

MERTON COUNCIL

Starting primary school September 2022

**For children born between
1 September 2017 and 31 August 2018**

School Admissions
London Borough of Merton
Merton Civic Centre
Morden
Surrey SM4 5DX
admissions@merton.gov.uk

merton.gov.uk/admissions



Primary school admissions

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Applying for a Reception place starting in September 2022

When to apply

All children can start Reception in the September following their 4th birthday. If your child attends a Merton School Nursery you will be provided with information at the correct time. If your child does not attend a Merton School Nursery, please return to this website the September after your child's 3rd birthday to make an online application.

The application process for children born between 1 September 2017 and 31 August 2018 begins on 1 September 2021. If your child was born between these dates please read the following information carefully and ensure you have submitted your online application by **15 January 2022**.

We would urge all parents to read the starting primary school information online or in this booklet thoroughly.

Full details of Merton's admission arrangements are on our website www.merton.gov.uk/admissions, however the information provided on these pages contains everything you need in order to make an application.

The key dates for the Reception process can be found in the following table. Please ensure that you meet the date for submitting your online application.

Submitting a late application could seriously jeopardise your chances of being offered a place at one of your preferred schools.

You must apply for a Reception place even if your child currently attends the nursery at a school. Schools cannot guarantee places for children who are in their nursery, and your request to be considered for that school cannot be considered unless you submit a Reception application.

Important dates

The key dates for the Reception process can be found in the following table. Please ensure that you meet the date for submitting your online application. Submitting a late application could seriously jeopardise your chances of being offered a place at one of your preferred schools. You must apply for a Reception place even if your child currently attends the nursery at a school. Schools cannot guarantee places for children who are in their nursery, and your request to be considered for that school cannot be considered unless you submit a Reception application.

Date	Activity
September to December 2021	Parents can contact primary schools to arrange visits.
15 January 2022	Closing date for receipt of online applications. Common Application Forms should be returned to your first preference school, if this is a Merton school. If your first preference school is not a Merton school, forms should be returned to School Admissions. All supplementary forms should be sent directly to the relevant schools by this date.
10 February 2022	Closing date for applications from people moving into the borough, or changing address after 15 January 2020.
By 8 March 2022	Applications are ranked according to admissions criteria.
19 April 2022	Offer day, letters are posted to applicants who applied using a paper form. Parents who applied online will be able to view the outcome of their application from the evening of 16 April.
June to July 2022	Admission appeals.
September 2022	Children start school in Reception.

Making your choices

When making your choice we encourage you to consider schools that are nearest to your home address, including schools that may be in other boroughs. As well as being easier to get to, such schools are more likely to be able to admit your child.

If you have a number of schools close to you and you are unable to see which is closest by using the map, you can contact the School Admissions Team at admissions@merton.gov.uk for further help. Alternatively you can visit <https://www.gov.uk/school-performance-tables> to find further information on schools close to you.

Each applicant in London is limited to a maximum of six preferences. It is recommended that you name at least one school for which your application is likely to be successful, for example, your local community school.

Before deciding which schools to apply for, we advise visiting primary schools and looking at their websites in order to gain further information.

You can see how places were offered over the last few years to see if you are likely to be offered a place: <https://www.merton.gov.uk/education-and-learning/schools/admissions/how-school-places-were-allocated-in-recent-years>

It is also worth noting that attendance of a school Nursery does not offer an advantage when making a Reception application. If you attend a Merton Nursery, please check whether your address is within range for a Reception application. Many Nurseries offer further than Reception and we cannot give priority to those already attending the school Nursery.

Please consider alternative schools in case we cannot offer you a place in Reception at the same school your child attends Nursery.

Please do not base your decisions solely on the SAT results, Ofsted reports, or what other people say about a school. We recommend that all families make up their own minds and that your child is involved in the application process. Visit the schools with your child and remember that different children thrive in different environments, not just those that the parents feel are appropriate. Also take into account the accessibility of the school from your home address.

It is also important that you consider the admissions criteria for each school so you understand how places are allocated and who gets priority when a school is oversubscribed. Different schools have different admissions policies, and these may affect the chances of your child being offered a place.

We recommend

- you make use of all six preference options available to you.
- you check the furthest distances offered in recent years to see whether you are within average offer distance – <https://www.merton.gov.uk/education-and-learning/schools/admissions/how-school-places-were-allocated-in-recent-years>
- you check the admissions criteria, even if you have made applications in the past as they have changed in recent years.

<https://www.merton.gov.uk/education-and-learning/schools/admissions/primary/primary-school-admissions-criteria>

- that you are aware of any Admissions Priority Area (APA).
 - **Dundonald & Wimbledon Chase:**
<https://www.merton.gov.uk/education-and-learning/schools/admissions/primary/primary-school-admissions-criteria/wimbledon-chase-priority-area>
 - **Wimbledon Park:**
<https://www.merton.gov.uk/education-and-learning/schools/admissions/primary/primary-school-admissions-criteria/wimbledon-park-priority-area>
- you treat the application form as a wish list; name schools in the order you want them – you definitely won't be offered a school if you do not name it – but please ensure that there are schools on your list that you have checked and are likely to be offered and you are happy with. You do not gain any advantage by naming fewer schools, or only naming oversubscribed schools, and local schools you might have secured a place in may not have spaces if you name them as late preferences.

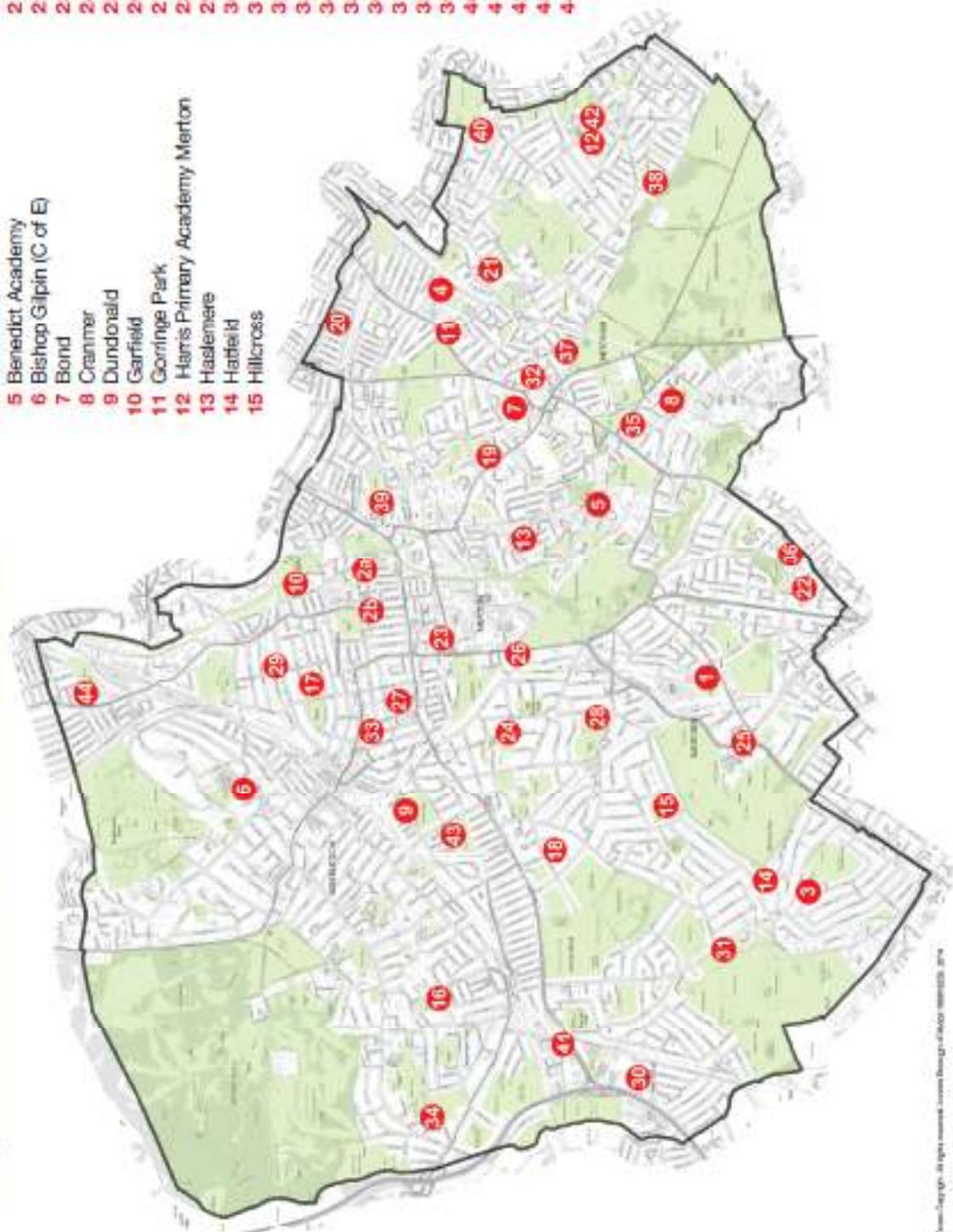
Location of Merton Primary Schools



Location of Merton primary schools

Dundonald, Wimbledon Chase and Wimbledon Park operate an Admissions Priority Area (APA). Further details of how these work and what roads are included can be found on our website merton.gov.uk/education-and-learning/schools/admissions/primary

