

Wickersley St Alban's C of E Primary School

***Early years Foundation Stage Prospectus
2016/17***

**Morthen Road
Wickersley
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Web Site: wsap.academy**

**Executive Headteacher: Mrs A Adair
Head of School: Mrs A Gurner**



**Foundation Teachers: Mrs D North (FS1)
Miss C Hoole (FS2)**

**Support Staff: Mrs S Squires
Mrs D Pickering
Mrs R Booth**

Welcome

Welcome to St Alban's Foundation Stage. We believe that the foundation stage has an important role to play in the development of children in their early years, laying foundations for later education and life.

Our aim is to provide a secure, stimulating and happy environment to encourage children's independence and self-confidence. We aim to develop children physically, intellectually, emotionally, socially and spiritually. Activities are carefully structured and planned to provide opportunities for all children to succeed in an atmosphere of care and of feeling valued.

We follow the Early Years Foundation Stage framework introduced by the Department for Education and Skills. This framework sets the standards for the learning, development and care of children within the Foundation Unit.

The foundation stage is about developing key learning skills such as listening, speaking, concentration, persistence, cooperation and early numeracy and literacy. It is organised into seven educational programmes:

- Personal, social and emotional development
 - Communication, language and literacy
 - Physical Development
- (these are the three prime areas)
and..
- Understanding of the world
 - Expressive art and design
 - Maths
 - Literacy (reading and writing)

These areas are delivered through meaningful play experiences. Practical activities are a key way that young children learn with enjoyment and challenge.

It is through these play activities that the children can:

- Explore, develop and represent learning experiences that help them to make sense of the world
- Practice and build up ideas, concepts and skills
- Learn how to control impulses and understand the need for rules
- Be alone, alongside others or cooperate as they talk or rehearse their feelings
- Take risks and make mistakes
- Think creatively and imaginatively
- Communicate with others as they investigate or solve problems
- Express fears or relive anxious experiences in controlled and safe situations

A church school has a distinctive ethos. Not only do we have an educative role but especially one which teaches about God, provides a spiritual growth and nurtures a Christian faith and life.

We greatly value parents and regard you as partners in the education of your child. You are invited to share in the educational experience of your child by informing us of important developments in their learning, supporting them with homework (particularly reading and phonics / spelling in FS2) or using any skills that you feel that you could offer both in and out of the unit. We are always available at the beginning or end of a session to discuss any aspect of your child's development.

Part Time Sessions (FS1)

Morning session - 8.30 - 11.30 am

Afternoon session - 12.30 - 3.30 pm

Full Time Sessions (FS2)

The school day begins at 8.50 a.m. for registration, and ends at 3.00 p.m.

General Information

From 8.15 am access to school can be gained through all of the gates. From 9.15 only the main gates situated on Morthen Road are open. At 2.50 pm the other access gates are unlocked.

If arrangements change for the collection of your child please inform the Foundation Stage staff.

For your child's safety we ask that you do not park your car on school premises. Dogs are not allowed on the school premises.

Absences

Please inform staff if your child is absent for any reason. This is particularly important if the absence is due to a contagious disease. If parental holidays occur during term time please inform us of the dates. For full time children a school form should be completed - please see Mrs Tune in the office.

Snack

Fruit and milk or water is available free for your child as a snack every day. For FS2 pupils, we also recommend that a flask or cup (labelled with your child's name) is brought into school daily so that they can access water at all times.

School Clothes

The school has a uniform which consists of a red sweatshirt; red or white polo shirt and navy blue, black or grey trousers or skirt. During the summer red and white checked dresses can be worn by the girls and navy shorts for the boys. Uniform is available from a-print, 138 Morthen Road, Wickersley, Rotherham S66 1EA, tel: 01709 709977.

Your child will need a pair of indoor shoes and bag with his or her name on it to be hung on their own peg. This bag should be taken home each day.

Developing independence is essential. Please take this into consideration when dressing your child. Please ensure your child's name is on all of their belongings.

In FS2 we change for P.E. We will need a P.E. kit (shorts and t-shirt, labelled with your child's name), to be kept in school all week.

