



ST EGWIN'S C.E.  
MIDDLE SCHOOL

# Admissions Arrangements

Dated – September 2020

Review date – September 2021

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If you would like your child to attend our school, please see full details of our admissions arrangements below:

### **Admissions**

If you would like to come and visit the school then contact the school office on 01386 446924 and we will be happy to make an appointment for you. Or if you have already visited, and would like your child to join our school, then please follow the instructions below regarding admissions.

If you live in Worcestershire and your child is due to start school in Y6 during the current school year, then you must apply to Worcestershire County Council for your child / children's school place – the opening and closing dates for applications are published annually on the School Admissions website below. Mid-year Transfer if you wish your child / children to join St. Egwin's during the school year then you can download the required CA1 application form from <http://www.worcestershire.gov.uk/schooladmissions>. This paper form then needs to be brought to us, and we will do the rest.

### **In-Year School Admissions**

For in-year school admissions, please visit:

[http://www.worcestershire.gov.uk/info/20099/school\\_admissions/706/in-year\\_applications](http://www.worcestershire.gov.uk/info/20099/school_admissions/706/in-year_applications)

### **Parents of children resident outside Worcestershire**

If you wish to apply for a place at any Worcestershire school, you must complete an application provided by your "home" LA. (The "home" LA is defined as the Local Authority relevant to the child's home address). The "home" LA will ensure that the application details are passed onto Worcestershire LA for consideration in the allocation of school places. If you are not resident in Worcestershire, then you should obtain admission details from your home LA, even if your preferences include schools within Worcestershire. The Admissions and Transfers to Schools Information for Parents Book and the Starting School parental guide, Transfer to Middle School and Transfer to Secondary School parental guides are available on the website:

<http://www.worcestershire.gov.uk/schooladmissions>

### **How do you apply?**

- Apply online at <http://www.worcestershire.gov.uk/schooladmissions>
- You will need an email address
- You will be sent an email to acknowledge receipt of your submitted application.
- If you do not have access to the internet, you can get online at any

Worcestershire library.

- Training on "How to get online" is available free to all Worcestershire Library members.

Or telephone School Admissions on 01905 822700 if you need assistance.

## Policies

- [Admissions Policies 2020 to 2021](#)
- [Admissions Policies 2021 to 2022](#)
- [Education Inclusion Policy \(opens in a new window\)](#)

## Delayed and Accelerated Transfer policy

- [Policy on Delayed and Accelerated Transfer \(opens in a new window\)](#)
- [Guidance on Educating Children with an EHC Plan Out of Year Group in Mainstream Schools](#)

Delayed and Accelerated Transfer Policy supporting documentation

- [School Admissions – Information for Parents Book](#)
- [WCC Education Inclusion Policy 2010](#)
- [DfE SEN Code of Practice \(2015\) – Schools and Early Years \(opens in a new window\)](#)
- [Local Inclusion Fund - Ordinarily Available in Early Years Settings](#)
- [The SEND Graduated Response within Worcestershire](#)
- [DfE Advice on the admission of summer born children \(opens in a new window\)](#)

## Fair Access Protocol

Download: [Fair Access Protocol for Schools in Worcestershire](#)

## Appeals

- [Appealing an In-Year Refusal and Waiting Lists \(opens in a new window\)](#)
- [Appealing for a place at High School and Waiting List Procedures 2020 \(opens in a new window\)](#)
- [Appealing for a Primary or Middle School and Waiting Lists 2020 \(opens in a new window\)](#)
- [KS1 appeal information \(opens in a new window\)](#)

- The appeals process