



Starting Primary School

in September 2020

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If your child was born between 1 September 2015 and 31 August 2016 s/he is due to start school in September 2020.

This leaflet will give you the basic information you need to apply for a school place. Further information about the application process for primary schools in Torbay can be found in the brochure TIPS 8, Primary and Secondary School Admissions which you should read before completing your application. You can view or download TIPS 8 from **www.torbay.gov.uk**. Copies are also available from all primary schools in Torbay or from Torbay Student Services, telephone 01803 208908. Summaries of the admission criteria for each school are available at **www.torbay.gov.uk** in the Primary supplement and full admission policies are available from school or at **www.torbay.gov.uk**.

You can apply for a primary school place from 1 November 2019 and your application must be received by 15 January 2020.

If you require further guidance about getting your child into a school please telephone the number above or email: **pupil.services@torbay.gov.uk**. Staff in the Student Services section will be pleased to help you.

How to apply for a school place

You will need to complete a common application form. It is quick and easy to apply online at www.torbay.gov.uk. The advantages of applying online are:

- **It is quick and easy to do**
- **It is available 24 hours a day, seven days a week**
- **You will get an email confirmation that your application has been received**
- **There is no risk that your application will get lost**
- **You can change the details on your application right up to the closing date (you must keep a note of your reference number and password)**
- **The system is secure so your information is protected**
- **The result of your application will be emailed to you on the published allocation date - 16 April 2020.**

If you prefer you can complete a paper application form that you can download from our website, collect from your local primary school or request by telephoning 01803 208908. The form is in triplicate and you should return the top two copies to your preferred primary school. Ask them to date stamp the third copy and keep it for your records. Or you can post your completed application to Student Services, SF 338, Electric House, Torquay Town Hall, Castle Circus, Torquay TQ1 3DR. You should enclose a stamped addressed postcard so that we can acknowledge receipt. **Please apply either online or on paper, not both.**

If you have previously completed an application form directly for a primary school you must still complete a common application form to be allocated a school place. You may have to provide additional information if you would like your child to attend a church school.

If your child attends a nursery that is attached to a school you must still apply for a school place. Attendance at the nursery does not mean that your child will automatically get a place at the main school.

If you already have a child at your preferred school(s) you must still apply for a place for your younger child. Siblings are not guaranteed a place at the school their brother or sister attends.

SCHOOLS

There are 30 primary schools in Torbay. In Community and Voluntary Controlled schools, the Local Authority is responsible for admissions. In Voluntary Aided and Foundation schools and Academies, admissions are the responsibility of the school's governing body.

There are several schools not far from Torbay in the area administered by Devon County Council and you can get details of these schools by contacting the Devon County Council Education Helpline 0345 155 1019, emailing admissions@devon.gov.uk or visiting www.devon.gov.uk/admissions

However, if you live in Torbay and want to apply for a place at a school outside Torbay you must apply using a Torbay common application form.

An additional new primary school, St. Michael's Church of England Academy, is due to open in September 2020. You will need to complete a separate application form for this school as well as completing your LA application for your other choices of school. Applications for St. Michael's Academy should be sent to: Admission Officer, Learning Academy Partnership (South West), Suite 4 Zealley House, Greenhill Way, Newton Abbot TQ12 3SB by 15 January 2020.

Admission Arrangements

Admission arrangements vary from school to school. Before you apply for a place get to know the arrangements so you can judge the chances of getting a place for your child. Admission arrangements say how many places are available. They explain any special entry requirements and how places are allocated if too many pupils want to go to a school.

The admission policies and oversubscription criteria for all schools in Torbay can be found on the website www.torbay.gov.uk, on school websites or from Student Services, telephone 01803 208908.

Co-ordinated admission scheme

The Department for Education requires all Local Authorities to have a co-ordinated scheme for admissions. The idea behind the scheme is to make sure that every child has a single offer of a school place on the Allocation Day, 16 April 2020. This scheme is available at www.torbay.gov.uk

An equal preference system operates in Torbay. Parents must apply to their Local Authority (usually Torbay Council). They can apply for places for up to three schools and rank their preferences as first, second and third choices. The ranking does not play any part in deciding whether the school can offer a place.

It is called 'equal preference' because all applications are considered on an equal footing and, if the school is oversubscribed, priority for a place is decided by the admission criteria and not by how high the school is ranked by parents.