School Web Site

We have a school website (wsap.academy) which is full of information about Wickersley St Alban School.

Finally

Remember that the education of your child is a partnership and is most effective if it is a team effort between home and school. We hope that your child will find his or her time at St Alban's Foundation Stage to be a rewarding and fulfilling experience.

Admission for a Full Time Place at Wickersley St Alban School

Criteria for Admission

Where there are more applications for admission than the planned admission number stated (i.e. the number calculated according to the net capacity of the school which the law defines and which has been agreed with the Rotherham LA), the Governing Body/Admission Committee will apply the following criteria in strict order of priority:

If the admission number is reached mid-category, applications in that category will be prioritised on the distance of the child's ordinary place of residence to the main entrance to the school building measured in a straight line.

Policy for Admissions 2017/18

Admission Policy for Wickersley St Alban's C of E Primary School 2017/18

Introduction

Wickersley St Alban's C of E Primary School is a Church of England Voluntary Aided Primary School in the Diocese of Sheffield. It is maintained by Rotherham Local Authority.

The school provides a distinctively Christian education for children aged **3 to 11** years.

Historically, Anglican schools were parish schools providing education for the community in accordance with the principles of the Church of England. Thus the majority of Sheffield Diocesan schools were established to provide education for the children of the parish within a Christian context. The two aims of being 'distinctively Christian' and 'serving the local community' are reflected in the school's admission criteria.

Wickersley St Alban is a Voluntary Aided Primary School in which the Governing Body is the Admission Authority and responsible for admissions. It is guided in that responsibility by the requirements of the law, the school trust deed, by advice from the Sheffield Diocesan Board of Education and its duty to the community.

This policy should be read in conjunction with the rest of this booklet.

The admission number for 2017-2018 is 30 and children will be admitted during the Autumn term prior to their 5th birthday.

Please contact the school if you need help in completing the Common Application Form or Supplementary Information Form.

Making an Application

1. Applications are made on the **Common Application Form**
2. To support your application to Wickersley St Alban's C of E Primary School, please complete the **Supplementary Information Form**. This is not an application form for admission to school but will be used by school when applying the admissions criteria.
3. The **Common Application Form** should be submitted by 16th January 2017 along with the **Supplementary Information Form** (if applicable).

Criteria for Admission

- Children who have a statement of special educational need and the school is named as the most appropriate education setting for the child will be admitted.

Oversubscription Criteria

Where there are more applications for admission than the published admission number, the Governing Body will apply the following criteria in strict order of priority:

1. Children in care / Looked after children and children who were previously in Care/ Looked after. (see definition 1)
2. Children with special medical or social circumstances where these needs can only be met at this school. (see definition 2)
3. Children who have an elder brother/sister (see definition 3) attending the school at the time of anticipated admission.
4. Children whose parents/carers (see definition 4) reside in the ecclesiastical parish of Wickersley and regularly (see definition 5) attend the parish church of St Alban's.
5. Children whose parents/carers (see definition 4) reside outside the ecclesiastical parish of Wickersley but regularly (see definition 5) attend the parish church of St Alban's.
6. Children whose parents/carers who reside in the ecclesiastical parish of Wickersley and regularly attend a Christian denomination participating in 'Churches Together in England' (see definition 6).

7. Children whose parents/carers reside outside the ecclesiastical parish of Wickersley and regularly attend a Christian denomination participating in 'Churches Together in England'
8. Children of staff of the school (see definition 7)
9. Children whose parents/carers are resident in the ecclesiastical parish of Wickersley.
10. All other children.

Should the admission number be reached mid-category, applications in that category will be prioritised on the shortest distance measured in a straight line from the child's home address (including flats) to the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving higher priority.

Tie break

In the event of two or more children living equidistant from the school, the place will be decided by drawing lots. The first name drawn will be offered the place.

Definitions

Definition 1 - Looked After Children

A 'relevant Looked After Child' is a child that is looked after by a local authority in accordance with Section 22 of the Children's Act 1989 at the time an application for admission to a school is made, and who the local authority has confirmed will still be looked after at the time when he/she is admitted to the school. A previously looked after child is a child who was adopted or became subject to a residence or special guardianship order immediately following having been looked after.

