



Starting the journey well

As a Church of England community school, we
believe we can impact God's world for good,
grow in learning, love, wonder and faith and
seek together to flourish in the fullest way possible

Admissions Policy
September 2023 – August 2024

CHRIST CHURCH PRIMARY SCHOOL ADMISSIONS POLICY for academic year 2023-2024

The Governors, who are responsible for admissions to this Church of England voluntary aided primary school, have agreed to admit 30 pupils for each year group. These arrangements and the admissions criteria (below) are reviewed annually. When there are more applications than there are places available the Governors will admit pupils according to the following criteria, which are listed in order of priority.

- 1) A looked-after child or a child who was previously looked after, but ceased to be so because immediately after being looked-after, they became subject to an adoption, child arrangements or special guardianship order.
- 2) Children who or whose parent(s) attend at least fortnightly and have done so for one year, in the Parish Church of Christ Church, Spitalfields. A parent is a person who has parental responsibility for, or is the legal guardian of the child.
- 3) Children who or whose parent(s) attend at least fortnightly and have done so for one year, in another Anglican Church within the Deanery.
- 4) Children for whom this is the nearest Church of England school by the shortest walking route from home address whose parent(s) worship at least fortnightly in churches of other Christian denominations, (such denominations being members of Churches Together in Britain and Ireland (CTBI) and the Evangelical Alliance), and have done so for the previous year.
- 5) Children with sibling attending the school in the academic year of admission. Sibling refers to brother or sister, adopted brother or sister, step brother or sister of the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as the sibling
- 6) Children who have a place in the Nursery Class of Christ Church Primary School.
- 7) Any other children whose parent(s) wish them to attend the school.

If there are more applicants than places in any of the above categories, priority will be given to applicants living nearest the school, measured by the shortest walking route from home address.

Notes

1. Children with Educational Health Care Plans where Christ Church CE Primary School is the named school will be admitted to the school. The priority order of the 4 over subscription criteria does not apply to these children.
2. Distance will be measured by the shortest walking route from the post code of the child's home to the post code of the main entrance of the School using www.walkit.co.uk website, with those living closer to the school receiving the higher

priority.

3. Children attending Nursery class at Christ Church Primary School will not gain automatic entry into the Reception class. Parents must re-apply for a Reception class place.
4. Proof of home address: Proof of permanent home address will be required and will include current council tax statements, child benefit letter and any other documentation considered appropriate. Documents will only be used for the purpose of verifying an applicant's home address.
5. Fraudulent Information: If the allocation of a place has been made on the basis of fraudulent or intentionally misleading information, the governors reserve the right to withdraw the place.

ADMISSIONS TO THE RECEPTION CLASS

Supplementary Information Form

If applicants are applying for a school place under criteria 2, 3 or 4 of the oversubscription criteria, they should also complete a Supplementary Information Form (available from the school), so that the governors may consider their application fully, and must return it to the school office by the closing date in January 2024.

Late applications will only be considered after all on-time applications have been processed.

Deferred Entry

It is the policy of the Governors for admission to the Reception Class in the autumn term, following their fourth birthday unless there are agreed medical, social or education needs. Parents can request to defer their child's entry to Reception until later in the school year but not beyond the point the child reaches compulsory school age nor beyond the beginning of the final term of the reception year. Parent(s) who request for their child to delay entry, may also request to attend part time. Parent(s) will need to meet with the Head teacher to discuss their request. The school will hold this deferred place for the child.

Delayed entry – Admission out of normal age group – Summer born children.

For children whose fifth birthday falls between 1st April 2024 and 31st August 2021, and their parents do not wish them to start in the school year 2023 -2024, but be admitted in September 2024, for the school year 2024-2025 should discuss deferred admission with the school at an early stage.

We consider all requests and decisions will be made on the circumstances of each case and in the best interests of the child. Parental views, academic achievement, social and emotional development and where relevant medical views will be taken into consideration. The views of the school's head teacher will be considered, and the reasons for the decision will be clearly set out.

Parents who decide not to apply for a reception place in the school but to apply for a Year one place in September 2024 should be aware that the Year one class may have no

vacancies. Alternatively, they may decide to apply in the normal round (no later than 15th January 2024) for a Reception place outside of normal year group, but you would need to supply strong supporting reasons for seeking this out of year group place, using the protocol outlined above.

In year admissions

You must complete your Local Authorities in-year Common Application Form naming Christ Church Primary School as one of your preferences. If a place is available and there is no waiting list then the local authority will communicate the governors' offer of a place to the family.

If more applications are received than there are places available then applications will be ranked by the governing body in accordance with the oversubscription criteria. If a place cannot be offered at this time then you may ask us for the reasons and you will be informed of your right of appeal. You will be offered the opportunity of being placed on a waiting list. This waiting list will be maintained by the governing body in the order of the oversubscription criteria and not in the order in which the applications are received. When a place becomes available the governing body will decide who is at the top of the list so that the LA can inform the parent that the school is making an offer.

Waiting List Children who are not offered a place can be put on the waiting list by contacting the school.

Challenging Behaviour

We will not refuse to admit a child on behavioural grounds in the normal admissions round or at any point in the normal year of entry. We may refuse admission in certain cases where the specific criteria listed in the School Admissions Code (paragraph 3.8) apply, i.e. where section 87 of the School Standards and Framework Act 1998 is engaged.

We may refuse admission for an in-year applicant for a year group that isn't the normal point of entry, only in such a case that we have good reason to believe that the child may display challenging behaviour that may adversely affect the provision we can offer. In this case, we will refer these pupils to the Fair Access Protocol. We will not refuse admission on these grounds to looked-after children, previously looked-after children and children with EHC plans listing the school.

We participate in Tower Hamlet's Fair Access Protocol. This helps ensure that all children, including those who are unplaced and vulnerable, or having difficulty in securing a school place in-year, get access to a school place as quickly as possible.

Appeals Procedure

Unsuccessful applicants may appeal against a decision regarding entry of a child. However, there is a statutory limit of 30 children in each class of children under 7 years old. Appeal panels can only admit an extra child to classes: Reception, Year 1 or Year 2 if they find:

‘The decision was not one which a reasonable authority would make in the circumstances of the case; or that the child would have been offered a place if the admissions arrangements had been properly implemented.’

Should parents wish to seek a formal hearing of their appeal this should be presented in writing to the Clerk of Governors, C/O Christ Church CE Primary School.

The appeal will be heard by an independent committee and appellants will have an opportunity to present their case in writing or in person.