- 1 Abbotsbury
- 2a All Saints' (C of E) East Road site
- 2b All Saints' (C of E) Haydens Road site
- 3 Aragor
- 4 Beechlime
- 5 Benedict Academy
- 6 Bishop Gilpin (C of E)
- 7 Bond
- 8 Cranmer
- 9 Dundonald
- 10 Garfield
- 11 Goringe Park
- 12 Harris Primary Academy Merton
- 13 Haslemere
- 14 Hatfield
- 15 Hillcross
- 16 Hollymount
- 17 Holy Trinity (C of E)
- 18 Joseph Hood
- 19 Liberty
- 20 Links
- 21 Lonesome
- 22 Malmesbury
- 23 Merton Abbey
- 24 Merton Park
- 25 Morden
- 26 Park Academy
- 27 Peilham
- 28 Poplar
- 29 The Priory (C of E)
- 30 Sacred Heart (RC)
- 31 St John Fisher (RC)
- 32 St Mark's
- 33 St Mary's (RC)
- 34 St Matthew's (C of E)
- 35 SS Peter & Paul (RC)
- 36 St Teresa's (RC)
- 37 St Thomas of Canterbury (RC)
- 38 The Sherwood
- 39 Singlegate
- 40 Stanford
- 41 West Wimbledon
- 42 William Morris
- 43 Wimbledon Chase
- 44 Wimbledon Park



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Primary Schools

All Merton primary schools have nursery classes, with the exception of Park Community.

Many schools offer "extended services" such as children's centres, breakfast clubs, after school clubs and wraparound care. See the individual school websites for details.

Primary Schools in Merton

Abbotsbury Primary School

Abbotsbury Road
Morden
SM4 5JS

020 8640 1010
www.abbotsbury.merton.sch.uk
senior.admin@abbotsbury.merton.sch.uk

Type of school Community

Reception places for 2021 60

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2077

All Saints' CofE Primary School

East Road
London
SW19 1AR

020 8540 3004
www.allsaints.merton.sch.uk
office@allsaints.merton.sch.uk

Type of school Voluntary aided

Reception places for 2021 60

Gender Mixed

Religious affiliation Church of England

Nursery class Yes

DfE number 315 3300

Aragon Primary School

Aragon Road Morden SM4 4QU	020 8337 0505 www.aragon.merton.sch.uk reception@aragonprimary.merton.sch.uk
Type of school	Academy
Reception places for 2021	90
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2094

Beecholme Primary School

Edgehill Road Mitcham CR4 2HZ	020 8640 4795 www.beecholme.com office@beecholme.merton.sch.uk
Type of school	Academy
Reception places for 2021	30
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2003

Benedict Academy

Church Road Mitcham CR4 3BE	020 8648 4726 www.benedictprimaryschool.org.uk benedictprimary@benedict.merton.sch.uk
Type of school	Academy
Reception places for 2021	30
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2054

Bishop Gilpin CofE Primary School

Lake Road
London
SW19 7EP

020 8946 6666
www.bishopgilpin.org
info@bishopgilpin.org

Type of school	Voluntary aided
Reception places for 2021	60
Gender	Mixed
Religious affiliation	Church of England
Nursery class	Yes
DfE number	315 3304

Bond Primary School

Bond Road
Mitcham
CR4 3HG

020 8648 8757
www.bondprimary.com
bondprimary@bond.merton.sch.uk

Type of school	Community
Reception places for 2021	60
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2052

Cranmer Primary School

Cranmer Road
Mitcham
CR4 4XU

020 8648 2621
www.cranmer.merton.sch.uk
senior.admin@cranmer.merton.sch.uk

Type of school	Community
Reception places for 2021	60
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2082

Dundonald Primary School

Dundonald Road
London
SW19 3QH

020 8715 1188
www.dundonald.merton.sch.uk
school@dundonald.merton.sch.uk

Type of school Community

Reception places for 2021 60

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2055

Garfield Primary School

Garfield Road
London
SW19 8SB

020 8540 1053
www.garfield@merton.sch.uk
school@garfield.merton.sch.uk

Type of school Community

Reception places for 2021 60

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2056

Gorrington Park Primary School

Sandy Lane
Mitcham
CR4 2YA

020 8648 1451
www.gorringtonpark.merton.sch.uk
office@gorringtonpark.merton.sch.uk

Type of school Community

Reception places for 2021 60

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2083

Harris Primary Academy Merton

Abbots Road
London
CR4 1JW

020 8679 3707
www.harrisprimarymerton.org.uk
info@harrisprimarymerton.org.uk

Type of school	Academy
Reception places for 2021	60
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2002

Haslemere Primary School

Brooklands Court
Haslemere Avenue
Mitcham, CR4 3PQ

020 8648 9660
www.haslemereprimary.co.uk
info@haslemere@merton.sc.uk

Type of school	Community
Reception places for 2021	60
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2071

Hatfeild Primary School

Lower Morden Lane
Morden
SM4 4SJ

020 8337 1332
www.hatfeild.merton.sch.uk
school@hatfeild.merton.sch.uk

Type of school	Community
Reception places for 2021	60
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2059

Hillcross Primary School

Ashridge Way
Morden
SM4 4EE

020 8542 6936
www.hillcross.merton.sch.uk
info@hillcross.merton.sch.uk

Type of school	Community
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Reception places for 2021	60
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Gender	Mixed
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Religious affiliation	None
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Nursery class	Yes
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DfE number	315 2084
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Hollymount Primary School

Cambridge Road
London
SW20 0SQ

020 8946 0454
www.hollymount.org
info@hollymount.merton.sch.uk

Type of school	Community
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Reception places for 2021	60
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Gender	Mixed
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Religious affiliation	None
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Nursery class	Yes
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DfE number	315 2061
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Holy Trinity CofE Primary School

Effra Road
London
SW19 8PW

020 8542 1591
www.holytrinity.merton.sch.uk
info@hollytrinity.merton.sch.uk

Type of school	Voluntary Aided
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Reception places for 2021	60
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Gender	Mixed
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Religious affiliation	Church of England
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Nursery class	Yes
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DfE number	315 3303
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Joseph Hood Primary School

Whatley Avenue
London
SW20 9NS

020 8542 2471
www.josephhood.merton.sch.uk
josephhoodprimary@josephhood.merton.sch.uk

Type of school	Community
Reception places for 2021	60
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2062

Liberty School

Western Road
Mitcham
CR4 3EB

020 8646 5290
www.liberty.merton.sch.uk
liberty@liberty.merton.sch.uk

Type of school	Community
Reception places for 2021	60
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2085

Links Primary School

Frinton Road
London
SW17 9EH

020 8769 4587
www.links.merton.sch.uk
office@links.merton.sch.uk

Type of school	Community
Reception places for 2021	60
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2063