Definition 2 - Children with Special Medical or Social Circumstances

This is not about educational needs. Professional supporting evidence must be provided if admission is to be made under this criterion. A professionally qualified person such as a medical doctor, psychologist or social worker must set out the particular reasons why the school is the suitable one for the child and the difficulties which would be caused if the child had to attend another school.

Definition 3 - Brother/Sister

Brother or sister means sibling, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address.

Definition 4 - Parent/Carer

A parent/carer is any person who has parental responsibility or care of the child. Where admission arrangements refer to 'parent's attendance at church' it is sufficient for just one parent to attend. 'Family members' include only parents and siblings.

Definition 5 - Regular Church Attendance

Regular attendance by parents/carers is defined as attendance at a Church of England church or another Christian denomination participating in 'Churches Together in England' for at least twice a month over the last 12 months (January 2016 - December 2016)

Parents/carers whose application is based on attendance at a church of Christian denomination should submit the Minister of Religion Reference Form available with the Common Application Form.

Definition 6 - Churches Together in England

Member churches:

Antioch Orthodox Church; Baptist Union of Great Britain; Cherubim and Seraphim Council of Churches; Church of England; Church of God of Prophecy; Church of Scotland (in England); Congregational Federation; Coptic Orthodox Church; Council of African and Caribbean Churches UK; Council of Oriental Orthodox Christian Churches; Icthus Christian Fellowship; Independent Methodist Church; International Ministerial Council of Great Britain; Joint Council for Anglo-Caribbean Churches; Lutheran Council of Great Britain; Methodist Church; Moravian Church; New Testament Assembly; New Testament Church of God; Oecumenical Patriarchate; Redeemed Christian Church of God, Religious Society of Friends; Roman Catholic Church; Russian Orthodox Church; Salvation Army; Seventh Day Adventist (Observer); Transatlantic Pacific Alliance of Churches; United Reform Church; Wesleyan Holiness Church

Definition 7- Children of staff at school

Children of staff

- a) where the member of staff has been employed at the school for two years or more 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 demonstratable skill shortage

Place of residence

The child's ordinary place of residence will normally be a residential property at which the parent or person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to the school.

Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will normally be the property at which the child resides with the parent or person or persons with parental responsibility, for the greater part of the week.

Late Applications

Late applications will be dealt with in accordance with the Local Authority scheme.

Waiting List

1. Names of children will automatically be placed on the waiting list for this school when the child has been refused admission.
2. A vacancy only arises when the number of offers to the school falls below the admission number (30).
3. The waiting list will be established on the offer day.
4. The waiting list is determined according to the Governing Body's priority of admission over-subscription criteria.
5. Following the offer day, should an application be received for the school where the pupil has a higher priority as determined by the admissions criteria for a place at the school, it will be placed on the list, above those with a lower priority.

False Information

1. Where the Governing Body has made an offer of a place at this school on the basis of a fraudulent or intentionally misleading application from a parent /carer who has effectively denied a place to a child with a stronger claim to a place at the school, the offer of a place will be withdrawn.
2. Where a child starts attending the school on the basis of fraudulent and intentionally misleading information the place may be withdrawn depending on the length of time that the child has been at the school.
3. Where a place or an offer has been withdrawn, the application will be re-considered and a right of independent appeal offered if the place is refused.

Applications outside the normal admissions round

Applications outside the normal admissions round will be considered in accordance with the Local Authority scheme.

Appeals against the Governing Body's decision to refuse admission

1. If a place is not offered at the school parents have the right of appeal to an Independent Appeal Panel formed in accordance with the legislation. Details of the appeals procedure will be sent to parents by the local authority.
2. Parents who intend to make an appeal against the Governing Body's decision to refuse admission must submit a notice of appeal by the date set out in the decision letter. Appeals will be held within the timescales set out in the Admission Appeal Code.

Details of name/address to which appeals should be submitted:

The Appeal Clerk
Legal and Democratic Services
Eric Manns Building
45 Moorgate Street
Rotherham MBC S60 2RB