



## ADMISSIONS INFORMATION

### **We welcome children and parents to Meridian Primary School**

If you would like a place at Meridian Primary School, you should apply to the Local Authority (LA) Admissions Officer. The school does not make decisions about places; places are allocated by the LA Admissions Office at:

Cambridgeshire County Council,  
Castle Court, Castle Hill,  
Cambridge,  
CB3 0AP

Tel: 0345 0451370

Email: [admissions@cambridgeshire.gov.uk](mailto:admissions@cambridgeshire.gov.uk)

Website: [www.cambridgeshire.gov.uk/admissions](http://www.cambridgeshire.gov.uk/admissions) (Look for the Local Authority document 'First Steps').

### **Process to join our school**

We are usually able to welcome:

- Children in Care (CIC) and Children who were previously in care (CIC) but ceased to be so by reason of adoption, a residence order (now known as a child arrangement order) or special guardianship order
- Children who appear to have been in state care outside of England and cease to be in state care as a result of being adopted.
- Children living in the catchment area with a sibling at the school at the time of admission.
- Children living in the catchment area;
- Children living outside the catchment area who have a sibling at the school (or partner infant/junior school) at the time of admission;
- Children of members of staff, providing that they have been employed for a minimum of two years and/or are recruited to fill a vacant post for which there is a demonstrable skills shortage.
- Children who live outside the catchment area, but nearest the school as measured by a straight line.

Parents or carers who wish their child to attend Meridian Primary School and who are not offered places because the year group is full, will be offered the opportunity to stay on our waiting list. They will also be informed of their right to appeal for a place and information about the appeals process will be supplied by the local authority.

**Appeals**

A parent has the right of appeal if their child is not offered a place at any of their preferred Cambridgeshire Schools. If this is the case, then you will need to complete an appeal form which is available from the Admissions Team directly. This can be requested by email or phone. Further information is available via the website at [www.cambridgeshire.gov.uk/admissions](http://www.cambridgeshire.gov.uk/admissions) and <https://www.cambridgeshire.gov.uk/residents/children-and-families/schools-learning/apply-for-a-school-place/admission-appeals>

**Staggered entry of Reception children**

Meridian Primary School operates a staggered entry in the Reception year in order to facilitate the settling in of pupils starting school.

**As agreed by the Full Governing Body, October 2021**

## Part 2: Already on website

### Admissions

The school welcomes enquiries from the parents of prospective pupils. Our catchment area is Comberton, Toft and the Eversdens. We have a Pupil Allocation Number (PAN) of 45.

#### How to Apply

The application process for admissions is co-ordinated by Cambridgeshire Local Authority (LA), which acts on behalf of the governing body to offer school places. Parents should apply online at [www.cambridgeshire.gov.uk/admissions](http://www.cambridgeshire.gov.uk/admissions) or submit a Cambridgeshire Application Form available from the school or from the LA admissions team. Applications must be in by the national closing date of the **15th January 2021**. Offer letters will be issued by the LA on the national offer date, **16th April 2021**.

All parents are advised to read the primary school's admission guide (first steps) for parents 2021-22 booklet before submitting an application for a Reception place. This information is published by Cambridgeshire County Council and provides parents with all they need to know about the admissions process. It is also advisable to read our school's Admission Policy.

### First Steps Guide 2021-2022

- [First-Steps-2021-2022.pdf](#)

#### In Year Applications

Pupils may be admitted to the school at any time during the year provided there are appropriate places available. To apply for a place after the start of the school year, or for any other year group, please contact the LA Admissions Team for an application form by telephone on 0345 045 1370, or by email to [admissions@cambridgeshire.gov.uk](mailto:admissions@cambridgeshire.gov.uk).

It would also be useful to read [In Year Application Information](#). This information is published by Cambridgeshire County Council and provides parents with all they need to know about the admissions process when applying for a school place in year.