

A guide for parents

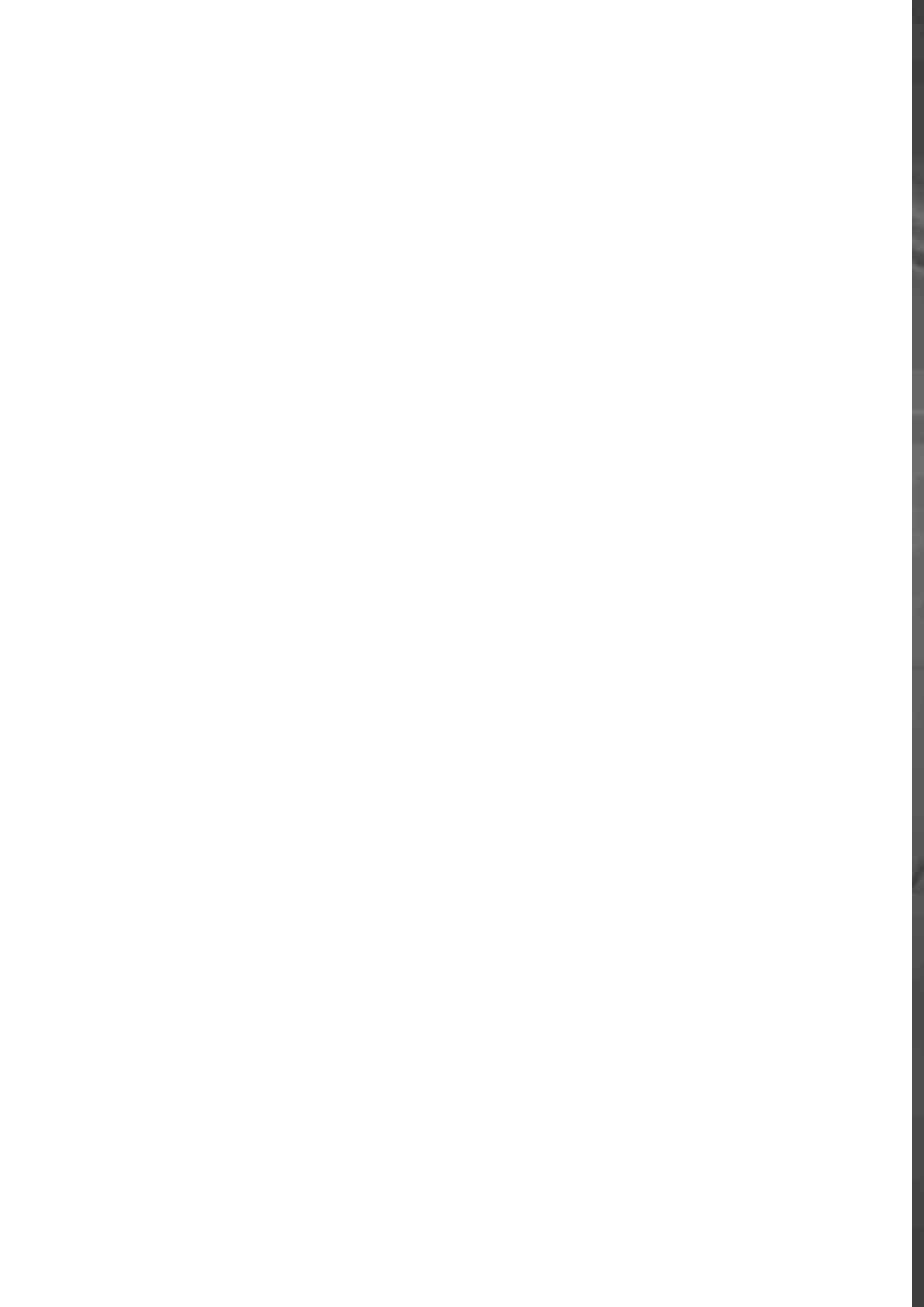
Entry into Junior School 2017/18

This booklet is for pupils
entering Y3 in September 2017

**You must apply by
16 January 2017**

Save Time - Apply online

The Junior Admissions Team
can be contacted on
(0114) 273 5766 or by email at
ed-admissions@sheffield.gov.uk



ApplyOnline...

*Have you considered
applying for your
child's school place
online?*

For further details refer to the Council's website:

www.sheffield.gov.uk/pupiladmissions

or alternatively you could contact Pupil Admissions on
0114 273 5766

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Introduction

Admissions – Top Tips

A high number of parents are offered a place at one of their preferred junior schools. To help you through the system we have produced the following top tips as a result of experience in previous years:

1 You must complete a Common Application Form (CAF)

If you do not complete an application you will not be offered a place at a Sheffield School. Places are not “reserved” at your linked or catchment area or school. If you do not make an application, you will not be offered a place.

2 Complete and submit your application by 16th January 2017

If you apply late, your application will be considered after all others so you will have less chance of obtaining a place at your preferred school.

3 Be realistic in expressing your preferences

You are free to apply for whichever school(s) you wish. You are strongly advised to read the information in this booklet. You need to work out where you are on the list of priorities for entry for any school you wish to consider. Please make informed choices.

4 Remember, whilst you can apply for any school, that does not mean that your child will receive a place there

If a school is oversubscribed we have to apply the oversubscription criteria which are provided on page 7 of this booklet. These criteria determine which children have priority for admission, please read and understand them. If you are applying for a Church Aided or

Foundation School their criteria are also contained in this booklet.

5 Make sure you know who is making the decision about admissions

For Community and Voluntary Controlled Schools the City Council makes the decision. For Voluntary (Church Aided), and Foundation Schools and Academies it is the Governing Body.

6 Consider your options carefully

The Authority cannot advise you to apply for your linked junior school. It can however advise you of the possible outcomes if you do not. If you do not include your linked junior school as one of your preferences and you are unsuccessful in obtaining a place at another school, you will not automatically be offered a place there.

If for example your linked junior school has become full with pupils whose parents applied there, you may be offered the nearest school to your home address that has available places. This may be some distance away. The Authority does not guarantee places to at linked junior schools to pupils attending the linked infant school.

7 Select three different schools

You are strongly advised to use all three preferences. Selecting a second and third preference does not weaken your first preference, it does however give you a possible fall back position if your first preference is unsuccessful. Do not select the same school twice, it will not increase your chances.

8 Consider your ranking carefully

You will be offered a place at your highest ranked school with available places. If you are eligible for all three schools you will be offered the first

ranked school. It is important therefore that you rank your schools carefully.

9 Previous years provide no guarantee

If any of your other children or neighbours obtained places at a school in previous years that is no guarantee that the same outcome will occur for the year you are applying to. This can be affected by the number of children in the cohort and by application patterns in any given year.

10 Provide any additional information

You are responsible for providing supporting information for your application.

This may include factors such as medical information from a relevant professional, family circumstances or any other factors that are relevant to you.

Where information from a professional is submitted to support your application, it will be considered by the Admissions Committee who may prioritise your application, within category.

There are no rules on this matter, if you think it is important include it in your application within category.

11 We use a straight line measurement as a tie-breaker

We do not use bus routes or walking routes. This may change the school that you consider to be your nearest.

12 Keep all correspondence

Keep all letters you receive in relation to your application as you may need them at a later appeal.

13 Finally – ASK!

Our experienced team of Officers is here to help you. We know what an important time this is and we want you to obtain a place at your preferred school. Contact details are provided on the back page.

Frequently Asked Questions

1 Is a place reserved for me at my linked junior school?

No, it is unlawful to reserve places. If you do not apply for your linked junior school as one of your 3 preferences you have less chance of being offered a place there.

2 Am I guaranteed a place at my linked junior school if I apply there?

No, places cannot be guaranteed even for linked infant applicants. If we receive more applications than places, we will refer to the oversubscription criteria on page 7.

3 Do I have a better chance by applying early?

No, all applications received up to the closing date will be considered equally.

4 What happens if my application is late?

You have less chance of receiving a place at one of the schools that you have applied for. For information on how the authority will deal with late applications, please see page 19.

5 Am I guaranteed a place at a school if I have another child there?

No, again there are no guarantees. Outcomes will depend on the number of applications received.

6 What if I want to apply for a school outside Sheffield?

You will need to apply to Sheffield Authority. We will then contact to the neighbouring authority on your behalf.

7 Can I apply for just one school?

Yes you can but you are strongly advised to submit 3 preferences.

8 What if the school is oversubscribed?

If more applications are received than there are places we will prioritise places in the following order:

1. Children In Care or previously In Care
2. Attendance at the linked infant school. (in the event of oversubscription within this category, normal admission priorities apply i.e. 3, 4, 5 and 6 would be applied.
3. Catchment Area with siblings
4. Catchment Area
5. Siblings
6. Other applications

Church schools will do the same with their own criteria.

9 What happens if I am not offered a place at my first preference?

We will consider your second and third preferences and if possible offer a place at one of these. You will be placed on a waiting list for any higher ranked school for which you have been refused a place.

10 What happens if I am offered none of my three preferences?

You will be offered a place at the nearest school to your home address that has available places. This may or may not be your catchment area school. You will be placed on the waiting list for any school for which you are refused admission.

11 How does the waiting list work?

The waiting list starts on 17th April 2017 following allocation. Your position on the waiting list depends on the admission category you fall into, i.e. a "Sibling" category applicant will be higher than a "Other" category applicant.

The waiting list must be prioritised by admission category and not by the length of time spent on it.

A late catchment area applicant will therefore automatically be placed above

a "Sibling" category applicant. The waiting list is maintained until the end of the first term in 2017. If a place becomes available at a school it will be offered to the next pupil on the list.

12 How does the appeal process work?

You have an automatic right of appeal for any school that you are refused admission for. The appeal panel is independent of the Local Authority and has the discretion to offer a place at a school that is "full". You will be notified of the appeal process if you are refused admission at any of your preferred schools.

13 If I appeal will I lose the place currently allocated to me?

No, a place at your allocated school will remain unless you secure a place elsewhere.

14 When and where are appeals heard?

If you apply on time, appeals are normally heard in June and July. Appeals for Sheffield Schools are held at the Town Hall in the City Centre. You will receive further details if you appeal.

15 Where can I obtain further information?

There is a great deal of information available on the process and on individual schools, these are just a few examples:

- Sheffield Local Authority Admissions website <http://www.sheffield.gov.uk/pupiladmissions>
- Advisory Centre for Education (Independent) <http://www.ace-ed.org.uk>
Telephone 0808 800 5793
- OFSTED (School Inspections) <http://www.ofsted.gov.uk>
- Email: enquiries@ofsted.gov.uk
Telephone: 0300 123 1231

Making an Application for a Junior School Place

2

Oversubscription Criteria (for Sheffield Community and Voluntary Controlled Schools and Academies)

Special Educational Needs

Any child that has a Educational Healthcare Plan or statement for SEN that names a specific school must be offered a place there.

The following oversubscription criteria outline the priorities for admission to Sheffield Community Controlled Schools and Academies schools. For details of the oversubscription for Voluntary Aided Schools please see page 38 to 42. These criteria are consulted on every year and are approved by the Elected Members of the City Council.

1 Children in Care

Pupils who are In Care or previously In Care will be admitted to the school. Children previously In Care are children who were in care but ceased to be so because they were adopted (or became subject to a child arrangement order or special Guardianship order) immediately following being In Care.

2 Attendance at the Linked Infant School

This category applies to the transfer from Year 2 to Year 3 at separate Infant and Junior Schools. Priority for a place at the Junior School will be given to Children who attend the designated linked infant school at the latest date for receiving applications for admission to the school.

In the event of oversubscription within this category, normal admission priorities (i.e priorities 3, 4 and 5) would be applied.

If any places remain after all children from the linked infant school have been accommodated, they will be offered in the following order of priority.

3 Catchment Area & Sibling

Children who live in the catchment area at the latest date for receiving applications and who apply for a place will be considered next. Catchment area children who will have siblings attending the preferred school or feeder Infant School will be prioritised above other catchment applicants.

4 Catchment Area

Children living in the catchment area for the preferred school that do not have a sibling attending, will be considered next.

Catchment areas can be checked at www.sheffield.gov.uk/pupiladmissions

5 Brothers or Sisters

Children who will have an older brother or sister (sibling) at the preferred school on the date of admission, will be offered a place if any places remain after all above categories.

A sibling is defined as a child who permanently or usually lives at the same address as:-

- A brother and/or sister
- A step brother and/or stepsister (including half brothers/sisters)

And in both cases will attend or be allocated at either the preferred school or feeder infant school at the time of entry.

Where places are obtained under this category, parents and carers must note that, places cannot be guaranteed in future years for younger children.

6 Other Applications

Any child who does not fit into one of the above categories will be considered next. Places will be allocated up to the published indicated admission number.

Tie Breakers

For any admission category that is over subscribed there are two stages of further consideration.

- Where exceptional medical, social or special educational needs are demonstrated an application *may* be prioritised by the Admissions Committee (AC) but only within the admission category. Please note this list of circumstances is not exhaustive and is provided simply as an example and of reasons for which the AC may prioritise a case. It is your responsibility to provide supporting third party evidence from a professional to demonstrate your exceptional reasons. For example, if you or your child has medical reasons for applying for a school, you must provide evidence from a relevant medical professional.
- If there are no exceptional circumstances, all applications will be prioritised first by the admission category and then by distance from the home address to a designated point at the school. This is in a straight-line measurement from the school building to the house.

Twins and Multiple Births

In circumstances where there is one place remaining and the next eligible children are twins or multiple birth, the Local Authority may make an exception and allocate above the admission number.

The Authority cannot guarantee that other siblings of multiple birth families will automatically follow if one is offered a place through normal arrangements.

Children Living Equal Distances from the School

In circumstances where two or more children live at addresses that are equidistant from the school the process of Random Allocation will take place.

Please contact Primary Admissions (Tel: 273 5766) if you have any queries about how you fit into the above categories.

Admissions Committee

Applications for oversubscribed schools will be considered against the over subscription criteria described above.

Where parents provide additional third party evidence from a professional to support their application, it will be submitted to the Admission Committee which *may* consider giving priority if it is satisfied that circumstances are exceptional. If supporting information is not provided then distance from home to school will be used as a tie-breaker. (This process is undertaken before the offer date of 17 April 2017).

The Admissions Committee consists of Elected Members who have delegated authority to make admissions decision on behalf of Sheffield City Council.

Online Admissions

Save Time Apply Online at www.sheffield.gov.uk/pupiladmissions and click on the “online Admissions” link.

You may apply online for your child’s school place.

From October 2016 Sheffield’s online admission facility will be available for you to submit an application for Primary school.

Consider the benefits:

- It’s quick, safe and secure.
- You will receive an immediate acknowledgement via e-mail to confirm receipt of your submission.
- You can change your application at any time until 5 December 2016.
- We will let you know which school your child has been allocated via e-mail on 17 April 2017.
- There is no risk that your application will get lost in the post.
- The facility is available 24 hours a day 7 days a week up to the 5 December 2016.

You can apply online wherever there is access to the Internet.

- At home
- At your child’s current school
- At an internet café
- At work
- At a library

How to Access the Online Facility

Access the Council’s website using the following address;
www.sheffield.gov.uk/pupiladmissions and click on the “on-line Admissions” link.

This will take you to the Pupil Admissions on-line facility. From here you will be guided through the application process.