Lonesome Primary School

Grove Road
Mitcham
CR4 1SD

020 8648 1722
www.lonesomeprimaryschool.co.uk
lonesome@lonesome.merton.sch.uk

Type of school Community

Reception places for 2021 60

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2064

Malmesbury Primary School

Malmesbury Road
Morden
SM4 6HG

020 8648 3561
www.malmesbury.merton.sch.uk
school@malmesbury.merton.sch.uk

Type of school Community

Reception places for 2021 60

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2092

Merton Abbey Primary School

High Path
London
SW19 2JY

020 8542 7129
www.merton-abbey.merton.lgfl.net
mertonabbeyprimary@mertonabbey.merton.sch.uk

Type of school Community

Reception places for 2021 30

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2066

Merton Park Primary School

Church Lane
London
SW19 3HQ

020 8542 7128
www.merton-park.merton.lgfl.net
info@mertonpark.merton.sch.uk

Type of school Community

Reception places for 2021 30

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2067

Morden Primary School

London Road
Morden
SM4 5PX

020 8648 4168
www.morden.merton.sch.uk
info@morden.sch.uk

Type of school Community

Reception places for 2021 30

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2068

Park Academy

Dorset Road
London
SW19 3NN

020 8542 3365
www.parkcommunityschool.com
admin@park-cs.org

Type of school Free School

Reception places for 2021 30

Gender Mixed

Religious affiliation None

Nursery class No

DfE number 315 2001

Pelham Primary School

Southey Road
London
SW19 1NU

020 8542 2005
www.pelham.merton.sch.uk
officeadmin@pelham.merton.sch.uk

Type of school Community

Reception places for 2021 60

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2070

Poplar School

Poplar Road South
London
SW19 3JZ

020 8542 6989
www.poplar.merton.sch.uk
poplarprimaryschool@poplar.merton.sch.uk

Type of school Community

Reception places for 2021 90

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2072

Sacred Heart Catholic Primary School

Burlington Road
New Malden
KT3 4ND

020 8942 0215
www.sacredheart.merton.sch.uk
school@sacredheart.merton.sch.uk

Type of school Voluntary aided

Reception places for 2021 60

Gender Mixed

Religious affiliation Catholic

Nursery class Yes

DfE number 315 3501

Singlegate Primary School

South Gardens
London
SW19 2NT

020 8395 8737
www.swmf.org.uk
school@singlegate.merton.sch.uk

Type of school	Community
Reception places for 2021	90
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2075

SS Peter & Paul Catholic School

Cricket Green
Mitcham
CR4 4LA

020 8648 1459
www.sspp.merton.sch.uk
office@sspp.merton.sch.uk

Type of school	Voluntary aided
Reception places for 2021	60
Gender	Mixed
Religious affiliation	Catholic
Nursery class	Yes
DfE number	315 3500

Stanford Primary School

Chilmark Road
London
SW16 5HB

020 8764 3892
www.stanford.merton.sch.uk
stanfordprimaryschool@stanford.merton.sch.uk

Type of school	Academy
Reception places for 2021	30
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2004

St John Fisher RC Primary School

Grand Drive
London
SW19 3QH

020 8540 2637
www.st-johnfisher.merton.sch.uk
school@st-johnfisher.merton.sch.uk

Type of school Voluntary aided

Reception places for 2021 60

Gender Mixed

Religious affiliation Catholic

Nursery class Yes

DfE number 315 3505

St Mark's Primary School

St Mark's Road
Mitcham
CR4 2LF

020 8648 2339
www.stmarks.merton.sch.uk
office@stmarks.merton.sch.uk

Type of school Community

Reception places for 2021 30

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2073

St Mary's Catholic Primary School

Russell Road
London
SW19 1QL

020 8542 4580
www.st-marys.merton.sch.uk
office@st-marys.merton.sch.uk

Type of school Voluntary aided

Reception places for 2021 60

Gender Mixed

Religious affiliation Catholic

Nursery class Yes

DfE number 315 3503

St Matthew's CofE Primary School

Cottenham Park Road
London
SW20 0SX

020 8947 7227
www.st-matthews.merton.sch.uk
office@st-matthews.merton.sch.uk

Type of school	Voluntary aided
Reception places for 2021	30
Gender	Mixed
Religious affiliation	Church of England
Nursery class	Yes
DfE number	315 3302

St Teresa's Catholic Primary School

Montacute Road
Morden
SM4 6RL

020 8648 1846
www.st-teresas.merton.sch.uk
school@st-teresas.merton.sch.uk

Type of school	Voluntary aided
Reception places for 2021	60
Gender	Mixed
Religious affiliation	Catholic
Nursery class	Yes
DfE number	315 3502

St Thomas of Canterbury RC Primary School

Commonside East
Mitcham
CR4 1YG

020 8648 0869
www.st-thomascanterbury.merton.sch.uk
office@st-thomascanterbury.merton.sch.uk

Type of school	Voluntary aided
Reception places for 2021	60
Gender	Mixed
Religious affiliation	Catholic
Nursery class	Yes
DfE number	315 3507

The Priory CofE Primary School

Queens Road
London
SW19 8LX

020 8540 8059
www.thepriory.merton.sch.uk
school@thepriory.merton.sch.uk

Type of school	Voluntary aided
Reception places for 2021	60
Gender	Mixed
Religious affiliation	Church of England
Nursery class	Yes
DfE number	315 3506

The Sherwood School

Abbotts Road
Mitcham
CR4 1JP

020 8764 5100
www.thesherwoodschool.co.uk
adminoffice@sherwood.merton.sch.uk

Type of school	Community
Reception places for 2021	60
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2074

West Wimbledon Primary School

Bodnant Gardens
London
SW20 0BZ

020 8946 1620
www.westwimbledon.merton.sch.uk
school@westwimbledon.merton.sch.uk

Type of school	Community
Reception places for 2021	30
Gender	Mixed
Religious affiliation	None
Nursery class	Yes
DfE number	315 2081

William Morris Primary School

Recreation Way
Mitcham
CR4 1PJ

020 8764 9765
www.swmf.org.uk
office@williammorris.merton.sch.uk

Type of school Community

Reception places for 2021 60

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2090

Wimbledon Chase Primary School

Merton Hall Road
London
SW19 3QB

020 8542 1413
www.wimbledonchase.merton.sch.uk
wcps@wimbledonchase.merton.sch.uk

Type of school Community

Reception places for 2021 90

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2091

Wimbledon Park Primary School

Havana Road
London
SW19 8EJ

020 8946 4925
www.wimbledonpark.merton.sch.uk
school@wimbledonpark.merton.sch.uk

Type of school Community

Reception places for 2021 90

Gender Mixed

Religious affiliation None

Nursery class Yes

DfE number 315 2076

Schools outside Merton

Many families living close to borough boundaries will have their local schools outside Merton. If you are applying for schools which are not in Merton, you still need to name them as one of your six preferences. If you do not name them as a preference, they will be unable to consider your application.

Listed below are links to the websites for our neighbouring local authorities. We advise visiting these websites to obtain further details of the schools available in their boroughs.

London Borough Croydon

People Department,
2nd Floor (Zone A),
Bernard Weatherill House,
8 Mint Walk, Croydon, CR0 1EA

telephone	020 8726 6400
website	www.croydon.gov.uk/education/schools-new/school-admissions
email	school.admissions@croydon.gov.uk

Royal Borough of Kingston upon Thames

School Admissions
Guildhall 2
Kingston upon Thames
Surrey, KT1 1EU

telephone	Please email for a call-back
website	www.kingston.gov.uk/info/200342/apply_for_a_school_place
email	kingston.admissions@achievingforchildren.org.uk

London Borough Lambeth

School Admissions Team,
London Borough Lambeth,
PO Box 734,
Winchester, S023 5DG

telephone	020 7926 9503
website	www.lambeth.gov.uk/school-admissions
email	schooladmissions@lambeth.gov.uk

London Borough Sutton

Cognus Admissions Team,
Civic Offices,
St Nicholas Way,
Sutton, Surrey, SM1 1EA

telephone 020 8770 5000

website www.sutton.gov.uk/admissions

email suttonadmissions@cognus.org.uk

London Borough Wandsworth

Pupil Services, Wandsworth Council
Town Hall Extension
Wandsworth High Street
London, SW18 2PU

telephone 020 8871 7316

website <https://www.wandsworth.gov.uk/schools-and-admissions/>

email admissions@wandsworth.gov.uk

Out-borough residents

If you are not a resident in Merton but you are thinking of applying for a Reception place in a Merton school, you will need to apply via your home borough.

