

WELCOME TO
KIBBLESWORTH PRIMARY SCHOOL

Dear Parents and Carers,

Kibblesworth Primary School is a happy school and we offer a stimulating and structured environment in which your child can develop.

We seek always to maintain positive relationships between pupils, teachers, parents, governors and visitors. We view parents as partners in the educational process and welcome your support in all aspects of school life.

If you need clarification or further information about any part of the prospectus please do not hesitate to telephone. Advance notification is usually given of any changes affecting children or parents.

Yours sincerely,

Mrs C Trainer
Chairperson of Governors

Mr K. Dodd
Head Teacher

GATESHEAD COUNCIL LEARNING AND CHILDREN

KIBBLESWORTH PRIMARY SCHOOL

Head Teacher: Mr K. Dodd

West View
Kibblesworth
Gateshead
NE11 OXP.

Tel. No. (0191) 4102975

Chairperson of Governors: Mrs C Trainer

The school is a Community Primary School catering for pupils from three to eleven years of age. The school is not affiliated to any particular denomination.

Each teacher is responsible for a specific class and has specific curricular responsibilities for the whole school.

Staff and Class Organisation

Year Group	Teacher	Pupil No.	Curricular Responsibilities
Nursery	Mrs Longhurst & Mrs Henry	24	Early Years, Music/RE
Reception	Miss Shaw	15	Early Years, Science
Year 1 / 2	Mrs Renton	25	Art, DT, PE
Year 3/4	Miss L Rowe	27	Mathematics, MFL, PSHE
Year 5/6	Mr C Steel	19	English, I.C.T, Science
PPA	Mr K Dodd Ms Mellor -		SEN, Curriculum Geography and History

Peripatetic Music Teachers Mr J Parkin
 Ms J Thompson

Classroom Assistants Mrs C Baker
 Mrs J Brunger
 Mrs M Hunter
 Ms G Coulson
 Mrs M McKinnell
 Mrs J Hawkes

Non-teaching Staff

Secretary	Mrs J Golby
Caretaker	Mr A Batten
Cleaner	Mrs S Townsley

<u>Governors:</u>	<u>Status</u>	<u>Term of office expires</u>
Mrs C Trainer(Chairperson)	Community	27/09/2010
Ms L Dyer(Vice Chair)	LEA	12/02/2012
Mr K Dodd	Head Teacher	
Mrs J Brunger	Associate	02/04/2013
Ms Annabel Dobinson	Parent	23/11/2013
Mrs Emma Gardner	Parent	25/01/2013
Mr Richard Irwin	LEA	03/11/2013
Mrs Mary McKinnell	Parent	15/01/2013
Mrs Laura Money	Parent	23/11/2013
Ms J Golby	Non Teaching	
Mr Craig Steel	Staff	14/05/2011
Mr Alan Younger	Community	03/12/2013
Mrs E Gleave	Link Inspector	

Mrs C Trainer may be contacted via the school.

The Clerk to the Governing Body is Louise Briggs who may also be contacted via the school.

You will be notified by letter about any Parent Governor elections due this year.

The School Day

Infants	Morning Session	8.55 a.m. till 11.50 p.m.
	Afternoon Session	1.05 p.m. till 3.15 p.m.
Juniors	Morning Session	8.55 a.m. till 12.00 p.m.
	Afternoon Session	12.55 p.m. till 3.15 p.m.

Playtimes consist of fifteen minutes each morning and ten minutes each afternoon (Infants only).

Staff are on duty from 8.45 a.m. Parents are requested not to bring pupils to school before this time, as there will be no supervision. All children are brought into school from the school playgrounds at 8.55a.m. Collective worship takes place everyday.

The teaching day for Key Stage 1 pupils is 22 hours and 25 minutes and 25 minutes for Key Stage 2. This excludes registration, breaks and worship time.

Organisation

The children spend most of the day with their class teacher who, in consultation with the Head Teacher, provides a well-balanced curriculum to suit individual needs.

The school aims to provide a continuous and effective liaison with its main feeder school.

After their final year most pupils transfer to Lord Lawson of Beamish Comprehensive School.