How to Register

- All new users will need to register their details before an application can be made.
- When registering, take care to type in your email address correctly. If errors are made you will not receive an email with a link to the site.
- After registering you may go on to make your application. Alternatively you may wish to come back to the site at a later date to express your preferences. You will need the password emailed to your account to re-enter the facility.
- To re-enter the site enter your password and email address in the space provided. Do not register again.

Making an Application

- Your child has been allocated a Unique Identification Number (UID). This was sent to you in your letter.
- Enter the UID and your child’s date of birth in the space provided. This will reveal your child’s details (name, date of birth, address) and invite you to enter your preferences.
- If you do not have a UID, click on the box “no UID”. You will be asked to enter your child’s details and express your preferences.
- You must **submit** your application. You will be asked to acknowledge that the information you have given is accurate and then to click submit again.
- An acknowledgement will be sent to your e-mail account confirming receipt of your application and listing the schools you have expressed.
- Please note, if you are applying for a Voluntary Aided (Church) school, you are required to complete the relevant additional information form available at your infant or junior school. These

forms must be sent to the school you are applying for.

- Each time you re-enter the site whether to make changes or view your application you must **resubmit** your application. Failure to do so may mean your application is not processed.

Help and Assistance

If you have any questions about your application and how decisions are made please contact Primary Admissions on 0114 273 5766 or ed-admissions@sheffield.gov.uk

The closing date for submission of primary applications is **online is 5 December 2016.**

Paper forms and telephone applications can be made up to **16 January 2017.**

Use this space to record the details you will require to make an application.

Unique Identification Number (UID)

.....

Email address

Password

Date submitted

Applying for a school place over the telephone

Staff in Admissions are happy to input your preferences on your behalf. Simply call 0114 273 5766 to register your preferences and supporting reasons. It is your responsibility to ensure that you inform staff of any siblings or circumstances to support your preferences, and to forward supporting information from an external professional to the Admissions Team, where necessary, to support your application.

Fraudulent Applications

The City Council makes every effort to ensure that all school places are allocated in strict accordance with its published admission arrangements. All addresses are checked with your child's primary school.

The Authority takes the issue of fraudulent application very seriously. If the Authority receives any information alleging that an application has been made fraudulently it will require parents to provide at least two forms of proof to confirm the address.

Where the Authority has made an offer of a place at a school on the basis of fraudulent or intentionally misleading information, which has effectively denied a place to a child with a higher right of entry, it will be withdrawn.

Similarly, places offered in error will be withdrawn.

When will the Process Start?

September/October 2016

If you live in Sheffield and your child attends a separate Sheffield infant school you will receive a leaflet and a covering letter from your child's current school.

Parents of any child who does not attend an infant school in Sheffield should contact Pupil Admissions to obtain a leaflet.

16 January 2017

Closing date for returning your completed application

17 April 2017

Offer Date

What Decisions do I Have to Make?

You must decide which school(s) you wish to apply for. If you do not express your preference online the pupils of parents who do, will be considered before your child.

If your child has special educational needs and you would like advice about how this may effect your preferences, please contact the SEN Transitions Team on 0114 273 6394.

- Parents who wish to apply for a place in Catholic or Church of England school will also need to complete the additional "application for a place in a Catholic Primary School" or the "Additional information to make an application for a church of England aided school" forms that are available from the Admission Team. It is your responsibility to provide evidence to

support your application including relevant medical information.

- Admission Authorities must comply with parental preferences where they can but because there are limits on the number of places available at each school, it is not always possible.

School Prospectus

Information about each school is published annually by the Governors in the school prospectus. The prospectus contains information about the curriculum and organisation of education and teaching methods of the school, a statement of the aims and values of the school, and details of examination results and pupils attainments at the key stages.

It may also contain other information about dress code, demand for school places and other general information. Parents can obtain a prospectus for any of Sheffield's schools, free of charge, directly from the school.

School Performance Tables

School performance league tables can be obtained from the following website: www.education.gov.uk/performance/tables

When do I Have to Make my Decisions?

The closing date for submitting your application is **16 January 2017**.

What Happens if my Application is Late?

You have less chance of receiving a place at one of the schools you have applied for. For further information about how the Local Authority will deal with late applications, see page 19.

What Happens Next?

If you apply online, you will receive an acknowledgement instantly.

On **17 April 2017**, you will be informed of your single allocated school place via email if you applied online or by letter to your home address if you complete a paper form. If you apply over the telephone, you can request that your outcome is communicated by email or letter. This may or may not be one of your three preferences.

To find out how the Pupil Admissions Team allocate school places see pages 7 which explain Sheffield Local Authority oversubscription criteria and also page 17 which explains Sheffield Local Authority co-ordinated admission scheme. For information about the oversubscription criteria for Voluntary Aided schools in Sheffield, see pages 38 to 42.

What do I do When I Have Made my Decision?

- Decide whether to apply online, over the telephone or on the paper application form. For more information about applying online see page 9.
- You must complete all sections of the application. You are invited to give reasons for your application. If supported by information from a third party professional, your application will be considered by the Admission Committee. For more information about the Admission Committee, see page 8.
- Submit your online application or return the completed application form to the current school or the Pupil Admissions Team.
- If any of your preferences are for a Voluntary Aided school you must have attached the additional information form obtainable from the Admissions

Team and send it to the school to which you are applying. Please note that there are separate additional information forms for Church of England and Catholic schools.

- Submit any supporting evidence, e.g. Medical information, to the Admission Team.

What Happens if I Change my Mind about the Preferences I Have Made?

This will depend on when you change your mind.

If you change your mind before the closing date of 16 January 2017.

Write to Primary Admissions to confirm your new preferences, the order and supporting reasons.

By submitting in writing, a change of preference, a parent is notifying the Authority to disregard the original application. You will be sent another acknowledgement to confirm your change of preference. Parents need to be aware that the Authority will only process one application per pupil at any given time.

For more information about late applications see page 19.

What Happens if I don't get a Place at one of my Preferred Schools?

Where we cannot make a single offer for any of the preferences named on your application, a place will be allocated at your linked Junior school (if you did not indicate this as one of your three preferences but only if there are still places available), or the nearest community school in Sheffield with

available places. This may be a through Primary school.

The nearest school is determined by measuring in a straight line from your home address to the school.

This only applies to pupils who live in Sheffield. If you live outside Sheffield, your Home Authority will be responsible for ensuring that your child is allocated a Y3 place for September 2017.

Your child will automatically be placed on a waiting list for a Junior school where he/she has been refused a place at a Junior school ranked higher than the allocated school. For further information about the waiting list, see page 19.

What can I do If I am Unhappy with the Outcome?

You will be informed of your right of appeal to an Independent Appeal Panel. For more details about how to appeal, see page 21.

Detailed Information

3

Admissions Terminology

Academy

Academies are state-funded non fee-paying independent schools. Academies are required to comply with the code and law relating to admissions.

Admission Authority

The Admission Authority is responsible for determining admission arrangements to schools. For community and voluntary controlled schools in Sheffield, the Admission Authority is the Local Authority. For all voluntary aided primary schools the Admission Authority is the school Governing Body.

Admission Arrangements

The Admission Authority must publish the admission arrangements for all its schools on an annual basis. This booklet contains admission numbers for schools, application procedures and timetables, oversubscription criteria and information about waiting lists.

Catchment Area

Each community and voluntary controlled school has a defined catchment area. This is defined by the City Council. Your address is linked to a specific school. You are not guaranteed a place at your Catchment School.

Common Application Form

This is the application form that invites 3 preferences and supporting reasons. This form is to be completed either online or paper, whether applying for a community, voluntary controlled or voluntary aided school in Sheffield.

Community Schools

These schools come under the responsibility of the Local Authority. The admissions policy for community schools is determined and implemented by the Authority. The Local Authority is the Admission Authority for Community Schools and allocates school places.

Composite Prospectus

The Education Act 2002 requires the Local Authority to publish information annually about admissions for the following school year. This booklet is the 'composite prospectus' for the 2017/2018 academic year.

Eligible for a School Place

This is where a child can be offered a place at a school either because:

- The number of applications for the school is below the admission number; or
- It is over subscribed but the child has a higher priority under the admission criteria when compared to other children.

Home Authority

The Authority in which the parent/carer and child resides.

IAN

Indicated Admission Number. An IAN is determined in consultation with each school and is the number of places available at the normal year of entry.

Key Stage 1

Infant School (Reception, Year 1 and year 2).

Key Stage 2

Junior School (years 3 to year 6).

Maintaining Authority

The Local Authority in which a school is located.

Normal Place of Residence

The child's ordinary place of permanent residence will normally be a residential property at which the parent or person(s) with parental responsibility for the child resides at the latest date for receiving applications for admission to the school.

Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will normally be the property at which the child resides with the parent or person(s) with parental responsibility, for the greater part of the week.

Oversubscription Criteria

Each Admission Authority must establish criteria. This is applied where more applications have been received than there are places available at the school. The criteria determine which applicants can be offered places.

Parental Preference

You are invited to express up to 3 preferences on the common application. The Admission Authority must comply with parental preference unless admission will prejudice provision of efficient education or the efficient use of resources at the school. You are not guaranteed a place at any of your preferred schools.

Ranking

The order in which parents have to list their three preferences on the common application. Parents are advised to place their favourite school first.

Sheffield's Co-ordinated Scheme

Each Authority must determine a scheme which outlines how the Local Authority intends to co-ordinate with other Admission Authorities within its area, in order to carry out admissions for Sheffield residents.

Sibling (Definition for Community Schools for Transfer to Junior Process)

A sibling is defined as a child who permanently or usually lives at the same address as:-

- a brother and/or sister
- a stepbrother and/or stepsister (to include half brothers/sisters)

and in both cases attends the preferred school or feeder infant school or is a child for whom you are applying for a place at the preferred or feeder infant school.

Single Offer

The one offer for a school place for your child as determined by the co-ordinated scheme.

Voluntary Aided School

These schools are Church Aided. The Governing Body is the Admission Authority and establishes the admissions arrangements and determines school places.

Waiting Lists

(Definition for Sheffield Community Schools)

All pupils refused a place at any school linked higher than the allocated school will automatically be placed on a waiting list for these schools. The waiting list will be discontinued at the end of the first term in 2017.

Eligibility for a School Place

All separate Junior schools have an indicated admission number (IAN) or higher admission limit which determines the number of available places at the normal age of transfer, in this case for Year 3.

Once an IAN or higher admission limit is determined for a particular school year, that number will remain in force as that year group moves through the school. The IAN/higher admission limit for each Sheffield school is published in this booklet on pages 24 – 34.

Where the Admissions Authority receives more applications than there are places at a school, it must have a method of prioritising the applications to determine which applicants will be eligible for a school place.

Eligibility for Schools Outside Sheffield

If you intend to apply for a school in another Authority, you should refer to the booklet produced by that Authority for details of the over-subscription criteria that applies to that school. Contact details for neighbouring authorities can be found on page 50.

Co-ordinated Admission Arrangements

The Co-ordinated Scheme

The Education Act 2002 introduced changes to the way in which the Local Authority manages admission to schools. The changes have been introduced to make the admission process fairer and less stressful for parents.

The co-ordinated scheme for admissions to Year 3 at a Sheffield Junior school is designed to ensure that every parent who lives in Sheffield and has applied for a school place for their child receives a single offer of a school place on the same day. You will only have to complete one application to apply for a combination of three schools in Sheffield, including voluntary aided schools.

In order to provide every parent with an offer of one single place Sheffield Local Authority will be working collaboratively with the Governing Bodies of the Catholic and Church of England schools within Sheffield. As long as you submit an application form before the closing date, a single offer of a school place will be made on 17 April 2017. A full version of Sheffield's co-ordinated admission scheme can be found on the Council's website; www.sheffield.gov.uk/pupiladmissions

No Common Application Form Received by the Local Authority

Parents who do not express preferences either online, over the telephone or on a paper form will not receive an offer of a school place on 17 April 2017.

The Local Authority with assistance from your child's current school will make every effort to help and encourage you to express your preferences. If you do not express a preference the Local Authority will take the following action;

- Where no preference is expressed, a place will be allocated for the child at the nearest community school, to their normal place of residence, with available places.

Please note that the Local Authority strongly advises parents to apply online, over the telephone or complete and submit a paper form. Non-completion of a form will seriously reduce your child's chance of being

offered a place at a school you want, since places will be allocated first to parents who have submitted an application.

Sheffield’s Co-ordinated Admission Scheme

This is how the co-ordinated scheme works:

- You decide on a maximum of three schools that you would like to apply for.

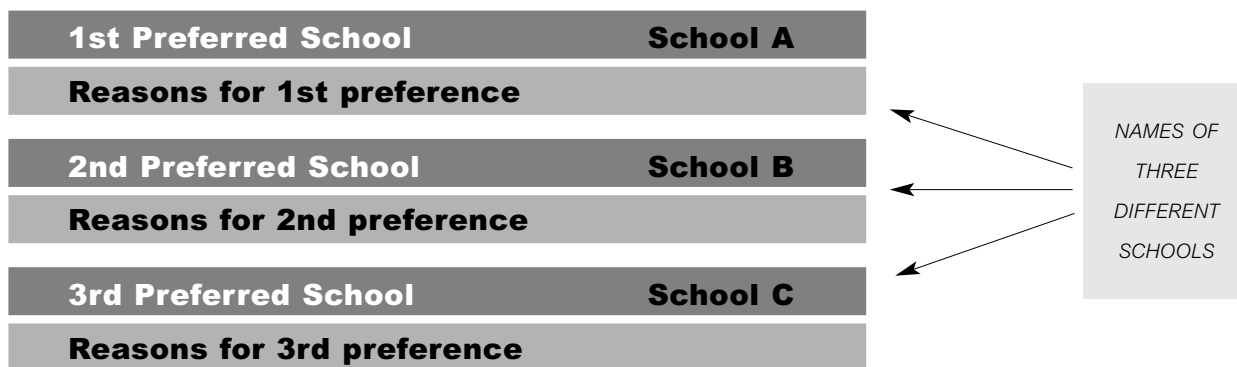
Please read **pages 7 to 8 and 38 to 42** for details of how the Local Authority and voluntary aided schools in Sheffield decide eligibility for a place.

- Having decided on your three schools you then have to make a second decision. In which order would I prefer my child to attend these schools?

In other words, which is your first, second and third preferred school. This process is called ranking.

- On the Common Application there are three boxes to put the names of your preferred schools and your reasons for your preferences.

It is very important that you record your preferences in the right order, starting with your first preference.



For each preference that you make there is space to give reasons for your preference.

By listing your preferences in this way, they are in rank order.

- Sheffield Authority operates on equal preference system
- The Admissions Team will determine whether or not there are places available at your three preferred schools. If you have named a Voluntary Aided school the Local Authority will liaise directly with the governing body on your behalf.

