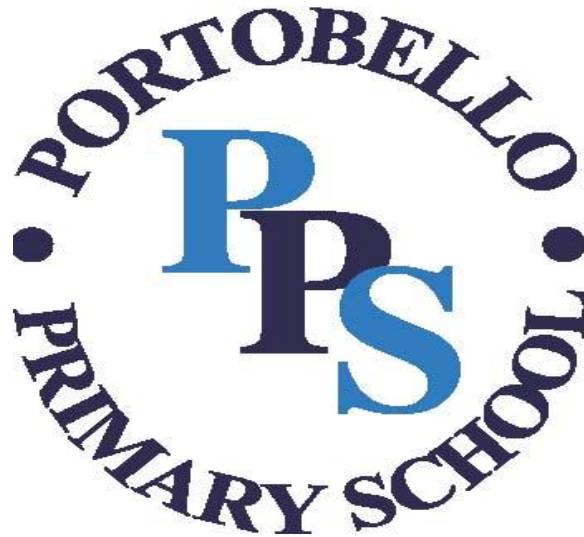


# Portobello Primary School

## Temporary Admission Policy



Ratified by Governors on: 11<sup>th</sup> January 2021

Signed: D. McGuiness

## Rationale

On Monday 4<sup>th</sup> January 2021, the Prime Minister announced that the country would be under a second National lockdown and schools would be closed for all children except those classed as Vulnerable or the children of Critical Workers. The whole purpose of this is to dramatically reduce the numbers of children in school and therefore reduce the number of contacts capable of transmitting the virus.

On Wednesday 6<sup>th</sup> January, Gateshead LA released a revised Risk Assessment for schools across the borough. This requires schools to implement 2 metre social distancing wherever possible and therefore limits the capacity of each class bubble (2.3metres in Early Years).

## Aims

The purpose of this this policy statement is to provide a clear and transparent framework by which places in school can be allocated fairly should demand exceed capacity. A number of principles underpin this policy.

- Safety of children, staff and the wider community is of paramount importance; the fewer the number of children attending the school the safer, as keeping numbers at a minimum reduces the risk of transmission and prevents bubbles from bursting.
- It is vitally important that bubbles are able to remain open for the vulnerable and those children whose parents are critical workers and absolutely need us to have their children at school so that they can go to work.
- The school will endeavor to provide as many spaces possible as is deemed safe.
- Individual class 'caps' will be based on age of child and limitations of the space the bubble occupies.

## Expectations

In order to minimise the numbers of children in school we have asked:

- Parents and carers to only take up a space for their child if it is absolutely necessary.
- That even if they are a critical worker, to carefully consider keeping their child at home wherever possible even though they are working from home.
- That if there is someone in their household who is not a critical worker and whose work is not critical to the coronavirus (COVID-19) and EU transition response that they look after the child.
- That if parents or carers absolutely need a space, then they only take that space on the days they need it. Even reducing their presence by one day makes a difference in terms of keeping each class as safe as possible.

Many parents and carers have been able to do this and this has made the numbers in school manageable.

## Temporary Class ‘Caps’

Reception	Year One	Year Two	Year Three	Year Four	Year Five	Year Six
9	9	9	9	9	9	9

## Admissions Guidance

The governors have agreed to adopt Gateshead's Temporary Admissions Guidance for use only during the current COVID19 lockdown. This consists of oversubscription criteria and a set of underlying principles.

### Oversubscription Criteria

Order of Priority	Over Capacity Criteria
Criteria 1	Children identified as vulnerable offered a place.
Criteria 2	Children of Health and Social Sector staff offered a place.
Criteria 3	Children of Staff in Gateshead Schools offered a place.
Criteria 4	Children of School Staff working beyond Gateshead offered a place.
Criteria 5	Children where all carers/parents are identified as critical workers offered a place.

The following principles underpin this process:

- Once a place has been offered and a child attends regularly, this will not be withdrawn at a later date.
- Flexibility should be allowed in attendance for those children of parents working shift patterns.
- The LA will endeavour to identify provision elsewhere if a parent of a vulnerable child or a key worker applies for a place after capacity has been reached.
- Parental appeals will be via the school governing appeals body.

In addition, at Portobello Primary School, requesting parents may be offered a part-time offer dependent on shift patterns of parents already allocated a place.

### Review

Every aspect of this policy will be reviewed weekly and this will be shared with governors. This policy will end following government guidance.