



Chandag Road, Keynsham, Bristol, BS31 1PQ
Telephone: 0117 986 3614
www.chandagjuniorschool.org.uk

Admissions policy & arrangements

Policy referenced in statutory guidance (Gov.uk - Advice on statutory policies for schools) Review frequency: annual	
<i>Status</i>	<i>Date</i>
Last review	Feb 2019
Next review	Oct 2019

Chandag Junior School is an academy school and part of the Wellsway multi-academy trust (WMAT) within Bath & North East Somerset and therefore abides by the Local Authority's Admissions Policy and timetable, published every year.

B&NES admissions information:

<http://www.bathnes.gov.uk/services/schools-colleges-and-learning/admissions-schools>

B&NES admissions online form:

<https://capita.bathnes.gov.uk/CCSEnterprise Admissionsonline LIVE/>

Primary School admissions booklet:

[Primary Admissions Booklet 2016/17](#)

In-year admissions information:

[In Year Admissions - Changing Schools in an existing year group](#)

Infant KS1 to Junior KS2 transfer information:

[Infant to Junior Transfer Form 2016](#)

Secondary transfer information:

[Secondary Transfer Form 2016](#)

- The Local Authority oversees Admission to the school in all year groups and application for Year 3 places is made directly to the Local Authority.
- For the purposes of Admission criteria based on priority Chandag Junior School is considered a paired school with Chandag Infant School and is classed as a Non-Rural School.
- Application for places in Years 4, 5 and 6 can be made in writing to the school and can be allocated by the school if there are more than 5 places in that year group.
- If there are 5 available places or fewer then the Local Authority (B&NES) will co-ordinate admission.
- The School's Planned Admission Number, PAN (the number of pupils in each year group) is set by the Governing Body in agreement with the Local Authority.
- Chandag Junior School's Planned Admission Number is currently **68**.
- There are four academic year groups, giving a maximum school population of **272**.
- If parents request a place in a year group that is full, then the request is denied. Parents are able to appeal against this decision and lodge an 'Appeal' with the Local Authority. An independent panel will hear this and the decision of the panel is binding for both the school and parents for that current academic year.

Admission in Year 3

- All pupils and parents are invited to the school prior to admission.
- Pupils spend half a day at our school - 'Moving up day' - working with their new teachers.
- Pupils are given a Year 6 'Buddy' to look after them on arrival in Year 3 and to meet weekly with them during Year 3.
- Parents are invited to a 'New Parents' Evening' when they are given all the information they need, they meet the Headteacher, Deputy Headteacher and class teachers. They can visit the Year 3 classrooms and purchase school uniform.
- Additional activities to promote liaison and transition are arranged with the Infant school.
- Infant and Junior teachers meet to exchange information prior to the children moving to Junior School.
- Both schools have established a list of agreed documentation that is passed to the Junior School on admission.

Full information on admissions is available on the B&NES website:

<http://www.bathnes.gov.uk/services/schools-colleges-and-learning/admissions-schools>

Bath & North East Somerset Local Authority

Admissions and Transport
Bath & North East Somerset Council
Lewis House
Manvers Street
Bath
BA1 1JG

Telephone: 01225 394312
Email: admissions_transport@bathnes.gov.uk

Chandag Junior School

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Keynsham
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