- If there is a place available then your child is “eligible for admission” for that school.
- Because you may have expressed preferences at three different schools, your child may be eligible for admission at one, two, all three or none of the schools.
- The Admission Authority determines whether your child is eligible for a place at a Junior school.
- The outcome of your application will be one of the following:

Key

- E** Your child is **eligible** for admission, which creates a potential offer
- O** School oversubscribed – your child is not eligible for a place based on admission criteria
- A** Your child will be allocated a place at the highest ranked preference for which he/she is eligible

| Preferred Schools in rank order | | Possible Outcomes of 3 Preferences | | | | | | | |
|------------------------------------|----------|------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------|
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 1st | School A | E^A | O | O | E^A | E^A | E^A | O | O |
| 2nd | School B | E | E^A | O | E | O | O | E^A | O |
| 3rd | School C | E | E | E^A | O | E | O | O | O |

You must think very carefully about the preferences that you make and take advantage of the information and advice that is available from the Primary Admission Team to help you make informed decisions. In the above example at column 1 even though you would be eligible for all three schools you would only be offered School A as the highest ranked. You would not be offered schools B or C.

If you are refused a place at your preferred school you will be able to appeal. Further advice on the appeals procedures is given at page 21.

Consideration of Preferences

At the closing date of 16 January 2017 the process of trying to meet parental preferences begins. This means that all admission authorities for schools named on the common application have to determine whether the child is eligible for admission to their school.

The eligibility of your application for each of the three schools indicated on your application is assessed against the over subscription criteria that applies to each of the schools.

If you have applied for a voluntary aided school, Sheffield Local Authority will discuss the application with the relevant admission authority to assess the eligibility of your application for those schools.

Once it is determined which of the preferred schools your child is eligible for (this could be all three, a combination of two, one or none of the schools indicated on your common application), Sheffield Local Authority will allocate the highest ranked school for which you are eligible.

Offer Date

- Applications received by Primary Admissions up to and including 16 January 2017 will be allocated a school place on 17 April 2017.
- Where Primary Admissions has not received an application for a Sheffield resident by 1 July 2017 at the latest, a place at the nearest Community School with a place available will be offered.

Late Applications/Changes in circumstances/preferences

- Late applications, changes in circumstances or preferences received by the Authority up to 31 January 2017, will be allocated a place on 17 April 2017.
- All other late applications, changes in circumstances or preferences received after 31 January 2017 will be dealt with after 17 April 2017.
- After the allocation date of 17 April 2017 parents may add or amend their preferences but may only have a maximum of 3 preferences. If a parent wishes to add a new preference(s) they will be required to withdraw one or more of their original preferences to leave a maximum of 3.
- After 17 April 2017 the late applications, changes in circumstances or preferences will be processed in date received order and then according to the published oversubscription criteria. Places will be allocated to one of your preferred schools or nearest available school depending on availability.
- Please note that vacancies that arise after the allocation date are also filled in date order. This means that the place will be offered to the applicant who has the highest rate of admission according to the oversubscription criteria and whose application was received after the allocation date up to the date that the vacancy arose.
- Primary Admissions will establish a waiting list for all Community **Junior** schools in Sheffield where the number of applications for those schools has exceeded the number of places available.
- Your child will automatically be placed on a waiting list for a Community Junior school where he/she has been refused a place at a Junior school ranked higher than the allocated school. The position on the waiting list is not affected by the ranking.
- Waiting lists will be maintained until the end of the first term 2017.
- Priority on the waiting list is determined according to the oversubscription criteria for that school not by the length of time on the list or date of application.
- Your child's position on a waiting list can go down as well as up because of how pupils are prioritised on the list.
- A place becomes available at an oversubscribed school only when the number of pupils allocated falls below the published admission number.
- Should a place become available at a school, it will automatically be allocated in writing to the child at the top of the list. The alternative school allocated by the Local Authority will be withdrawn.
- If you no longer wish to remain on a waiting list, please contact Primary Admission.
- If you would like your child to be placed on a waiting list of a school that you ranked lower than the one you have been allocated, you must request this in writing to the Pupil Admissions Team.
- A place on the waiting list does not guarantee that your child will secure a place at that school, nor does it mean

Waiting Lists

(For Sheffield Community and Voluntary Controlled Schools)

- Voluntary Aided schools will maintain their own waiting list.

that you should not continue to apply for an alternative school place.

Fair Access Protocol

All Local Authority's are required to establish a protocol for placing vulnerable children over and above the normal admission procedures.

The protocol is designed to ensure that access to education is secured quickly for children who have no school place and to ensure that schools within an area admit their fair share of children with challenging behaviour. Under the protocol the Authority may admit a child into a school that is full. The protocol provided a definition of categories of children that may be considered under the arrangements. Children without a school place must take precedence over children on a waiting list attending another school.

Change of Address

If you change address or are planning to move, the Primary Admissions Team will need to see proof of your new address. A house move may change your catchment area and affect the status of your application. Catchment status is based on the child's normal place of residence at the latest date for receiving applications.

If you are considering a change of address you should contact Primary Admissions to be advised of the possible change to your application and to determine what proof is required.

Entry Outside the Normal Year Group

The normal policy in Sheffield is for children to be educated in their chronological year group.

On rare occasions parents may seek entry into school for their child earlier/ later than the normal date. In such cases, parents should make their request in writing to Primary Admissions giving full reasons.

Parents are responsible for providing supporting evidence for such requests. Applications are normally considered by the Admission Committee which will make a final decision.

In Year Applications

Parents wishing to apply for a place in year groups other than year 3 should complete a transfer form from their current school. Pupils new to Sheffield should contact the Children Missing Education Team on 273 6462.

Admission to Schools for Children of UK Service Personnel

The Local Authority acknowledges that service families are subject to frequent movement within the UK and from abroad, often at relatively short notice.

Although the Local Authority is not able to reserve places for blocks of pupils of service personnel it may accept applications from parents returning to their area some months in advance and may allocate a school place where the school has a place available.

Where the preferred school is full the Admissions Committee may reconsider the application at the request of parents. The Committee will take into account the circumstances of the family and the needs of the child in determining whether to admit.

Statutory Appeal

Appeals for a Sheffield Community School

If you have been refused a place at a school, you have a right of appeal to an Independent Appeal Panel. To appeal you must complete an appeal form which can be obtained from the Primary Admissions Team;



Primary Admissions
Floor 5, North Wing
Moorfoot
Sheffield S1 4PL



Tel: 0114 273 5766
Fax: 0114 273 4155



ed-admissions@
sheffield.gov.uk



Alternatively you may wish to download an appeal form from Sheffield City Council's website; www.sheffield.gov.uk/pupiladmissions

Before completing your appeal form, you should read the 'Guidance for Parents on Appeals' document that was sent with the appeal form. It has been produced to help you understand the role of the Independent Appeal Panel.

You should set out the reasons why you want your child to attend the particular school and include any supporting documentation.

You should return your completed form and any supporting information to Legal and Governance, Town Hall, Sheffield S1 2HH. Appeals for forms received after the date advised in the letter may be subject to delay.

You will be notified in writing by Legal and Governance about the date when the Appeal Panel will meet to consider

your application. The hearings are normally held in the Town Hall, Pinstone Street.

You have the right to attend the hearing and speak in support of your appeal and you may, if you wish, be accompanied by a friend or representative.

THE INDEPENDENT APPEAL PANEL'S DECISION IS FINAL AND BINDING ON THE ADMISSIONS AUTHORITY, THE SCHOOL AND THE PARENT.

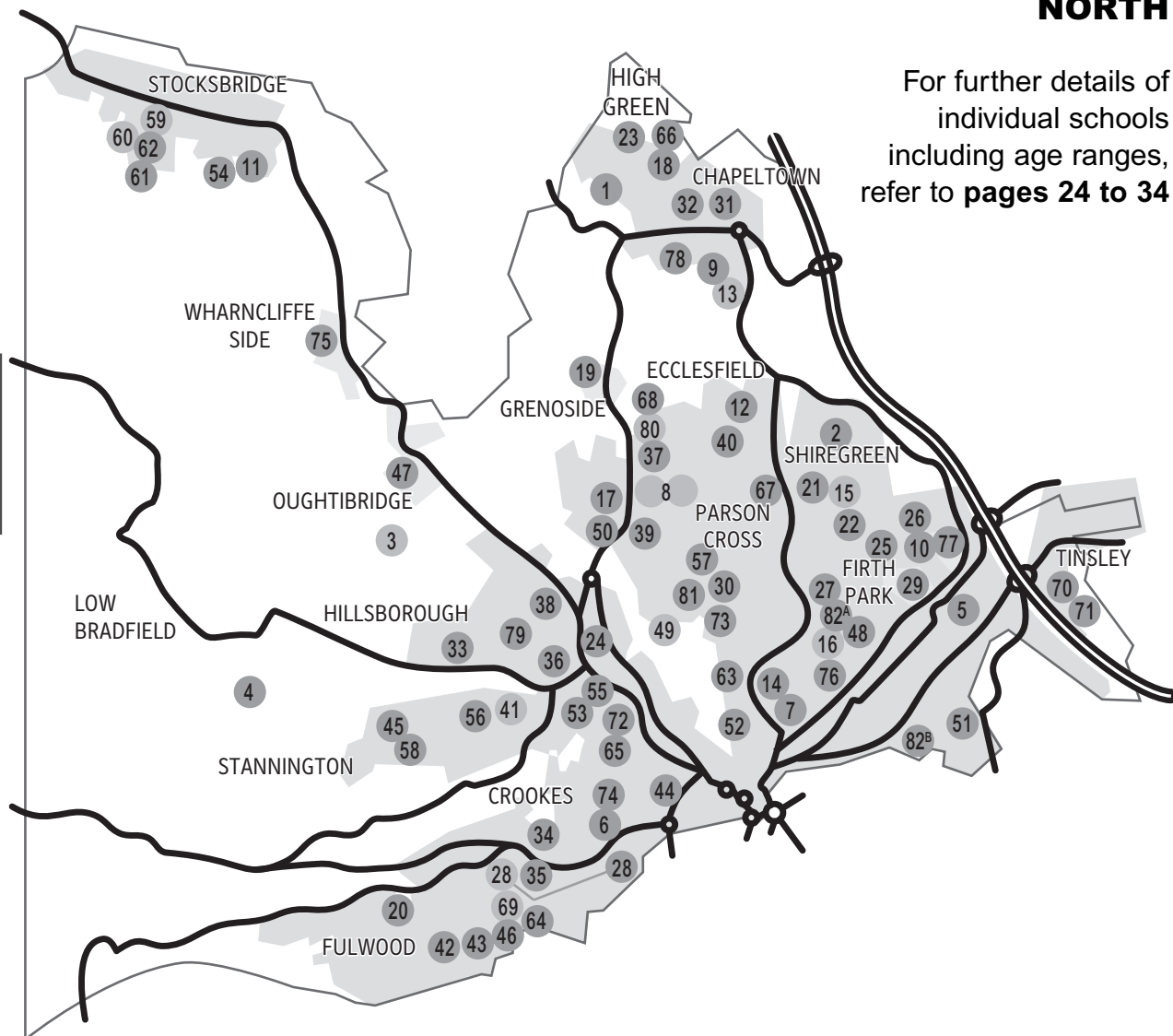
Please note: this process does not apply to pupils with a Education Health Care Plan or statement of special educational needs. If your child has a statement, please contact the SEN Transition Team on 0114 273 6394 for further details.

Appeals for a School not Maintained by Sheffield Local Authority

If you wish to appeal for a school in a neighbouring authority, you must obtain an appeal form from that authority.

Please note, if you successfully obtain a place through Appeal at a school maintained by another Authority, your child's place at a Sheffield school will be withdrawn.

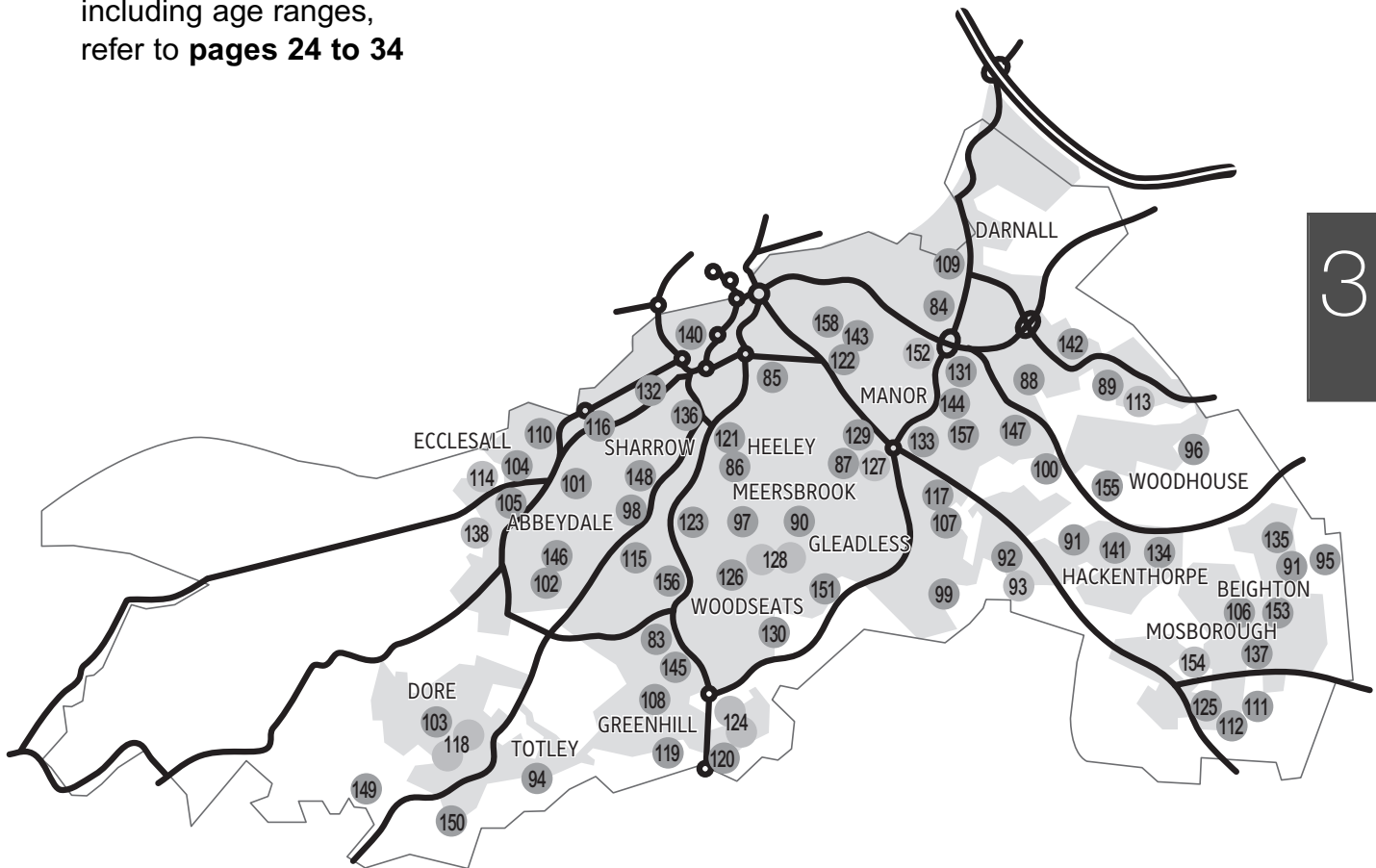
For further details of individual schools including age ranges, refer to **pages 24 to 34**



