers who are not offered a place for their child have the right to appeal against the decision to an independent appeal panel in accordance with the School Standards & Framework Act (1998). Please contact Greenwich Council for details.

If you would like some help deciding on a school for your child, a Choice Adviser can assist and support you through this process. The service is independent, impartial and confidential and is available from Greenwich Council.