

Admissions Statement



Summer 2025

Review Date: Summer 26

SHENLEY PRIMARY SCHOOL

Admissions Statement

The Governing Body adheres to the published Hertfordshire County Council admissions criteria for Community Primary Schools and Nursery class places. These are available from Hertfordshire County Council. In the case of Primary School places, the allocation of these is administered by County Council officers. 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) 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).

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 Linked School: In the case of junior schools, children who attend the linked infant school at the time of their application.

This rule only applies to pupils who are currently attending an infant school which has a linked junior school.

Rule 4 Sibling: Children who have a sibling on the role 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; and from reception through to Year 3 in first schools; and from Year 5 to Year 7 in middle schools

In Year admissions: the sibling may be in the school's final year as long as they will still be in attendance at the time of admission

Rule 5 Staff: Children for whom a member of staff has a permanent contract

Rule 6 Nearest School: Children for whom it is their nearest community or voluntary-controlled school or an own admitting school or academy using Hertfordshire's admission rules.

Rule 7 Distance: Children who live nearest to the school.

If your child does not qualify under Rule 5, they will be considered under Rule 6. 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 considered to be the closest.

30 Hour Sessions

Shenley will offer 30 hour nursery places to parents who are entitled to 30 hours and have provided the school with a valid voucher code. Places may be limited so will be offered on a first come first served basis. Children must attend on all days.

Flexible Nursery Sessions

Children may attend nursery either part time (free) or full time (fees apply for additional hours). A full time place means your child attends from 8.45-3.15 on the days booked.

Full time sessions are booked on a minimum of half termly basis and must be paid for in full before your child attends the extra sessions.

The fees will be confirmed on your invoice

Sessions will be allocated on a first come first served basis and are not secured until payment has been received by the school. We will try our best to meet your needs.

Payments are non-refundable once your place has been confirmed.

30 Hours and Flexible Nursery Sessions

The school has the right to withdraw places or not offer places, as deemed appropriate or necessary.

Food is not included in the cost and you must supply a packed lunch or pay for a school lunch via school gateway.

Further information is available on www.hertfordshire.gov.uk/admissions