



ADMISSION ARRANGEMENTS

ST Helen's CE Primary School

1. The school follows the South Gloucestershire Council Admission Policy for Primary Education (4 - 11 age range) as set by the DFE. We follow the national admissions code.
2. Every child whose fifth birthday falls in the school year of admission is allowed under South Gloucestershire's present policy to be considered for a school place at the beginning of that year, provided that the total number of applicants does not exceed the school's Standard Number of 30.
3. The admission level applies to the year group as it proceeds through the school. Admission for other year groups will be considered, unless the Standard Number for the year group has been reached.
4. The admission policy enables Reception children to benefit from a full three-year infant education.
5. Reception children should be registered with South Gloucestershire Council on an official registration form or online (<https://find-information-for-adults-children-families.southglos.gov.uk/kb5/southglos/directory/advice.page?id=GLu6GUIMkpw&familychannel=2-2&channel=family>) before the deadline stated (currently mid-January) prior to joining.
6. Should the Reception year group be over-subscribed, parents will be informed by South Gloucestershire Council later that year, whether their child has a place or not.
7. Admission of Reception children will be phased by the school during Term 1.
8. Admission to school normally occurs at the beginning of a school term, unless there is incoming movement from other schools and house moves.
9. When a year group's Standard Number has been reached, a parent can make an appeal for admission to the Admission Officer of South Gloucestershire Council.