

East Somerset Federation Ditchheat Primary School



Admissions Policy

Approved by the Governing Body of
The East Somerset Federation

Signed: *Susan Spise*

Date: September 2024

Date for Review: September 2025

General Information

Part 1 - General information

1.1 About our School

Ditcheat Primary School is a community school. We welcome children from both the local area and further afield. The age-range of children attending the school is 4-11. We work in partnership with other local schools who are members of the Ansford Learning Partnership (ALP).

Our school motto is “Inspiring a Love of Learning” which applies to the children, staff and community. We firmly believe that all children deserve the best education in order that they can make the most of the life opportunities available to them.

Ditcheat Primary School joined the East Somerset federation on 31st March 2022. The East Somerset federated began when Bruton Primary federated with Upton Noble C of E VC Primary School in April 2013.

1.1 Contact Details

Ditcheat Primary School
Ditcheat
Shepton Mallet
Somerset
BA4 6RB
01749 860329

Admissions contact:	www.somerset.gov.uk/admissions
School Office email:	ditcheatoffice@eastsomersetfederation.co.uk
Executive Headteacher:	Mrs Rachael Bisset
School website:	www.ditcheat.org.uk
Somerset Local Authority website:	www.somerset.gov.uk/admissions

2.0 School Admissions

If you are interested in applying for a school place for your child, we highly recommend you arrange to visit our school – our school office will be very happy to arrange an appointment for our Executive Headteacher or Head of School to show you around the school. Somerset County Council is the admissions authority for our school. The school has a Pupil Admission Number (PAN) of 12 in each year group; however, year groups do vary in size depending upon need within the local area. Our school follows the Somerset Fair Access Protocol for admissions.

2.1 Admission to Foundation Stage

If your child is of pre-school age, and registered with a local GP, you will be contacted by the Local Authority Admissions Team a year before your child is due to start school. Pupils start in the Foundation Stage class at the beginning of the academic year in which they have their 5th birthday. Places are allocated and parents are informed of the outcome of applications in April. There is then a period for parents to appeal against any decisions made, should they not be offered a place at the school.

2.2 Admissions to Year 1 to Year 6

Please contact the school directly to find out if there is a place available. Application forms can be obtained from the school office for in-year applications and can also be found using the link on our school website: <https://www.ditcheatprimary.org.uk/admissions-1/>. Please arrange an appointment to visit the school prior to applying for a place.

2.3 Further Information on Admissions

Full details on how to apply can be found at: www.somerset.gov.uk/admissions. This site carries lots of up-to-date information for parents with children starting school in Somerset or transferring to a school in Somerset. Their site also provides general information about school admission appeals, class sizes in Somerset and catchments.

You can telephone the Admissions Team on: 0300 123 2224 for advice. Their telephone lines are open between 8.00 am and 6.00 pm on Mondays, Tuesday to Friday 8.30 am to 5.30 pm and closed on Saturdays and Sundays. They can also be contacted by e-mail at: schooladmissions@somerset.gov.uk or you can write to them at the Admissions Team, County Hall, Taunton, Somerset, TA1 4DY.

3.0 Appeals Procedure

Families can appeal decisions using the following link:
<https://www.somerset.gov.uk/children-families-and-education/applying-for-school/appeal-a-school-admissions-decision/>