

Christ Church (C of E) Primary School



ADMISSION POLICY FOR ACADEMIC YEAR 2019-2020

DIOCESE OF CHESTER

CHRIST CHURCH, MORETON. CHURCH OF ENGLAND AIDED SCHOOL

Parents should be aware before applying that in this school RE, collective worship and our whole ethos are based on the teachings of the Church of England.

Applications are to be made on-line by using the common application form. It is not normally possible to change the order of your preferences for schools after the closing date. If you do not have access to the internet a paper common application form can be collected from any Primary School as it is a universal common application form. The closing date for common application forms are to be in by the 15 January 2019.

Letters or e-mails informing parents of whether or not their child has been allocated a place will be sent out by the Local Authority. For dates see Local Authority Booklet. Parents of children not admitted will be informed of the reason and offered an alternative place by the Authority.

The number of places available for admission to the Foundation Stage 2 class in the year 2019-20 will be a maximum of 56. This arrangement follows consultation between the governing body, the Diocesan Board of Education, Local Authorities and other admissions authorities in the area. The governing body will not place any restrictions on admissions to the foundation stage 2 class unless the number of children for whom admission is sought exceeds this number. By law, no infant class may contain more than thirty children.

Children with statements

Section 324 of the Education Act 1996 requires the governing bodies of all maintained schools to admit a child with a Statement of Special Educational Needs that name that school.

The Governing Body operates a system of equal preferences under which they consider all preferences equally and the Local Authority allocates places according to its policy. In the event that there are more applicants than places, the governing body will allocate places using the following criteria, which are listed in order of priority:

1. Looked after children and previously looked after children.
2. Children with special medical or social circumstances affecting the child where these needs can only be met at this school.
3. Children whose parents/guardians are faithful and regular worshippers in the Parish Church of Christ Church, Moreton
4. Children whose parents/guardians are faithful and regular worshippers in a neighbouring Anglican Church for whom this is the closest Church of England school.
5. Children whose parents/guardians are faithful and regular worshippers of another Christian denomination, as recognised by Churches Together in Britain and Ireland and for whom this is the closest Church of England school.
6. Children who have a sibling in school who will still be attending school the following year.
7. Children resident in the parish of Christ Church, Moreton. A map showing the parish is available from the School Office.
8. Other children.

Notes

- (a) Professional supporting evidence from e.g. a doctor, psychologist, social worker, is essential if admission is to be made under the criterion for special medical or social circumstances, and such evidence must set out the particular reasons why the school is question is the most suitable school and the difficulties which would be caused if the child had to attend another school.
- (b) By "faithful and regular" we mean attendance at a minimum of two services per month for at least six months prior to the closing date for applications. A letter from your incumbent or minister or other church officer will be required as proof of attendance.
- (c) A map showing the boundaries is available from the Parish Centre.
- (d) Siblings include step, half, foster, adopted brothers and sisters living at the same address and full brother and sister living apart.
- (e) A parent is any person who has parental responsibility or care of the child. Where

admission arrangements refer to “parent’s attendance at church” it is sufficient for just one parent to attend.

- (f) Where the above criteria are not adequate to distinguish between requests for admission which cannot all be accepted without exceeding the admission limit, priority will be decided on the basis of the distance from the school, measured by the shortest walking route from the front door of the child’s home address (including flats) to the main entrance of the school, using the Local Authority’s computerised measuring system, with those living closer to the school receiving the higher priority.
- (g) All children with birthdays between 1 September 2014 and 31 August 2015 are admitted in September 2019. For children with a birthday after Christmas or after Easter parents may defer entry until later in the year and the Headteacher should be consulted if this option is being considered.
- (h) 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 (under section 22(1) of the Children Act 1989). A previously looked after child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements or special guardianship order.

Late applications for admission

Where there are extenuating circumstances for an application being received after the last date for applications, and it is before the governors have established their list of pupils to be admitted, then it will be considered alongside all the others.

Otherwise, applications which are received after the last date will be considered after all the others, and placed on the waiting list in order according to the criteria.

Waiting list

Where we have more applications than places, the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the admissions criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted.

This waiting list will operate until the end of December 2019.

Address of pupil

The address used on the school’s admission form must be the current one at the time of application. If the address changes subsequently, the parents should notify the school. Where the parents live at different addresses, the current-at-the-time-of-application, normal address of the child will be the one used. This will normally be the one where the child wakes up for the majority of Monday to Friday mornings. Parents may be asked to show evidence of the claim that is being made for the address, e.g. identity cards of various sorts showing the child’s address as the one claimed. Where there is dispute about the correct address to use, the governors reserve the right to make enquiries of any relevant third parties, e.g. the child’s GP. For children of UK Service personnel and other Crown Servants returning to the area proof of the posting is all that is required.

Non-routine admissions

It sometimes happens that a child needs to change school other than at the “normal” time; such admissions are known as non-routine admissions. Parents wishing their child to attend this school should arrange to visit the school. Following this they will be asked to complete a Local Authority admissions form which will then be dealt with in line with the Local Authority co-ordinated scheme with the Governors applying the criteria to any application the Local Authority ask them to consider.

Appeals

Where the governors are unable to offer a place because the school is over subscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. **Parents should notify the clerk to the governors at the school within 28 days of receiving the letter refusing a place.** Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days’ notice of the place and time of the hearing. For further information see timetable below.

If your child was refused a place in Foundation Stage 2 or Key Stage 1 because of Government limits on Infant class sizes, the grounds on which your appeal could be successful are limited. You would have to show that the decision was

one which in the circumstances no reasonable governing body would have made, or that your child would have been offered a place if the governors' admissions arrangements had been properly implemented.

Please note that this right of appeal against the governors' decision does not prevent you from making an appeal in respect of any other school.

Fraudulent applications

Where the governing body discovers that a child has been awarded a place as the result of an intentionally misleading application from a parent (for example a false claim to residence in the catchment area or of involvement in a place of worship) which effectively denies a place to a child with a stronger claim, then the governing body is required to withdraw the offer of the place. The application will be considered afresh and a right of appeal offered if a place is refused.

Deferred admission

If your child is due to start school during the next academic year, it is important that you apply for a place for September. If your child's fifth birthday is between the months of September and December, then, if you wish it, admission may be deferred until January; if it is between January and April, then admission may be deferred until the start of the summer term though it is likely to be in your child's interest to start no later than January.

Summer Born Children

Parents of a summer born child (1st April – 31st August) may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – i.e. into F2 rather than Year 1.

Twins

Where there are twins wanting admission and there is only a single place left within the admission number, then the governing body will exercise as much flexibility as possible within the requirements of infant class sizes. If only one place can be offered then parents will be advised that the place will be offered to the older twin and informed of their legal right of appeal for their other twin

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