



## ST. JUDE'S CE PRIMARY SCHOOL

### ADMISSION POLICY 2018-2019

*St. Jude's Church of England Primary School has a distinctive Christian ethos which is at the heart of this school and provides an inclusive, caring and supportive environment where children learn and flourish in a setting shaped by Christian values. We welcome applications from all members of the community and we ask all parents to respect the Christian Anglican Foundation ethos of our school and its importance to our community.*

The Governors and the Local Authority (LA) have agreed an admission limit of 30 pupils for each year group. The Governors are responsible for the admission arrangements but have to consult the LA before any changes are made. The Governing Body is required to abide by the maximum limits for infant classes i.e. 5, 6, and 7 years old maximum of 30 pupils per class.

All families are expected to uphold the Christian ethos of the school. Applications should be made after the child's third birthday. The school's Supplementary Form must be returned to the school by 15<sup>th</sup> January 2018

**23 Foundation Places will be allocated under criteria 1, 2, 3, 4, 5 & 6. (Criterion 1 & 2 will take precedence over Criterion 3, 4, 5 & 6 in that order of priority.) The remaining 7 places will be designated as Open Places and allocated under Criteria 7, 8, 9 & 10. Those who live nearest will be given highest priority in each category.**

Foundation applicants, who supply details of their Church commitment but do not meet the criteria, for instance, because they only worship monthly, will be moved to the Open Criteria.

#### **FOUNDATION PLACES** (23 places available)

**Criterion 1 -** Looked after children and previously looked after children (**see Note 1**).

**Criterion 2 -** Children with an exceptional and professionally supported medical or social need for a place at St. Jude's School (See Note 5)

**Criterion 3 -** Children who worship with their parent(s) or carer(s) regularly at the Church of St. Matthews with St. Jude's in the parish of Brixton and who live in the parish or for whom this is the nearest Church of England school, who have a brother or sister already attending St. Jude's at the time of entry. (**see Note 3**)

**Criterion 4 -** Children who worship with their parent(s) or carer(s) regularly at the Church of St. Matthews with St. Jude's in the parish of Brixton and who live in the parish or for whom this is the nearest Church of England school.

**Criterion 5 -** Children who worship with their parent(s) or carer(s), regularly in a neighbouring Church of England Parish for whom St. Jude's is the nearest Church of England school. These Churches must be a full member of Churches Together in Britain and Ireland (CTBI), who have a brother or sister already attending St. Jude's school at the time of entry. (**see Note 3**)

**Criterion 6 -** Children who worship with their parent(s) or carer(s), regularly in another Christian Church for whom St. Jude's is the nearest Church of England school. These Churches must be a full member of Churches Together in Britain and Ireland (CTBI).

**Application for Foundation places will not be considered without the completed Supplementary Form and Minister's supporting letter.**

#### **OPEN PLACES** (7 places available)

**Criterion 7 -** Looked after children or previously looked after children. (**see Note 1**)

**Criterion 8 -** Children with an exceptional and professionally supported medical or social need for a place at St. Jude's School (See Note 5)

**Criterion 9 -** Children who, at the time of entry have a brother or sister still attending St. Jude's school (**see Note 3**)

**Criterion 10 -** Children in order of nearness of the home to the school (**see Note 4**).

#### **Tie-breaker**

In the event that two or more applicants having an equal right to a place under any of the above criteria and there are insufficient places, the Governing Body will use distance, in the first instance, to decide between applicants; if applicants live equidistant from the school the Governing Body will draw lots to decide between applicants.