Primary school admissions criteria

Admissions criteria are the rules by which applications are ranked for each school. It is important you understand the admissions criteria for the schools you will name on your application. The criteria will vary depending on the type of school you are applying for, and these criteria will dictate how likely to it that you will be offered a place.

Community school admissions criteria

Please note that the criteria below apply to Merton community schools only. Academies, free and voluntary aided (Church affiliated) schools and schools in other boroughs apply their own criteria to applications and these are available either from the schools or by contacting the relevant local authority.

Applications for entry in 2022 will be ranked against the following factors

With the exception of Dundonald, Wimbledon Chase and Wimbledon Park Primary Schools:

1. Looked after children or previously looked after children (see notes on looked after children below)
2. Where there are professionally supported medical reasons or exceptional social reasons why a child should attend a particular school (see notes on medical and social reasons below)
3. Children of permanent teaching staff (see notes on permanent teaching staff below)
4. Where a sibling is already in the main school at the time of admission (see notes on siblings below)
5. Straight line distance between the child's home address and the main school (see notes on distance below)

For Wimbledon Chase and Dundonald Primary Schools only:

1. Looked after children or previously looked after children (see notes on looked after children below)
2. Where there are professionally supported medical reasons or exceptional social reasons why a child should attend a particular school (see notes on medical and social reasons below)
3. Children of permanent teaching staff (see notes on permanent teaching staff below)
4. Where a sibling is already in the main school at the time of admission, and lives within the Wimbledon Chase and Dundonald Priority Areas. This includes protected families with siblings, or linked siblings, attending the school prior to 1 September 2016. (see notes on siblings below)
5. Children living inside the Wimbledon Chase and Dundonald Priority Areas in order of nearness of home to the school by straight line distance. (see details of admissions priority area and distance below)

6. Where a sibling is already in the main school at the time of admission, and lives outside the Wimbledon Chase and Dundonald Priority Areas (see notes on siblings below)
7. Children living outside of the Wimbledon Chase and Dundonald Priority Areas in order of nearness of home to the school by straight line distance (see notes on distance below)

Further information about the Dundonald & Wimbledon Chase APAs:

<https://www.merton.gov.uk/education-and-learning/schools/admissions/primary/primary-school-admissions-criteria/wimbledon-chase-priority-area>

For Wimbledon Park Primary School only:

1. Looked after children or previously looked after children (see notes on looked after children below)
2. Where there are professionally supported medical reasons or exceptional social reasons why a child should attend a particular school (see notes on medical and social reasons below)
3. Children of permanent teaching staff (see notes on permanent teaching staff below)
4. Where a sibling is already in the main school at the time of admission (see notes on siblings below)
5. Children living inside the Wimbledon Park Priority Area in order of nearness of home to the school by straight line distance. (see details of admissions priority area and distance below)
6. Children living outside of the Wimbledon Park Priority Area in order of nearness of home to the school by straight line distance (see notes on distance below)

Further information about the Wimbledon Park APA:

<https://www.merton.gov.uk/education-and-learning/schools/admissions/primary/primary-school-admissions-criteria/wimbledon-park-priority-area>

Looked after children

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

A previously looked after child is a child who, immediately following being looked after, was subject to an adoption or subject to a child arrangements, or special guardianship order including those who appear to Merton as the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted.

Medical or social reasons

Applicants wishing to be considered under this criterion must supply professional evidence supporting their case at the time of application.

Medical reasons

- if there are medical reasons that make it essential for your child to attend a particular school, you must provide supporting information from a doctor or health care professional together with any other relevant information by the closing date.
- this must make a compelling case as to why your child's needs can only be met at the preferred school, evidence of a medical condition in itself will not automatically result in a place at your preferred school being offered.
- the evidence should explain exactly what your child's needs are and what specialist support or facilities your child requires.
- the evidence should explain why other schools could **not** provide the appropriate support for your child.
- evidence of diagnosis is not evidence of need

Social reasons

- if there are social reasons that make it essential for your child to attend a particular school, you must provide independent evidence from a professional who is supporting your family.
- the supporting evidence needs to set out the particular reasons why the school in question is the most suitable and the difficulties that would be caused if your child had to attend another school.
- the evidence should explain exactly what the family's needs are and what specialist support or facilities are required.
- the evidence should explain why other schools could not provide the appropriate support.
- Providing evidence does not guarantee priority under this criterion; the School Admissions Team will consider if the evidence provided demonstrates that the child must attend a particular school and cannot reasonably attend an alternative school. Please note that your child's current (or most recently attended) school may be contacted for further information and may be sent a copy of your request. The information you provide may also be shared with an independent appeals panel should this be necessary. Applicants will not be individually advised if their application has been prioritised under this criterion.
- Merton cannot seek information on your behalf and we cannot contact any health care professionals direct for further information – please ensure that you supply all available evidence to us.
- Please note we cannot accept letters from yourself or from other members of your family, nor from your health visitor.
- School staff are not allowed to provide letters supporting placement at their own school so please do not ask your school to write a letter supporting your application.
- Based on previous decisions, it is *unlikely* that application will be prioritised for the following:
 - Asthma, eczema, allergies, diabetes, dyslexia, travel sickness
 - Dispensing of medication that may require some training as this can be undertaken by any school.
 - Speech and language delay.
 - Use of a hearing aid.
 - Because an Education Health and Care Plan has not been completed.
 - Need for the child to stay in friendship groups.

- Attendance at the nursery.
- Childcare arrangements where the carer lives close to a particular school.
- Work/travel arrangements.
- Family members other than siblings.
- Older siblings attending Dundonald or Wimbledon Chase when living outside APA.

If you feel that one of these examples should be considered you can apply but you would be expected to demonstrate how this has a significant impact on your child, why a particular school can meet your child's need more than any other and why you should be placed above other children when making allocation.

If you believe that your child has a medical need for a place in a particular school, please complete the medical or social reasons form. *Please see end of booklet for a copy of the form.*

Permanent teaching staff

Children of permanent teaching staff will be prioritised in the admission arrangements in either or both of the following circumstances:

1. where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
2. the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Siblings

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, who is living as part of the same family unit at the same address, Monday to Friday.

For Wimbledon Chase and Dundonald Primary Schools, where the older sibling was offered a place prior to 1 September 2016, they will be considered under priority 3 for Reception. This also applies to any linked sibling i.e. where a sibling has qualified on this basis, future siblings will also receive the same priority providing the parent/carer specifies this at the time of application.

The following will not qualify under the sibling criterion:

1. Siblings in Year 6 at the time of an application to start Reception in September 2022
2. Siblings in a school nursery

Applications relating to twins, triplets or other multiple birth

Where a parent applies for entry into the same year group for more than one child and the final offered place falls between these children, the school will consider if they have capacity to offer to the additional children.

If it is not possible to offer a place to all of them, rank order will be determined by random allocation

The names of the children who were unsuccessful will be added to the waiting list in accordance with the published admissions criteria, in the same way as for other children. The parent can then determine whether to accept or reject those places on an individual basis.

Admissions priority areas (APAs)

Further information on the Admissions Priority Areas for Dundonald, Wimbledon Chase and Wimbledon Park can be found here:

- <https://www.merton.gov.uk/education-and-learning/schools/admissions/primary/primary-school-admissions-criteria/wimbledon-chase-priority-area>
- <https://www.merton.gov.uk/education-and-learning/schools/admissions/primary/primary-school-admissions-criteria/wimbledon-park-priority-area>

Distance measurement

All distances will be measured by the computerised Geographical Information System maintained by Merton Admissions team. It should be noted that the computerised system measures from a start point plotted within the property at which the applicant lives to the main school reception entrance and calculates this measurement.

The child's home address excludes any business, relative's or childminder's address and must be the applicant's normal place of residence. If there is a genuine equal share custody arrangement between the two parents, the address that will be used will normally be the address of the parent who is claiming Child Benefit for the child, however all available evidence will be considered.