Pastoral Care

The school views parents/carers as partners in the education process and encourages a close liaison between home and school at all times. There is a very active Friends of Kibblesworth Primary School Association. Parents/carers have many resources that the school is grateful to use and parents/carers give valuable assistance on visits and at events as well as helping in individual classrooms on specific topics and skills.

Any problem affecting the welfare of the child will be dealt with either by the class teacher or the Head Teacher. Parents/carers are requested to inform the school of any problem that could adversely affect their child's educational progress. Confidential information will be treated as such.

Each teacher is in 'loco parentis' and exercises the care of a reasonable parent at all times. Auxiliary staff are engaged to supervise children during lunch breaks. In cases of accident, illness or other emergency, appropriate action will be taken.

School Meals

These are prepared and cooked on the premises. Prices of meals are available from our clerk. Dinner money should be placed in an envelope or container with the child's name clearly written on it. It is important that all dinner money is paid on a Monday morning.

Arrangements for Parents / Carers to visit the school

Formal consultation sessions are arranged during the Autumn, Spring and Summer term but parents/carers may visit the school at any time mutually convenient to the Head Teacher and themselves.

During the summer term new entrants are also invited into school to share a story time, a P.E. lesson and lunch. Arrangements for these visits will be made at the induction meeting for parents in the summer term.

School's Admission Policy

Please refer to the policy at the back of the prospectus.

Attendance

Under the Education (Pupils' Attendance Records) Regulation 1991 Act, the school must report rates of unauthorised absence. Parents are requested to avoid taking holidays in term time. A holiday form is required when taking holidays in term time. The regulations state that two weeks is the maximum time a child may be absent from school. Holiday forms are available from the head teacher.

Parents/carers are asked to leave telephone numbers and addresses where they, or another relative or friend, can be contacted if an emergency or illness should arise at school. Parents/carers are advised to inform the school should any of these numbers/contacts change. It would also be appreciated if parents could inform the school if anyone other than themselves will be collecting the children from school. We ask for your support in ensuring your child attends school regularly.

Our absence rate for 2009/2010 was:

Number of pupils on roll: 85 + 24 Nursery

unauthorised absences: 6.4%

Total absences: 0.1%

The school would appreciate it if parents/carers could inform the school either by a telephone call, a personal visit or in writing the reason for any absence

MISSION STATEMENT

In this school we aim to provide high quality education in a place that is respected by all and where all are welcome. We aim to make sure that all of our children are achievers and each reaches their potential. In a safe, caring and nurturing environment we aim to teach life skills to motivate children and give them pleasure in independence. We aim to engage parents in their children's education. We aim to develop the interests of the whole child by providing lots of different experiences. We aim to promote pupils ownership of their school and sense of belonging to their community.

STATEMENT OF INTENT

The curriculum of Kibblesworth Primary School will: -

- * build upon the experiences of children at home and in pre-school education and help children to acquire knowledge, skills and concepts relevant to their life now and in the future;
- * help children to use language, mathematical and scientific skills effectively;
- * help children to understand the world in which they live and the interdependence of individuals, groups and nations;
- * help children to appreciate human achievements and aspirations in every area of experience;
- * help children to develop an understanding of spiritual values;
- * encourage in children a sense of right and wrong, good behaviour, consideration for others and care of the environment;
- * help children to feel valued, form positive attitudes towards themselves and co-operative attitudes towards each other;

- * help children to develop lively enquiring minds, the ability to question, to discuss rationally and to apply themselves to realistic tasks and challenges;
- * help children to develop powers of imagination, creativity and self expression;
- * provide children with ample opportunity for a rich variety of learning experiences making full use of practical tasks and first hand experience wherever possible;
- * encourage in children the enjoyment of physical activities and games and an increasing awareness of the importance of healthy living and physical development through involvement with the Healthy School Award;
- * provide equal opportunities for all pupils regardless of socio-economic background, ethnic origin or gender according to individual need, intellect and physical ability;
- * encourage in children an appreciation and tolerance of the richness of cultural and personal diversity;
- * ensure a match between the abilities of individual children and their learning activities thereby providing success at school and encouraging them to become confident enthusiastic and independent learners
- * employ methods of assessing and recording children's progress with a view to informing the future planning of children's work.

