

**CHRIST CHURCH  
CHURCH OF ENGLAND JUNIOR SCHOOL,  
RAMSGATE**



**ADMISSIONS POLICY 2017**

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## CHRIST CHURCH CHURCH OF ENGLAND JUNIOR SCHOOL, RAMSGATE

### ADMISSIONS POLICY

The Academy Trust is the admissions authority for the school and decisions about admission against the criteria set out below will be made by the governing body, who will also put in place independent arrangements for appeals against admission decisions.

Coordination of admissions will continue to be the responsibility of the Local Authority. Applications for places must be made on the common application form for the local authority in which the family lives. Offers of places will be sent to parents on the common offer date a notified by the LA.

#### Oversubscription Criteria

The school has an admission number of 60.

Where there are fewer than 60 applications, all will be admitted.

Where there are more applicants than places available, after the admission of pupils with Statements of Special Educational Need which name the school, priority for admission will be given to those children who meet the criteria set out below, in this order:

*1. Children in Public Care (Looked after children) or children who were previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order.*

Looked after children are children who are in the care of the local authority or being provided with accommodation by a local authority in the exercise of their social services functions (see definition in section 22(1) of the Children Act 1989). A child is considered to be a looked after child for school admissions purposes only if the local authority confirms they were in public care at the time of making an application to a school.

Previously Looked After Children are those: who were adopted under the terms of the Adoption and Children Act 2002 which did not come into force until December 2005; who were subject to a residence order under Section 8 of the Children Act 1989; or who were subject to a special guardianship order under Section 14 of the Children Act 1989.

*2. Siblings of children who will still be registered at the school at the time of admission.*

A brother or sister attending the school when the child starts. In this context 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.

*3. Medical / Health and Special Access Reasons*

Medical/health and Special Access Reasons will be applied in accordance with the school's legal obligations, in particular those under the Disability Discrimination Act 1995. Priority will be given to children under this criterion whose health or physical impairment means that they have a demonstrable and significant need to attend Christ Church Junior School. Medical/health and Special Access Reasons must be supported with written evidence from an appropriately qualified medical practitioner. The evidence must demonstrate a special connection between the child's needs and Christ Church Church of England Junior School.

*4. Distance / Nearness of children's home to school*

The distance is measured between the child's permanent address and the school measured in a straight line using Ordnance Survey address point data. Distances are measured from a

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central point within the child's home to a similarly defined point within the school as specified by Ordnance Survey. The school uses the measurements provided by the Local Authority (LA) and further information on how distances are calculated is available in the Admissions Booklet provided by the LA. In the case of distances from flats, the school will use the process defined below in 'Tiebreaker'.

### **Clarification of the Child's Home Address**

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 rental agreement. Where partners live apart but share the 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.

### **Tiebreaker**

If any category is oversubscribed, applicants will be ranked by straight line distance [as defined above] and those closest given priority. Where distance is found to be equal, children will be ranked in alphabetical order, surname first and then by alphabetical order of first name on birth certificate.

### **Late applications**

Applications received after the closing date will be treated as late applications and processed after all on-time applications have been dealt with. If places are available at that stage they will be offered, otherwise late applicants will be added to the waiting list in the order of the criteria listed above.

### **Appeal**

In all cases where an application for a place at a school is unsuccessful the parent will have the right of appeal. That appeal will be heard by an Independent Appeal Panel commissioned by the Governing Body of Christ Church Church of England Junior School.

### **Waiting lists**

All applicants for a school who are not offered a place – and any late applicants - will be placed on that school's waiting list in the order of the criteria set out above. If places become available before the start of year 3 they will be offered in order according to the child's place on the waiting list. The school will not hold a waiting list beyond the start of the school year – applications after that date will be considered using the in-year arrangements described below.

### **Arrangements for in-year admission to all year groups**

Applications for places in other year groups are made directly to the school. Where a place is sought in a year group which has places available, the child will be admitted.

Parents of children already in schools in the area are asked to discuss a possible move with the Headteacher of the school which their child is already attending. We do not encourage parents to move their children from a local school without good reason, unless it is in the child's best interest.

If at any stage there are more children seeking places in a year group than there are places available the oversubscription criteria set out above will be used, in that order.

Christ Church Church of England Junior School will participate in the Fair Access Protocol in Ramsgate/ Kent and where required to do so will offer a place through that process ahead of any child on the school's waiting list.

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