- | | | | |
|---------------------------|---|---------------------------------------|------------------------------------|
| 1 Angram Bank NIJ | 24 Hillsborough NIJ | 47 Oughtibridge IJ | 67 St Patrick NIJ Catholic |
| 2 Beck NIJ | 25 Hinde House (Primary phase) | 48 Owler Brook NIJ | 68 St Thomas More IJ Catholic |
| 3 Bradfield Sec | 26 Hinde House (Secondary phase) | 49 Parkwood High Academy | 69 Tipton Sec |
| 4 Bradfield Dungworth IJ | 27 Hucklow IJ | 50 Parson Cross CE IJ | 70 Tinsley NI |
| 5 Brightside NI | 28 King Edward VII Sec | 51 Phillimore Park NIJ | 71 Tinsley J |
| 6 Broomhill I | 29 Limsfield J | 52 Pye Bank CE Primary | 72 Walkley NIJ |
| 7 Byron Wood NIJ | 30 Longley NIJ | 53 Rivelin NIJ | 73 Watercliffe Meadows NIJ |
| 8 Chaucer Sec | 31 Lound J | 54 Royd NI | 74 Westways NIJ |
| 9 Coit IJ | 32 Lound I | 55 Sacred Heart RC IJ | 75 Wharncliffe Side NIJ |
| 10 Concord J | 33 Loxley IJ | 56 Shooters Grove NIJ | 76 Whiteways NIJ |
| 11 Deepcar St John CE J | 34 Lydgate I | 57 Southey Green NIJ | 77 Wincobank NI |
| 12 Ecclesfield IJ | 35 Lydgate J | 58 Stannington I | 78 Windmill Hill IJ |
| 13 Ecclesfield Sec | 36 Malin Bridge IJ | 59 Stocksbridge Sec | 79 Wisewood IJ |
| 14 Abbeyfield NIJ | 37 Mansel NIJ | 60 Stocksbridge NI | 80 Yewlands Sec |
| 15 Firth Park Sec | 38 Marcliffe IJ | 61 Stocksbridge J | 81 Oasis Academy Watermead Primary |
| 16 Abbeyfield J | 39 Meynell NIJ | 62 St Ann IJ Catholic | 82A Oasis Academy Fir Vale Primary |
| 17 Fox Hill NIJ | 40 Montoney NIJ | 63 St Catherine's NIJ Catholic | 82B Oasis Academy Don Valley |
| 18 Greengate Lane NIJ | 41 Forge Valley | 64 St Marie's IJ Catholic | |
| 19 Grenoside IJ | 42 Nether Green I | 65 St Mary's CE NIJ | |
| 20 Hallam IJ | 43 Nether Green J | 66 St Mary's (High Green) IJ Catholic | |
| 21 Hartley Brook NIJ | 44 Netherthorpe NIJ | | |
| 22 Hatfield IJ | 45 Nook Lane J | | |
| 23 High Green IJ | 46 Notre Dame | | |

SOUTH

For further details of individual schools including age ranges, refer to **pages 24 to 34**



- | | | | |
|---------------------------|----------------------------------|--------------------------------|---|
| 82 Abbey Lane IJ | 103 Dore IJ | 121 Lowfield IJ | 142 St Josephs' Catholic |
| 83 Acres Hill NIJ | 104 Ecclesall I | 122 Manor Lodge IJ | 143 Emmaus Catholic and CE NIJ |
| 84 All Saints | 105 Ecclesall CE J | 123 Meersbrook Bank NIJ | 144 St Theresa's Catholic |
| 85 Anns Grove NIJ | 106 Emmanuel CE/Methodist J | 124 Meadowhead Sec | 145 St Thomas of Canterbury IJ Catholic |
| 86 Arbourthorne NIJ | 107 Gleadless NIJ | 125 Mosborough IJ | 146 St Wilfrid's IJ Catholic |
| 87 Athelstan IJ | 108 Greenhill IJ | 126 Mundella IJ | 147 Stradbroke NIJ |
| 88 Ballfield NIJ | 109 Greenlands NI Greenlands J | 127 Springs Academy | 148 The Nether Edge NIJ |
| 89 Bankwood IJ | 110 Greystones IJ | 128 Newfield Sec | 149 Totley AS IJ CE |
| 90 Beighton NI | 111 Halfway I | 129 Norfolk NIJ | 150 Totley IJ |
| 91 Birley IJ | 112 Halfway J | 130 Norton Free CE IJ | 151 Valley Park NIJ |
| 92 Birley Sec | 113 Handsworth Grange Sec | 131 Pipworth NIJ | 152 Park Academy |
| 93 Birley Spa NIJ | 114 High Storrs Sec | 132 Porter Croft CE IJ | 153 Waterthorpe I |
| 94 Bradway IJ | 115 Holt House I | 133 Prince Edward NIJ | 154 Westfield Sec |
| 95 Brook House J | 116 Hunters Bar I Hunters Bar J | 134 Rainbow Forge NIJ | 155 Woodhouse West NIJ |
| 96 Brunswick NIJ | 117 Intake IJ | 135 Reignhead NIJ | 156 Woodseats NIJ |
| 97 Carfield NIJ | 118 King Egbert Sec | 136 Sharrow NIJ | 157 Woodthorpe NIJ |
| 98 Carterknowle J | 119 Lowedges NIJ | 137 Shortbrook IJ | 158 Wybourn IJ |
| 99 Charnock Hall IJ | 120 Lowermeadow NIJ | 138 Silverdale Sec | |
| 100 City Sec | | 140 Springfield NIJ | |
| 101 Clifford I CE | | 141 St John Fisher IJ Catholic | |
| 102 Dobcroft I Dobcroft J | | | |

Sheffield Primary Schools

From September 2016

For details of schools with an integrated resource for pupils with special educational needs, please see page 44. Age range refers to age at 1 September 2017. NB: The approximate number on roll excludes nursery children.

| Name of School Address Tel No. Headteacher | Age Range | Approximate no. on roll in school year 2017/2018 | Reception or junior places school year 2017/2018 | Nursery places school year 2017/2018 |
|--|--------------|---|---|---|
| Abbeyfield Primary Academy (NIJ) , Orphanage Road, S3 9AN Tel: 242 0109, Fax: 261 7298, Principal—Ms H Best E-mail: enquiries@firshill.sheffield.sch.uk | 3+–10+ | 480 | 60 | 39 |
| Abbey Lane Primary (IJ) , Abbey Lane, S8 0BN Tel: 274 5054, Fax: 274 6708, Headteacher—Mrs M Stafford E-mail: enquiries@abbeylane.sheffield.sch.uk | 4+–10+ | 600 | 90 | – |
| Acres Hill Community Primary (NIJ) , Mather Road, S9 4GQ Tel: 244 1512, Fax: 244 1577, Headteacher—Ms C Whittingham E-mail: enquiries@acreshill.sheffield.sch.uk | 3+–10+ | 310 | 30 | 26 |
| Angram Bank Primary (NIJ) , Kinsey Road, High Green, S35 4HN Tel: 284 8553, Fax: 284 6894, Headteacher— Ms A Carr E-mail: enquiries@angrambank.sheffield.sch.uk | 3+–10+ | 230 | 33 | 39 |
| Anns Grove Primary (NIJ) , Anns Road, S2 3DJ Tel: 255 0398, Fax: 255 8798, Headteacher—Mrs S Fearnough E-mail: enquiries@annsgrove.sheffield.sch.uk | 3+–10+ | 300 | 45 | 26 |
| Arbourthorne Community Primary (NIJ) , Eastern Avenue, S2 2GQ Tel: 239 8163, Fax: 264 2716, Learning Support Unit 266 5241 Executive Headteacher—Ms V Langley Head of school —Ms C Thornton E-mail: enquiries@arbourthorne.sheffield.sch.uk | 3+–10+ | 420 | 60 | 39 |
| Athelstan Primary (IJ) , Richmond Park Drive, S13 8HH Tel: 269 2301, Fax: 254 8710, Headteacher—Ms D Halliday E-mail: enquiries@athelstan.sheffield.sch.uk | 4+–10+ | 600 | 90 | – |
| Ballfield Primary (NIJ) , Handsworth Grange Road, S13 9HH Tel: 269 7557, Fax: 269 1082, Headteacher—Mrs S Haigh E-mail: enquiries@ballfield.sheffield.sch.uk | 3+–10+ | 430 | 60 | 39 |
| Bankwood Primary (IJ) , Bankwood Close, S14 1LW Tel: 239 6711, Fax: 249 4085, Headteacher—Ms W Edwards E-mail: enquiries@bankwood.sheffield.sch.uk | 4+–10+ | 270 | 60 | – |
| Beck Primary (NIJ) , Beck Road, S5 0GG Tel: 246 7536, Fax: 257 1730, Executive Headteacher—Mr P Hardwick E-mail: enquiries@beck.sheffield.sch.uk | 3+–10+ | 640 | 90 | 52 |
| Beighton N I , School Road, S20 1EG Tel: 248 6572, Fax: 247 5653, Headteacher—Ms H Reid E-mail: enquiries@beighton.sheffield.sch.uk | 3+–6+ | 250 | 90 | 39 |

3

| Name of School Address Tel No. Headteacher | Age Range | Approximate no. on roll in school year 2017/2018 | Reception or junior places school year 2017/2018 | Nursery places school year 2017/2018 |
|--|--------------|---|---|---|
| Birley Community Primary (IJ) , Thornbridge Avenue, S12 3AB Tel: 239 9002, Executive Headteacher—Mr S Robinson, Associate Headteacher—Ms D McAughey E-mail: enquiries@birley-pri.sheffield.sch.uk | 4+–10+ | 600 | 90 | – |
| Birley Spa Primary (NIJ) , Jermyn Crescent, S12 4QE Tel: 239 9106, Fax: 253 1236, Headteacher—Ms J Huscroft E-mail: enquiries@birleyspa.sheffield.sch.uk | 4+–10+ | 440 | 60 | 39 |
| Bradfield Dungworth Primary (IJ) , The Green, Dungworth, S6 6HE Tel: 285 1338, Fax: 285 1901, Headteacher—Mrs H Adams E-mail: enquiries@bradfielddungworth.sheffield.sch.uk | 4+–10+ | 100 | 15 | – |
| Bradway Primary School (IJ) , Bradway Drive, S17 4PD Tel: 236 3723, Fax: 235 2576, Headteacher—Mr P Stockley E-mail: enquiries@bradway.sheffield.sch.uk | 4+–10+ | 430 | 60 | – |
| Brightside (N I) , Jenkin Road, S9 1AS Nursery: 261 9867, Infant: 244 1826, Fax: 261 7941 Headteacher—Mrs D Kelly E-mail: enquiries@brightside.sheffield.sch.uk | 3+–6+ | 180 | 60 | 39 |
| Brook House (J) , School Road, S20 1EG Tel: 248 7754, Fax: 251 1948, Headteacher—Mr M Hinchliff E-mail: enquiries@brookhouse.sheffield.sch.uk | 7+–10+ | 350 | 90 | – |
| Brunswick Community Primary (NIJ) , Station Road, S13 7RB Tel: 269 5315, Fax: 269 6081, Headteacher—Mr N Frankland E-mail: enquiries@brunswick.sheffield.sch.uk | 3+–10+ | 420 | 60 | 39 |
| Byron Wood Primary (NIJ) , Earldom Road, S4 7EJ Tel: 272 3624, Fax: 249 4981, Headteacher—Mrs S Ashton E-mail: enquiries@byronwood.sheffield.sch.uk | 3+–10+ | 460 | 60 | 39 |
| Carfield Primary (NIJ) , Argyle Road, S8 9HJ Tel: 255 7534, Fax: 258 0335, Headteacher—Mrs L Culloden E-mail: enquiries@carfield.sheffield.sch.uk | 3+–10+ | 520 | 90 | 39 |
| Carterknowle (J) , Carterknowle Road, S7 2DY Tel/Fax: 255 2347, Headteacher—Mrs C Staniland E-mail: enquiries@carterknowle.sheffield.sch.uk | 7+–10+ | 250 | 60 | – |
| Charnock Hall Primary (IJ) , Carter Hall Road, S12 3HS Tel: 239 6083, Fax: 264 4447, Headteacher—Mrs S Scarborough E-mail: enquiries@charnockhall.sheffield.sch.uk | 4+–10+ | 430 | 60 | – |
| Coit Primary (IJ) , Park Avenue, Chapelton, S35 1WH Tel/Fax: 246 8710, Executive Headteacher—Mrs J Eagleton, Head of School—Ms G Rodrigo E-mail: enquiries@coit.sheffield.sch.uk | 4+–10+ | 210 | 30 | – |
| Concord J , Fife Street, S9 1NR Tel: 249 5050, Fax: 249 5051, Headteacher—Mrs M Kouni E-mail: enquiries@concord.sheffield.sch.uk | 7+–10+ | 190 | 60 | – |
| Dobcroft (I) , Pingle Road, S7 2LN Tel: 236 8099, Fax: 236 8014, Headteacher—Ms C Rowland E-mail: enquiries@dobcroft-inf.sheffield.sch.uk | 4+–6+ | 300 | 90 | – |

| Name of School Address Tel No. Headteacher | Age Range | Approximate no. on roll in school year 2017/2018 | Reception or junior places school year 2017/2018 | Nursery places school year 2017/2018 |
|---|--------------|---|---|---|
| Dobcroft (J) , Pingle Road, S7 2LN Tel: 236 8075, Fax: 262 1648, Headteacher—Ms N Sexton E-mail: enquiries@dobcroft-jun.sheffield.sch.uk | 7+–10+ | 370 | 90 | – |
| Dore Primary (IJ) , Furniss Avenue, S17 3QP Tel: 236 8690, Fax: 235 3206, Headteacher—Mrs L Glossop E-mail: enquiries@dore.sheffield.sch.uk | 4+–10+ | 460 | 60 | – |
| Ecclesall (I) , High Storrs Road, S11 7LG Tel: 266 3137, Fax: 267 8743, Executive Headteacher—Mrs E Hardy, Head of School—Ms N Ramsey E-mail: enquiries@ecclesall-inf.sheffield.sch.uk | 4+–6+ | 180 | 90 | – |
| Ecclesall C of E J (Controlled), Ringinglow Road, S11 7PQ Tel: 236 1992, Fax: 235 6452, Executive Headteacher—Mrs E Hardy, Head of School—Mr G Willat E-mail: enquiries@ecclesall-jun.sheffield.sch.uk | 7+–10+ | 360 | 90 | – |
| Ecclesfield Primary (IJ) , High Street, Ecclesfield, S35 9UD Tel: 246 7396, Fax: 257 0854, Executive Headteacher—Mrs J Eagleton, Head of School—Ms R Binns E-mail: enquiries@ecclesfield-pri.sheffield.sch.uk | 4+–10+ | 430 | 60 | – |
| Fox Hill Primary (NIJ) , Keats Road, S6 1AZ Tel: 231 3469, Fax: 285 3661, Executive Principal—Mrs N Shipman, Principal—Mr M Revill E-mail: enquiries@foxhill.sheffield.sch.uk | 3+–10+ | 310 | 45 | 52 |
| Gleadless Primary (NIJ) , Hollinsend Road, S12 2EJ Tel: (j) 239 9705, (ni) 239 6130, Fax: 239 6956 Executive Headteacher—Mrs V Langley, Head of School—Ms L Wright E-mail: enquiries@gleadless.sheffield.sch.uk | 3+–10+ | 400 | 60 | 39 |
| Greengate Lane Primary Academy (NIJ) , Greengate Lane, High Green, S35 3GT Tel/Fax: 284 8322, Headteacher—Mrs W Weldon E-mail: enquiries@greengatelane.sheffield.sch.uk | 3+–10+ | 200 | 30 | 39 |
| Greenhill Primary (IJ) , Greenhill Main Road, S8 7RA Tel: 237 7080, Fax: 283 9330, Headteacher—Mrs C Coates E-mail: enquiries@greenhill.sheffield.sch.uk | 4+–10+ | 530 | 75 | – |
| Grenoside Primary (IJ) , Norfolk Hill, Grenoside, S35 8QB Tel: 246 7380, Fax: 257 7718, Headteacher—Mrs P Smith E-mail: enquiries@grenoside.sheffield.sch.uk | 4+–10+ | 340 | 50 | – |
| Greystones Primary (IJ) , Tullibardine Road, S11 7GL Tel: 266 3413, Fax: 268 6235, Executive Headteacher—Mr C Jennings, Head of School Mr S Glossop E-mail: enquiries@greystones.sheffield.sch.uk | 4+–10+ | 590 | 90 | – |
| Halfway (NI) , Station Road, S20 3GU Tel/Fax: 248 2360, Headteacher—Mr S Varnam E-mail: enquiries@halfway-inf.sheffield.sch.uk | 4+–6+ | 140 | 60 | – |
| Halfway (J) , Halfway Centre, Halfway, S20 4TA Tel: 248 2629, Fax: 251 0964, Executive Headteacher—Ms B Nicholson, Head of School—Ms A Carter E-mail: enquiries@halfway-jun.sheffield.sch.uk | 7+–10+ | 180 | 60 | – |

