

**CHRIST CHURCH (C of E)**  
**PRIMARY SCHOOL**

**ADMISSIONS POLICY 2011/12**

The governing body of Christ Church Voluntary Aided Church of England School is the Admissions Authority for the school and they intend to admit up to 30 pupils to the Reception year group in September. This arrangement follows consultation between the governing body, the LEA, all other schools in the area and all other Admissions Authorities in the area.

The school is open to receive applications for admissions from the parents of all children. The School is required by section 324 of the Education Act 1996 to admit to the school a child with a statement of special educational needs that names the school. However, in the event of the number of applications exceeding the number of places available priority will be given to applications in the order of priority indicated below.

Over-subscription criteria

1. Children who are Looked After Children (in the care of the local authority).
2. Children who have special or medical needs or other special circumstances which make attendance at Christ Church vital. Evidence from a doctor or other registered professional must set out why this school is the most suitable school and the difficulties that would be caused if the child had to attend another school.
3. Children with a brother or sister, half brother or sister, adopted brother or sister or relative through a parents partner living at the same address at the time they would be admitted to the school.
4. Children of one parent worshipping weekly at the Parish of Christ Church.
5. Children of parents worshipping in another Christian Church who wish their child to attend this school because of its Christian foundation.
6. Children of parents of another faith seeking a faith based ethos.
7. Children who live in the Parish of Christ Church.
8. Other children.

Tie-breaker

Where there are places available for some but not all applicants within a particular criteria, distance from home to school will be the deciding factor, with preference given to those whose home address is nearest to the school, when measured in a straight line (ie. As the crow flies, using the local authorities computerised measuring system). Distance will be measured from the front door of the child's home address to the main entrance of the school.

Waiting list

The school office will maintain a waiting list of applicants until 31 December each school year. In the event of a place becoming available in the appropriate class during the year and there being more applicants on the waiting list than places available, the selection criteria and tie-breaker indicated above will apply.

## Notes

- Parents are asked to let the headteacher know at the time of application whether their child has a disability. Parents should be assured that the nature of the disability is not grounds for refusing the application. The school will make every reasonable adjustment to ensure that disabled children are not put at a substantial disadvantage in accessing a full curriculum and that they will not be treated less favourably, without reasonable justification, than their able bodied peers.
- If applicants are seeking admission under criteria 4 above they will be asked to provide evidence that a parent worships weekly eg. a letter from the incumbent.
- If applicants are seeking admission under criteria 1 above they will be asked to provide appropriate evidence eg. a letter from a doctor or specialist. The governors must be satisfied that there is a specified medical reason which makes attendance at this school essential.
- Nursery admissions are entirely separate and parents are asked to note that attendance at the school's nursery does not guarantee a place in the reception class.
- Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to the Chair of Governors at the school address.
- If a place is offered on the basis of false information (eg. address or Church attendance) or if parents do not respond within the stated timescale to the offer of a place the governing body reserves the right to withdraw their offer.

The school finds it very helpful to have an early indication of the number of children to be admitted to the reception class the following September. However, it must be stressed that formal written applications for admission must be made on the form provided by the local education authority and returned to the authority by the stated date. Place will then be allocated by strict application of the above criteria, with no reference to the date of application. Parents will be notified as to whether or not their child has been allocated a place in the Autumn term.

R. Kirkman,  
Chair of Governors.