## Notes:

1. Looked after children are children who are in the care of a local authority, or being provided with accommodation by a local authority in the exercise of their social services functions as defined by Section 22(1) of the Children Act 1989 at the time of making an application to the school. Previously looked after children are children who were looked after immediately prior to being adopted, or who became subject to a residence order, (now termed child arrangement order under the Children & Families Act 2014), or special guardianship order. The Governors will require written confirmation that the child is looked after, or previously looked after, and will be so at the time of making an application to the school.
2. Faithfully and regularly **means attending worship at least twice a month over a period of one year prior to the closing date for applications (15<sup>th</sup> January, 2018)**. When a parent or carer is new to the area, the name and the address of the Minister of religion at the previous Church **MUST** also be given. Governors will seek evidence of regular Church attendance.
  - The parent(s) or carer(s) must ensure that the Minister's form has been completed and returned to the school, before the admissions procedure begins, by 15th January, 2018.
3. Past family associations with the school cannot be considered unless a brother or sister is still at the school **AT THE TIME OF ENTRY, when the child is due to start. If the address given at the time of the application differs from the address at the time of entry, the Governors reserve the right to withdraw the place if you move further away from the school.** Brothers and sisters are blood relatives, step-siblings, half-siblings, adopted and foster siblings living at the same address.
4. Proximity to the school is measured by a straight line distance in which those who live nearer are given highest priority. Proof of address of the parent(s)/carer(s) and child is required. **Applications are considered on the child's home address only.**
5. **Special educational needs:** Parents/carers of pupils who have a statement of special educational needs, or Education, Health and Care (EHC) Plan are required to apply for school places separately through the local authority from whom advice is available. If a child with a statement, or EHC Plan, is placed in the school by the local authority before the normal admission round, the number of places available to other applicants will be reduced. The Governors will admit all those pupils whose statement, or EHC Plan, names the School\*.  
\*NB: All schools are consulted by the LA prior to the school being named.

## Please note:

- a) St. Jude's is part of the locally agreed co-ordination scheme and the timescales for applications to be received and processed are those agreed with the Local Authority. Parents must complete the Local Authority's Common Application Form (CAF) and return the form to the Local Authority; if applying for a place at St. Jude's, parents must name this school as one of their preferences on the CAF. Parents who wish to apply for a Foundation place must also complete the school's Supplementary Form and return completed to the school. Failure to return the Supplementary Form will mean that the school cannot consider the application under its Foundation Criteria: in this case the application will be considered under the Open Places.
- b) St. Jude's is normally oversubscribed.
- c) St. Jude's operates a waiting list which is ordered in accordance with the above admission criteria: length of time on the waiting list is irrelevant. Parents may request in writing to join the waiting list.
- d) St. Jude's will consider late applications in accordance with the procedure and timescales operated by the Local Authority and published in their admissions information booklet.
- e) Deferred and part-time entry – the school admits children to the Reception class in the September of the school year in which a child attains the age of 5 years. (The school year runs from 1 September to the 31<sup>st</sup> August). All parents/carers are entitled to a full-time place for their child in the reception class from September, but may defer entry until the beginning of the term after their child is five year old (ie, when the child reaches compulsory school age) or until the beginning of the summer term whichever is earlier. Children may attend part-time until they reach compulsory school age. Parents/carers who have been offered a place at the School and wish to defer entry for their child and/or attend part-time must put this in writing to the headteacher at the earliest opportunity and before the start of the autumn term.

- f) Education out of normal (chronological) age group – children are normally educated in school with others of their age group; however, in exceptional circumstances parents/carers may seek a place outside of their child's normal age group. Decisions will be made on the basis of the circumstances of each case. Parents/carers must state clearly why they feel admission to a different year group is in the child's best interests and may provide recent professional evidence to support this. Further details of how to make such a request are available from the school.

**For every application a photocopy of proof of address is required.**

**Appeals:** Parent(s) or Carer(s) who are not offered a place for their child have the right to appeal to an Independent Appeals Panel. Parent(s) or Carer(s) wishing to appeal should obtain an appeal form from the school. The form should be sent to reach the Clerk to the Appeals Panel, c/o St. Jude's, within 20 days of the date of the letter confirming the Governors' decision not to offer a place. Should an appeal be unsuccessful, the Governing Body will not consider further applications from those parent(s) or carer(s) within the same academic year unless there have been significant and material changes in their circumstances.