

St. George's C.E. Primary School

Admission Criteria 2017/18

Introduction

Children are admitted into the reception class in the September of the academic year in which they reach their fifth birthday. *(Although parents may wish to defer their child's school place until the term in which a child reaches compulsory school age we prefer all children to be admitted for the beginning of the academic year). [See Deferment]*

The Governors wish to reflect the Christian character of the school and its links to the local Christian community in its admissions practice. The majority of the pupils are expected to be those living in the neighbourhood of the school.

Published Admissions Number (PAN)

The school's published admissions number for reception is 60.

The school's admission number in other year groups is 60.

Oversubscription Criteria

The school has its own 'Admissions Criteria'. This is applied if the number of applicants for places in the reception class exceeds the published admission number.

Parents are advised that the school is part of the County Admissions Scheme and parents should complete-

- A- An online Common Application Form.
- B- In addition they should collect and complete a Supplementary Form that is also available from and returnable to the school as St George's is a Church of England School.

Before the application of oversubscription criteria children with an Education, health and care plan (EHCP) which names the school will be admitted. As a result of this the published admission number will be reduced accordingly.

Places will be offered according to the following criteria in order:

1. **Looked after children and previously looked after children** (A child under the age of 18 years for whom the Local Authority provides accommodation by agreement with their parents/carers (Section 22 of the Children Act 1989) or who is subject to a care order under Part IV of the Act. This applies equally to children who immediately after being looked after by the local authority become subject to an adoption, residence or special guardianship order (As defined by section 46 of the Adoption and Children Act 2002 or section 8 or 14A of the Children Act 1989)
2. **Children who have blood or adopted brothers or sisters or half brothers and sisters who live at the same home as the child already attending the school at the time of entry;** (In this context brother or sister means children who live as brother or sister in the same house, including natural brother or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters. The sibling link is maintained as long as the family live at the same address as when the first child applied, or has moved closer to the school than when the first child was offered a place, or has moved to an address that is less than 2 miles from the school using the distance measured by the method outlined in the distance/ nearness of children's home to school criterion.)

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3. **Children from families who are practising members of the Church of England, attending on a regular basis;** (You would need to offer proof from a serving Vicar of your local Church - the school can provide you with the supplementary form to support a request for a place under this category). {'Regular is defined as twice per month for six months or longer.'}
4. **Children who are from families who regularly worship** at a non Church of England Christian base. (The priest/minister will be contacted. "Regular parental worship" or "on a regular basis" means at least twice a month for six months.) A form confirming this must be signed by the Priest in Charge, or the appropriate Minister, etc. If you have recently moved house a letter from the Minister of your previous church authenticating a continuity of worship must be supplied. If you have moved church within the last year then we would require a letter from both Ministers. (A supplementary form is available from the school, to support a request for a place under this category).
5. **Children of staff at the school.** Where the staff member is the 'legal parent' for the pupil and they have two or more years of service within the school (this may include 2 years of part time service such as a MMS, teaching asst, road crossing patrol, cleaner etc).
6. **Whether the applicant has any medical or compassionate needs.** (Medical, health, social and special access reasons will be applied in accordance with the school's legal obligations, in particular those under the Equality Act 2010. Priority will be given to those children whose mental or physical impairment means they have a demonstrable and significant need to attend a particular school. Equally this priority will apply to children whose parents'/guardians', physical or mental health or social needs means they have a demonstrable and significant need to attend a particular school. Such claims will need to be supported by written evidence from a suitably qualified medical or other practitioner who can demonstrate a special connection between these needs and admission to St George's.)
7. **Any other child where the proximity of the school is measured.** (Nearness of children's homes to school)- we use the distance between the child's permanent home address and the school, measured in a straight line using Ordnance Survey address point data. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by Ordnance Survey. The same address point on the school site is used for everybody. A child's home address is considered to be a residential property that is the child's only or main residence (not an address at which the child may sometimes stay or sleep) and which is either owned by the child's parent, parents or guardian or leased or rented to them under a lease or written agreement. Where partners live apart but share responsibility for the child, and the child lives at two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of the week. If you live in a block of flats we will regard this as a single address point reference, so applicants living in the same block will be regarded as living the same distance away from the school. In the unlikely event that two or more children live in the same block and in all other ways have equal eligibility for the last available place at school, the names will be issued a number and drawn randomly to decide which child should be given the space. [A map from the school of likely successful catchment areas is attached.]