The address to be used for the initial allocation of places to Primary School (Reception) will be the child's address at the closing date for application. Changes of address up to 10 February 2022 may be considered if there are exceptional reasons behind the change, such as if a family has just moved to the area, or has returned from abroad. Any offer is conditional upon the child living at the appropriate address on the relevant date. Parents have a responsibility to notify the Local Authority of any change of address.

Please note:

- Applicants in short term rented accommodation may be asked to provide evidence of their current and former housing arrangements.
- Where an applicant has ownership of a property, that should be used for the purposes of school admission, and the applicant must provide evidence and reasons for the use of any other address.
- Where an applicant rents a property and has ownership of an alternative property, the rented property will only be used for admission purposes if the child has been resident away from the owned property for a period of 3 years or more at the closing date for applications.
- Any applicant who moves from a rented or temporary address in advance of their child taking up their school place may have their place withdrawn if it is found the family have returned to an address already in their ownership.

- The authority will investigate whether the place should be withdrawn if the pupil is not resident at the application address at the time of the September entry point.
- The authority will always investigate a case where the application address has previously been used to gain a school place fraudulently.
- Where it is found an address has been used for the purposes of admission where the child is not ordinarily resident, the application and any place offered will be withdrawn.
- An offer found to have been gained fraudulently will be withdrawn. This may also be the case where the child has started the school.
- In some cases, places may not be withdrawn once a child has been attending the school for a term or more. In these circumstances future sibling applications will not be given sibling priority for places and will be considered under the next appropriate criterion.
- Where more than one applicant has the same straight line distance measurement and distance is the determining factor, rank order will be determined by random allocation.
- Applicants wishing to query a distance from home to school should contact the School Admissions Team at admissions@merton.gov.uk. Please note that requests for distances from multiple addresses may delay your response.
- In cases where a distance calculation is disputed applicants should write to the School Admissions Manager, London Borough of Merton, 10th Floor, Civic Centre, Morden SM4 5DX.
- All disputes will be investigated. Where it is agreed that the basis of the calculation was incorrect the measurement will be recalculated. The calculation will be re-run for both the applicant in question and any other applicant shown to be affected by the issue.

Admissions criteria for Merton's voluntary aided schools, academies and free schools

The following Merton schools have their own admissions criteria and you should contact them directly to obtain a copy of these criteria. If you are applying for a faith based place, you will need to contact the school for its supplementary form. You must still complete the Merton Common Application Form naming the school or your application will not be considered. Church of England schools in Merton offer a proportion of places which are faith based and a proportion of open places for the local community. Catholic schools give priority to those of that faith before any non-Catholic children.

Supplementary form for foundation places only

All Saints' CofE Primary School

Bishop Gilpin CofE Primary School

Holy Trinity CofE Primary School

St Matthew's CofE Primary School

The Priory CofE Primary School

All applicants complete a supplementary form

Sacred Heart Catholic Primary School

St John Fisher RC Primary School

St Mary's Catholic Primary School

SS Peter & Paul Catholic Primary School

St Teresa's Catholic Primary School

St Thomas of Canterbury RC Primary School

No supplementary form required

Aragon Primary School

Beecholme Primary School

Benedict Academy

Harris Primary Academy Merton

Park Academy

Stanford Primary School

If a school requires a supplementary form to consider whether you meet the faith requirement under its policy and you do not complete one, you will be ranked in their lowest category within its oversubscribed criteria.

If you are applying for schools outside Merton, you are advised to contact the schools directly to confirm their admissions criteria and to confirm whether you are required to complete a supplementary form.

Supplementary forms should be returned directly to the school.

Guide to applying for a primary school place

The information on in this booklet is for parents and carers applying for a Reception place to start in September 2022. If your child already attends school and you need to know how to submit an application, please visit www.merton.gov.uk/transferplace.

Before completing your primary school application there are a few things to consider.

Merton Council co-ordinates applications for primary schools, academies, community, voluntary aided, out-borough and free schools. If you are applying for any of the voluntary aided (Church affiliated) schools, or wish to apply for any schools outside Merton, you must include them in your application or they will be unable to consider your child for admission.

You may also need to complete supplementary forms for some schools that require additional information. The information contained in the admissions criteria section will tell you which Merton schools need these. If you apply online, the system will automatically inform you if a supplementary form is required.

How places are allocated

We will always try to offer a place at the school you have named as the highest preference.

Our admission process operates an equal preference scheme, which means that each admissions authority will consider applications without referring to the order of preference on your application. This means that, if your child is unsuccessful at your first preference school, they will not get overlooked by schools lower down your order of preference.

If the school is oversubscribed and has more applicants than places available, all applications will be ranked in the order described in the admissions criteria. This will show if a child's name is high enough on the ranking list to be offered a place.

If a place at more than one school can be offered your child's place will be made for the highest preference school.

How places were allocated for September 2021

To see how places were allocated in 2021 and other previous years, please see our webpage: www.merton.gov.uk/education-and-learning/schools/admissions/how-school-places-were-allocated-in-recent-years

The way places are allocated at each school will vary each year according to the number of applications the school receives and where those applicants live. Living within a shown allocated distance for a school will not guarantee a place in this or future years. Please be realistic in your preferences and use as many as you can. Consider schools both in and outside of Merton if these are local to you.

Late applications or changes made to applications after the closing date

If your application is made after the closing date of 15 January 2022 or you change your existing preferences after this date, your application will be treated as late. A late application will not be considered until after all those that were received on time and may jeopardise the possibility of your child being offered a place at one of your preferred schools.

If the application is late, or preferences are changed for 'good reason', such as a change of address, these will be considered as 'on time' providing the evidence the change has taken place is received by 10 February 2022. Any applications or changes from this date will not be considered until after 19 April 2022.

To help us decide whether cases are late for 'good reason', parents must submit written evidence giving details of their case. A copy of their new Council Tax bill together with a solicitor's letter regarding contract completion or a copy of their new tenancy agreement, must accompany changes of address. If you are unsure whether your circumstances would be regarded as 'good reason', please contact the School Admissions Team for advice at admissions@merton.gov.uk

Please note that forms that go missing in the postal system can only be reconsidered if there is proof of postage. Lost forms, where there is no proof of postage, are the responsibility of the applicant. For this reason we advise applying online wherever possible.

Children with special educational, health or care needs

If your child has an Education, Health and Care Plan and you live in Merton, you will need to call the SEN Team on 020 8545 4811 as your application process is different from that described here.

Please do not submit an application if your child has an Education, Health and Care Plan.

If you have applied for an Education, Health and Care Plan but have not been advised of the outcome you should submit a Reception application in the normal way and by the closing date of 15 January 2022.

Compulsory or statutory school age

The law states that your child must attend school full-time from the beginning of the term after they reach the age of five. This is called compulsory or statutory school age. However, children will normally start full-time school in the September after they are four.

Deferring a school place

If you are offered a place at a school you can opt to defer your child's start date until the term after they are five, but must take up the place within the same academic year. If you wish to do this, or would like your child to start on a part-time basis it will need to be agreed with the Headteacher of the school. However, deferring a start date is not recommended, as the child will be starting school after their peers, and will be behind

others socially and educationally. If you defer entry, your child will not be able to remain in a community school nursery. You cannot defer entry until the following school year; in order to start the following September an in-year application must be made for a Year 1 place or if your child is eligible, you can apply for delayed entry for summer born pupils.

Applying outside a child's normal year group

Parents wishing to apply for places outside the child's normal year group will have their application considered by each admissions authority they are applying for based on the circumstances of each case and the professional evidence recommending this for the child. Parents are encouraged to seek advice from the local authority in these circumstances before applications are submitted.

Delayed entry to Reception for summer born children

Children who are born in the summer months may, in some cases, delay their entry to Reception by one year. Please see our website for further information about when and how to apply and for a downloadable registration form. www.merton.gov.uk/education-and-learning/schools/admissions/primary/summer-born-children

Primary school places

Any change to admission numbers are included in the directory of schools. www.merton.gov.uk/learning/schools/schoolsdirectory/primaryschools

Apply for a primary school reception place

Apply online

Last year 98% of applicants applied online.

We recommend that you apply online at www.eadmissions.org.uk

Please read the guidance below before applying.

Information you will be asked for when applying online

You may be asked some additional questions depending on the school preferences you name.