| Name of School Address Tel No. Headteacher | Age Range | Approximate no. on roll in school year 2017/2018 | Reception or junior places school year 2017/2018 | Nursery places school year 2017/2018 |
|--|--------------|---|---|---|
| Hallam Primary (IJ) , Hallam Grange Crescent, S10 4BD Tel 230 4430, Fax: 230 9565, Headteacher—Mr C Stewart E-mail: enquiries@hallam.sheffield.sch.uk | 4+–10+ | 600 | 90 | – |
| HBH Academy Hartley Brook Primary (NIJ) , Hartley Brook Road, S5 0JF Tel: 245 6882, Fax: 240 2544, Headteacher—Mr J Garbutt E-mail: hartleybrook@hbhacademytrust.org | 3+–10+ | 660 | 90 | 39 |
| HBH Academy Hatfield Primary (IJ) , Hatfield House Lane, S5 6HY Tel: 245 6871, Fax: 257 1582, Headteacher—Ms C Bianco E-mail: hatfield@hbhacademytrust.org | 4+–10+ | 430 | 60 | – |
| High Green Primary (IJ) , Wortley Road, High Green, S35 4LU Tel: 284 8264, Fax: 284 8901, Headteacher—Ms D Smales E-mail: enquiries@highgreen.sheffield.sch.uk | 4+–10+ | 210 | 30 | – |
| High Hazels (J) , Fisher Lane, S9 4RP Tel: 244 2189, Fax: 244 5479, Executive Headteacher—Asma Maqsood-Shah E-mail: enquiries@greenlands-jun.sheffield.sch.uk | 7+–10+ | 380 | 90 | – |
| High Hazels (NI) , Fisher Lane, S9 4RP Tel: 244 1757, Fax: 243 3260, Executive Headteacher—Asma Maqsood-Shah E-mail: enquiries@greenlands-inf-nur.sheffield.sch.uk | 3+–6+ | 260 | 90 | 52 |
| Hillsborough Primary (NIJ) , Parkside Road, S6 2AA Tel: 234 7898, Fax: 285 2006, Executive Headteacher—Mrs A Lant, Headteacher—Mr R Jackson E-mail: enquiries@hillsborough.sheffield.sch.uk | 3+–10+ | 360 | 60 | 26 |
| Hinde House primary phase , Bracken Road, S5 6FH Tel: 242 6874, Fax: 256 0491, Principal —Mr C French, Head of Primary Phase - Janice McWilliam E-mail: enquiries@hindehouse.net | 3+–10+ | 450 | 60 | 39 |
| Holt House (I) , Bannerdale Road, S7 2EW Tel: 255 3717, Fax: 280 3507, Headteacher—Mrs H Haynes E-mail: enquiries@holthouse.sheffield.sch.uk | 4+–6+ | 180 | 60 | – |
| Hucklow Primary (IJ) , Hucklow Road, S5 6TB Tel: 242 6736, Fax: 261 0154, Executive Headteacher—Mr P Hardwick, Head of School—Ms S Bywater E-mail: enquiries@hucklow.sheffield.sch.uk | 4+–10+ | 450 | 60 | – |
| Hunter's Bar (I) , Sharrow Vale Road, S11 8ZG Tel: 266 0541, Fax: 268 5604, Headteacher—Ms C Carr E-mail: enquiries@huntersbar-inf.sheffield.sch.uk | 4+–6+ | 270 | 90 | – |
| Hunter's Bar (J) , Sharrow Vale Road, S11 8ZG Tel: 266 0547, Fax: 268 4878, Headteacher—Mr M Watson E-mail: enquiries@huntersbar-jun.sheffield.sch.uk | 7+–10+ | 370 | 90 | – |
| Intake Primary (Trust) (IJ) , Mansfield Road, S12 2AR Tel: 239 9824, Fax: 239 5019, Headteacher—Ms L Reid E-mail: enquiries@intake.sheffield.sch.uk | 4+–10+ | 450 | 60 | – |

| Name of School Address Tel No. Headteacher | Age Range | Approximate no. on roll in school year 2017/2018 | Reception or junior places school year 2017/2018 | Nursery places school year 2017/2018 |
|---|--------------|---|---|---|
| Limpsfield (J) , Jenkin Avenue, S9 1AN Tel: 243 0925, Fax: 242 3808, Headteacher—Mr M Moss E-mail: enquiries@limpsfield.sheffield.sch.uk | 7+–10+ | 240 | 60 | — |
| Lound (I) , Sherburn Gate, Chapeltown, S35 2EU Tel/Fax: 246 2181, Headteacher—Mrs E Bellamy Acting Headteacher—Mrs C Cotteril E-mail: enquiries@lound-inf.sheffield.sch.uk | 4+–6+ | 160 | 58 | — |
| Lound (J) , Lound Side, Chapeltown, S35 2UT Tel: 246 2181, Headteacher—Mrs E Bellamy Acting Headteacher—Mr R Cottam E-mail: enquiries@lound-jun.sheffield.sch.uk | 7+–10+ | 250 | 60 | — |
| Lowedges Junior Academy (NIJ) , Low Edges Road, S8 7JG Tel: 237 2196, Fax: 237 5194, Headteacher—Mrs R Scutt E-mail: enquiries@lowedges.sheffield.sch.uk | 3+–10+ | 340 | 60 | 26 |
| Lower Meadow Primary (Trust) (NIJ) , Batemoor Road, S8 8EE Tel: 237 2700, Fax: 237 8572, Headteacher—Mrs A Clark E-mail: enquiries@lowermeadow.sheffield.sch.uk | 3+–10+ | 300 | 45 | 26 |
| Lowfield Primary (IJ) , London Road, S2 4NJ Tel: 255 2501, Fax: 250 9530, Headteacher—Mr C Holder E-mail: enquiries@lowfield.sheffield.sch.uk | 4+–10+ | 490 | 60 | — |
| Loxley Primary (IJ) , Rodney Hill, Loxley, S6 6SG Tel: 234 4510, Fax: 234 5058, Headteacher—Mr J Connolly E-mail: enquiries@loxley.sheffield.sch.uk | 4+–10+ | 210 | 30 | — |
| Lydgate (I) , Lydgate Lane, S10 5FQ Tel: 266 2450, Fax: 267 8268, Headteacher—Mr D Bromage E-mail: enquiries@lydgate-inf.sheffield.sch.uk | 4+–6+ | 360 | 120 | — |
| Lydgate (J) , Manchester Road, S10 5DP Tel: 266 9500, Fax: 263 8210, Headteacher—Mr S Jones E-mail: enquiries@lydgate-jun.sheffield.sch.uk | 7+–10+ | 490 | 120 | — |
| Malin Bridge Primary (IJ) , Dykes Lane, S6 4RH Tel: 234 1379, Fax: 231 5679, Headteacher—Mr R McGrath E-mail: enquiries@malinbridge.sheffield.sch.uk | 4+–10+ | 550 | 75 | — |
| Manor Lodge Primary (IJ) , Manor Lane, S2 1UF Tel: 272 5054, Fax: 279 5907, Head of School—Mrs J Camps, Executive Headteacher—Mrs J Bradshaw E-mail: enquiries@manorlodge.sheffield.sch.uk | 4+–10+ | 290 | 45 | — |
| Mansel Primary (IJ) , Chaucer Road, S5 9QN Tel: 232 1278, Fax: 231 5726, Executive Principal—Mrs N Shipman, Principal—Ms R Rickersey E-mail: enquiries@mansel.sheffield.sch.uk | 3+–10+ | 430 | 60 | 39 |
| Marlcliffe Primary (IJ) , Marlcliffe Road, S6 4AJ Tel: 234 4329, Fax: 234 3186, Headteacher—Mrs A Mann E-mail: enquiries@marlcliffe.sheffield.sch.uk | 4+–10+ | 520 | 75 | — |
| *Meersbrook Bank Primary (NIJ) , Derbyshire Lane, S8 9EH Tel: 255 0491, Fax: 281 2990, Headteacher—Rachel Edwards E-mail: enquiries@meersbrookbank.sheffield.sch.uk | 3+–10+ | 210 | 30 | 32.5 |

| Name of School Address Tel No. Headteacher | Age Range | Approximate no. on roll in school year 2017/2018 | Reception or junior places school year 2017/2018 | Nursery places school year 2017/2018 |
|--|--------------|---|---|---|
| Meynell Primary (NIJ) , Meynell Road, S5 8GN Tel: 231 1425, Fax: 285 3326, Executive Headteacher—Mrs A Lant, Head of School Ms V Garratt E-mail: enquiries@meynell.sheffield.sch.uk | 4+–10+ | 430 | 60 | 39 |
| Monteney Primary (NIJ) , Monteney Crescent, S5 9DN Tel: 246 7916, Fax: 246 7965, Executive Principal—Mrs N Shipman, Principal—Mrs C Hayes E-mail: enquiries@monteney.sheffield.sch.uk | 3+–10+ | 410 | 60 | 39 |
| Mosborough Primary (IJ) , New School Road, S20 5ES Tel: 248 6211, Fax: 247 7121, Headteacher—Mr M Fallon E-mail: enquiries@mosborough.sheffield.sch.uk | 4+–10+ | 410 | 60 | – |
| Mundella Primary (IJ) , Mundella Place, S8 8SJ Tel/Fax: 255 1348, Headteacher—Mr W Smith E-mail: enquiries@mundella.sheffield.sch.uk | 4+–10+ | 390 | 60 | – |
| Nether Green (I) , Stumperlowe Park Road, S10 3QP Tel: 230 4094, Fax: 230 9814, Headteacher—TBC E-mail: enquiries@nethergreen-inf.sheffield.sch.uk | 4+–6+ | 230 | 75 | – |
| Nether Green (J) , Fulwood Road, S10 3QA Tel: 230 2461, Fax: 263 0189, Headteacher—Ms S Jackson E-mail: enquiries@nethergreen-jun.sheffield.sch.uk | 7+–10+ | 380 | 90 | – |
| Netherthorpe Primary (NIJ) , Netherthorpe Street, S3 7JA Tel/Fax: 272 6834, Headteacher—Mrs E Gray E-mail: enquiries@netherthorpe.sheffield.sch.uk | 3+–10+ | 220 | 30 | 26 |
| Nook Lane (J) , Nook Lane, S6 6BN Tel: 234 1097, Fax: 234 1098, Headteacher—Mr S Arbon-Davies E-mail: enquiries@nooklane.sheffield.sch.uk | 7+–10+ | 250 | 60 | – |
| Norfolk Community Primary (NIJ) , Guildford Avenue, S2 2PJ Tel: 250 2760, Fax: 250 2761, Headteacher—Ms J Hobley E-mail: enquiries@norfolkcps.sheffield.sch.uk | 3+–10+ | 390 | 60 | 39 |
| Norton Free C of E Primary (IJ) (Controlled), Matthews Lane, S8 8JS Tel: 274 5873, Fax: 235 9060, Executive Headteacher—Mr C Holder E-mail: enquiries@nortonfree.sheffield.sch.uk | 4+–10+ | 210 | 30 | – |
| Oasis Academy Don Valley Leeds Road, S9 3TY Tel: 220 0400, Principal—Mr J Pape Email: info@oasisdonvalley.org | 2+–16+ | 240 | 60 | – |
| Oasis Academy Fir Vale (IJ) Owler Lane S4 8GA Tel: 201 2300, Principal—Ms H Round E-mail: info@oasisacademyfirvale.org Website: www.oasisfirvale.org | 4+–10+ | 340 | 60 | – |
| Oasis Academy Watermeade (IJ) Barrie Crescent S5 8RN Tel: 201 6800, Principal —Ms L Goodhand E-mail: info@oasiswatermead.org Website: www.oasisacademywatermead.org | 4+–10+ | 160 | 60 | – |

| Name of School Address Tel No. Headteacher | Age Range | Approximate no. on roll in school year 2017/2018 | Reception or junior places school year 2017/2018 | Nursery places school year 2017/2018 |
|--|--------------|---|---|---|
| Oughtibridge Primary (IJ) , Naylor Road, Oughtibridge, S35 0HG Tel: 286 3167, Fax: 286 4867, Headteacher—Mr J Dugmore E-mail: enquiries@oughtibridge.sheffield.sch.uk | 4+–10+ | 400 | 60 | — |
| Owler Brook Primary , Wensley Street, S4 8HQ Tel 243 8611, Fax: 242 6165, Headteacher—Mrs S Bridges E-mail: enquiries@owlerbrook.sheffield.sch.uk | 3+–10+ | 490 | 60 | 52 |
| Pathways Academy (NIJ) , Raisen Hall Road, S5 7NA Tel: 231 0044, Fax: 249 5615, Principal—Mr C Walton E-mail: enquiries@e-actpathwaysacademy.org.uk | 3+–10+ | 520 | 60 | 39 |
| Phillimore Community Primary (NIJ) , Phillimore Road, S9 5EF Tel: 249 4036, Fax: 261 7145, Acting Headteacher—Mr G Briggs E-mail: office@phillimore.sheffield.sch.uk | 3+–10+ | 410 | 60 | 39 |
| Pipworth Community Primary (NIJ) , Pipworth Road, S2 1AA Tel: 239 1078, Fax: 239 1989, Executive Headteacher—Ms J Storey Head of School—Helen Kenyon Email: enquiries@pipworth-cps.sheffield.sch.uk | 3+–10+ | 570 | 82 | 39 |
| Prince Edward Primary (NIJ) , Queen Mary Road, S2 1HY Tel: 228 1900, Fax: 228 1114, Executive Headteacher—Ms J Storey, Head of School—Mr M Sieczkarek E-mail: enquiries@princeedward.sheffield.sch.uk | 3+–10+ | 360 | 60 | 39 |
| Rainbow Forge Primary (NIJ) , Beighton Road, S12 4LQ Tel: 248 7342, Fax: 251 0841, Headteacher—Mrs J Loader E-mail: enquiries@rainbowforge.sheffield.sch.uk | 3+–10+ | 290 | 54 | 26 |
| Reignhead Primary (NIJ) Platts Drive, Beighton, S20 1FD Tel: 247 5767, Fax: 248 0599 Headteacher—Mrs L O'Halloran E-mail: enquiries@reignhead.sheffield.sch.uk | 3+–10+ | 250 | 60 | 26 |
| Rivelin Primary (NIJ) , Morley Street, S6 2PL Tel: 234 1304, Fax: 231 4079, Headteacher—Mrs J Powell E-mail: enquiries@rivelin.sheffield.sch.uk | 3+–10+ | 420 | 60 | 39 |
| Royd (NI) , Carr Road, Deepcar, S36 2PR Tel: 288 2594, Fax: 288 8632, Headteacher—Mrs L Jones E-mail: enquiries@royd.sheffield.sch.uk | 3+–6+ | 130 | 60 | 39 |
| Sharrow Primary (NIJ) , Sitwell Road, S7 1BE Tel: 255 1704, Fax: 255 3649, Headteacher—Mrs E Abram E-mail: info@sharrow.sheffield.sch.uk | 3+–10+ | 400 | 60 | 52 |
| Shooter's Grove Primary (NIJ) , Wood Lane, S6 5HN Tel: 234 2268, Fax: 231 0343, Headteacher—Mr L Ash E-mail: enquiries@shootersgrove.sheffield.sch.uk | 3+–10+ | 350 | 60 | 39 |
| Shortbrook Primary (NIJ) , Westfield Northway, Westfield, S20 8FB Tel: 248 2497, Fax: 248 6844 Executive Headteacher—Mrs B Nicholson, Head of School—Mrs S Hearnshaw E-mail: enquiries@shortbrook.sheffield.sch.uk | 4+–10+ | 110 | 51 | — |