Curriculum Entitlement

All subjects, programmes of study and attainment targets within the National Curriculum are covered throughout each school year.

Much of the work we do is cross-curricular which means that the topics selected may cover several aspects of the National Curriculum. Teachers plan a range of experiences within this framework that includes visitors into school and educational visits to enrich the quality of the children's learning.

Throughout the curriculum we aim to develop the skills, attitudes, concepts, knowledge and understanding of each individual.

Content of the Curriculum

The school's curriculum is based on the principle of equal opportunities. Each child regardless of ability, gender, creed or race, is legally entitled to the full range of the curriculum

Children are taught in mixed ability and mixed age classes but this can fluctuate depending on the school roll.

Core Subjects

English
Mathematics
ICT

Other Foundation Subjects

Design Technology
History
Geography
Music
Art
Physical Education
PSHE and Citizenship
Science

In addition every school must provide Religious Education. We aim to develop the Personal and Social Education of our pupils, promoting co-operation, caring and a tolerance, both in our school and in the community.

Religious Education

Religious Education is provided in accordance with the Local Education Authority's agreed syllabus. An act of collective worship takes place daily and is mainly Christian in character.

The teaching of R.E. is mainly Christian whilst taking account of the teaching and practices of the other principle religions represented in Great Britain.

Parents and Carers have the right to exclude their child from R.E. lessons and Religious Worship. The Head Teacher must be informed, in writing, if you wish to exercise the right.

Visitors representing local churches are invited to participate in our worship time.

English

English is taught within an integrated programme of speaking and listening, reading and writing. The children's abilities in English are developed across the curriculum. They are taught to communicate and express themselves clearly and effectively in speech and writing and great emphasis is placed on the ability to

listen and understand. The children experience a wide variety of reading materials at appropriate levels of complexity and interest so that they become competent, enthusiastic and fluent readers.

Reading development is seen as a partnership between home and school and children are encouraged to choose books to take home to read to their parents.

The school has fully adopted the National Literacy Strategy.

Mathematics

In mathematics we hope to help children develop the ability to solve problems, to understand numbers, shapes and relationships, and to predict likely results. All of that is applied in a range of practical tasks and real-life problems. The programmes of study are taught using a range of resources including computers and calculators.

The school has fully adopted the National Numeracy Strategy.

Science

In science children are engaged in practical investigations which will involve working both individually and in groups. The development of scientific skills will be within the context of the programmes of study relating to life processes and living things, materials and their properties, and physical processes.

Design Technology

In Design Technology we encourage the children to understand the significance of design and technology to the economy and to the quality of life. This involves planning and making things and evaluating outcomes.

Information and Communication Technology

Information and Communication Technology is used across the curriculum. Pupils are given opportunities to use a variety of ICT equipment and software to carry out a variety of functions in a range of contexts. They are taught to generate and communicate their ideas, retrieve, process and display information and later, to interpret, analyse and check information held on ICT systems. Pupils will also have the opportunity to examine the use of ICT in the outside world.

History

In History we introduce children to historical personalities and events through stories, poetry, pictures and TV at local, national and world levels. We use the children's own lives and environment to make them aware of the passage of time. Children are encouraged to use documentary evidence to enhance their understanding and develop their historical skills.

Geography

In geography we introduce children to the local area as well as extending their factual knowledge. A wide range of materials is used including maps, photographs, written accounts and other sources. We encourage children to appreciate and protect the environment, the starting point being our school.

Art

In Art we provide the children with opportunities to experience a variety of different techniques. They are also encouraged to plan and to manipulate a range of materials so that they can develop skills and originality. In addition to this all children are introduced to a range of artists and their work. Where the opportunity arises the children benefit from the skills of local artists who are invited to visit the school.

Music

In Music we encourage the children to make music and to develop an appreciation of different types of music. Good use is made of the expertise of available professionals. Where appropriate children are encouraged to take part in musical productions.

Sex Education

Sex Education is part of our health programme and information is given to pupils as necessary and when appropriate. Pupils are informed about the body and the function of the main organs. We hope to create a climate in which children feel able to ask questions and to have those answered by their teachers in a frank and appropriate way.

