

BARKISLAND C.E. (VA) PRIMARY SCHOOL

ADMISSIONS POLICY 2018/19



Barkisland CE (VA) Primary School
WE BELIEVE, WE NURTURE, WE SUCCEED!

The Governing Body of Barkisland C.E. (VA) Primary School is the admissions authority for the school, not the Local Authority.

MAKING AN APPLICATION

Applications for admission to the Reception year should be made on the common application form enclosed with the Local Authority's brochure between the preferencing dates given in the booklet, and returned to the school direct on or before the stated closing date. Applications for other year groups should be made via the Headteacher.

If you wish to apply under Christian Commitment Criteria you should obtain a copy of the **School's Information Form** (SIF) from **The School** and return the SIF to **The School** by the date **The School** states on the form.

ADMISSION PROCEDURES

The Planned Admission Number for admission to the Reception year in the school year commencing **September 2018** is 30. This arrangement follows consultation with interested parties as outlined in the Admissions Code 2012 (*paragraph 1.44*).

The Governing Body will not place any restrictions on admissions to the Reception year unless the number of children for whom admission is sought exceeds this number.

The Local Authority operates a co-ordinated admissions scheme and administers a system of equal preferences under which all applications are considered equally and **The School's** Governing Body allocates the available places in accordance with its published admissions policy. In the event that there are more applications than places available, the Governing Body will allocate places using the following criteria, which are listed in order of priority. The Local Authority will inform parents of the offer of a place on the date stipulated in their brochure.

SPECIAL EDUCATIONAL NEEDS

The School will admit children with statements of Special Educational Needs in which **The School** is named on the Statement.

OVERSUBSCRIPTION CRITERIA

Where the number of applications for Barkisland C.E. (VA) Primary School received during the normal admissions round exceeds the admission number of the school the Governing Body will apply the following criteria in strict order of priority:

1 Looked after children

a) Children in care (A child who is looked after by the Local Authority in accordance with Section 22 of the Children Act 1989).

OR

b) Children who were previously looked after but ceased to be so because they became adopted or became subject to residence or special guardianship order.

2 Church Affiliation² (in order of priority)

a) A child whose parents/guardians reside within the parish¹ of Barkisland and West Scammonden and have been **worshipping at Christ Church, Barkisland** for a minimum of 2 years at the time of application and:

- i. who are **'at the heart of the church'**^{2a}
- ii. who are **'attached to the church'**^{2b}

- b) A child whose parents/guardians reside within the parish¹ of Barkisland and West Scammonden and have been **worshipping at St Bartholomew's, West Scammonden** for a minimum of 2 years at the time of application and :
 - i. who are '**at the heart of the church**'^{2a}
 - ii. who are **attached to the church**'^{2b}
- c) A child whose parents/guardians reside within the parish¹ of Barkisland and West Scammonden and have been **worshipping at St Bartholomew's, Ripponden or St. John's Rishworth** for a minimum of 2 years at the time of application and:
 - i. who are '**at the heart of the church**'^{2a}
 - ii. who are **attached to the church**'^{2b}
- d) A child whose parents/guardians reside within the parish¹ of Barkisland and West Scammonden and have been **worshipping at another Christian church recognised by Churches Together in England and Wales** for a minimum of 2 years at the time of application and:
 - i. who are '**at the heart of the church**'^{2a}
 - ii. who are '**attached to the church**'^{2b}

A 'Supplementary Information Form' (SIF) to provide confirmation of Christian commitment is available from the school. The form should be signed by the Vicar, Rector, Priest in Charge, etc. During an interregnum the form should be signed by a Churchwarden.

Parents having moved to become resident in the parish mentioned above, having been worshippers at another Christian church recognised by Churches Together in England and Wales for a minimum of 2 years at the time of application, will qualify upon proof of membership being provided by the priest of that other parish in order of the criteria stated above.

3 Locality¹

A child of parents/guardians residing within the parish of Barkisland and West Scammonden.

4 Siblings⁷ (in order of priority)

- a) A child who has a brother or sister attending the school at the proposed date of admission. The child or their parents must have been **worshipping at Christ Church, Barkisland** for a minimum of 2 years at the time of application and be:
 - i. '**at the heart of the church**'^{2a}
 - ii. '**attached to the church**'^{2b}
- b) A child who has a brother or sister attending the school at the proposed date of admission. The child or their parents must have been **worshipping at St Bartholomew's, Deanhead** for a minimum of 2 years at the time of application and be:
 - i. '**at the heart of the church**'^{2a}
 - ii. '**attached to the church**'^{2b}
- c) A child who has a brother or sister attending the school at the proposed date of admission. The child or their parents must have been **worshipping at St Bartholomew's, Ripponden or St. John's Rishworth** for a minimum of 2 years at the time of application and be:
 - i. '**at the heart of the church**'^{2a}
 - ii. '**attached to the church**'^{2b}
- d) A child who has a brother or sister attending the school at the proposed date of admission. The child or their parents must have been **worshipping at another Christian church recognised by Churches Together in England and Wales**⁶ for a minimum of 2 years at the time of application and be:
 - i. **at the heart of the church**'^{2a}
 - ii. '**attached to the church**'^{2b}

A 'Supplementary Information Form' (SIF) to provide confirmation of Christian commitment is available from the school. The form should be signed by the Vicar, Rector, Priest in Charge, etc. During an interregnum the form should be signed by a Churchwarden.