Parent or carer's details

- You will need to provide your name and address. The person applying on behalf of the child should be the person with parental responsibility for them.
- Your contact details are vital; please ensure you include an up-to-date telephone number and email address. If you have already used eAdmissions to make an application for this child or a sibling, please ensure that you have checked that your details are correct.

Your child

- We need your child's full name, date of birth and gender.
- The address on the application must be your child's permanent place of residence. The child's home address excludes any business, relative's or childminder's address and must be the applicant's normal place of residence. If there is a genuine equal share custody arrangement between the two parents, the address that will be used will normally be the address of the parent who is claiming Child Benefit for the child, however all available evidence will be considered. Please also note that:
- Applicants in short term rented accommodation may be asked to provide evidence of their current and former housing arrangements.
- Where an applicant has ownership of a property, that should be used for the purposes of school admission, and the applicant must provide evidence and reasons for the use of any other address.
- Where an applicant rents a property and has ownership of an alternative property, the rented property will only be used for admission purposes if the child has been resident away from the owned property for a period of 3 years or more at the closing date for applications.
- You need to state whether or not your child is, or has previously been, in the care of a Local Authority - Looked After Children / Children in public care. If the child meets the criteria to be classified as a child in public care you must enclose either a letter from the relevant Local Authority confirming the legal

status of the child, a copy of the care order, or a copy of the special guardianship order.

- Indicate if your child has an Education, Health and Care Plan (EHCP). If 'yes' you should contact your SEN caseworker to follow a different application process.
- Please select your child's current school or education provision from the menu.

Your primary school preferences

- You may name up to six schools on the form. The schools do not have to be in Merton, they can be in any borough.
- Limiting the number of schools you name will not improve your chance of securing a place at your first preference school, but please do not name schools unless you are happy for your child to attend.
- Please think carefully about your preference order. If you receive an offer at a preference school it may not be possible to offer a place at a lower preference school later on if you change your mind.
- Please name any sibling(s). You should check the admissions criteria for the school concerned as sibling rules may not be the same for each school, and not all schools give sibling priority. For most schools in Merton that give priority for siblings, sibling is defined as brother or sister, half brother or sister, adopted brother or sister, or step brother or sister, and, in every case, who is living as part of the same family unit at the same address. *Dundonald and Wimbledon Chase operate a sibling policy that differs from other Merton schools - please read the relevant section of the guide carefully.*
- You may state a reason for your preference if you wish.
- If you are attaching supporting documents to be considered under medical or social criteria, you should tick the box to confirm this. Medical or social reasons will not be considered unless supported by professionally written evidence which should either be attached to the online application or emailed to admissions@merton.gov.uk
- Your online form will inform you if any of the schools you name require a supplementary form and where these are available from.

Declaration and form submission

- Please read the declaration carefully then submit the application.
- If you move home or your circumstances change after completing your application, you must inform us via admissions@merton.gov.uk

Closings dates

The closing date is 15 January 2022 which falls on a Saturday. Please note that there will be no technical support from School Admissions or eAdmissions after close of business on 14 January 2022. Please do not leave your application to the last minute in case you need technical support and this delays submission of your application.

If your circumstances change after the closing date but before 10 February 2022 your application can be updated or a late application treated as on time if you are able to provide supporting evidence. Please note that change of address details will only be accepted upon receipt of a new Council Tax bill or a new tenancy agreement. Other documents may also be requested to support a change of address. If you move after

the form is submitted, but before 10 February 2022, please contact School Admissions at admissions@merton.gov.uk as soon as possible.

Advantages of applying online

- Applying on line is quick and easy and comes with the following benefits:
- your forms will not get lost in the post
- quick, simple and no paper involved
- safe and secure password operated system
- the data validation system prevents you from giving incorrect school names or numbers
- you will receive an instant email confirmation of your submitted application
- you can change or amend your application right up to the closing date
- no risk of data input errors once the online form has been completed
- you will receive earlier notification of the result of your application
- save on paper and postage costs
- you can accept an offer online

Once you have registered to apply online, please keep a note of your user name and password. You will then be able to return to your application to make amendments until the statutory closing date of 15 January 2022, and to view the outcome on the evening of 19 April 2022.

If you apply using the online system it is important that you do not submit a paper form. Applying online and on paper will, at the very least, delay your application form being processed. If more than one application is completed for a child, the one with the later date on it will normally be accepted and the earlier one withdrawn.

All applications received by the closing date are treated equally. There is no priority for people who get their forms in early, so please take your time and only submit your application when you have carefully considered your options.

Making an application if you have delayed entry

Children born 1 April 2017 to 31 August 2017 with agreed summer born delayed entry to Reception

If you applied for delayed entry to Reception and you are now making a Reception application for a child with a date of birth between 1 April 2017 and 31 August 2017 it is not possible to make an online application. Please complete a paper application and return to School Admissions or, if your child attends a School Nursery, to the school.

If you have not agreed the delayed entry with the school and have not completed the Delayed Entry form, we cannot guarantee that all the schools you wish to apply for will accept a Reception application for your child. Please find further information and the request form on our website www.merton.gov.uk/education-and-learning/schools/admissions/primary/summer-born-children .

Summer born delayed entry to Reception for children born 1 April 2018 to 31 August 2018

Late summer born children can request to delay their entry to reception by a year - starting the September after their 5th birthday. This is not automatic and an application

must be made to have the request agreed. Please find further information and the request form on our website www.merton.gov.uk/education-and-learning/schools/admissions/primary/summer-born-children

Applying on a paper form

If you are completing a paper form rather than applying online, your form should be returned by 15 January 2022. If your child attends a Merton school nursery, please return your form to the school by the closing date. The school will keep a register of applications received in case any go missing before being processed. If your child does not attend a Merton school nursery, your form should be either hand delivered or posted to School Admissions Team, London Borough of Merton, Civic Centre, London Road, Morden, SM4 5DX. Forms must be received by 15 January 2022.

No responsibility can be taken for forms lost in the post. Wherever possible we recommend completing your application using the online system to avoid any potential postal problems. Online applicants will automatically receive email confirmation that their application has been submitted.

Please note that if you send a paper form in an A4 envelope, postage will be in excess of a single first class stamp. If insufficient postage is paid, the form may not reach our office and your application will be jeopardised.

Frequently asked questions

What is an order of preference?

This is the order in which you name the schools you are applying for. You should name the school that you want your child to attend the most as your first preference. So, if more than one of the schools you have named are able to offer places, you will be allocated the school you want the most. Please think about the order in which you name your schools very carefully. If you change your mind at a later date it may not be possible to offer a place at a lower preference school. Schools are not told your order of preference.

Are first preference applications considered before all others?

No. All applications for places are considered at the same time; this is called an equal preference scheme. Once all applications for schools have been ranked, if a place can be offered at more than one preference, an offer will be made for the school named as the highest preference out of those that can be offered.

How are places allocated?

If the school is oversubscribed, that is there are more applicants than places available, all applications will be ranked in the order described in the admissions criteria. Once all applications have been ranked we can see if a child's name is high enough on a ranking list to be offered a place. If a child can be offered a place at more than one school we will offer a place at whichever of these schools is the higher preference.

My partner and I are separated but have joint access or responsibility. Which address should we use?

If you have joint access the parent who looks after the child for most of the school week should make the application and give their address. This address is always checked for oversubscribed schools and documentary proof may be requested.

If there is proof of genuine equal share custody arrangement between the two parents, the address that will be used will normally be the address of the parent who is claiming Child Benefit or the address that the child has been associated with longest. All available evidence will be considered and decisions made for each individual case but if you are unsure, please contact the School Admissions Team at admissions@merton.gov.uk for advice.

My family or childminder looks after my child during the week. Can I put their address?

No. We cannot accept the address of childminders or a family who may help you with the care of your child. It must be the child's home address.

We are living at a temporary address. What should we do?

If you are living at a temporary address, changing your address before your child attends the school you choose, or will be returning to this country from an HM Forces posting overseas or temporary employment overseas, please contact the School Admissions Team at admissions@merton.gov.uk for advice.

We are hoping to move in the next few weeks. What should we do?

