



Inspire, Encourage, Enthuse, Enable
Colney Heath School

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Hertfordshire County Council is responsible for providing places in schools for children of statutory school age. The statutory age lasts from the beginning of the term after a child's fifth birthday until the end of the school year in which the child becomes 16 years of age. Please note that the information in this policy is correct for the year shown. Policies for future years may well be different. The number of places in a school is set according to the accommodation available to the school. The way of doing this is decided by the LA. The result is an admissions limit, which, for Colney Heath School, is 30 children for each school year. This means that if places are sought for 30 or fewer children in the appropriate school year, all will be admitted. By law, infant classes cannot exceed 30 children to one teacher. For further online guidance regarding admissions please go to <https://www.hertfordshire.gov.uk/>

Nursery admission information

To apply for a nursery place please use the application form found on our website

If you do not have online access please come into the school and we can provide you with an application form.

Hertfordshire County Council is required by law to deliver 15 hours a week of free early years provision for all three and four year olds. We are also able to offer places for 30 hours per week. Your child may be entitled to a funded place for 30 hours or parents can pay for the additional 15 hours of Nursery. ~~Full time provision would normally be three hours per session five days a week; part time would normally be fewer days per week. Those entitled to 30 hours provision can use our partner setting.~~

Reception admission information

To apply for a reception place please use the Hertfordshire County Council online application system. This can be found at <https://www.hertfordshire.gov.uk/> . If you would like to view the school before making an application, please contact the Office.

You can apply online from October - January. If you do not have online access please come into the school and we can provide you with an application form.

~~Once a place has been accepted at Colney Heath, we become involved and will make contact, giving you details of a chance to visit before your child begins school.~~ COLNEY HEATH SCHOOL ADMISSION POLICY DOCUMENT

Oversubscription criteria for community and voluntary-controlled schools and classes for the school.

Children with a Statement of Special Educational Needs which names the school will be allocated a place in accordance with section 324 of the Education Act 1996. Parents may state their preference as to which nursery class, school or centre they would like their child to attend in the years leading up to the child's fifth birthday. However, if there are not enough places available, places will be allocated in the following order of priority:

a) Children in public care (children looked after) and children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or a special guardianship order).

b) a child 'at risk' (or the sibling of a child 'at risk') who is the subject of an interagency child protection plan.

c) other applicants where the following criteria are considered to determine priorities:

1) Children for whom it can be demonstrated that they have a particular medical or social need to go to the school.

2) Children who have a sibling at the school at the time of application, unless the sibling is in the last year of the normal age-range of the school. Note: the 'normal age range' is the designated range for which the school provides.

3) Any other children. If more children qualify under a particular rule than there are places available, a tiebreak will be used by applying the next rule to those children. If more children qualify under criterion 2 than there are places available, priority will be given to those who live nearest to the nursery as measured in a straight line. Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random.

Tiebreak- Distances : Most places will be allocated in accordance with home-school distance. If more children qualify under a particular rule than there are places available, a tiebreak will be used by applying the next rule to those children. If more children qualify under criterion 3 than there are places available, priority will be given to those who live nearest to the nursery as measured in a straight line. Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random.

Distance Measurement : All distances will be by a "straight-line" measurement from the address point of each individual house to the address point of the school (home address point data supplied by NLPG - National Land and Property Gazetteer).

Admission information for all other year groups Please apply online for a school place on www.hertsdirect.org/admissions. Admissions can also be contacted by phoning 0300-1234043.

Admission rules for all other year groups. The rules for community and voluntary-controlled first, infant, primary, junior and middle schools are as follows: Section 324 of the Education Act 1996 requires the governing bodies of all maintained schools to admit a child with a statement of special educational needs that names their school.

Rule 1 Children in public care (children looked after).

Rule 2 Medical or Social: Children for whom it can be demonstrated that they have a particular medical or social need to go to the school. A panel of officers will determine whether the evidence provided is sufficiently compelling to meet the requirements for this rule. The evidence must relate specifically to the school applied for under Rule 2 and must clearly demonstrate why it is the only school that can meet the child's needs.

Rule 3 Sibling: Children who have a sibling at the school at the time of application, unless the sibling is in the last year of the normal age-range of the school. Note: the 'normal age range' is the designed range for which the school provides, Years 7 to 13 in a secondary school, Year 9 to 13 in an upper school.

Rule 4 Children who live in the priority area and for whom it is their nearest Hertfordshire maintained non-faith, co-educational, non-partially selective school or academy. Note: Non-partially selective means that the school/academy does not offer any places based on academic ability.

Rule 5 Children who live in the priority area who live nearest to the school.

Rule 6 Children who live outside the priority area and for whom it is their nearest Hertfordshire maintained non-faith, co-educational, non-partially selective school or academy. Where more children qualify under this rule than there are places available, places will be allocated to those who live nearest the school.

Rule 7 Children living outside the priority area on the basis of distance, with those living nearest to the school given priority. These rules are applied in the order they are printed above. If more children qualify under a particular rule than there are places available, a tiebreak will be used by applying the next rule to those children. Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random.

REVIEW This policy will be reviewed annually