- e) A child who has a brother or sister attending the school at the proposed date of admission,

5 Other children

ADDITIONAL INFORMATION

- 1 A map showing the parish boundaries is available at the school on request, on our website or via www.achurchnearyou.com
- 2 a) **'At the heart of the church'**
A person who worships at least twice per month. The worshipper could be one or both parents or the child.
- 2 b) **'Attached to the church'**
A person who attends a monthly family or church parade service or is involved in a weekday church activity including an element of worship. The worshipper could be one or both parents or the child.
- 3 **Parents**

'Parents' include all those people who have a parental responsibility for a child as set out in the Children Act 1989. Where responsibility for a child is shared, the person receiving Child Benefit is deemed to be the parent responsible for completing application forms, and whose address will be used for admissions purposes.

4 Home Address and Residing in

The Home Address will be the address used for correspondence related to where "Child Benefit" is paid. In cases where there is doubt of the home address or where a child lives between two homes (split families) or other relevant circumstances, proof of the Home Address must be provided to the school to confirm the address used on the application form. Home address will be the address that complies with the above at the closing date for applications set by the Local Authority.

Parents / guardians must give their correct address. This must be the child's current permanent place of residence and not a childminder's or grandparents' address. Where parental responsibility is held by more than one person and those person's reside in separate properties, the child's ordinary place of residence will be deemed to be that property where the parent receives child benefit. An offer of a place may be withdrawn if a false address is given.

Parents/ guardians should note that when allocating places, the Authority will only consider the child's current permanent place of residence and an intention to move to another address is not taken into consideration.

However, families who are due to move house imminently should provide:

- i) A Solicitor's letter confirming that exchange of Contracts has taken place on the purchase of a property; or
- ii) a copy of the current Rental Agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- iii) in the case of SERVING H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or GCHQ.

5 Other Christian Churches (Churches Together in England)

The Baptist Union of Great Britain

Cherubim and Seraphim Council of Churches

Church of England

Church of Scotland

Congregational Federation

Council of African and Afro-Caribbean Churches

Council of Oriental Orthodox Christian Churches

Free Churches' Council

Greek Orthodox Church

Independent Methodist Churches

Joint Council for Anglo-Caribbean Churches

Lutheran Council of Great Britain

Methodist Church

Moravian Church

New Testament Assembly

Religious Society of Friends

Roman Catholic Church

Russian Orthodox Church

Salvation Army

United Reform Church

Wesleyan Holiness Church

Ichthus Christian Fellowship

International Ministerial Council of Great Britain

6 The term “Sibling” is defined as:

- a full or half brother or sister
- a step brother or sister
- an adoptive brother or sister
- the children of parents living together in the same family household.

Step-brother, step-sister, half-brother and half-sister are defined as children who belong to only one parent living in the same family household. **The Governing Body** will, as far as possible, admit twins, triplets or children from other multiple births as long as they comply with the infant class size regulations.

7 Oversubscription within categories

If there are more applications in a particular category than the number of places available, the remaining places will be offered to the children whose home address is nearest to school – the distance being calculated (in a straight line) from the pupil's home to the closest designated school gate. (Distances will be calculated using the local authority's GIS system).

8 Waiting List

Parents who wish their child to be included on the waiting list must inform the school in writing. Any places that become available will be allocated according to the published oversubscription criteria of the admission policy with no account being taken of the length of time on the waiting list or any priority order expressed as part of the main admission round.

As soon as school places become vacant **The Governing Body** must fill the vacancies from any waiting list, even if this is before admission appeals have been heard. Placing a child's name on a waiting list does not affect a parent's right of appeal against an unsuccessful application.

The waiting list will be reviewed and revised:

- each time a child is added to, or removed from, the waiting list
- when a child's changed circumstances will affect their priority
- at the end of each school year, when parents with a child on the waiting list will be contacted and asked if they wish to remain on the list for the following school year.

It should be noted that children who are the subject of direction by a local authority to admit or who are allocated to a school in accordance with an In-Year Fair Access Protocol (*paragraph 3.9 of the 2012 Admissions Code*) **must** take precedence over those on a waiting list. Where an admission authority holds a waiting list, they **must** make clear in their admission arrangements that these children will take precedence over any child already on that list. Legislation enables this to be done immediately without the need to apply to the Schools Adjudicator for a variation in determined admission arrangements.

9 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, and the School Admissions Appeal Code 2012.

Parents who intend to make an appeal against the Governing Body's decision to refuse admission must submit a notice of appeal within twenty school days of receiving the refusal letter to:

Mrs Marlene Redgwick
The Clerk to the Aided School Appeal Panel
C/O Church House
Email: vaappeals@googlemail.com
Telephone: 07814 605108

Appeals will be heard within forty school days of the deadline for lodging appeals.

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.

Approved by the Governing Body on 16th February 2017