If you change your permanent address after 10 February 2022, but before your child is admitted to the school, you should inform the School Admissions Team in writing. It is not sufficient to tell the school only. Please note that change of address details will only be accepted upon receipt of a new Council Tax bill or a new tenancy agreement. Other documents may also be requested to support a change of address. If you move after the form is submitted, but before 10 February 2022, please contact School Admissions at admissions@merton.gov.uk as soon as possible.

Please note, the offer of a place may be withdrawn if it is discovered that a parent has given an incorrect address or an 'address of convenience', such as a deliberate temporary address, business address, the home of a relative, a childminder's address or the address of a parent whom the child does not live with for most of the school week.

I own a property but live elsewhere. Which address should we use?

If you own a property but are living in another, whether rented or with family/friends we will generally measure to the property you own unless your child has been living away from the property you own for more than three years. If the property you own is further than a child could reasonably be expected to travel (e.g. in another town or country), please contact the School Admissions Team at admissions@merton.gov.uk for advice. School Admissions will ask for supporting evidence for both addresses.

What happens if I do not get the place I want?

You are entitled to reject any place offered. However, if you reject an offer it will then become your responsibility to secure an alternative. If you are offered a place at a school that is not your first preference, you will automatically go on the waiting list for your higher preference schools. Any preferences that are lower than your offered preference are withdrawn. You will also have the right of appeal against any school that does not offer a place, providing it was named as one of your preferences.

If you are offered one of your lower preferences, we recommend that you accept the place while waiting to see if a higher offer can be made. This ensures that your child will have a school to go to in September and does not prejudice your right of appeal or your place on higher preference waiting lists.

I am a Merton resident. What happens if I don't get any of my preferred schools?

All parents have a right of appeal against a decision not to offer a place for a child. For community schools, appeals should be lodged with the local authority. For voluntary aided, academies and free schools, they should be lodged directly with the governing body of the particular school.

For schools in other boroughs, you will need to contact that local authority for further information on their appeal procedures.

Information about how to appeal will be sent to all applicants who do not get offered their first preference school on 19 April 2022. Appeals are likely to be heard during June and July.

Please note that you can only appeal for schools for which you have applied.

If I do not get a school offer that I am happy with, can I educate my child at home?

You may choose to take this option but we do not recommend that you do so. If you decide that this is the best option for you, you must notify the local authority in writing. You must provide a curriculum suitable for a pupil of secondary age and the local authority has a duty to ensure that the education you provide is appropriate. The local authority will ask for full details of your arrangement and advisers will make monitoring visits while you are educating your child at home. We do not provide materials, tutors or funding and cannot support you educating your child at home. Please contact Merton's Elective Home Education (EHE) Advisor on 0208 545 3974 for a chat about what is required of parents.

I am thinking of sending my child to a private school. What should I do?

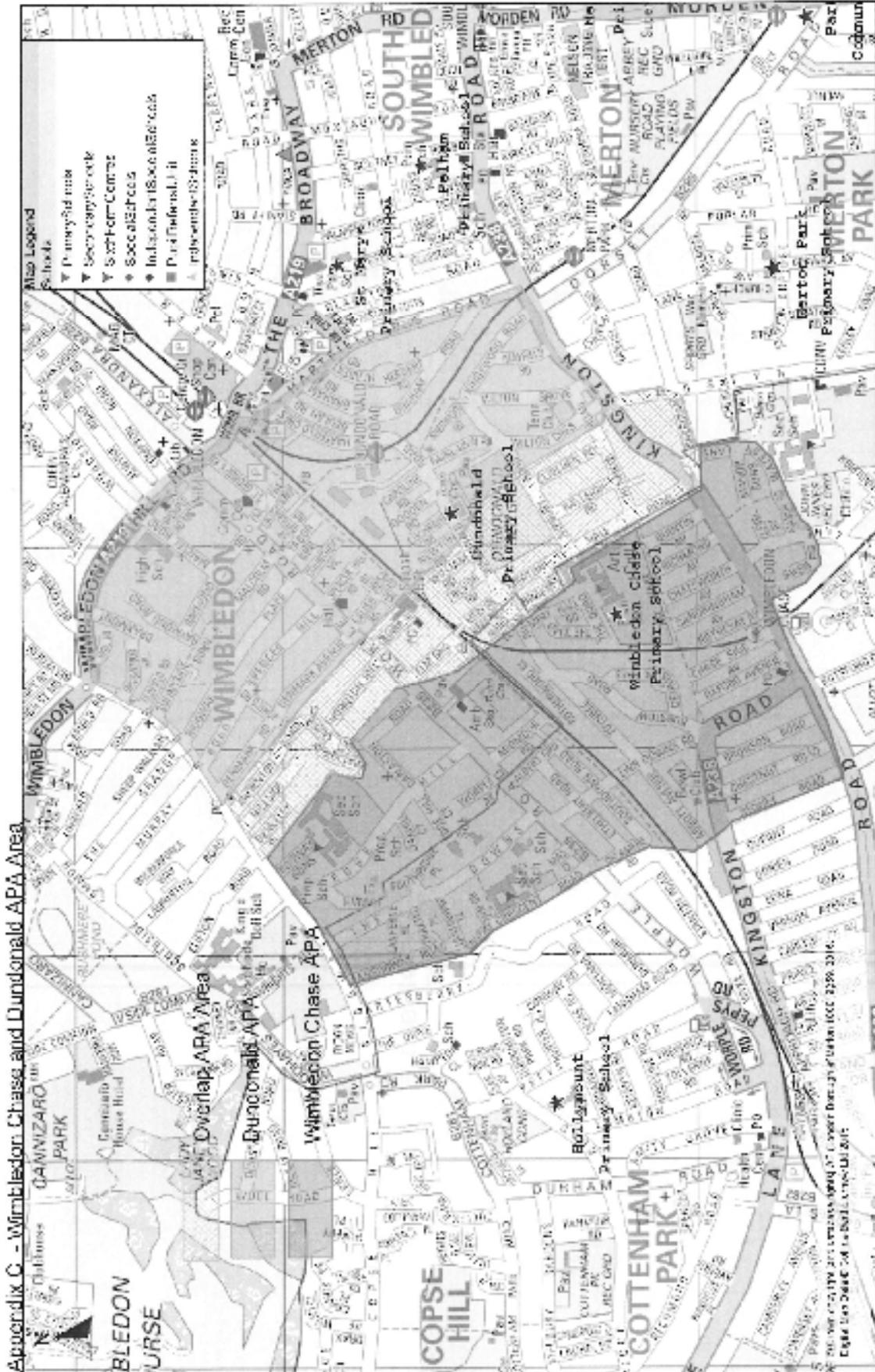
If you definitely do not wish to send your child to a state funded primary school (Community schools, Voluntary Aided Schools, Free Schools and Academies are all state funded) there is no need to make an application to School Admissions. However, if you do not apply on-time and change your mind you will be treated alongside other late applications where places are allocated after the initial offer day in April.

I have been offered a place at a private school. What should I do?

Accept or decline the state funded school place as per your application outcome. If you are accepting a place at a private school and you have already accepted a place at a state funded school, please inform us of this as soon as possible. It is very important that you do this as, if you don't let us know; you may be preventing another child from receiving an offer of a place. Also, if your child is expected to start at a school in September and does not arrive, an Education Welfare Officer will visit you to find out what arrangements you have made for their education.

