



St. Mary's Church of England VC Infant School

'Sharing, Caring, Learning and Loving with God'

St Mary's Way
Baldock
SG7 6HY

www.stmarysinfants.herts.sch.uk

Tel: 01462 892347

Admissions Policy

Policy Review:

This Policy will be reviewed annually.

Reviewed	October 2025
Next Review	October 2026

Our Vision

We aspire to be a community living life in all its fullness. We share, care, learn and love with God, valuing the dignity and respect of all humanity and creation. Through the power of the Holy Spirit Jesus' Kingdom comes and everyone can flourish together.

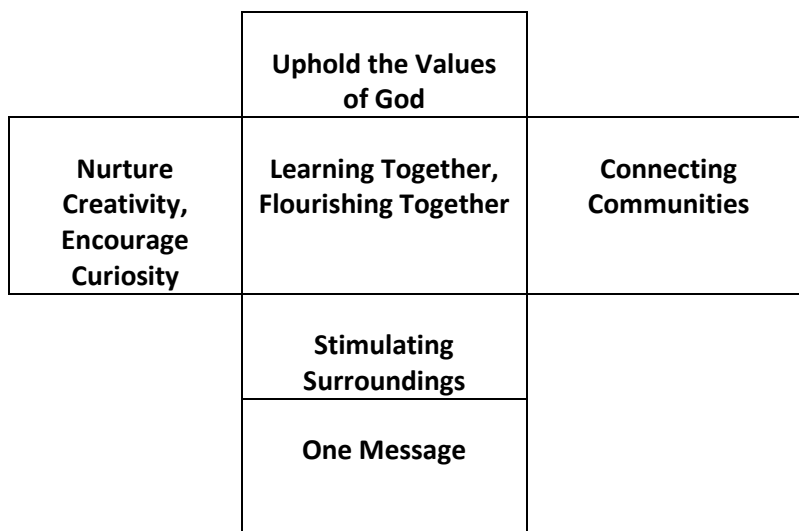
Our Mission

'Sharing, caring, learning and loving with God.'

Our Values

Friendship, Perseverance, Respect, Trust, Thankfulness, Humility, Generosity, Forgiveness, Courage, Peace, Compassion, Responsibility

Our 6 Key ideals that underpin our vision



Understanding our vision

Our 6 key ideals were created through the input of all stakeholders as being important factors in what we want from our school every day.

'We aspire to be a community living life in all its fullness' (John 10:10) Church of England vision for Education

'Sharing, Caring, Learning and Loving with God' (School's mission statement)

'Valuing the dignity and respect of all humanity and all creation' (Reference to Jonah and the Whale and the Church of England vision)

'Through the power of the Holy Spirit' (The importance of the Holy trinity and that we can't do it alone. We must work together.)

'Jesus' kingdom comes.' (Themed verse, Lord's Prayer and the goal of the school for us to create a peaceful and successful kingdom)

Flourish: Achievement

Together: Community

Introduction

The governing body of St Mary's Infants School applies the regulations on admissions fairly and equally to all those who wish to attend this school. Information on admissions is available on the following website: <https://www.hertfordshire.gov.uk/services/schools-and-education/school-admissions/school-admissions-and-transport.aspx> Parents who do not have internet access can apply online from local libraries.

Aims and objectives

We are an inclusive school that welcomes children from all backgrounds and abilities.

All applications will be treated on merit and in a sensitive manner.

The only restriction placed on entry is that of number. If the number of children applying for entry exceeds the number of places available, a set of rules are used by the admitting authority to decide which children should be offered places. St Mary's Infants School abides by the rules of the admitting authority. Further information on St Mary's Infants School admissions can be found online at <https://www.hertfordshire.gov.uk/services/schools-and-education/schools-directory/school.aspx?schoolcode=3>

The level of ability a child may have plays no part in the admissions policy of this school.

How parents can apply for their child to be admitted to our school

As our school is a community school, the school determines the admission arrangements in agreement with the LEA. The LEA is therefore the 'Admissions Authority' for our school. The regulations for entry to each school, where the Admissions Authority is the LEA, are published each year by the LEA. Parents can view a copy of these regulations on the LEA website.

The LEA publishes on their website a composite admissions prospectus each year, which gives information about how parents can apply for a place in the school of their choice. Parents have a right to express a preference for the school of their choice and they should do so whether applying online or by post. Expressing a preference does not, in itself, guarantee a place at this, or any other, school. Parents will be notified about the school place as soon as all the applications have been considered.

In this area, children enter school in the academic year they become five. There is one admissions date per year, early in September (i.e. at the start of the school year). Therefore, parents who would like their child to be admitted to this school during the year their child is five should ensure that they complete the necessary application form by the date specified by the LEA.

In year applications are also now coordinated by the local authority and will take into consideration the number of pupils currently in the year group being applied for.

Admission appeals

If the admissions authority does not offer a child a place at this school, it is because to do so would prejudice the education of other children by allowing the numbers of children in the school to increase too much.

If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LEA. An independent appeals panel then meets to consider all appeals by parents who have been refused a place at our school and who wish to appeal against this decision. An appeals panel's decision is binding for all parties concerned. If the appeals panel decides that we should admit a child to our school, then we will accept this and continue to do all we can to provide the best education for all the children at our school. (Details of the appeal arrangements are set out in the Code of Practice on School Admissions Appeals)

The Published Admission Number

The published admission number (PAN) is the number of children the school can admit. The PAN for our school is currently 60 for the academic year 2025/2026. We keep this number under review and the governors will apply to change the number if circumstances allow.

Our PAN has been successfully reduced for the school academic year off 2026/2027 and is 30 from this time.

We are an Infant's only school and St Mary's Juniors although next door to us is a separate school. An application would need to be made in the academic school year 2 of a pupil to apply for year 3 at St Mary's Juniors. Please see their website link below.

<https://www.st-marysjm-baldock.herts.sch.uk/>

KS1 Class Sizes

We teach infant children (aged five to seven) in classes that have a maximum number of 30 children. This complies with class size prejudice legislation for KS1.

Admissions Statement for pupils with SEND

In Line with the Local Authority Admissions Policy, we do not discriminate in terms of SEND when receiving admissions to our school. Admissions must be made through the usual process for all pupils, including those with special needs or disabilities. Details of this are available on the Hertfordshire County Council website. If pupils have an Educational Health Care Plan in place, then they can indicate their preferred school to their Special Needs Officer and it will be named in their plan if this is possible.