| Name of School Address Tel No. Headteacher | Age Range | Approximate no. on roll in school year 2017/2018 | Reception or junior places school year 2017/2018 | Nursery places school year 2017/2018 |
|--|--------------|---|---|---|
| Southey Green Primary (NIJ) , (Includes Lindsay Nursery) Crowder Avenue, S5 7QG Tel: 232 6879, Fax: 285 4105, Executive Headteacher—Mrs A Lant, Head of School— Mr B Stevens E-mail: enquiries@southeygreen.sheffield.sch.uk | 3+–10+ | 650 | 90 | 65 |
| Springfield Primary (NIJ) , Broomspring Lane, S10 2FA Tel: 272 3455, Fax: 249 3291, Acting Headteacher—Mrs L Joseph E-mail: enquiries@springfield.sheffield.sch.uk | 3+–10+ | 200 | 30 | 26 |
| Stannington (I) , Stannington Road, S6 6AN Tel: 234 4401, Fax 233 4727, Headteacher—Ms S Binns E-mail: enquiries@stannington.sheffield.sch.uk | 4+–6+ | 180 | 60 | – |
| Stocksbridge (J) , Cedar Road, East Whitwell Estate, Stocksbridge, S36 1AS Tel: 288 2221, Fax: 288 1254, Headteacher—Mrs S Gaymond E-mail: enquiries@stocksbridge-jun.sheffield.sch.uk | 7+–10+ | 380 | 90 | – |
| Stocksbridge (NI) , Pot House Lane, Stocksbridge, S36 1EJ Tel: 288 3109, Fax: 283 0204, Headteacher—Mrs J Townsend E-mail: enquiries@stocksbridge-nur.sheffield.sch.uk | 3+–6+ | 230 | 90 | 39 |
| Stradbroke Primary Trust (NIJ) , Richmond Road, S13 8LT Tel: 239 9320, Fax: 239 3430, Executive Headteacher—Mr R Mellor, Head of School—Mrs E Gill E-mail: enquiries@stradbroke.sheffield.sch.uk | 3+–10+ | 450 | 60 | 39 |
| The Nether Edge Primary (NIJ) , Glen Road, S7 1RB Tel: 255 0926, Fax: 250 7387, Headteacher—Mr M Knott E-mail: enquiries@netheredge.sheffield.sch.uk | 3+–10+ | 340 | 60 | 26 |
| Tinsley Meadows (NIJ) , Norborough Road S9 1SG Tel: 244 1842, Fax: 261 7342, Executive Headteacher—Mrs B Webb enquiries@tinsleymeadows.sheffield.sch.uk | 3+–10+ | 600 | 90 | 39 |
| Totley I J , Sunnyvale Road, S17 4FB Tel: 236 4482, Fax: 235 3403, Executive Headteacher—Ms N Wileman E-mail: headteacher@totley.sheffield.sch.uk | 4+–10+ | 210 | 30* | – |
| Valley Park Primary (NIJ) , Norton Avenue, S14 1SL Tel: 239 6464, Fax: 239 7009, Executive Headteacher—Mrs M Lynes, Head of School—Mrs M Nott E-mail: enquiries @valleypark.sheffield.sch.uk | 3+–10+ | 350 | 60 | 39 |
| Walkley Primary (NIJ) , Burnaby Crescent, S6 2TS Tel: 234 0550, Fax: 231 0553, Headteacher—Miss S Whaley, E-mail: enquiries@walkley.sheffield.sch.uk | 3+–10+ | 280 | 60 | 32.5 |
| Watercliffe Meadows Community Primary (NIJ) , Boynton Road, S5 7HL Tel: 232 6603, Fax: 285 2642, Headteacher—Mr I Read E-mail: enquiries@watercliffe.sheffield.sch.uk | 3+–10+ | 440 | 60 | 39 |
| Waterthorpe (NI) , Thorpe Drive, S20 7JU Tel: 248 4943, Fax; 251 1846, Executive Headteacher—Mrs H Stokes E-mail: enquiries@waterthorpe.sheffield.sch.uk | 4+–6+ | 160 | 60 | – |

*Consultation is underway to increase the admission number to 60

| Name of School Address Tel No. Headteacher | Age Range | Approximate no. on roll in school year 2017/2018 | Reception or junior places school year 2017/2018 | Nursery places school year 2017/2018 |
|---|--------------|---|---|---|
| Westways Primary (NIJ) , Mona Avenue, S10 1NE Tel: 266 2471, Fax: 263 1158, Headteacher—Mrs M Holmes E-mail: enquiries@westways.sheffield.sch.uk | 3+–10+ | 640 | 90 | 39 |
| Wharncliffe Side Primary (NIJ) , Brightholmlee Lane, S35 0DD Tel: 286 2379, Fax: 229 9582, Headteacher—Ms A Leach E-mail: enquiries@wharncliffeside.sheffield.sch.uk | 3+–10+ | 140 | 20 | 26 |
| Whiteways Primary , Whiteways Road, S4 8EX Tel: 242 3169, Fax: 261 7846, Executive Headteacher—Mrs S Bridges, Head of School—Mrs J Nixon E-mail: enquiries@whiteways.sheffield.sch.uk | 4+–10+ | 520 | 60 | – |
| Wincobank (NI) , Newman Road, S9 1LU Tel: 249 0590, Fax: 249 4914, Headteacher—Mr C French, Head of School—Mr L Hoyle E-mail: enquiries@wincobank.sheffield.sch.uk | 3+–6+ | 190 | 60 | 39 |
| Windmill Hill Community Primary (IJ) , Ash View, Chapelton, S35 1ZD Tel: 246 8550, Fax: 257 0494, Headteacher—Ms J Grantham E-mail: enquiries@windmillhill.sheffield.sch.uk | 4+–10+ | 300 | 60 | – |
| Wisewood Community Primary (IJ) , Ben Lane, S6 4SD Tel: 234 3304, Fax: 249 3930, Headteacher—Mrs L Heaphy E-mail: enquiries@wisewood-pri.sheffield.sch.uk | 4+–10+ | 180 | 30 | – |
| Woodhouse West Primary (NIJ) , Coisley Hill, S13 7BP Tel: 269 2602, Fax: 269 7389, Headteacher—Ms A Stockdale E-mail: enquiries@woodhousewest.sheffield.sch.uk | 3+–10+ | 330 | 50 | 26 |
| Woodseats Primary (NIJ) , Chesterfield Road, S8 0SB Tel: 255 4619, Fax: 258 9224 Head of School—Ms S Fox E-mail: enquiries@woodseats.sheffield.sch.uk | 3+–10+ | 400 | 60 | 26 |
| Woodthorpe Community Primary (NIJ) (Trust) , Lewis Road, S13 8DA, Tel: 239 9167, Fax: 264 2628 Executive Headteacher—Mr D Smith, Head of School—Mrs K Bister E-mail: enquiries@woodthorpe.sheffield.sch.uk | 3+–10+ | 380 | 60 | 39 |
| Wybourn Community Primary & Nursery School (NIJ) , Manor Oaks Road, S2 5ED Tel: 272 1988 Fax: 0845 026 7974, Executive Headteacher—Mrs J Bradshaw, Head of School—Ms H Thornley E-mail: enquiries@wybourncommunity.sheffield.sch.uk | 3+–10+ | 380 | 60 | 39 |

For information about schools with facilities for pupils with physical difficulties, please call 0114 273 6394.

Sheffield Foundation and Voluntary Aided schools

(Primary schools who are responsible for their own admission arrangements)

Parents should contact schools directly for further information.

| <i>Name of School Address Tel No. Headteacher</i> | <i>Age Range</i> | <i>Approximate no. on roll in school year 2017/2018</i> | <i>Reception or junior places school year 2017/2018</i> |
|---|----------------------|---|---|
| Broomhill Infant School (Foundation), Beech Hill Road, S10 2SA Tel/Fax: 266 0936, Headteacher—Ms C Timbers E-mail: enquiries@broomhill.sheffield.sch.uk | 4+–6+ | 120 | 40 |
| Clifford CE (I) (Aided), Psalter Lane, S11 8YU Tel: 266 2977, Fax 266 2991, Headteacher—Mrs S Preston E-mail: enquiries@clifford.sheffield.sch.uk | 4+–6+ | 90 | 30 |
| Deepcar St John's CE (J) (Aided), St Margaret Avenue, Deepcar, S36 2TE Tel: 288 3878, Fax: 283 1952 Headteacher—Ms B Cordle E-mail: enquiries@deepcar-st-johns.sheffield.sch.uk | 7+–10+ | 186 | 75 |
| Emmanuel (J) Thorpe Drive, S20 7JU Tel: 248 3048, Fax: 251 0835, Headteacher—Mrs C Newton-Wall E-mail: enquiries@emmanuel.sheffield.sch.uk | 7+–10+ | 190 | 60 |
| Emmaus Catholic and Church of England Primary School (IJ) , Southend Road, S2 5FT, Headteacher—Mrs H Simmerson Tel: 276 6474, Fax: 276 6470 E-mail: enquiries@emmaus.sheffield.sch.uk | 4+–10+ | 300 | 45 |
| Parson Cross CE Primary (IJ) (Aided), Halifax Road, S6 1LB Tel: 231 3956, Fax: 285 3573, Headteacher—Mrs H Richardson E-mail: enquiries@parsoncross.sheffield.sch.uk | 4+–10+ | 210 | 30 |
| Porter Croft CE Primary Academy (IJ) (Aided), Pomona Street, S11 8JN Tel/Fax: 266 2132, Headteacher—Mrs C Thomas E-mail: enquiries@portercroft.sheffield.sch.uk | 4+–10+ | 220 | 30 |
| Pye Bank CE Primary (NIJ) (Aided), Andover Street, S3 9EF Tel: 276 0472, Fax: 278 4730 Headteacher—Mrs M Andrews E-mail: enquiries@pyebank.sheffield.sch.uk | 3+–10+ | 440 | 60 |
| Sacred Heart Catholic Primary Academy (IJ) (Aided), Ripley Street, S6 2NU, Tel: 234 4362, Fax: 281 2891, Headteacher—Mrs C Kelly E-mail: enquiries@sacredheart.sheffield.sch.uk | 4+–10+ | 210 | 30 |
| St Ann's Catholic Primary Academy (IJ) (Aided), McIntyre Road, S36 1DG Tel: 288 4281, Fax: 288 8972, Headteacher—Miss S Eady E-mail: enquiries@st-anns.sheffield.sch.uk | 4+–10+ | 80 | 20 |



| Name of School Address Tel No. Headteacher | Age Range | Approximate no. on roll in school year 2017/2018 | Reception or junior places school year 2017/2018 |
|--|--------------|---|---|
| St Catherine's Catholic Primary (NIJ) (Aided), Firshill Crescent, S4 7BX Tel: 303 0381, Fax: 303 0385, Headteacher—Mrs F Rigby E-mail: enquiries@st-catherines.sheffield.sch.uk | 3+–10+ | 440 | 60 |
| St John Fisher Primary, A Catholic Voluntary Academy (IJ) (Aided), Spring Water Avenue, S12 4HJ Tel: 248 5009, Fax: 251 0395, Headteacher—Mr F Barratt E-mail: enquiries@stjohnfisherlearning.co.uk | 4+–10+ | 210 | 30 |
| St Joseph's Primary, A Catholic Voluntary Academy (IJ) (Aided), St Josephs Road, S13 9AT Tel: 269 2773, Fax: 254 8802, Headteacher—Nuala Neils E-mail: enquiries@st-josephs.sheffield.sch.uk | 4+–10+ | 210 | 30 |
| St Marie's, A Catholic Voluntary Academy (IJ) (Aided), Fulwood Road, S10 3DQ Tel: 230 1904, Fax: 230 3509, Headteacher—Mr J Fernandes E-mail: enquiries@stmarieslearning.sheffield.co.uk | 4+–10+ | 270 | 30 |
| St Mary's CE Primary (NIJ) (Aided), Cundy Street, S6 2WJ Tel: 234 4461, Fax: 231 3034, Headteacher—Ms L Thorne E-mail: enquiries@st-marys.sheffield.sch.uk | 3+–10+ | 170 | 30 |
| St Mary's (High Green) Catholic Primary Academy (NIJ) (Aided), Pack Horse Lane, High Green, S35 3HY Tel: 284 8488, Fax: 284 6111 Headteacher—Mr A Healy E-mail: enquiries@st-marysgreen.sheffield.sch.uk | 4+–10+ | 210 | 30 |
| St Patrick's Catholic Primary Academy (NIJ) (Aided), Barnsley Road, S5 0QF Tel: 245 6183, Fax: 257 1463, Headteacher—Mrs F Nelis E-mail: enquiries@st-patricks.sheffield.sch.uk | 3+–10+ | 290 | 40 |
| St Theresa's Catholic Primary (IJ) (Aided), Prince of Wales Road, S2 1EY Tel/Fax: 239 7251, Headteacher—Mrs A Woodhead E-mail: admin@st-theresas.sheffield.sch.uk | 3+–10+ | 210 | 30 |
| St Thomas More Catholic Primary (IJ) (Aided), Creswick Lane, Grenoside, S35 8NN Tel: 246 8020, Fax: 257 7917, Headteacher—Mrs D Faley E-mail: enquiries@st-thomasmore.sheffield.sch.uk | 4+–10+ | 210 | 30 |
| St Thomas of Canterbury Catholic Voluntary Academy (IJ) (Aided), Chancet Wood Drive, S8 7TR Tel: 274 5597, Fax: 274 6499, Executive Headteacher—Mr A Truby, Head of School—Mr L Colcough E-mail: enquiries@st-tc.co.uk | 4+–10+ | 210 | 30 |
| St Wilfrid's Primary Catholic Voluntary Academy (IJ) (Aided), Millhouses Lane, S7 2HE Tel: 236 5529, Fax: 235 6520, Executive Headteacher—Mr A Truby E-mail: enquiries@stwilfridssheffield.co.uk | 4+–10+ | 300 | 40 |
| Totley All Saints CE Primary (IJ) (Aided), Hillfoot Road, S17 4AP Tel: 236 1934, Fax: 235 0052, Headteacher—Mrs K Sargent E-mail: enquiries@totleyallsaints.sheffield.sch.uk | 4+–10+ | 210 | 30 |

For details of schools with an Integrated Resource for Children with Special Educational Needs, please see **page 47**.