Parents do have a right to withdraw their children from all or part of the sex education provided, except that which is required as part of the Science National Curriculum. You are asked to see the Head Teacher to discuss the matter if a request is to be made.

Physical Education

In Physical Education children develop their skills in gymnastics, dance, games and adventure play to develop good body coordination and control. We endeavour to give each child enjoyment and satisfaction from physical activity and the opportunity to develop positive sporting attitudes. There are opportunities to play sport outside formal school hours. There is a football team that is involved in the Chester-le-Street league.

The school enters Netball and Basketball tournaments organised by Gateshead P.S.P.E.L.O

The school has been awarded the FA Charter mark and the Gateshead PE Award and this year the school achieved the Activemark Award.

Sporting Facilities

The school has a large hall for indoor P.E. which also houses the soft play equipment for the Early Years P.E. There is also a good playing field for football and athletics. The school also has two hard play areas. Swimming instruction at Birtley Baths is provided for pupils from Year 3 onwards. The school aims to provide the pupils with the opportunity to participate in inter-school activities whenever it is possible.

Aims

The school aims to encourage a healthy lifestyle choice for all pupils, teaching physical activity, strength, flexibility, appropriate use of the body and a high standard of personal hygiene. The school is in its seventh year of involvement with the Healthy School's Award.

We wish pupils to develop a positive attitude towards their fellow players by encouraging fair competition, which includes a sporting acceptance of both defeat and victory.

In addition it is our aim to keep pupils safe and well by encouraging quick responses, appreciation of rules and safety measures, appropriate modes of dress and footwear and a sensible attitude to the lifting and carrying of P.E. equipment. The importance of warming up and cooling down before and after exercise will be emphasised.

Time allocated to Individual and Team Sports in the Formal Curriculum

Key Stage 1 90 minutes

Key Stage 2 130 minutes (This includes a 45-minute swimming lesson) All Key Stage 2 children receive swimming instruction for one and a half terms.

Complaints Procedure

Under Section 23 of the 1988 Education Act every school has to provide a parent or carer with an opportunity to raise concerns about curriculum-related matters with their son or daughter's (or ward's) teacher or Head Teacher. This is nothing new, and all schools would encourage this kind of discussion to take place whenever there is cause for concern in order to avoid further anxiety for both parent/carers and pupil. In the great majority of cases parental concerns are satisfied in this way.

Where such discussion fails to satisfy the parent/carers of a pupil, the parent/carers is then entitled to refer the concern to the Governing Body of the school as a 'formal' complaint. Where a parent/carers feels that they are not satisfied with his or her discussion with the teacher (or Head Teacher) concerned, he or she should inform the Head teacher who will provide them with a complaints form which will be forwarded to the Chair of the Governing Body of the school and dealt with in accordance with the school's complaints policy.

A copy of the School's complaints policy, is available from the Head Teacher.

Education (School Curriculum and Related Information Regulations)

By law schools must ensure that certain information is available for viewing by parents/carers. All the listed documents are available at the school.

- i) Any published HMI or OFSTED Report on the school.
- ii) The Local Authority's agreed syllabus for R.E.
- iii) Minutes for Governors' meetings.
- iv) Documents relating to the curriculum are available from the Head Teacher for parents/carers.
- v) In compliance with legal requirements records on all pupils are available for inspection by the parent or carer of the child concerned.

Pupils with Special Educational Needs

WE WELCOME ALL CHILDREN TO OUR SCHOOL

The resources of the school and LA are used to meet, where possible, any special educational needs of children. These resources include referral to supportive agencies (e.g. Learning Support Service, Educational Psychologists, Speech Therapists, Language and Behavioural Support Specialists, medical opinions). These agencies are concerned to help the individual child and his / her needs.

Learning Support Education is provided by a specialist teacher and compliments mainstream education. After consultation with parents, we will make use of medical and psychological services wherever necessary.

The parents of children with special educational needs are consulted at every stage of their child's education.

As with all other policies, the school will regularly review its S.E.N policy and make it available for parents to read by arrangement with the Head Teacher.

