



ALL SAINTS ANGLICAN/METHODIST PRIMARY, ELSTON

ADMISSION ARRANGEMENTS 2015-2016

The published admission number is 15 children per year. In the event of over subscription, all applications for the reception year will be considered in accordance with the admission criteria, as set out below.

Children who are allocated a place will be admitted full time at the beginning of the academic year in which they are 5. Parents may defer their child's admission into school, up to compulsory school age, in which case the place will be kept open for them during the reception year.

The academic year is from 1st September to 31st August. Please contact the Head Teacher if you wish to discuss your child's specific admission arrangements.

Attendance at the early years provision (Foundation 1) at the school does not automatically guarantee a Reception (Foundation 2) place. To register for Early Years provision please contact the school.

Applications must be made on the Common Application Form and returned to the home Local Authority. In support of applications made in accordance with the Church Criteria a Supplementary Admissions form, as published below, must be completed and returned to the Local Authority.

The offer of a school place will be made by the home Local Authority to all parents on the 'offer day' set out in the coordinated scheme

Late Applications

Late applications are those submitted after the closing date for the co-ordinated admissions scheme and will be dealt with in accordance with that scheme. Late applications will be considered, providing the applicant can evidence that there were exceptional reasons for missing the closing date, for example family bereavement, hospitalisation or family trauma.

The school operates a waiting list for its intake year group in partnership with Nottinghamshire Local Authority. This is kept and prioritised following the oversubscription criteria until the end of the Autumn term. All waiting lists are closed at the end of each academic year.

Admission Oversubscription Criteria (In order of priority)

Children who have a statement of Special Education Needs which names the school will be admitted which will reduce the number of places available to other applicants.

1. Looked after children, or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order

2. Children living in the catchment area who, at the time of admission to school, have a sibling on roll.
3. Children living in the catchment area which consists of the parishes of Elston, East Stoke, Thorpe and Sibthorpe.
4. Those out of catchment children who have a sibling living in the same household on the school roll at the time of admission to the school.
5. Children who have attended worship at a Church of England Church, Methodist Chapel or a Church that is a member of Churches Together in England at least once a month over the previous year. (Applicants under this criterion are advised that the school will request information from their Minister of Religion).
6. A child that has been Baptised/Dedicated in a Church as listed in point 5 above.
7. Other children who live outside the catchment area.

Within each category priority will be given to pupils who live closest to the school. Distances will be measured "as the crow flies" from the child's home address to the main entrance of the school using Nottinghamshire County Council's computerised distance measuring software. In the event of two distances being equal lots will be drawn and independently verified.

Special Circumstances

The following groups of children will be given special consideration, by the Admissions Panel of the Governing Body, in their application to the school.

Children whose particular medical needs, mobility support needs, special educational needs or social circumstances are supported by written evidence from a doctor, social worker or other relevant professional stating that the school is the only school which could cater for the child's particular needs. The evidence must be presented at the time of application.

Cases agreed under "special circumstances" will take precedence over all but the first numbered criteria provided that Governors are satisfied that the child has appropriate provision.

In -Year admissions

All Saints Anglican/Methodist Primary School, Elston participates in Nottinghamshire County Council's In-Year coordinated scheme. Full details are available at www.nottinghamshire.gov.uk

Governors will consider admission requests and places will be filled in accordance with the admissions criteria. To avoid unnecessary delay these decisions will normally be delegated to the Head Teacher in consultation with the Chair of Governors and reported at the next Governing Body meeting. The school will normally admit pupils up to the PAN set for the year group when it was first admitted.

Admission date will be agreed with the Head Teacher

Rights of Appeal

When requests for admission are refused the applicants will be informed in writing of the reasons by Nottinghamshire County Council (as part of the In-Year coordinated scheme), together with their rights of appeal

For admissions into the intake year through the coordinated admissions scheme the home Local Authority will inform applicants of the outcome of their application and of their right of appeal. Appeals should be lodged within 20 school days of the receipt of the refusal letter.

Definitions:

1. Parent

- the mother of the child

- an adoptive parent
- the father of the child where he was married to the mother either when the child was born or at a later date
- the father of the child if (since 1 December 2003) he was registered as the father on the birth certificate
- any other person who has acquired 'parental responsibility' through the courts

2. Looked After Children and previously Looked After Children.

The 2012 Admissions Code broadens the definition of "looked after children" to include "previously looked after children", from September 2013. "Previously looked after children" are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). [1.7 Admissions Code 2012].

Until that time, for current school admissions the School will use the following definition:

Under the Children Act 1989, a child is looked after by a local authority if he or she is in their care or provided with accommodation for more than 24 hours by the authority. Looked After Children may fall into one of the following groups:

- children who are accommodated under a voluntary agreement with their parents (section 20)
- children who are the subjects of a care order (section 31) or interim care order (section 38)
- children who are the subjects of emergency orders for their protection (sections 44 and 46)
- children who are compulsorily accommodated - this includes children remanded to the local authority or subject to criminal justice supervision order with a residence requirement (section 21)

3. Siblings

- a brother or sister who share the same parents
- a half-brother or half-sister or legally adopted child living at the same address as the child
- a child looked after by a local authority placed in a foster family with other school age children
- stepchildren or children who are not related but live as a family unit, where parents both live at the same address as the child.
- Where one child of a multiple birth can be admitted his or her brothers or sister will also be admitted

4. Home address

The child's place of residence is taken to be the parental home, other than in the case of children fostered by a local authority, where either the parental address or the foster parent's address may be used. Where a child spends part of the week in different homes, one of which is not a parental address, their place of residence will be taken to be their parent or parents' address. If a child's parents live at separate addresses, where the child permanently spends at least 3 'school' nights i.e. Sunday, Monday, Tuesday, Wednesday or Thursday will be taken to be the place of residence. Addresses of other relatives or friends will not be considered as the place of residence, even when the child stays there for all or part of the week. Evidence that a child's place of residence is permanent may also be sought. Such evidence should demonstrate that a child lived at the address at the time of the application, and will continue to live there after the time of admission. Informal arrangements, even between parents, will not be taken into consideration. The

Governing Body may also seek proof of residence from the courts regarding parental responsibilities in these matters. If we receive an application which contains fraudulent or deliberately misleading information any offer of a place based on that information will be automatically withdrawn.

Fair Access Protocol

The school participates in Nottinghamshire County Council's Fair Access Protocol.

Guidelines for a Ministers Verification

Applications on denominational grounds must be supported by a supplementary form completed by the parent(s) with verification from a minister of religion that the child and parent(s) have practised their faith by worship at least once per calendar month at the Ministers place of worship for at least the past year.



All Saints Anglican/Methodist Primary School

Supplementary Admissions Form

You should complete this form if you are applying for a place and consider that you and your child meet the schools faith-based admissions criteria.

This supplementary form must be returned directly to the school.

- In determining admission applications priority is given to children and parents who have practised their faith by worship at least once per calendar month at the Ministers place of worship for at least the past year.

Please complete the first two sections and ask your minister to complete the third section. The completed form should be sent to the school office by

1. Child's details

Child's name: _____

Child's date of birth: _____

Parent/carer's name: _____

Parent/carer's address: _____

2. Parent/carer declaration

I/We the parent(s)/Carer(s) and child _____ have

worshipped at least once a month for the last year at _____

My/our child _____ has also worshipped at least

once a month for the last year at _____

Signed Parent/Carer _____

Date _____

3. Minister's section

Countersigned by Minister of Religion _____ Date _____

Name of Minister _____

Telephone number _____

Address _____

Thank you for your help