



**The Park Federation Academy Trust  
The Godolphin Junior Academy**

**Admissions Criteria  
2018 - 2019**

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# **The Godolphin Junior Academy**

## **Admissions 2018/2019**

The Godolphin Junior Academy will comply with the Schools Admissions and Appeals Codes. The Godolphin Junior Academy will be an inclusive school with no religious faith affiliations.

### **Admissions Policy**

The Godolphin Junior Academy Council will determine the admissions criteria of The Godolphin Junior Academy and the Local Authority will administer the offer of places on its behalf

Pupil Admission Number 120 places will be available for entry in Year 3.

### **How and when to apply**

If you are a resident of Slough Borough Council and you have a child whose date of birth is on or between 1<sup>st</sup> September 2010 – 31<sup>st</sup> August 2011, then you will be required to apply for a primary school place for the 2018 – 2019 academic year. This application needs to be made by 15 January 2018. You must apply through Slough Borough Council if you are a Slough Borough Council resident.

You can apply for a school place online: [here](https://capita.slough.gov.uk/ccsenterprise_admissionsonline_live/)  
[https://capita.slough.gov.uk/ccsenterprise\\_admissionsonline\\_live/](https://capita.slough.gov.uk/ccsenterprise_admissionsonline_live/)

You can apply online for a Year 3 place for an entry to the School in September 2018, so long as:

- You apply between 1<sup>st</sup> December 2017 and 15 January 2018
- You live in Slough
- Your child was born between 1 September 2010 and 31 August 2011

### **In-Year Admissions**

If you wish to apply for a school place during the year then you must follow the in year admissions process. Please note, there is no online process for in year admissions.

Application forms for in year admissions can be obtained from the Admissions and Access Team. You can apply directly to your preferred school if there is a vacancy. If not, please return your application form to the Admissions and Transport Team. The team will help you find a school and can advise you about waiting lists and appealing.

## **Appeals**

Appeals for admission to the School are handled solely by Slough Borough Council. For information regarding the process please see the council [website](#) or use the below url.  
<http://www.slough.gov.uk/schools-and-learning/school-admissions-appeals.aspx>

Alternatively, please contact Democratic Services on 01753 875015.

## **Admissions Criteria**

The criterion the school uses for admissions is as follows: -

1. Children whose home address is in the designated area of the school.
2. Children who have siblings attending the school.
3. Children who have strong medical or social grounds for admission. These reasons must be fully supported in writing from a professional person, such as a doctor or social worker, and returned with the application form. Examples of strong medical or social grounds could be serious domestic and family problems or chronic medical conditions.
4. Children who have attended The Godolphin Infant School.
5. Children of staff at the school will be given priority in oversubscription criteria in either or both of the following circumstances:
  - a) Where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
  - b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage
6. All other applicants (out of school catchment area).

The following points should also be noted.

1. In cases where insufficient places are available in the school to meet the needs of the children in a particular admissions category, admission will be decided by identifying those children whose applications fulfil more than one of the admission criteria, applied in priority order.
2. Where application of the arrangements described in Point 1 above fails to distinguish sufficiently between the applicants, final decisions on admissions will be based on geographical proximity (according to the Geographic Information Systems) to the school.
3. The governors will not allow any class to exceed 30, as this is the maximum size suitable for the classroom size of the school.

In over-subscription the following criteria will apply:

- Pupils with a Statement of Special Needs have priority for a place at a school where that school is named in the Statement.
- Slough Looked-After-Children are given priority for places at schools, after pupils with statements, where the school is named in the statement.

Parents should contact the Admissions Officer before the commencement of a term, where possible, concerning the availability of places, as there is usually a waiting list.

### **Waiting List**

Below are notes on how the admissions waiting list operates:

- Potential pupils are added to the list in the year-band they currently fall into.
- The distance is calculated from a pupil's house to the school in metres.
- The potential pupil on the waiting list who lives closest to the school will go to the top of the waiting list.
- The waiting list also incorporates the admissions criteria as detailed previously.
- Parents will be notified when a space becomes available.
- Each term, the Admissions Officer will write to those who are still on the waiting list, asking if they wish to remain on the list. If the answer is no, then the pupil's name will be removed from the list. Parents have to reply within one week of receipt of the letter.