Linked Feeder Schools

Below is an alphabetical list of Community Infant schools in Sheffield and the Junior school to which it has feeder status. Please refer to **page 7** of this booklet for information about how attendance at the linked feeder school is used in Sheffield Local Authority over

subscription criteria. Attendance at a linked infant school does not guarantee a place at the linked infant school.

Children attending a “through” Primary School will progress from Year 2 into Year 3 at the beginning of the Autumn Term. Parents therefore are not required to apply for a place.

| Infant School | Linked Junior School |
|--|-------------------------|
| Beighton NI | Brook House J |
| Brightside NI | Limpsfield J |
| Dobcroft I | Dobcroft J |
| Ecclesall I & Clifford CE (Aided) I | Ecclesall CE J |
| Greenlands NI | Greenlands J |
| Halfway NI | Halfway J |
| Holt House I | Carterknowle J |
| Hunters Bar I | Hunters Bar J |
| Lound I | Lound J |
| Lydgate I | Lydgate J |
| Broomhill I (Foundation) Nether Green I | Nether Green J |
| Royd NI | Deepcar St Johns CE J |
| Stannington I | Nook Lane J |
| Stocksbridge NI | Stocksbridge J |
| Tinsley NI | Tinsley J |
| Waterthorpe NI | Emmanuel J CE/Methodist |
| Wincobank NI | Concord J |

For details of which secondary schools are linked to junior/primary schools, please contact Pupil Admissions.

Separate Junior Schools

Whilst the majority of children at separate infant schools can be accommodated at the linked junior

school, a small number of schools face oversubscription. Parents should pay particular attention to the following information when considering their preferences.

Ecclesall Infant /Clifford CE Infant and Ecclesall CE (Controlled) Junior School

Ecclesall CE Junior has two designated feeder primary schools, Ecclesall Infant and Clifford CE Infant. Ecclesall Junior has an Admission Number of 87, though where there is demand the school operates a higher number of 90. This normally means that there are sufficient places for children at the linked Infant school. Ecclesall Infant has an Admission Number of 60 and Clifford CE Infant 30.

If Ecclesall Junior School is oversubscribed for the 2016/17 Year 3 co-hort, places will be offered in the following order of priority up to a maximum of 90:

1. Children In Care or previously In Care.
2. Children attending either Ecclesall Infant or Clifford CE Infant Schools.
3. Children residing in the Ecclesall Junior School catchment area and have a sibling at the Junior School or one of the linked Infant School but not attending a linked infant school.
4. Children residing in the Ecclesall Junior catchment area but not attending a linked Infant School.
5. Children who will have a sibling at either the Junior School or one of the linked Infant Schools at the time of entry but do not attend the linked Infant School.
6. All other applications.

If there are more applications from the **linked infant schools** (Category 2) than 90, places will be offered in the following order of priority:

1. Children In Care or previously In Care.
2. Children residing in the Ecclesall Junior catchment area and have a sibling at the Junior School or one of the linked Infant Schools.

3. Children residing in the Ecclesall Junior Catchment area.
4. Children who will have a sibling at either the Junior School or one of the linked Infant Schools at the time of entry.
5. All other applications.

Unless an individual child is prioritised by the Admission Committee on exceptional circumstances, the tie-breaker within each category will be distance from home to school measured in a straight line.

All children attending a linked infant school whose parents applied for a place in 2016/17 were offered a place.

Nether Green Infant / Broomhill Infant and Nether Green Junior School

Nether Green Junior has two designated feeder primary schools, Nether Green Infant and Broomhill (Foundation) Infant. Nether Green Junior has an Admission Number of 90. Nether Green Infant has an Admission Number of 75 and Broomhill Infant 40.

It is likely based on previous years outcomes that Nether Green Junior will be oversubscribed. There are a potential 115 applications from the linked Infant Schools for the 90 available places.

If Nether Green Junior School is oversubscribed for the 2017/18 Year 3 co-hort, places will be offered in the following order of priority up to a maximum of 90:

1. Children In Care or previously In Care.
2. Children attending either Nether Green Infant or Broomhill Infant Schools.

3. Children residing in the Nether Green Junior School catchment area and have siblings at either the Junior or one of the linked Infant Schools but not attending a linked infant school.
4. Children residing in the Nether Green Junior School catchment area but not attending a linked Infant School.
5. Children who will have a sibling at either the Junior School or one of the linked Infant Schools at the time of entry.
6. All other applications.

If there are more applications from the **linked infant schools** (Category 2) than 90, places will be offered in the following order of priority:

1. Children In Care or previously In Care.
2. Children residing in the Nether Green Junior catchment area and have a sibling at either the Junior or one of the linked Infant Schools.
3. Children who live in the Nether Green Junior catchment area.
4. Children who will have a sibling at either the Junior School or one of the linked Infant Schools at the time of entry.
5. All other applications.

Unless an individual child is prioritised by the Admission Committee on exceptional circumstances, the tie-breaker within each category will be distance from home to school measured in a straight line.

For the 2016/17 Year 3 cohort, there were 7 children attending a linked infant school in the "Other applications" category initially refused admission. 3 additional pupils were offered a place through the independent appeal procedure.

Statement from the Diocese of Hallam

The family of Catholic schools across the Diocese of Hallam offers a Roman Catholic, Gospel based education for children whose parents seek a genuine alternative to other good schools. Catholic schools are communities of faith where God is recognised and named. They are rooted in the Church's concept of mission and in living out a Christian lifestyle, they present a picture of Christ to catch the imagination.

Each Catholic school in the City of Sheffield, in partnership with home and parish, has been established to be an integral part of the Local Catholic community, which shares the mission of the Church to proclaim the Gospel of Christ. The provision of our network of schools is primarily intended to provide a place at a Catholic school for all baptised members or catechumens of the church, if applications are made prior to the closing date.

However, should there be surplus places, governors are delighted to welcome other children and give priority to parents of children from other Christian churches seeking a Christian education for their children.

Statement from the Sheffield Diocesan Board of Education

The Church of England schools within the Diocese of Sheffield were established as parish schools to provide a distinctly Christian based education for the local community. They are rooted in the belief that Church schools stand at the centre of the Church's mission.

Our schools express their Christian foundation in their worship, and the

religious, spiritual and moral education offered to the pupils and are places where the spiritual dimension of life is acknowledged and affirmed.

Our schools, like all other good schools are there to provide the best possible education for their pupils, closely involving governors and parents, with the Headteacher and staff. What is distinctive is that they set out to do this in an explicitly Christian setting, with active involvement of local Christian representatives and the Sheffield Diocesan Board of Education.

Deepcar St John's CE Junior School

Address: St Margaret Avenue, Deepcar, Sheffield. S36 2TE

School Category: co-educational

Religious Affiliation: Church of England

Age Range: 7 - 11

Admission Number for Reception: N/A

Anticipated number of pupils on roll at September 2017: 186

Headteacher: Beverley Cordle

Telephone: 0114 288 3878

Email: enquiries@deepcar-st-johns.sheffield.sch.uk

Website:

www.deepcarstjohnsjuniorschool.co.uk

Ethos and Values

Our school is a happy, caring, challenging and purposeful place for all who enter. We know that children learn best when they are happy at their work. We aim to give each child interesting and relevant work with positive feedback.

We know that children who learn best are those who are attentive, enthusiastic, kind, polite and respectful. Developing these habits supports children in

becoming independent and knowledgeable.

As a church school, St John's works with confidence from a Christian foundation to provide the best possible education for its pupils. We believe in encouraging children to succeed academically, socially and to be able to become responsible citizens.

Admission Arrangement to the School

Children join Deepcar St John's in Year 3.

Admission Oversubscription Criteria

Where applications exceed the number of available places the following criteria will be strictly applied to decide which children will be admitted:

Where there are more applications for admission than the published admission number, the Governing Body/Admissions Committee will apply the following criteria in strict order of priority:

- Children in Care
- Children with special medical or social circumstances where these needs can only be met at this school. This is not about educational needs. Professional supporting evidence must be provided if admission is to be made under this criterion. A professionally qualified person such as a medical doctor, psychologist or social worker must set out the particular reasons why the school is the suitable one for the child and the difficulties which would be caused if the child had to attend another school
- Children who have an elder brother/sister (see definition 1) attending the school at the time at the time of anticipated admission
- Children of parents/carers (see definition 2) who reside in the parish of St John's and regularly (see definition 3) attend the parish church of St John's.

- Children who reside in the parish of St John's and regularly attend the parish church of St John's.
- Children of parents /carers who reside in the parish of St John's and regularly attend a Christian denomination participating in 'Churches Together in England'(see definition 4)
- Children who reside in the parish of St John's and regularly attend a Christian denomination participating in 'Churches Together in England'
- Children who reside outside the parish of St John's and regularly attend a Christian denomination participating in 'Churches Together in England'
- Children who are resident in the parish of St John's.
- All other children

Should the admission number be reached mid-category, applications in that category will be prioritised on the shortest distance measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving higher priority

If parents/carers require any further details the full admission policy is available by contacting the Headteacher.

Key Dates

Closing and allocation dates will be consistent with the co-ordinated scheme – details of which will be given in the composite prospectus.

Parental Preference

The Local Authority Common Application form provides the opportunity for parents/carers to express up to 3 choices of schools (2 in Doncaster) in

rank order of preference.

PLEASE NOTE HOWEVER:

That ALL applications will be considered by the admission authority of this school on an equal preference basis. This means that eligibility for places in the school will be considered first of all by applying the school's over subscription criteria to your application irrespective of whether this school is your first, second or third preference.

The ranking of your preference will only be used in the final allocation of a place within the LA'S co-ordinated scheme where there is more than 1 potential offer.

Emmanuel Junior School

Address: Thorpe Drive, Waterthorpe, Sheffield, S20 7JU

School Category: co-educational

Religious Affiliation: Anglican Methodist Aided

Age Range: 7+ - 11+

Admission Number for Reception: 60

Anticipated number of pupils on roll at September 2017: 190

Headteacher: Mr Darrell Hynd

Telephone/Fax Number: 248 3048 / 251 0835

Email/Website:

enquiries@emmanuel.sheffield.sch.uk

Emmanuel Junior School is a Church of England/Methodist Voluntary Aided Primary School in the Diocese of Sheffield and is maintained by Sheffield LA.

The school provides a distinctively Christian education for children aged 7+ to 11+ years, with priority being given to children who live and worship within the ecclesiastic parish of Beighton.

Historically, Anglican/Methodist schools were parish schools providing education

for the community in accordance with the principles of the Church of England and the Methodist Church. Thus the majority of Sheffield Diocesan schools were established to provide education for the children of the parish within a Christian context. This two-fold aim of being “distinctively Christian” and “serving the local community” are reflected in the school’s admission criteria.

Emmanuel Junior School is a Voluntary Aided School in which the Governing Body is the Admission Authority and responsible for admissions. It is guided in that responsibility by the requirements of law, the school trust deed, by advice from the Diocesan Board of Education and the Methodist Church and its duty to the community and the Common Good.

Admission Oversubscription Criteria

Where applications exceed the number of available places the following criteria will be strictly applied to decide which children will be admitted:

Children who have a statement of special educational need, and the school is named as the most appropriate educational setting for the child, will be admitted.

Category One

1. Looked After Children or previously Looked After Children

Category Two

The children of parents/carers who are resident within the ecclesiastical Parish of Beighton and:

- 2.1a whose parents/carers regularly and frequently attend the churches of St. Mary’s Church of England, Emmanuel, Beighton Methodist or Mosborough Methodist and will have an elder brother or sister (See Endnote i) in school at the anticipated time of admission

- 2.1b whose parents/carers regularly and frequently attend the churches of St. Mary’s Church of England, Emmanuel, Beighton Methodist or Mosborough Methodist

- 2.2a whose parents/carers regularly and frequently attend another Church of England or Methodist church and will have an elder brother or sister in school at the anticipated time of admission

- 2.2b whose parents/carers regularly and frequently attend another Church of England or Methodist church

- 2.3a whose parents/carers regularly and frequently attend another Christian denomination participating in “Churches Together in England”(See Endnote ii) and will have an elder brother or sister in school at the anticipated time of admission

- 2.3b whose parents/carers regularly and frequently attend another Christian denomination participating in “Churches Together in England”

- 2.4a whose parents/carers are active members of other World Faiths with an elder brother or sister in school at the anticipated time of admission

- 2.4b whose parents/carers are active members of other World Faiths and who wish their child to attend this Church of England /Methodist School

- 2.5a who will have an elder brother or sister in school at the anticipated time of admission

- 2.5b whose parents/carers are seeking a Christian environment for their child’s education

Category Three

The children of parents/carers who are resident outside the ecclesiastical Parish of Beighton and:

- 3.1a whose parents/carers regularly and frequently attend the churches of St. Mary's Church of England, Emmanuel, Beighton Methodist or Mosborough Methodist and will have an elder brother or sister (See Endnote2) in school at the anticipated time of admission
- 3.1b whose parents/carers regularly and frequently attend the churches of St. Mary's Church of England, Emmanuel, Beighton Methodist or Mosborough Methodist
- 3.2a whose parents/carers regularly and frequently attend another Church of England or Methodist church and will have an elder brother or sister in school at the anticipated time of admission
- 3.2b whose parents/carers regularly and frequently attend another Church of England or Methodist church
- 3.3a whose parents/carers regularly and frequently attend another Christian denomination participating in "Churches Together in England"(See Endnote3) and will have an elder brother or sister in school at the anticipated time of admission
- 3.3b whose parents/carers regularly and frequently attend another Christian denomination participating in "Churches Together in England"
- 3.4a whose parents/carers are active members of other World Faiths with an elder brother or sister in school at the anticipated time of admission
- 3.4b whose parents/carers are active members of other World Faiths and who wish their child to attend this Church of England /Methodist School

- 3.5a who will have an elder brother or sister in school at the anticipated time of admission
- 3.5b whose parents/carers are seeking a Christian environment for their child's education

If parents/carers require any further details the full admission policy is available by contacting the Headteacher. Definitions and endnotes are also available from the school.

Documentation Required

The school requires additional information not contained on the common application form. This additional information is needed to place your application in the correct priority of admission category.

The Additional Information form, available in the LA admission booklet, must be completed, securely attached to the Common Application form and returned by 16 January 2017.

This Additional Information form is not an application for admission to the school and its return does not guarantee a place at the school. Failure to complete and return the Additional Information form may affect which priority of admission category your application is placed in.

Key Dates

Closing and allocation dates will be consistent with the co-ordinated scheme – details of which will be given in the composite prospectus.

