



**ALL SOULS'  
CHURCH OF ENGLAND  
PRIMARY SCHOOL**

**Admissions Policy**

Reviewed: Sept 2022  
Next Review Date: Sept 2023

## ADMISSIONS POLICY

It is the policy of All Souls' Church of England Voluntary Aided Primary School to admit pupils at the beginning of the Autumn Term without regard to ability or aptitude. The number intended admissions at mainly age 4 plus for the year commencing 1 September will be 45.

Children will be admitted in the school year, commencing September, of their fifth birthday. The children will join the school on a full-time basis, after an initial part-time period of familiarisation.

Before the application of oversubscription criteria children with a statement of special educational need which names the school will be admitted. As a result of this the published admissions number will be reduced accordingly.

In the event of over subscription the Governors will allocate places to children according to the following criteria:

1. Children in Local Authority Care.

*Looked After Children and previously Looked After Children*

*A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school.*

*A previously looked after child means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after and those children who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted.*

*A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.*

2. Current family association –

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.

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.

3. Children of families who regularly worship at All Souls' Church and live in the parish. A map of the parish is available for parents to consult.

4. Children of families who regularly worship at All Souls' Church and do not live in the parish.

"Regular worship" is defined as attendance at services at All Souls' Church on at least a monthly basis over the last 12 months. Written confirmation from the Vicar of All Souls' Church will be required by the Governors.

5. Children of families who have commenced regular worship at All Souls' Church in the last twelve months and who previously worshipped regularly at another Church. Written confirmation will be required by the Governors from the Vicar of All Souls' Church and the Vicar or Curate from the previous Church.
6. Health reasons –  
Medical, health social 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 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 that they have a demonstrable and significant need to attend a particular school. Such claims will need to be supported by written evidence from a suitable qualified medical or other practitioner who can demonstrate a special connection between these needs and the particular school.

In the event of over-subscription on the grounds described in sections 1-6 inclusive, nearness of a child's home as measured by a straight line from home to school will be the deciding factor.

A pupils' home is considered to be a residential property that is the **child's only or main residence** and not an address at which your child may sometimes stay or sleep due to your own domestic or special arrangements. The address must be the pupil's home address on the day you completed your application form and which is either

- Owned by the child's parent, parents or guardian, OR
- Leased to or rented by the child's parent, parents or guardian under a lease or written rental agreement.

If you live separately from your partner but share responsibility for your 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 weekdays.

A block of flats has 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 the school, the names will be issued a number and drawn randomly to decide which child should be given the place.

Any parent whose child has been refused admission has the right to appeal against this decision.

Although parents may wish to defer their child's school place until the start of the term following their fifth birthday we do have the facilities to admit these children at the beginning of the academic in which their birthday falls.

After a place has been offered the school reserves the right to withdraw the place in the following circumstances:

- When a parent has failed to respond to an offer within a reasonable time: or

- When a parent has failed to notify the school of important change to the application information; or
  - The admission authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent.
- a) Published Admission Numbers will be 45
  - b) Over subscription criteria – as admissions policy
  - c) No testing
  - d) Time table for admission will be as per LEA
  - e) Waiting lists will be kept by school and the oversubscription criteria will apply if appropriate.

### **Summer Born Children**

While most parents will be happy for their child to start school in the September following their fourth birthday, some parents will have concerns about whether their child will be ready for school at this point, and will consider delaying their entry until compulsory school age.

It is important for parents to understand that although statistically summer born children tend to perform less well in tests, this does not mean that all children born in the summer term will struggle at school. Teachers within All Souls' are skilled at differentiating the curriculum to meet a diverse range of needs. Before deciding to delay your child's entry to school, we would recommend that parents visit us so that we can explain the provision on offer to the children in the EYFS and how it is tailored to meet the needs of the youngest pupils.

# ALL SOULS' C OF E PRIMARY SCHOOL SUPPLEMENTARY ADMISSION APPLICATION FORM

Full name of child:	
Male/Female:	
Date of Birth:	
Address:	
Postcode:	
Home telephone no:	
Mobile no:	
Email address:	

Name of Parents/Guardians:	
Names and dates of birth of any siblings (including step, half, adopted or foster living at the same address at the time of admission to the school) attending All Souls' C of E Primary School.	

Are there any special medical, social or educational reasons why your child should have a place at this school? If so, please give details below and continue on a separate sheet if necessary. If you wish the Governors to consider your special reasons, please provide professionally supported evidence at the time of the application.

Parents who wish to apply for a place under the Church criteria must also have the next section of the form completed by your minister or the person appointed by your church to validate school applications.

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Please sign and return to All Souls' C of E Primary School office.

<b>Signed:</b>  <i>Mother/father or person with parental responsibility</i>	<b>Date:</b>
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# FORM FOR CLERGY

**Section to be completed by parents or person with parental responsibility:**

Child's name:	
Date of Birth:	
Name of Parents/Guardians:	
Main weekday address:	
Name and address of place of worship:	
What denomination is your church?	
<b>Signature or mother/father or person with parental responsibility:</b>	
<b>Date:</b>	

<b>To be completed by member clergy</b>	<b>Please Tick</b>
The parent(s), carers or guardians of this child are currently active members of my church and have been over the previous 12 months.	
The child is currently a member of Church Club or equivalent.	
<p>Please add any further information to assist the Governors in fulfilling their admissions process.</p> <p>Please note that parents wishing to appeal for a place may have the right to see all correspondence relating to their application and appeal.</p>	
<b>Signature of Minister:</b>	
<b>Position:</b>	
<b>Date:</b>	

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**This form does not constitute an application under the local authority's co-ordinated admission arrangements; parents applying under the church criteria must ensure that they have named All Souls' C of E School as one of their preferences on the Common Application Form in addition to submitting this form to the school.**