

# APPLICATION FOR ADMISSION TO RECEPTION SEPTEMBER 2017.

This Supplementary Form to be completed with Reception Common Application Form (RCAF)

Governors will only offer places in accordance with their published admission criteria found on the back of this form.

If you require help in understanding and completing this form please ask at the school office.

## Please answer all questions.

Full name of child: .....

Child's date of birth: .....

Full name of mother: .....

Full name of father: .....

Present address of child: .....

Postcode: ..... Telephone: .....

E-mail address (please print clearly).....

## Criteria 1

Is this child in Local Authority Care? Yes  No

Looked After Children/Children in Local Authority Care and children that were looked after but are no longer due to an adoption.

*A child under the age of 18 years for whom the Local Authority provides accommodation by agreement with the parents/carers (Section 22 of the Children Act 1989) or who is subject of a care order under Part IV of the Act. This applies equally to children who immediately after being looked after by the local authority became 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).*

## Criteria 2, 3, 4

Do you attend a Christian Church? Yes  No

**If yes:** Please state name and address of Church: .....

.....

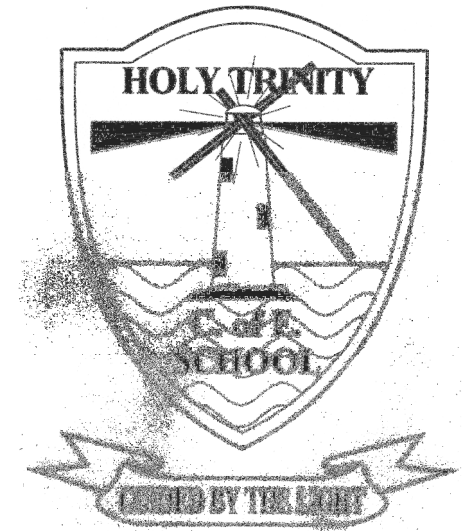
Do you attend a Christian Church at least once a month?  Less than once a month?

**It is your responsibility to provide the school with a reference from the priest or minister of your place of Worship. This should be on headed paper stating your commitment. Practising members of a Church are defined as attending at least once a month for the previous year.**

*All Christian denominations other than Church of England should be members of 'Churches Together in Gravesham'.*

If you require help in understanding and completing this form please ask at the school office.

ਜੇ ਤੁਹਾਨੂੰ ਇਸ ਨੂੰ ਪੜ੍ਹਣ ਵਿਚ ਮੁਸ਼ਕਲ ਆਉਂਦੀ ਹੈ,  
ਤਾਂ ਮਿਸਜ਼ ਸੌਢੀ ਮਦਦ ਕਰ ਸਕਦੀ ਹੈ।



## Criteria 5

Will the child have an older brother or sister attending Holy Trinity School at the time of admission? Please give their name(s) and class(es).

.....  
*A brother or sister must be attending the school when the child starts. In this context a brother or sister means children who live as brother or sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.*

## Criteria 6

Please provide a utility bill (e.g. Gas, Electric, Council Tax bill) as proof of your address (not more than three months old). The address will be used on all future correspondence unless otherwise notified. Please use house numbers/house names and post codes.

*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 week days.*

*We ask the Local Authority to calculate distances. They 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*

## **GOVERNORS CRITERIA FOR ADMISSION**

**Reception Intake** (for children where their date of birth is between 1<sup>ST</sup> September 2012 and 31<sup>st</sup> August 2013)  
The Governing Body intends to admit 60 Reception pupils during the academic year. We anticipate all children starting in our Reception classes in September 2017. However, younger children may not initially be offered a full time placement. The closing date for applications and letters offering places will follow the dates laid down by Kent County Council.

Governors will follow the deadline dates as laid down by Kent County Council.

### **Casual Admissions**

Casual admissions of children moving into the area or transferring from another school will be considered by Governors having regard to the admission policy stated below and according to whether places are available in the appropriate year group.

Where there are more applications than places Governors will use the criteria below in order:

1. Children looked after and children looked after but are no longer, due to an adoption.
2. Children of parents who are practising members of the Parish Church of St Peters and St Paul Milton or at St George's Church, Gravesend or Christ Church Milton-Next-Gravesend. (Practising members of a Church are defined as attending at least once a month).
3. Children of parents who are practising members of the Church of England. (Practising members of a Church are defined as attending at least once a month).
4. Children of parents from other Christian Denominations who are practising members of churches that are members of 'Churches Together in Gravesend'. (Practising members of a Church are defined as attending at least once a month).
5. Children from families who have brothers or sisters attending the school at the time of admission.
6. All other applicants will be prioritized according to distance of home from the school. We ask the LA to calculate distances. They 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.

### **Note**

- i) Further clarification of the above criteria is included on the previous page.
- ii) In the event of applications of matching criteria, priority will be given by making reference to the next criteria.

**I declare that I have also completed a RCAF for this child and included Holy Trinity as one of my three preferences. I understand that if at a later date this information is found to be incorrect I may lose any place allocated to my child.**

**I /We agree to support the Anglican Christian Ethos of the School and to support the Home/School Agreement.**

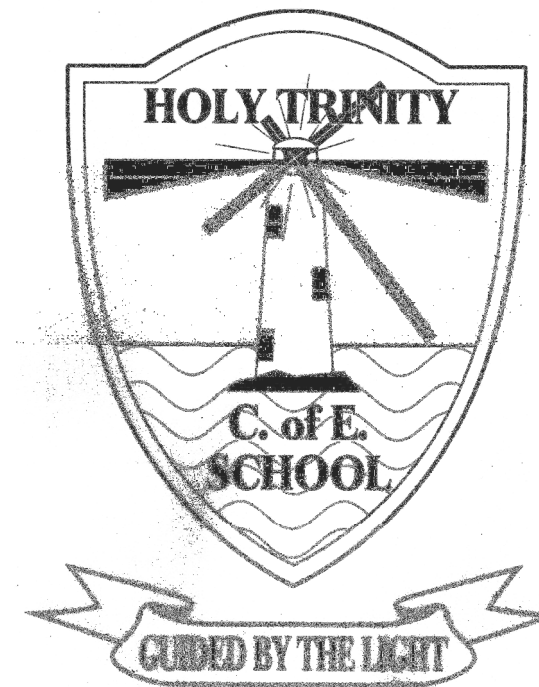
Signed ..... Date .....

# **HOLY TRINITY C.E. PRIMARY SCHOOL**

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01474 534746

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Web Site: [www.holytrinity-gravesend.kent.sch.uk](http://www.holytrinity-gravesend.kent.sch.uk)

Headteacher Mrs K O'Brien



**Learning and caring together, building a firm foundation for the future.**

## **RECEPTION SUPPLEMENTARY ADMISSION FORM 2017**

**NAME OF CHILD .....**Male/Female

**DATE OF BIRTH .....**

*The Governors of Holy Trinity CE Primary School reserve the right to verify the information provided on the RCAF. Parents are required to provide the school with copies of birth certificates and proof of residency (not more than three months old). Failure to provide this information may result in your child's offer of a school place being withdrawn.*

**You must also apply online to KCC**

Failure to do this will mean that your child will not be allocated a place in any school.