Parental Preference

The Local Authority Common Application form provides the opportunity for parents/carers to express up to 3 preferences of schools in rank order of preference.

All applications will be considered by the admission authority of this school on an

equal preference basis. This means that eligibility for places in the school will be considered first of all by applying the school's over subscription criteria to your application irrespective of whether this school is your first, second or third preference.

The ranking of your preference will only be used in the final allocation of a place within the LA'S co-ordinated scheme where there is more than 1 potential offer.

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Useful Information

To apply for a place in a Special School contact the Special Educational Needs Team on 273 6394

SHEFFIELD SPECIAL SCHOOLS (PRIMARY)

From September 2017

*Name of School
Address
Tel No.
Headteacher*

Heritage Park Community School

(Behavioural, emotional and social difficulties)(7-16)

Norfolk Park Road, S2 2RU

Tel: 279 6850, Fax: 275 8476

Acting Headteacher: Ms K Taylor

E-mail: enquiries@heritagepark.sheffield.sch.uk

Holgate Meadows Community School

(Behavioural, emotional and social difficulties)(7-16)

Lindsay Road, S5 7WE

Tel: 245 6305, Fax: 257 6761

Headteacher: Mr T Middleton

E-mail: enquiries@holgatemcs.sheffield.sch.uk

Mossbrook Primary School

(Autism and communication difficulties)(4-11)

Bochum Parkway, S8 8JR

Tel: 237 2768, Fax: 283 9253

Headteacher: Mr D Linkhorn

E-mail: enquiries@mossbrook.sheffield.sch.uk

Norfolk Park Primary School (Learning difficulties and complex needs)(2-11)

Park Grange Road, S2 3QF

Tel: 272 6165, Fax: 272 5932

Headteacher: Mrs J Vickers

E-mail: enquiries@norfolkpark.sheffield.sch.uk

The Rowan Primary School (Autism and communication difficulties)(4-11)

4 Durvale Court, Furniss Avenue, S17 3PT

Tel: 235 0479, Fax: 235 0478

Headteacher: Mrs A Young

E-mail: enquiries@rowan.sheffield.sch.uk

Woolley Wood Primary (Learning difficulties and complex needs)(2-11)

Chaucer Road, S5 9QN

Tel: 232 1278, Fax: 231 5726

Acting Headteacher: Mrs L Watson

E-mail: enquiries@woolleywood.sheffield.sch.uk

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To apply for a place in a Integrated Resource contact the Special Educational Needs Team on 273 6394

SHEFFIELD INTEGRATED RESOURCES (PRIMARY)

From September 2017

Name of School
Address
Tel No.
Headteacher

Angram Bank Community School (Hearing Impaired)

Kinsey Road, High Green, S35 2RU

Tel: 284 8553, Fax: 284 6894, Headteacher: Ms A Carr

E-mail: info@angrambankprimary.sheffield.sch.uk

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Arbourthorne Community Primary (Learning difficulties and complex needs)

Eastern Avenue, S2 2GQ

Tel: 239 8163, Fax: 264 2716, Headteacher: Mrs V Langley

E-Mail: enquiries@arbourthorne.sheffield.sch.uk

Birley Spa Community Primary (Language, communication, interaction and Autistic Spectrum Disorders)

Jermyn Crescent, S12 4QE

Tel: 239 9105, Fax: 253 1236, Headteacher: Mr R M Young

E-mail: enquiries@birleyspa.school.co.uk

Fox Hill Primary (Learning difficulties and complex needs)

Keats Road, S6 1AZ

Tel: 231 3469, Fax: 285 3661, Executive Principal: Ms N Shipman

E-mail: enquiries@foxhill.sheffield.sch.uk

Greystones Primary (Hearing Impaired)

Tullibardine Road, S11 7GL

Tel: 266 3413, Fax: 268 6235, Executive Headteacher: Mr C Jennings

Head of School Mr S Glossop

E-mail: enquiries@greystones.sheffield.sch.uk

HBH Academy, Hartley Brook Primary (Learning difficulties and complex needs)

Hartley Brook Road, S5 0JF

Tel: 245 6882, Fax: 240 2544, Executive Headteacher: Mrs C Hobson, Headteacher:

Mrs L Thorne

E-mail: enquiries@hartleybrook.sheffield.sch.uk

Lower Meadow Primary (Hearing Impaired - British Sign Language)

Batemoor Road, S8 8EE

Tel: 237 2700, Fax 237 8572, Headteacher: Mrs J O'Connor

E-mail: enquiries@lowermeadow.sheffield.sch.uk

SHEFFIELD INTEGRATED RESOURCES

From September 2017

Name of School
Address
Tel No.
Headteacher

Nether Green Junior (Learning Difficulties and complex needs)

Fulwood Road, S10 3QA

Tel: 230 2461, Fax: 263 0189, Headteacher: Mrs S Jackson

E-mail: enquiries@nethergreen-jun-sheffield.sch.uk

Nook Lane Junior (Language, communication, interaction and Autistic Spectrum Disorders)

Nook Lane, Stannington, S6 6BN

Tel: 234 1097, Fax: 234 1098, Headteacher: Mr S Arbon-Davis

E-mail: enquiries@nooklane.sheffield.sch.uk

St Thomas of Canterbury Catholic Primary (Physical difficulties)

Chancet Wood Drive, S8 7TR

Tel: 274 5597, Fax: 274 6499, Headteacher: Mr A Truby

E-mail: enquiries@st-thomascanterbury.sheffield.sch.uk

Stradbroke Primary (Learning difficulties and complex needs)

Richmond Road, S13 8LT

Tel; 239 9320, Fax; 239 3430, Executive Headteacher: Mr D Smith,
Head of School Mrs E Gill

E-mail: enquiries@stradbroke.sheffield.sch.uk

Wharnccliffe Side Primary (Learning difficulties and complex needs)

Brightholmlee Lane, S35 0DD

Tel: 286 2379, Fax: 229 9582, Headteacher: Ms A Marshall

E-mail: enquiries@wharnciffeside.sheffield.sch.uk

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Sheffield Admissions Website

The Pupil Admissions Team has its own website. A copy of this booklet can be found on the site with links to other relevant sites such as those for individual schools.

A full and detailed copy of Sheffield's co-ordinated admission scheme can also be found on the website. The website also has details about the Admission Team, catchment areas, feeder schools and copies of application forms.

The website address is;
www.sheffield.gov.uk/pupiladmissions

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School Terms and Holidays 2017 – 2018

Please refer to the Council's website for details of term dates and school holidays. www.sheffield.gov.uk/education/our-schools/terms-and-holidays. Please note that each school organises five training and development days which are determined by the school. For information on specific training days you should contact the individual school.

Complaints

If you are unhappy with the service you have received and would like to make a complaint, you should put your concerns in writing to the Principal Admissions Officer at the address given on the back page. This procedure should not be confused with the appeal process described on page 21 which allows you to appeal for a different school to the one you have been allocated.

You may also complain about the admission process to the Local Government Ombudsman. See below for details.

Local Government Ombudsman (for East Midlands and North of England)

PO Box 4771
Coventry
CV4 0EH
Tel: 0300 061 0614
Website: www.lgo.org.uk

Home to School Transport

This section of the booklet describes the Children, Young People and Families responsibility with regards to Home to School Transport for "Eligible children". Before applying for free transport you are advised to read this section.

How to Apply for Free Transport

To apply for a Zero Fare bus pass, contact the Customer First team on 0114 273 4567. You will be sent an application form. You must return the completed form to the following address:

Customer Services
Floor 2
House
Union Street
Sheffield S1 2SH

If your child meets the criteria for transport the Authority will provide a bus pass enabling your child to travel free of charge to and from school on public transport. Please note that Sheffield Authority does not have a duty to provide transport for children who do not meet the criteria.

Please note that misuse of the bus pass or inappropriate behaviour on the bus, may result in the withdrawal of the pass. Pupils attending a Sheffield school but who live outside the Sheffield boundary must apply to their Home Authority.

Before applying for free transport you are advised to read the following information about Sheffield's Transport policy.

General Entitlement to Free Transport

The Authority will make provision for free home to school transport in certain circumstances for children of compulsory school age, irrespective of income. Parents and Carers may apply for places at any school and will be offered a place if there is availability. Normally if a place is taken up outside the catchment area the child would not be eligible for free transport.

Normal eligibility criteria for free home to school transport:

- Your child is under 8 years old, attends their catchment area or nearest suitable school and lives more than two miles from the school by the most direct walking distance, accompanied as necessary.
- Your child is 8 years old or over attends their catchment area or nearest suitable school and lives more than three miles from the school by the most direct walking distance, accompanied as necessary.
- The Authority must also make free transport available for children who live within the statutory walking distances of their nearest qualifying school but the nature of the route is such that the child cannot reasonably be expected to walk (accompanied as necessary) in reasonable safety.

The Authority's Road Safety Team may be requested to undertake an assessment of a specific journey. In doing so it will consider any proposed journey under nationally approved criteria. Factors taken into account will include:

- The age of the child
- Whether any potential risk could be mitigated against if the child was accompanied.
- The width of any road travelled on and the existence of pavements
- The volume and speed of traffic
- The existence or otherwise of street lighting

All Parents

If you think your child is eligible for free transport you should contact 0114 273 5831 to request an application form, or call into First Point at Howden House. Once the form is completed return it as described above under "How to Apply for Free Transport".

Children entitled to free school meals or those whose parents are in receipt of their maximum level of Working Tax Credit.

Children aged 8 but under 11 and entitled to free school meals or whose parents are in receipt of their maximum level of Working Tax Credit, qualify for a free bus pass if they live more than 2 miles from their qualifying school.

Home to School Transport Appeals Process

The following two stage home to school transport review/appeals process will be implemented for applicants who do not meet the statutory eligibility criteria and have been refused assistance with transport to a school.

The parent/carer who wishes to challenge a decision about the transport arrangements offered to their child, including questions of their child's eligibility for travel support, the distance measurement and the safety of the route, will be entitled to seek a review of and, if necessary, an appeal to the Admissions Committee against the decision.

Stage one:

Once a decision has been made to refuse Home to School Transport, a parent/carer will receive a letter from Customer First informing them that:

They have **20 working days** from receipt of the local authority's home to school transport decision, to make a written request asking for a review of that decision.

The written request should detail why the parent/carer believes the decision should be reviewed and give details of any personal and/or family circumstances the parent believes should be considered when the decision is reviewed.

Within **20 working days** of receipt of the parent's written request, a senior officer will review the original decision and send the parent a detailed written outcome setting out:

1. The nature of the decision reached;
2. What factors were considered;
3. How the review was conducted (including the standard followed e.g. consideration of eligibility

- criteria, qualifying schools, Road Safety etc. if appropriate);
4. Information about other departments and/or agencies if they were consulted as part of the process (if appropriate);
5. The rationale for the decision reached;
6. Information regarding further escalation of the appeals process to stage two (if appropriate).

Stage two:

The parent/carer has 20 working days from receipt of the local authority's Stage one decision to make a written request to escalate the matter to stage two where an Admissions Committee will meet and consider the individual circumstances. The parent/carer should submit detailed reasons for the appeal, together with any supporting information/documents.

The Terms of Reference for the Admissions Committee is set out in the Council's Constitution. The Committee have delegated authority to determine appeals against decisions to refuse transport. This means that the Committee has discretion to consider any case that does not fall within the Council's Home to School Transport Policy. The Committee is experienced with regard to school transport legislation guidance.

Within **40 working days** of receipt of a request for escalation, the Committee will consider representations from the parent and Local Authority officers. The appeal will be determined on the basis of the written material submitted.

Before reaching their decision the Committee will look at all the available information and documentary evidence and reach a considered view in light of their discretion. The Committee will consider whether there are any

exceptional educational, financial, medical, physical, family or social circumstances. The Committee will also consider the reasons for choosing a particular school. **[Please insert any other factors you feel are relevant]**

Once a decision has been reached the parent/carer will receive a detailed written outcome of the appeal setting out:

1. The nature of the decision reached;
2. What factors were considered;
3. The rationale for the decision reached;
4. How the review was conducted (including consideration of eligibility criteria qualifying schools, road safety assessments etc, if appropriate);
5. The guidelines and standards followed (including statutory duties, DFE guidelines, road safety assessments);
6. Information about other departments and/or agencies that were consulted as part of the process (if appropriate);
7. If refused, information about escalation to the Local Government Ombudsman (see below).

Complaint to the Local Government Ombudsman/Judicial Review

The decision of the Committee is final and there is no further appeal, unless there have been significant and material changes in the parent's circumstances that require a new decision about their application, e.g. medical reasons or they have moved house.

Where an appeal is unsuccessful at Stage two, appellants will be notified that they have the right of complaint to the Local Government Ombudsman, only where complainants consider that there was a failure to comply with the

procedural rules or if there are any other irregularities in the way the appeal was handled.

If the complainant considers the decision of the Admission Committee to be flawed on public law grounds, the complainant may also apply for judicial review.

This document will be published on the Sheffield City Council's website and paper copies will be provided with refusal letters.

School Dress Code

Parents/carers should contact individual schools for details of their dress code. Please note that Sheffield Authority is no longer able to offer assistance towards school uniform.

Special Educational Needs (SEN) Section

Most children with special educational needs are educated in mainstream schools. A small minority of children have more complex needs.

The SEN Section works with schools and families to ensure that all children with SEN are identified and supported appropriately. The SEN Section allocates Special School and Integrated Resource Unit placements.

For further information contact 0114 273 6394.

Addresses of Neighbouring Authorities

Rotherham - Ian Thomas - Strategic Director

Riverside House, Main Street, Rotherham S60 1AE
Tel: 01709 823777

Barnsley - Ms Rachel Dickinson - Executive Director

People Directorate School Admissions
PO Box 634, Barnsley, S70 9GG
Tel: 01226 773689/773588/773677/773670
Email: admissions@barnsley.gov.uk
Web: www.barnsley.gov.uk/schooladmissions

Derbyshire - Jane Parfremment - Director of Childrens Services

Admissions and Transport Team
Derbyshire County Council,
Council House, Saltergate, Chesterfield, Derbyshire S40 1LF
Tel: 01629 537479, Email: admissions.transport@derbyshire.gov.uk

Doncaster

Access to Learning: School Admissions
Doncaster Council
Civic Office, Waterdale, Doncaster DN1 3BU
Tel: 01302 737204
Email: admissions@doncaster.gov.uk
Web: www.doncaster.gov.uk

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Primary Admissions in Sheffield – Contact Details

The Primary Admission Team is based at Moorfoot.
The contact details are given below.

During busy periods there maybe occasions when you cannot get through on the telephone straight away. This is due to the high level of calls. The days and weeks following allocations are the busiest times for the service.

Busy times for Primary Admissions are:- Feb - June

contact us:-



Primary Admissions
Floor 5, North Wing
Moorfoot
Sheffield S1 4PL



Tel: 0114 273 5766
Fax: 0114 273 4155



ed-admissions
@sheffield.gov.uk



our office hours are;
Monday – Thursday 9.00a.m – 5.00p.m
Friday 9.00a.m – 4.45p.m
(Except bank holidays).

This document can be supplied in alternative formats,
please contact - tel: 0114 273 5766

Sheffield City Council
Primary Admissions
ed-admissions@sheffield.gov.uk

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