The SENCO has updated the policy to reflect the changes introduced in the Code of Practise which took effect from September 2002.

Accessibility

At Kibblesworth Primary School we are committed to providing a fully accessible environment which values and includes all pupils, staff, parents and visitors regardless of their education, physical, sensory, social, spiritual, emotional and cultural needs. We are further committed to challenging attitudes about disability and accessibility and to developing a culture of awareness, tolerance and inclusion. We plan to increase the accessibility of provision for all pupils, staff, parents and visitors to the school through our accessibility plan which can be obtained from the Head teacher.

The school already has ramps, a disabled toilet and a hearing loop is available from reception and teachers plan and differentiate lessons with all pupils needs in mind.

The Local Authority has made a commitment that wherever possible, children with physical disabilities will be educated in their local primary/secondary school. If it can be shown to be necessary, and is practicable and reasonable to

do so, then minor adaptations to the building will be considered by the school and/or the Local Authority to enable a child to attend their local school.

In order that children with disabilities are not disadvantaged, the school liaises with the Local Authority when necessary in order to ensure that adequate provision is made.

Extended Schools/Extra Curricular Activities

These take place after school and the range of activities will be determined by the interests of both staff and pupils. Parents are kept informed of activities through newsletters and parental support is offered to parents who request it, or if staff feel it appropriate.

Assessment/Reporting to Parents

Pupils are formally assessed at the end of Key Stage 1 and Key Stage 2 (Year 2 and Year 6). Individual results will be available to parents and the results for the class provided for all parents.

No pupil will be named in these results. Teacher assessment is ongoing and assists in planning work appropriate to each individual, group or class.

The Authority has adopted the "Foundation Stage Profile" for reception age children and the "Gateshead Nursery Profile" for nursery age children. The evidence is collected throughout the year during the child's everyday activities at school.

Consultation evenings are held during the Autumn/Spring term. This provides parents/carers with an excellent opportunity to discuss their child's progress. A written report is sent to all parents in the Summer term. Any parent wishing to discuss their child's report will be given the opportunity to do so. If parents/carers find they are unable to keep the appointment they are given we will do our utmost to offer a more suitable time.

We consider these consultation times to be a very important element of our partnership with parents and we do urge everyone to attend.

If any parent/carer has something they would like to discuss with the staff or Head Teacher please contact the school and we will do everything we can to help.

Homework

Homework supplements the teaching in school and gives the pupil valuable additional practice. It can also make an important contribution to pupils' progress at school.

Parents are requested to ensure that children complete their homework and to contact the school in case of problems.

The children in our Key Stage 1 classes will be asked to learn spellings or to do some piece of literacy or numeracy work as well as reading with an adult. This should amount to no more than one hour each week.

Our Key Stage 2 pupils will be given literacy and numeracy work as well as topic work in other subjects. The lower junior children will be asked to do up to one and half hours homework each week and the Year 5/6 children will be given 30 minutes homework each day.

Guidance to help parents with homework is available from the head teacher.

Charging and Remissions Policy (Education Reform Act 1989)

With respect to the above, the Governors have adopted the policy of Gateshead L.A. A full copy of the policy is available from the Head Teacher.

It is the practice of the school to:

1. Seek voluntary contributions to support activities (e.g. visits) that the school organises. There is no obligation to contribute and pupils will not be treated differently according to whether parents / carers are unable or reluctant to give any support. However, neither will any child be expected to subsidise others. The school reserves the right to cancel any proposed visit/activity should the level of voluntary contributions be insufficient to support it.
2. Parents/carers may be requested to pay for broken or damaged property or lost library books where these result from a pupils behaviour.

School Discipline

The school emphasises positive and good behaviour and rewards it with praise and recognition. Awards are presented for good behaviour and work.

We expect high standards of behaviour from our pupils. We listen to children, respect them and treat them fairly. In return we expect children to treat us with respect and to tell us the truth.

We always look towards the positive aspects of children's behaviour.

The school rules are:

1. We do what the grown-up says FIRST TIME.
2. We keep hands, feet, objects and comments to ourselves.
3. We stay in our seat/area unless we have permission to move.
4. We don't shout out or interrupt.
WE WAIT OUR TURN.
5. We walk in and around school.

