



Park Street Church of England (VA) Primary School
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Admission Arrangements

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Park Street CofE Primary School is a Church of England school. It draws its ethos from the life, faith and teachings of the Christian Church. It lives in close relationship to the Diocese of Ely and its mother church, Ely Cathedral.

1. Park Street CofE Primary School has a PAN (Published Admission Number) of 18.
2. All school places are administered and offered on behalf of the school by the Local Authority which is **Cambridgeshire County Council**. Full details are available online, and applications can be made at <https://www.cambridgeshire.gov.uk/admissions> . Alternatively, you can contact the admissions team using any of the means below:
 - Admissions Team, OCT1221, The Octagon, Castle Hill, Cambridge, CB3 0AP
 - admissions@cambridgeshire.gov.uk
 - 0345 045 1370 (0900 – 1700, except Fridays 0900 – 1630)
3. Children who have an Education Health and Care Plan (EHCP) which names the school will be admitted. Children with an Education Health and Care Plan (EHCP) which does not name the school will be referred to Student Assessment to determine an appropriate place.
4. If there are more applications than places (oversubscription), then applications will be considered in the following order. These refer to both new entrants in reception, and for entry into other year groups.
 - a. Children who are in care, also known as Looked After Children (LAC), and children who were LAC but ceased to be so by reason of adoption, a resident order or a special guardianship order.
 - b. Children whose home address¹ is in catchment.
 - c. Children who have siblings² already at Park Street CofE Primary School.
 - d. Children whose parents/carers wish them to attend the school as a Church of England school because of their own religious practice and because the school is their nearest Church of England school. Such parents/carers must send with their application form a letter from their minister of religion, who should normally be the minister in charge of their parish, confirming that they are either practising members of the Church of England or practising members of another Christian denomination.
 - e. Children who live nearest the school as measured by the shortest straight line as defined by the Local Authority.
5. Parents/carers whose child is refused a place have a right of appeal to an independent appeals panel. The panel comprises three people independent of the Local Authority and of the Governing Body. They will take into consideration all the circumstances put before them; the decision they make is binding both on the parents/carers and on the Governing Body. Details of deadlines for appeals are available on the Cambridgeshire County Council website here: <https://www.cambridgeshire.gov.uk/residents/children-and-families/schools-learning/apply-for-a-school-place/admission-appeals>

¹ The home address is defined as the address of the adult with parental responsibility and with whom the child normally lives and which applies at the time of application. A future address will be accepted only if the move to it is intended to take place within six teaching weeks of the application and upon confirmation of tenancy or exchange of contracts. For further details, please see the full definition in the Authority's guide for parents.

² A sibling is defined as another child of compulsory school age living in the same family home.