When pupils can be offered places at more than one school we look to see which of the schools has been ranked highest by the parents and a place is offered at this school. The place at the lower ranked school is then free to offer to another pupil. If a place cannot be offered at any of the preferred schools one is allocated at the nearest appropriate Torbay school with a vacancy. Information about applications is shared with other admission authorities.

Deferred Entry to school

You may be able to delay your child's start until later in the reception year without losing the offer of a place. This depends on your child's date of birth. Children are legally required to start school at the start of the term following their fifth birthday. However, the deferred admission arrangements do not allow summer born children to defer admission to the Autumn Term in year 1. **If you want to delay your child's start at school you should still apply now for a place.**

Waiting Lists

Waiting lists for oversubscribed schools will be kept from the Allocation Day (16 April 2020) at least until **31 December 2020**. Children will be ranked in the same order as the oversubscription criteria. After 31 December it is up to each admission authority to decide whether to keep a waiting list. The Local Authority will continue to keep waiting lists for Community and Voluntary Controlled schools. To keep your child's name on one of these lists you will need to re-apply in December by completing an In-Year admission form. You will need to confirm by letter or email before the start of each following half-term if you want your child to stay on the list for that half-term.

Appeals

Parents who have been refused a place at a school can appeal to an independent appeals panel. However, the law says that no Key Stage 1 class (infant class) should have more than 30 pupils. An appeals panel can only uphold an appeal if they are satisfied that:

- a) the admission authority's decision to refuse the admission was one which no responsible admission authority would make in the circumstances of the case or
- b) the child would have been offered a place if the admission arrangements had been properly implemented.

Timetable

1 November 2019	Website opens for online applications. Common application forms available
15 January 2020	Closing date for Common Application Forms and online applications
16 April 2020	Allocation Day: allocation letters/emails sent to parents
1 May 2020	Deadline for parents to accept offer
18 May 2020	Closing date for receipt of appeals
June/July 2020	Appeals

PRIMARY SCHOOLS IN TORBAY

Primary Schools	Type of School	Places per year	Contact
All Saints, Babbacombe Church of England Primary School Quinta Road TORQUAY TQ1 3RN	Academy	30	Tel: 01803 329131 Fax: 01803 322507 E-mail : admin@ allsaintsbabbacombe.org
Barton Hill Academy , Barton Hill Road, TORQUAY TQ2 8JA	Academy	90	Tel: 01803 327161 Fax: 01803 322181 E-mail: contactus@ bartonhillacademy.org
Brixham Church of England Primary School and Neighbourhood Nursery Higher Ranscombe Road, BRIXHAM TQ5 9HF	Voluntary controlled	30	Tel: 01803 882575 Fax: 01803 882575 E-mail: admin@brixhamcofe.org
Cockington Primary Old Mill Road, TORQUAY TQ2 6AP	Academy	90	Tel: 01803 214100 Fax: 01803 215342 E-mail: admin@ cockingtonprimary.org.uk
Collaton St. Mary Church of England (Aided) Primary School Blagdon Road PAIGNTON TQ3 3YA	Academy	30	Tel: 01803 556433 Fax: 01803 556433 E-mail: admin@ collatonstmaryschool.org
Curledge Street Academy Curledge Street PAIGNTON TQ4 5BA	Academy	60	Tel: 01803 557726 Fax: 01803 664857 E-mail: admin@cs-academy.com
Eden Park Primary School Academy Eden Park BRIXHAM TQ5 9NH	Academy	60	Tel: 01803 854011 Fax: 01803 852678 E-mail: admin@eppsa.org.uk