We expect all pupils to operate within our Behaviour Policy, which promotes positive behaviour. This is essential to ensure the smooth running of the school and to also ensure every child works in an effective learning environment. An Awards Assembly is held each half term where children receive certificates celebrating their good behaviour. Families and friends are invited to these occasions to support the children's achievements. We encourage pupils who break school rules to consider the effects of their actions, and where appropriate, sanctions come into force including "time out" and loss of break times. If necessary, parents will be contacted and invited into school to discuss any continuing bad behaviour. The Behaviour Policy exists throughout the school. Bullying in any form will not be tolerated. We would ask any parent who has concerns over incidences of bullying to contact the school at the earliest time possible.

Medicines

The school will not administer any form of medicine unless prescribed by the Doctor. We only do this where the medicine needs to be spaced evenly throughout the day. If your child needs medicine during school hours please see the Head Teacher who will inform you of the procedure. A consent form must be filled in and signed by the parent/carer. We try to promote healthy eating in our school through involvement with the Healthy School's Award.

We would ask you not to send sweets/snacks to school, unless there is an event or celebration such as a birthday. The children are encouraged to bring fruit to eat during their breaktimes.

Uniform

Children should dress tidily and safely at all times. We have a school uniform. This is not compulsory, though the majority of children do wear it. At Kibblesworth School we believe that a school uniform is important because:

- It looks smart
- Wears well
- Contributes to a sense of belonging
- Gives a common purpose
- Fosters a feeling of pride
- Contributes to the strong ethos of the school

Uniform:

- Royal Blue jumper, cardigan or sweatshirt.
- Yellow polo shirt
- Grey trousers or skirt
- Black shoes.

Sweat shirts, cardigans, polo shirts and T-shirts with the school's name and logo may be purchased from the school.

P.E. Kit:

- Shorts and T-shirts
- sandshoes / trainers for outdoor P.E.

All clothing, including footwear, should be clearly marked with the child's name.

It is essential that children change for P.E. We ask you to provide shorts and a T-shirt as well as plimsolls/trainers for outdoor work.

Please do not send children to school wearing unsuitable clothing or shoes, particularly track-suits, jogging pants and trainers. The Head Teacher has the right to prohibit the wearing of certain types of clothing/items which are considered, on safety or other grounds, to be unsuitable to wear in school.

We operate a NO JEWELLERY POLICY except for watches. For safety's sake all jewellery must be removed for P.E. and this often leads to lost articles which

causes distress. If ears are to be pierced, we would appreciate this being done during the long summer holidays to allow the wounds to heal. All earrings must be covered with a plaster if ear piercing is done during term time. This must be done while the studs are in for six weeks.

It must be appreciated that the information contained in this prospectus, which relates to the academic year 2009/2010 is correct at the time of publication but it must not be assumed that there will be no change affecting the relevant arrangements before the start of, or during the academic year in question.

If there is anything you do not understand or about which you require more detailed information, please contact the school

K. Dodd
Head Teacher.

The school's SATs results can be viewed in the School Profile at www.parentscentre.gov.uk/schoolprofile, or hard copies can be obtained from the school.

Key Stage 2 Targets 2009	
Subject	% reaching L 4 and above
English	100%
Maths	100%

School Term Dates 2010/2011

	From	To	Half Term Hols
Autumn Term	Monday 6 September 2010	Friday 17 December 2010	25-29 Mon to Fri October 2010
Spring Term	Tuesday 4 January 2011	Friday 15 April 2011	21-25 Mon to Fri February 2011
Summer Term	Tuesday 3 May 2011	Friday 22 July 2011	30 May to-3 June Mon to Fri 2011

All dates are inclusive.

In addition, to the above dates, schools will be closed to pupils on Monday 3 January 2011 and Monday 2 May 2011 (Bank Holidays)

Two days within the above terms are to be used for in-service training activities. These dates to be determined and agreed by individual school governing bodies.

In addition, one occasional day within the Summer Term 2011 is to be utilised for the purpose of closure in the event of Government elections. This day to be used near the end of the summer term.

