



Dormers Wells Infant School & Nursery  
Dormers Wells Lane  
Southall, UB1 3HX

### **Admission Criteria 2019/20**

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, in order of priority:

1. Children in Public Care – children taken into Public Care via section 20 or 38 of the Children’s Act. Looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements order, or special guardianship order.
2. Where the child has a sibling currently attending Dormers Wells Infant School or Junior School and the sibling will still be in attendance at applicant’s admission. ***Sibling refers to:** brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner, and in every case, the child should be living in the same family unit at the same address.*
3. Confirmed special medical reason, which necessitates attendance at Dormers Wells Infant School. Parents must provide a supporting letter or report from a Consultant (not General Practitioner) (GP) explaining why education should be at Dormers Wells Infant School.
4. Exceptional social circumstances (circumstances must relate to the child and be supported by a Consultant’s or Social Worker’s letter).
5. Proximity to the school is measured by comparing the distance from home to school by walking route using public highways, but excluding all footpaths and common land. Measurement will be taken from the main gate on Dormers Wells Lane to the applicant’s address. Distances are measured using an electronic map measurer. If the child lives part-time at each parent’s address, the address used will be the one at which the child spends most of the school week.

#### **Deferred entry to primary schools**

Parents do not have to ensure their child receives full time education until the start of the term following their fifth birthday. However parents have the right to start their child in school in the September following their fourth birthday. Parents also have the option to start their child on a part-time basis or defer their child’s entry.

If you decide you prefer to defer your child’s entry to the school offered, that place will be held for your child (but not beyond the academic year for which the application was accepted) and will not be offered to another child.

#### **Delayed entry into Reception**

Parents may seek places outside of their child’s normal age group. The decision to admit outside of their normal age group is made on the basis of the circumstances of each case. Requests for delayed entry into Reception would need to be made to the governing body. The request should be made in the September prior to the normal entry in the following September.

### **Appeals procedure**

1. In the event of an appeal being made against a decision not to give a place to a child, the appeal will be heard by an appeals panel, convened in line with statutory requirements.
2. Every parent has the right to appeal if a child is refused admission to school.
3. An independent appeals panel is set up which is a legally constituted committee of people who were not involved in the original decision. This often includes governors from other unconnected schools.
4. At the appeals panel, parents present the case for their child to be admitted. The school also presents reasons for non-admission. The parents are notified of the panel's decision, by letter, within 5 working days
5. The decision of the appeals panel is final and legally binding on the school.

### **In-Year admissions**

1. A guided tour around our school is available by appointment. Dormers Wells Infant school prospectuses are given out on request. Application forms for In-Year admission are available through the admission section at Ealing Council or online via [www.ealing.gov.uk](http://www.ealing.gov.uk)
2. Applications must be accompanied by evidence of address e.g. council tax bill. Application forms returned to the school will be forwarded to the LA.
3. If the school is oversubscribed, the published admissions criteria for the school will be used to decide the order in which applicants will be offered places. Ealing Council will not pass on details of where the school was ranked, and no school will be told about other schools a parent has applied for.