Primary Schools	Type of School	Places per year	Contact
Ellacombe Academy Ellacombe Church Road TORQUAY TQ1 1TG	Academy	60	Tel: 01803 293040 Fax: 01803 215343 E-mail: ellacombe@lapsw.org
Furzeham Primary and Nursery School Higher Furzeham Road BRIXHAM TQ5 8BL	Community	40	Tel: 01803 853347 Fax: 01803 853377 E-mail: admin@furzehamprimary.org
Galmpton Church of England Primary School Greenway Road BRIXHAM TQ5 0LT	Academy	30	Tel: 01803 842628 Fax: 01803 844962 E-mail: admin@galmpton-primary.torbay.sch.uk
Hayes School Hayes Road PAIGNTON TQ4 5PJ	Academy	57	Tel: 01803 557336 Fax: 01803 664829 E-mail: admin@hayes.torbay.sch.uk
Homelands Primary School Westhill Road, TORQUAY TQ1 4NT	Community	30	Tel: 01803 328264 Fax: 01803 325244 E-mail: office@homelandstorbay.org
Ilsham Church of England Academy Ilsham Road TORQUAY TQ1 2JG	Academy	25	Tel: 01803 292313 Fax: 01803 211193 E-mail: ilsham@lapsw.org
Kings Ash Academy Pimm Road, PAIGNTON TQ3 3XA	Academy	60	Tel: 01803 555657 Fax: 01803 555657 E-mail: admin@kingsashacademy.org
Oldway Primary School Higher Polsham Road PAIGNTON TQ3 2SY	Academy	90	Tel: 01803 557190 Fax: 01803 663987 E-mail: admin@oldwayschool.co.uk

Primary Schools	Type of School	Places per year	Contact
Our Lady of the Angels Catholic Primary School Queensway TORQUAY TQ2 6DB	Academy	30	Tel: 01803 613095 Fax: 01803 390137 E-mail: admin@queenswayprimary.co.uk
Preston Primary School Old Paignton Road TORQUAY TQ2 6UY	Academy	45	Tel: 01803 607075 Fax: 01803 690324 E-mail: admin@preston.torbay.sch.uk
Priory Roman Catholic Primary School St Catherine's Road TORQUAY TQ1 4NZ	Academy	30	Tel: 01803 328480 Fax: 01803 326369 E-mail: admin@priory-primary.torbay.sch.uk
Roselands Primary School Lynmouth Avenue PAIGNTON TQ4 7RQ	Academy	45	Tel: 01803 525375 Fax: 01803 665104 E-mail: admin@roselandsprimary.org.uk
Sacred Heart Catholic Primary and Nursery School Cecil Road PAIGNTON TQ3 2SH	Academy	30	Tel: 01803 558298 Fax: 01803 664838 E-mail: admin@shrcps.org
Sherwell Valley Primary School Hawkins Avenue TORQUAY TQ2 6ES	Community	90	Tel: 01803 613296 E-mail: admin@svps1.com
Shiphay Learning Academy Exe Hill TORQUAY TQ2 7NF	Academy	60	Tel: 01803 613556 Fax: 01803 617034 E-mail: admin@shiphay.org
St Margaret Clitherow Catholic Primary School Polhearne Way BRIXHAM TQ5 0EE	Academy	30	Tel: 01803 851647 Fax: 01803 851647 E-mail: admin@smcprimary.org
St Margaret's Academy Barewell Road TORQUAY TQ1 4PA	Academy	60	Tel: 01803 327090 Fax: 01803 322168 E-mail: admin@st-margarets.torbay.sch.uk

TIPS 5

Primary Schools	Type of School	Places per year	Contact
St Marychurch Church of England Primary and Nursery School Hartop Road TORQUAY TQ1 4QH	Academy	45	Tel: 01803 329070 Fax: 01803 312891 E-mail: admin@stmch.org
St. Michael's Church of England Academy Fisher Street PAIGNTON TQ4 5EW	Academy	30	Tel: 01626 248800 E-mail: stmichaels@lapsw.org
Torre Church of England Academy Barton Road TORQUAY TQ1 4DN	Academy	45	Tel: 01803 324007 Fax: 01803 322171 E-mail: admin@torre-primary.torbay.sch.uk
Upton St James Church of England Primary School St James' Road TORQUAY TQ1 4AZ	Academy	15	Tel: 01803 328286 Fax: 01803 328286 E-mail: admin@uptonsj.org
Warberry Church of England Academy Cedars Road TORQUAY TQ1 1SB	Academy	60	Tel: 01803 292642 Fax: 01803 215325 E-mail: warberry@lapsw.org
Watcombe Primary School Moor Lane TORQUAY TQ2 8NU	Community	30	Tel: 01803 327419 Fax: 01803 322172 E-mail: admin@watcombe-primary.torbay.sch.uk
White Rock Primary School Davies Avenue PAIGNTON TQ4 7AW	Foundation	90	Tel: 01803 557940 Fax: 01803 846017 E-mail: admin@white-rock-primary.torbay.sch.uk

This document can be made available in other languages, on tape, in Braille, large print and in other formats. For further information please contact 01803 208245.