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Further Information

Tie break situation

In a tie break situation then the nearness of the applicant's home to school will be the decider.

If 2 or more applicants have the same distance then a number will be issued to each applicant and drawn randomly to decide which child should be given the space. Arrangements will be made for this to be independently witnessed.

In accordance with the provisions of the School Standards and Framework Act 1998, parents may appeal against any refusal to admit their child(ren) to the school. If this is the case they are at liberty to write to the Clerk to the Governors detailing the full reasons for the appeal.

The School withdrawing its offer.

The school has the right to withdraw the offer of a place in the following circumstances-

1. When a parent has failed to respond to an offer within a reasonable time (2 weeks) or
2. When a parent has failed to notify the school of important changes to the application information or has acted fraudulently. Or
3. A parent is not able to satisfy the school that the subscription applied under can be proven.

Waiting lists

The school can keep a list of pupils waiting to come into school. They will be ranked according to the criteria mentioned above. Each time a child is added to the waiting list the list is re-ranked according to the above criteria. This means you can go up or down the list.

Deferment

St George's is rightfully proud of its' successful transition for reception pupils into school. We admit all our pupils in September using an extensive, well tested and supportive programme of introduction and home visits. Without exception our parents praise our transition and this can be seen in the variety of feedback we receive each year. Whilst we appreciate that you may defer your child's entry to school or ask for part time, we would advise you to book a meeting with our early year's team before taking this decision, so that you can see the numerous benefits of starting school in September.

Admission outside of the normal age group

Requests for admission outside of the normal age group should be made in writing to the Head Teacher as early as possible in the admissions round associated with the child's date of birth. This will allow the school and admissions authority sufficient time to make a decision before the closing date. Parents are not expected to provide evidence to support their request to defer their application, however where provided it must be specific to the child in question.

Parents are required to complete an application at the normal point of entry at the same time, in case their request is declined. Deferred applications must be made via paper CAF to the LA, with written confirmation from each named school attached. Deferred applications will be processed in the same way as all applications for the cohort in the following admissions round, and offers will be made in accordance with each school's oversubscription criteria. Parents do not have the right to insist their child is admitted to a particular year group and must get consent from the Head Teacher and admissions authority.

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St George's Church of England Primary School

Supplementary Information Form (SIC)

(To be completed in addition to the Local Authority's Common Application Form (RCAF)
'As an 'aided' school, the Governors and Head Teacher wish St George's to reflect the rich traditions of Anglican prayer and worship. Acts of worship are central to school life and will form part of the daily routine of this school.'

Parents should be aware that if their child is successful in gaining a place at St George's that they will support the Head Teacher in the above statement and all other policies.

Full name of child	
Gender	Male <i>(Please circle)</i> Female
Date of Birth	

Please note the school will request proof of address and a birth certificate- if these are not provided we may withdraw the offer of a place.

Child's permanent address	Telephone Number Mobile Phone
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Is the child in Local Authority Care?	Yes <i>(please circle)</i> No
Does the child have a sibling that attends here?	Yes <i>(please circle)</i> No

Name of parents	
Address	
All contact numbers for parents	

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Church Affiliation

Church attended by parents	
Name and address of Vicar who knows the child	
'We have attended our church for the last six months and have attended at least twice per month.'	Yes No (please circle)

Signature of Vicar _____

Name of Vicar _____

Date _____

If you have moved into the area in the last six months please copy this form and obtain the signature of your last Vicar.

Declaration

'I/We apply for the admission of our child to St George's CEP School and understand that a false declaration may mean any offer is withdrawn.'

**Parent/
Guardian's Signature**

Date