

St Nicolas and St Mary CE Primary School



Admissions – FAQs



School Admissions is a complex process – here are some common questions:

Q. Who is responsible for admissions to the school?

A. The Governing Body, as the admissions authority, is responsible for all admissions to the school. These arrangements and the admissions criteria are reviewed annually. The Governors' admissions arrangements, including oversubscription criteria, is available on the website.

Q. Will there be enough school places for September?

A. It is difficult to predict the demand for places at our school, however, the Local Authority has a statutory duty to ensure that there are sufficient places in the area for children to attend school.

Q. How do you decide who is offered a place?

A. If there are more than 60 applications the Governors' admissions committee rank all the applications using our oversubscription criteria. Children who have a sibling at the school, a parent who regularly attends church, or who live nearby, are likely to be ranked more highly (please see the school's Admissions Arrangements for more information). Those ranked in the top 60 will be offered a place.

Sometimes a child is ranked in the top 60 but their parent would prefer them to attend another school – this frees up a place at our school which is offered to the next child on our list.

If a parent has expressed a preference for another school and that school has places, then they would be offered a place at that school. It is therefore important that parents put St Nic's as 'first preference' even if they think they do not have a good chance of getting into our school.

Admissions – FAQs continued...

Q. How does the ‘preference’ system work?

A. You have to decide which school is your ‘first preference’. If you put St Nic’s down as your *first preference*, and you are ranked high enough, we will offer you a place. If we cannot offer you a place then the Local Authority will try and give you your *second preference* school.

If you put St Nic’s *first* and you are not offered a place, your chances of getting your *second preference* school will not change. Non-church schools will be unaware that you put them *second* and the Local Authority will rank you against their oversubscription criteria – not whether you put a particular school *first* or *second*.

Q. Does your school have a catchment area?

A. Unlike most other schools, St Nic’s does not have a catchment area as such and children are welcome from across the Adur area. However, those who live in Shoreham and Southwick and/or live closer to the school, may be ranked higher.

Q. What are my chances of getting a place?

A. It is difficult to predict what your chances of getting a place are. The proportion of children who, for example, have a sibling already in the school or a parent who regularly attends church varies from year to year.

Q. Do I have to go to church or fill in a church support form?

A. No. However, if we are oversubscribed, being a ‘regular worshipper’ may improve your chance of getting a place. You need to ask your minister or priest to complete a form to prove you are a regular worshipper (available on request or on the website).

Q. Do children who attend Little Fishes automatically get offered a place?

A. No. Children are treated the same, whether they attend Little Fishes Nursery or not. We are not allowed to give preference to children who attend our nursery.

Q. What happens if I am not offered a place? Can I appeal?

A. If we are oversubscribed and you are not offered a place, the Local Authority has a responsibility to offer you a place at another school. You do have the right to appeal.

Q. Do you have a waiting list?

A. Sometimes places become available in late July or early September. If you are not offered a place let us know if you want to be kept on the waiting list.

Any other questions? Please contact the school!

Please note that the above ‘FAQs’ are for general guidance only and should be read in the context of our Admissions Arrangements and Local Authority guidance.