PENRUDDOCK PRIMARY SCHOOL
Age range: 3 - 11

2028/29 ADMISSIONS ARRANGEMENTS

Admissions Arrangements for entry to reception class in September 2028.

THE ADMISSION NUMBER

The admission number is 10.This is the number of children who will be admitted to the Reception intake group in September 2027.

THE CLOSING DATE FOR APPLICATIONS

The closing date for applications for September 2028 entry is 15 January 2028. Applications may be submitted online at:
https://www.westmorlandandfurness.gov.uk/schools-and-education/apply-school-place-or-change-schools

Applications may also be submitted using form SA1, which is issued by the Local Authority. Form SA1 and more information about the application process are contained in the parental information pack published for parents by the LA or online via Westmorland and Furness Council's website:
https://www.westmorlandandfurness.gov.uk/schools-and-education/apply-school-place-or-change-schools

THE ADMISSIONS POLICY

If at any time there are more applicants than places available, children will be admitted in the following order of priority, which will be applied in conjunction with the notes below.

1. Looked after children and previously looked after children which extends to children who have been adopted or become subject to a child arrangement order or special guardianship order, ie in public care, priority given if necessary, to the youngest child(ren). This also extends to children who have been looked after children outside of England.

2. Children living in the catchment area who have brothers or sisters in the school at the time of their admission. [see note 2 below]

3. Children living outside the catchment area, who, at the time of their admission, have brothers or sisters in the school who were directed to that school by the Local Authority either (a) in the absence of a place being available in the catchment area school due to oversubscription and the

school was identified by the Local Authority as the next nearest with a place available or (b) in their Education Health Care Plan. [see note 2 below]

4. Other children living in the catchment area giving priority to those living closest to the school measured via the Local Authority Data Map, GIS measurement tool. This measurement will be a straight-line measurement between the centre of the pupil's home address and a common point on the school site as determined by the LA.

5. Children living outside the catchment area who have brothers or sisters in the school at the time of their admission. [see note 2 below]

6. Children from outside the catchment area giving priority to those living closest to the school measured using via the Local Authority Data Map, GIS measurement tool. This measurement will be a straight-line measurement between the centre of the pupil's home address and a common point on the school site as determined by the LA.

Note 1 – Children looked after is defined as a child looked after by a local authority within the meaning of Section 22 of the Children Act 1989.

Note 2 - If it is necessary to prioritise in categories 2 or 5, priority will be given to those children with the youngest siblings. Brothers and sisters are those living at the same address and includes step and foster children. Should it be necessary to prioritise further categories 2, 3, or 5 the measurement criterion in categories 4 and 6 will be used.

Note 3 – if a child attends nursery at Penruddock Primary School this does not automatically guarantee a place in the school. Parents who apply for a nursery place at Penruddock Primary School must still apply for a place at the school for entry into the Reception Class.

Applications will be prioritised using the above criteria. An exception will be made if a child has an Education Health Care Plan of special educational needs naming Penruddock Primary School, as in these circumstances the Governing Body would have a statutory duty to admit the child concerned.

THE CATCHMENT AREA

A map of the catchment area is available from the school.

THE RIGHT OF APPEAL

Any parent not offered a place, will be informed of the reason why they are being refused a place, and have a right of appeal to an Independent Appeal Panel.

The panel would be entirely independent of the Governing Body. Any parent wishing to appeal should prepare and submit their written appeal within 20 school days from the date of notification that their application was unsuccessful to the Clerk of Governors. The school will then arrange for the Council's Legal and Democratic Services Unit to make arrangements for an independent appeal panel. Parents of those children refused a place, will be offered an alternative school by the Local Authority.

WAITING LIST

Once places have been allocated on 16th April 2028 the LA will re-allocate any places which become available as a result of parents not wishing to take up their offer.

We shall maintain a waiting list for admission until 31st December 2028. Any pupil refused admission will be considered automatically for any vacancies that arise and will be allocated using the Governing Body's admissions policy shown above. The length of time on the waiting list will not be a factor. A waiting list will also be held for other year groups.

DEFERRED ENTRY TO RECEPTION

If a child who has not reached statutory school age has been allocated a place in Reception and their parent wishes to delay their entry the place will be held open. The place must be taken up when the child reaches statutory school age or by the start of the summer term at the latest.

(The Code of Practice indicates that the Secretary of State expects places to be held open in these circumstances)

Signed Claire Hebdige Chair of Governors

Date November 2026