Admissions Priority Areas

Wimbledon Chase and Dundonald

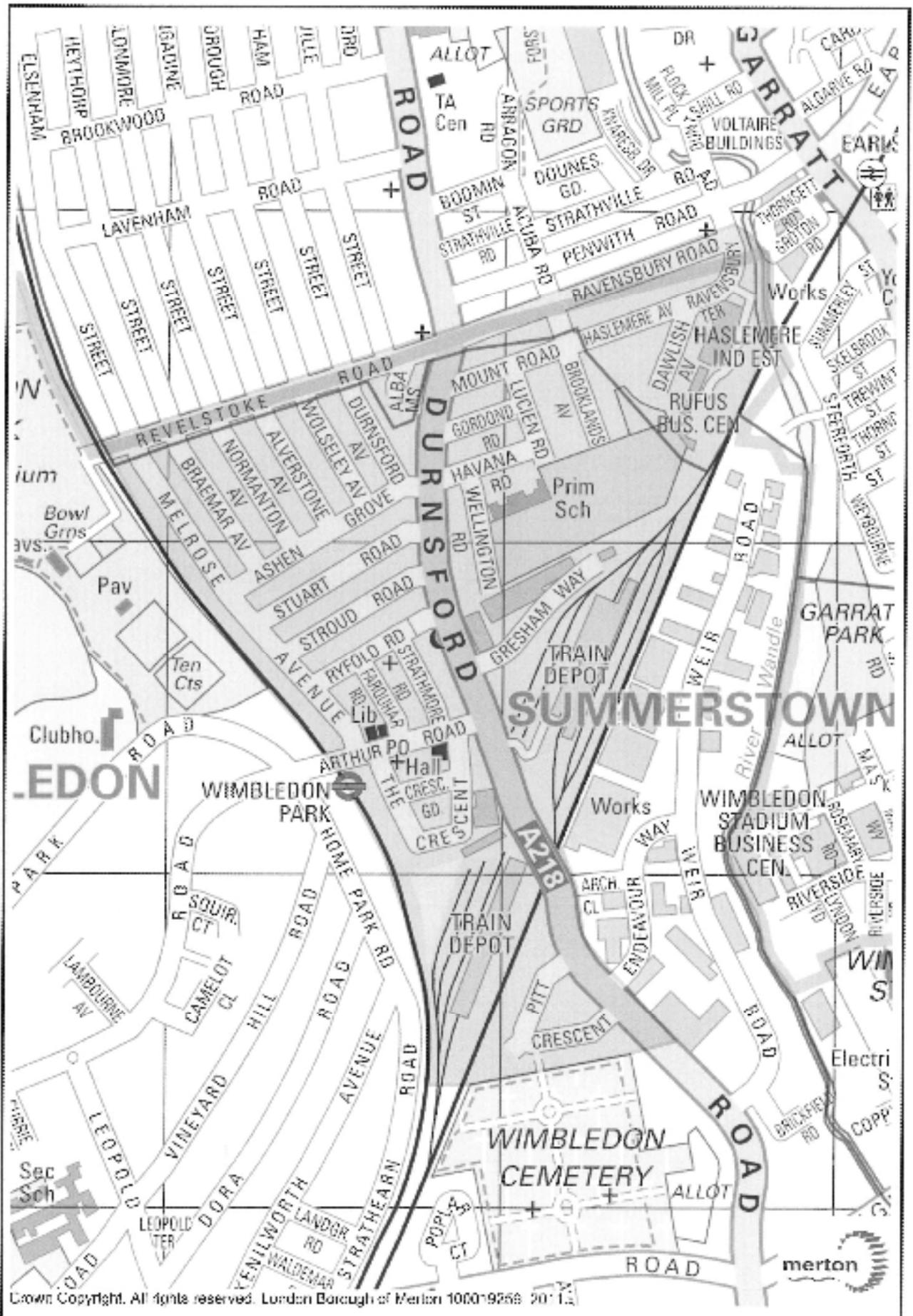


Appendix C - Wimbledon Chase and Dundonald APA Area

APAs for Dundonald & Wimbledon Chase Primary Schools from September 2017

Scale 1 : 12,000

Wimbledon Park





Applying for a place on medical or social grounds

You can request priority for a place at your preferred school if your child or a family member living at the same address has an exceptional medical and/or social need that makes attendance at a particular school essential.

Evidence will be considered to see whether, if the school in question is over subscribed, the application should be given priority over other applications.

Medical reasons

- if there are medical reasons that make it essential for your child to attend a particular school, you must provide supporting information from a doctor together with any other relevant information by the closing date.
- this must make a compelling case as to why your child's needs can only be met at the preferred school, evidence of a medical condition in itself will not automatically result in a place at your preferred school being offered.
- the evidence should explain exactly what your child's needs are and what specialist support or facilities your child requires.
- the evidence should explain why other schools could **not** provide the appropriate support for your child

Social reasons

- if there are social reasons that make it essential for your child to attend a particular school, you must provide independent evidence from a professional who is supporting your family.
- the supporting evidence needs to set out the particular reasons why the school in question is the most suitable and the difficulties that would be caused if your child had to attend another school.
- the evidence should explain exactly what the family's needs are and what specialist support or facilities are required.
- the evidence should explain why other schools could not provide the appropriate support.

Merton cannot seek information on your behalf and we cannot contact any health care professionals direct for further information – please ensure that you supply all available evidence to us.

Please note we cannot accept letters from yourself or from other members of your family, nor from your health visitor.

School staff are not allowed to provide letters supporting placement at their own school so please do not ask your school to write a letter supporting your application.

School Admissions will consider if supporting evidence shows a need for your child to attend a particular school. In the case of a medical need we may seek the opinion of the local health authority adviser who will be asked if it is essential, on medical grounds, for the child to attend the school of the parents' preference.

Based on previous decisions, it is unlikely that application will be prioritised for the following:

- Asthma, eczema, allergies, diabetes, dyslexia, travel sickness
- Dispensing of medication that may require some training as this can be undertaken by any school.
- Speech and language delay.
- Use of a hearing aid.
- Because an Education Health and Care Plan has not been completed.
- Need for the child to stay in friendship groups.
- Attendance at the nursery and not obtained a reception place.
- Childcare arrangements where the carer lives close to a particular school.
- Work/travel arrangements.
- Family members other than siblings.
- The desire for a single sex school.

If you feel that one of these examples should be considered you can apply but you would be expected to demonstrate how this has a significant impact on your child, why a particular school can meet your child's need more than any other and why you should be placed above other children when making allocations.

If you believe that your child has a medical need for a place in a particular school, please complete Form 1. You will then need to get Form 2 filled out by the main health professional involved with the child. This can be your child's doctor or hospital consultant but cannot be a member of your child's school. You may provide further relevant information if you wish.

Please return the form to Merton School Admissions either by email to admissions@merton.gov.uk or should you be concerned about the confidentiality of the information you will provide to us, please place it in an envelope (clearly marked with your child's name) and return the envelope to the address below. For further details of Merton's privacy policy, please www.merton.gov.uk/legal/privacy-and-cookies

Please note that your child's current school or nursery may be contacted for further information and may be sent a copy of your request. The information you provide may also be shared with an independent appeals panel should this be necessary.

Not all schools give priority to children or family members with exceptional medical or social needs. Please refer to the individual school's admission policy to see how places are allocated. If you wish to apply for medical/social priority in another borough or for an admission authority school, we will forward the evidence on.

You will not be individually advised if your application has been prioritised under this criterion and there is no right to appeal against this decision however, further evidence can be submitted and will be considered. If you are not offered a place in your preferred school, you will have the right to appeal against the decision not offer a place.

Enquiries and postal address:

School Admissions, 10th floor Civic Centre, Morden, Surrey. SM4 5DX. Tel: 020 8274 4906.



Admission to school - exceptional medical grounds

Parental evidence

To be completed by the parent/guardian – please read the information on page 1 first.

Name of child

Date of birth

School requested

School attended

Please give the reasons why you feel that only the requested school can meet your child's exceptional needs:

Please give details of your child's case including incidents, action taken by you or the involvement of professionals. (This includes your child's doctor or consultant involved with your child):

Permission for school advice and sharing of information

I agree that the Education Service may approach my child's school for further information and send them a copy of this form. I also agree for this information to be shared with an independent appeals panel if required.

SignedParent / Guardian

Date

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After filling this form out, you should arrange for Form 2 to be completed by the main professional involved with your child.



Admission to school - exceptional medical grounds

Professional Advice

To be completed by the professional who has been involved with the child detailed on Form 1. Please read the guidance notes overleaf before filling out the details requested below.

Name of child

Date of birth

Please give details of the medical difficulties experienced by the above named child:

Please give details of the current/recent work directed to addressing these needs:

Please indicate how the requested school meets the child's needs more than any other school and why other schools are not suitable:

I have read Form 1 as completed by the parent/guardian.

Signed Position

Print Name Date

for further details of Merton's privacy policy, please www.merton.gov.uk/legal/privacy-and-cookies

If supplementary reports are to be appended to this form please ensure that they address these 3 areas.