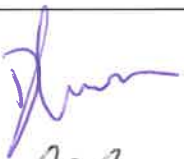




A Community, Learning and Growing

Admissions Policy

Created by: Headteacher	Date: Nov 2025
Approved by the Governing Body:	Date: 25/11/25

Chair of Governors: 	Date: 25/11/25
Headteacher: 	Date: 25/11/25

Our school's Christian Vision is;

A Community, Learning and Growing

- Our school's strong community includes our pupils, staff, parents, governors and others.
- All members of this community are growing, learning and flourishing alongside one another.
- To do this, we need strong roots to support our growth as individuals.
- Our Christian Vision is based on Psalm 1 which compares people to trees, growing and flourishing.
- We also learn about a range of Christian Values to help us understand the life and teachings of Jesus.
- Our school logo reflects this vision, and also our rural location.

Therefore, this policy aims to support the flourishing of all members of the school community, so that they can learn and grow alongside one another.

Weston CE Primary School follows the county admission rules for Voluntary Controlled Schools for Primary School

Section 324 of the Education Act 1996 requires the governing bodies of all maintained schools to admit a child with an Education, Health and Care Plan (EHCP) that names their school.

At Weston Primary & Nursery School, there is a one term entry of pupils. They are admitted in the September of the academic year when they turn 5.

If there are fewer applications than places available at a school all applicants will be admitted. If there are more applications than places available, the criteria outlined below will be used to prioritise applications.

All applications for a Reception to Year 6 place at Weston Primary & Nursery School are made via Herts County Council website -

<https://www.hertfordshire.gov.uk/services/schools-and-education/school-admissions/school-admissions-and-transport.aspx>

Places for Nursery are allocated directly by the school. Details can be found on the school website <https://www.weston.herts.sch.uk/admissions/> Admission criteria below are not applicable to Nursery applications, although priority will be given to siblings.

Oversubscription criteria

Rule 1: Children looked after and children who were previously looked after, including those who appear (to the admission authority) to have been in state care outside of England, and ceased to be in state care as a result of being adopted. Previously looked after children are those who were looked after but ceased to be so because of being adopted or became subject to a child arrangements order* or a special guardianship order*. Children who were not looked after immediately before being adopted or made the subject of a child arrangement order or special guardianship order, will not be prioritised under this rule.

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.

Evidence needed (Rule 2)

Recent independent objective evidence, for example from a doctor, psychologist, social worker or other professional involved with your child.

Professional evidence that outlines exceptional family circumstances making clear why only one school can meet your child's needs.

If the requested school is not the nearest school to your child's home address, give specific reasons why closer schools will not meet your child's needs.

Evidence must relate specifically to the school being applied for under Rule 2.

Rule 3: Linked School (*This rule only applies to pupils who are currently attending an infant school which has a linked junior school.*) We are not a linked school.

Rule 4: Sibling

Children who have a sibling on the roll of the school or linked school at the time of application. This applies to reception through to Year 5 in infant, junior and primary schools. Please view this link for further information on siblings [Sibling Rule](#)

Rule 5: Nearest School

Children for whom it is their nearest school or academy. This includes all schools except those which allocate places on the basis of faith (membership or practice) before allocating on the basis of distance/location.

Rule 6: Distance

Children who live closest to the school are given priority. Children not considered under Rule 5 will be considered under Rule 6.

These rules are applied in order. If more children qualify under a particular rule than there are places available, children will be prioritised using the next rule (for rules 2-5).

Explanatory notes can be found at <https://www.hertfordshire.gov.uk/services/schools-and-education/school-admissions/school-admissions-and-transport.aspx>

Tie Break

When there is a need for a tie break where two different addresses are 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.

For example, if 2 applications had identical home to school distance measurements, a random tiebreak would be used to decide which applicant is offered a place.

Every applicant is given a unique random number for each of their school preferences. When a random tiebreak is needed, this random number is used to allocate the place – the lowest number is given priority.

Continuing Interest

After places have been offered, Hertfordshire County Council will maintain a continuing interest (waiting) list for all community and voluntary controlled schools. A child's position on a CI list will be determined by the admission criteria outlined above and a child's place on the list can change as other children join or leave it. The county council will contact parents/carers if a vacancy becomes available and it can be offered to a child. Continuing interest lists will be maintained for every year group until the summer term (date to be confirmed). To remain on the CI (waiting) list after this time, parents must confirm they are still interested in a place by completing an In Year application form.

In Year Admissions

Hertfordshire County Council co-ordinate In Year Admissions for all community and voluntary controlled schools. Information about how to apply and the online application form can be found at www.hertfordshire.gov.uk/inyear The oversubscription criteria outlined above is used to prioritise all In Year applications to community and voluntary controlled schools.

Fair Access

Community and voluntary controlled schools will admit children under the Fair Access Protocol before those on continuing interest, and over the Published Admission Number (PAN) if required. For more information on the Fair Access Protocol please click on this link [Fair Access Protocol](#)

