



Five Islands Academy Admissions Policy: 2022-2023

Introduction:

Student admissions to Five Islands Academy are more straightforward than they are in many other schools in this country. The Local Authority has devolved its duties as Admissions authority to the Local Academy Committee of Five Islands Academy. With just one school on the islands parents have very limited choice as to where they send their child and the academy accepts its duty to accept all students of compulsory school age who live on the islands. Where relevant to our circumstances this policy complies with the legal framework set out in Section 84 of the School Standards and Framework Act 1998 and the subsequent Codes of Practice for Admissions and Appeals (February 2012). In accordance with the Code of Practice for Admissions and Appeals ("the Code"), the Local Authority and the Local Academy Committee work together to ensure that the academy's arrangements meet the needs of all parents and children. Consultation is completed each school year by 1st March and arrangements determined by 15th April.

Admissions to all year groups from Reception to Year 11 are welcomed from the parents or carers of children between the ages of four and sixteen. We accept children on roll for a minimum of one term unless there are exceptional circumstances. All places in school are full time once a child reaches their fifth birthday

Prospective applicants to the school are encouraged to make their initial enquiries to Enquiries (enquiries@fiveislands.org) at the St Mary's base and submit applications to the academy by the end of the first half of the term preceding their expected admission date.

If your child celebrates their fourth birthday between	They are eligible for a place from:	Application form in before:
1 st September 2022 and 31 st December 2022	Spring Term 2023	End of October to start in January.
		End of December for admission after February half term
1 st January 2023 and 31 st March 2023	Summer Term 2023	End of February for admission after Easter.
		End of March for admission in June.



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1 st April 2023 and 31 st August 2023	Autumn Term 2023	End of May for admission in September.
		End of July for admission in November.
1 st September 2023 and 31 st December 2023	Spring Term 2024	End of October for admission in January.
		End of December for admission after February half term.

Admission into Reception Class:

Parents of children of Five Islands Academy are asked to make an application to the school by the end of the Spring term preceding the start of the new school year.

Children are admitted to the Reception classes at all primary bases from September onwards in the school year of their fifth birthday. We have a personalised approach to admissions for all pupils. It is possible for children to start on a half-day basis for the first week or longer if it is felt necessary. Parents are encouraged to meet with the class teacher / Base Leader during the Summer Term preceding their child's admission year in order to discuss an admission programme that is appropriate for their child. The final decision on arrangements for admission rests with the academy. Our aim is to have all Reception children in full time education by the beginning of the Summer Term of their admission year, although the majority will be full-time from the start of the academic year.

During the Summer Term before admission all pupils are invited to visit their base to become familiar with the setting. Details of the transition process will be provided by each base. There may also be additional informal opportunities as appropriate.

Once pupils have been formally admitted to a Reception class at the academy they are entered onto the academy roll and they are then bound by all academy rules and policies, including those for attendance. Parents and children will be expected to make every effort to ensure good attendance. Whilst parents of children under compulsory school age cannot be prosecuted for failing to ensure their child attends school; it is important that good habits are encouraged and that parents and students learn to value the importance of good attendance habits.



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Admission into classes other than Reception:

Following a parental enquiry, the academy's Admissions Team makes available an Admissions Pack (also on the website) that contains forms and information that will guide parents through the admissions process. On receipt of the signed admissions and consent forms, the academy will contact the parents to offer a place at the appropriate base and year group. The Leadership Team/Base Leader will also be informed of any new arrivals to the academy and will make contact with the prospective student and their family in the run up to the child's admission to the academy. Wherever possible close contact is maintained between the Teacher, relevant Pastoral Lead and the prospective parents in the term prior to entry and throughout the child's first term at the academy. The Exams and Data Manager will be responsible for liaising with the child's previous school and for arranging the transfer of relevant records and documentation. Once the relevant records have been received in school a member of the Leadership Team or SENDCO will, if necessary, make contact with the previous school in order to gain further information about the new pupil(s).

Once pupils have been formally admitted to any class from Reception or above at the school they are entered onto the academy roll and they are then bound by all academy rules and policies, including those for attendance.

The academy will work closely with the Local Authority to ensure that appropriate educational provision is made for all students. The Fair Access protocol outlines the processes the academy and Local Authority follow to ensure appropriate educational provision for all students.

Equality and Pupils with Special Educational Needs:

We strongly advise all parents/carers to read all other policy documents of Five Islands Academy as these set out our vision for the academy and also describe our approach to the education of children on the Isles of Scilly.

Five Islands Academy is totally committed to the inclusion of all pupils. We look to the LA for support for students with a statement of Special Educational Needs. We are committed to making schooling for all students irrespective of their needs both successful and enjoyable.