



ADMISSIONS POLICY

Ratified by Governors	28 th January 2021
Next Review (Annually)	Spring 2022

ADMISSIONS POLICY

St John's is the community school for Rishworth and seeks to meet the needs of the locality through co-operation with parents/guardians, the Local Authority and the Diocese of Leeds.

The policy aims to maximise, within the agreed accommodation limit, the number of children admitted to the school while maintaining the quality of their education by avoiding overcrowding in classrooms and premises, and overloading of teachers. The production of this policy has taken account of the school's Mission Statement particularly in relation to the Christian principles and values on which the school is based.

Admissions to Reception class

A child may be admitted to the Reception class provided that their fifth birthday falls between 1st September of the year of admission and 31st August of the following year, both dates inclusive.

The number of children that can be admitted to the Reception Class each year is currently 20. This number has been calculated according to the capacity of the school, which the law defines and has been agreed with Calderdale LA.

The criteria below will be used in order of priority when allocating places.

Priority 1

A. Pupils who are in Public Care or children who were previously looked after but ceased to be so because they became adopted or became subject to a residence or special guardianship order.

Priority 2

A. Children with brothers and sisters registered as pupils of the school at the proposed date of admission AND whose parents regularly and frequently worship at St Bartholomew's or St John's Churches. (In all cases a supporting letter from the Parish Priest will be required as evidence – see notes).

B. Children with brothers and sisters registered as pupils of the school at the proposed date of admission AND whose parents regularly and frequently worship at other Churches whose denomination is not necessarily Church of England.

(In all cases a supporting letter from the Parish Priest will be required as evidence - see notes)

C. Children with brothers and sisters registered as pupils of the school at the proposed date of admission.

Priority 3

A. Children whose parents live within the parish and regularly and frequently worship at St Bartholomew's or St John's Churches. (In all cases a supporting letter from the Parish Priest will be required as evidence – see notes).

B. Children whose parents live within the parish and regularly and frequently worship at other Churches whose denomination is not necessarily Church of England. (In all cases a supporting letter from the Parish Priest will be required as evidence – see notes).

Priority 4

Proximity of the child's house to the school, as measured by a straight line measurement from the pupil's home to the closest designated school gate.

Distances will be calculated using the LA's Geographical Information System. To ensure consistency applies, all measurements will be carried out by the LA's GIS system and no other method of measuring distance will be considered.

Each property has a coordinate taken from Ordnance Survey ADDRESS-POINT data. This is the point which distance measurements will be taken from.

NOTES

In order to qualify under the sibling criterion one of the following conditions must exist:

- Brother and/or sister to be permanently resident at the same address;
- Stepbrother and/or stepsister to be permanently resident at the same address (to include half brothers/sisters).

The child's ordinary place of residence will be deemed to be a residential property at which the person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to school.

Where more than one person holds parental responsibility and those persons reside in separate properties, the child's ordinary place of residence will be deemed to be that property at which the child resides for the greater part of the week, including weekends.

In order to qualify as a **regular and frequent worshipper** of St John's or St Bartholomew's Churches (under priority 2A or 3A), it is the applicant's responsibility to provide supporting evidence to St John's/St Bartholomew's parish priest who will then produce a supporting letter for their application.

In order to qualify as a **regular and frequent worshipper** of other Churches, whose denomination is not necessarily Church of England (under priority 2B or 3B), it is the

applicant's responsibility to provide supporting evidence from their minister to St John's/St Bartholomew's parish priest who will then produce a supporting letter for their application.

With reference to the definition of a regular and frequent worshipper, please note the following definitions:

A regular and frequent worshipper is a person who:

worships at least twice per month and has done so for the 12 months prior to the closing date for applications. The worshipper could be the child or one or more parent(s)/guardian(s).

or

usually attends a monthly service and is regularly involved in a weekday church activity including an element of worship and has done so for the 12 months prior to the closing date for applications. The worshipper could be the child or one or more parents/guardians.

Pandemic amendment:

'In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship'

If there are more applications in a particular category than the number of places available, the available places will be offered to the children whose permanent address is nearest to school - the distance being calculated as in Priority 4.

St John's CE supplementary information form

Please note that it is the parent's/guardian's responsibility to return both sections of this form to the school (please ask the Minister to complete section B). If you do not do so the school will not be able to rank the application against any of the faith commitment criteria.

Pandemic amendment:

'In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship'

Part A (to be completed by parent/guardian)

The school to which you are applying is a Church of England Academy. The school is designated as a school with a religious character and as such the Governing Body is permitted to give priority to applicants who are of the faith of the school.

The Supplementary Information Form is to verify the Christian commitment of the parent(s)/guardian(s) applying for a place at a Church of England school. This form should be completed if you want your application to be considered using the Christian commitment oversubscription criteria of the school Admissions Policy.

Please read the school's Admissions Policy before completing this form.

Child's Full Name: _____

Date of Birth: _____

Address:

Postcode: _____

Parent/Guardian Name _____

Tel. No: _____

Declaration of Christian commitment for at least the previous 12 months prior to the closing date for applications.

Do you regularly worship in an Anglican Church or any other Christian Church?
Yes / No

If you consider yourself to be a **regular and frequent** church attender, in accordance with the admissions policy, please provide supporting evidence.

Name and address of church:

Parent name: _____ (printed)

Signed: _____

Date: _____

Part B (to be completed by Minister)

Please ask the Minister of your church to complete the section below:

The parent(s)/Guardian(s) have given your name as a referee to support the Admissions Application for their child to be admitted to St John's CE Primary School, Rishworth.

Please confirm the following:

To the best of my knowledge the above child, parent(s)/guardian(s) worship at this church at least twice per month and have done so for the last 12 months
Yes/No

or

To the best of my knowledge the above child, parent(s)/guardian(s) have attended a monthly service and are regularly involved in a weekday church activity including an element of worship and have done so for the last 12 months.
Yes/No

Name: _____ (printed)

Signed: _____

Date _____

Church/Parish _____

Tel no: _____

Email: _____