Gateshead Council Community and Voluntary Controlled Primary Schools Admission Policy 2011/12

We allocate places at our Community Primary Infant and Junior Schools using our policy below and co-ordinate admissions to our schools using our co-ordinated admission scheme.

The policy is as follows:

- Your child will start school at the beginning of the academic year in which they will reach the age of five. (An academic year lasts from 1 September in one year to 31 August in the following year). However In many schools the first year will include an induction period, (a period for your child to get used to school life). This period may last from September until no later than the end of the October half term holiday. Parents who wish to defer their child's entry beyond this period must make this request in writing at the time of application for admission to school. Deferred entry must not extend beyond the beginning of the term after the child's 5th birthday, or beyond the academic year for which the application was accepted. Deferred entry will be considered by us the local authority (LA) in consultation with the Head Teacher and governors of the school.
- We will accept pupils up to the school's agreed Planned Admission Number for the year group unless we feel there are lawful grounds not to do so.

Oversubscription Criteria

We will consider applications from parents who have named the school as any ranked preference on their application form this is called the Equal preference system. If there are more applications for the number of places available at the school we will than allocate places by using the following order of priority:

1. Children in Public Care (and as deemed under Section 22 of the Children Act 1989).
2. Children who live in the school's catchment area and who will have a brother or sister at the school, or at the feeder junior school during the coming academic year.
3. Other children who live in the school's catchment area.
4. Other children who will have a brother or sister at the school, or at the feeder junior school during the coming academic year.
5. Other children who have exceptional medical or social grounds see point 1 below
6. All other children.

Point 1-We can consider exceptional individual applications, particularly in cases involving medical or social needs. If you wish to apply on medical or social grounds you must provide written evidence from relevant registered health professionals i.e. a doctor or social worker. The evidence must demonstrate why the chosen school is more appropriate and what difficulties would be caused if they were to travel to and attend alternative schools. We will not consider such applications if the relevant professional evidence is not provided. The evidence will be assessed by the LA Admission Panel. No assumption should be made that submission of the relevant evidence will, in itself, be sufficient to allocate a place.

Whickham Parochial Church of England Controlled Primary School

This school has the same oversubscription criteria as priorities 1 to 6 above except that criteria 3 and 4 above are reversed. Priority 1, 2, 5 and 6 remain in the same order however for this

particular school their oversubscription criteria places priority 4 children above those children in priority 3.

Address

For the purposes of deciding whether a child lives in the catchment area of a school we will use the parent or legal guardian's address or the address of a relevant adult who has parental responsibility, as defined under the 1989 Childrens Act, for the child.

Tie breaker

If, within any of the above criteria, there are more applicants than places available priority will be given to those children based on the distance they live from the school, measured 'as the crow flies' i.e. in a straight line from the centre of the home residence to the school's main entrance. Children living nearest to the school will have priority. We measure the distance using a geographical information system (GIS).

Waiting list

If places become available we will consider all relevant applications based on a waiting list. The waiting list will be maintained by the council from the start of the academic year and be kept for the rest of the academic year. All applicants on the waiting list are placed according to the admission criteria and priorities set out above. However children who are the subject of a direction to admit by the LA or who have been referred for admission and have been allocated a place through the Fair Access Protocol will take precedence over any child on the waiting list.

Important Dates

The closing date for the return of applications is Saturday **15 January 2011**.

From 10 September 2010 you can apply for a place in a reception or Junior class for admission in September 2011 by applying on-line at www.gateshead.gov.uk you must submit your application by no later than Saturday **15 January 2011**. Alternatively you can obtain an application form from the Head Teacher of your first preference school in Gateshead, which must be completed and returned by no later than Saturday **15 January 2011**

General Information and definitions

For definitions of the terms used in this policy please refer to our "Admission to Primary school" booklet for 2011 a copy of which should be included with this policy. Alternatively it is available from the School Admission Team at the Civic Centre, Regent Street Gateshead NE8 1HH and on Gateshead Council website at www.gateshead.gov.uk The co-ordinated admission scheme and Catchment areas referred to in this policy can also be viewed at the address and website given above.