

BRAMPTON 'THE ELLIS' CHURCH OF ENGLAND VOLUNTARY AIDED PRIMARY SCHOOL

DIOCESE OF SHEFFIELD

Working in Partnership with Rotherham Local Authority

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ADMISSION POLICY 2019 –2020

INTRODUCTION

Brampton 'The Ellis' Church of England Primary School is a Church of England Voluntary Aided primary school in the Diocese of Sheffield and is maintained by Rotherham Local Authority.

The school provides a distinctively Christian education for children aged 3+ to 7+ years.

Historically, Anglican schools were parish schools providing education for the community in accordance with the principles of the Church of England. Thus the majority of Sheffield Diocesan schools were established to provide education for the children of the parish within a Christian context. This two-fold aim of being "distinctively Christian" and "serving the local community" are reflected in the school's admission criteria.

The school is a Voluntary Aided School in which the Governing Body is the Admission Authority and responsible for admissions. It is guided in that responsibility by the requirements of the law, the school trust deed, by advice from the Diocesan Board of Education and its duty to the community and Common Good.

This policy should be read in conjunction with the booklet "Admission to Primary Education", published by Rotherham Metropolitan Borough Council.

The admission number for this year is 40 and all children will be admitted during the Autumn Term prior to their 5th birthday. Where parents wish to defer entry or request that the child attends part-time, the request will be considered where it appears to be in the best interest of the child. All children will be admitted by the term following their 5th birthday - compulsory school age.

Admission to Year 3

The Primary School has a higher admission number of 90 for pupils in Years 3 to 6. The Governing Body will give priority to applications from parents of children in Year 2 at Brampton Cortonwood Infant School, which is considered a feeder school to Brampton the Ellis CE Primary.

If the number of applications from Cortonwood Infant school means the school exceeds the admission number of 90 then each of the applications will be assessed against the criteria.

PLEASE CONTACT US IF YOU NEED ANY HELP TO COMPLETE THE COMMON APPLICATION FORM OR THE SUPPLEMENTARY INFORMATION FORM.

PARENTAL PREFERENCE

The Local Authority Common Application form provides the opportunity for parents/carers to express up to 3 choices of schools in rank order of preference.

PLEASE NOTE HOWEVER

Along with the Local Authority, we will be operating an 'equal preference' system. This means that all applications for a place at Brampton 'The Ellis' C of E (Aided) Infant School will be assessed according to the admission criteria and no priority will be given according to the ranking.

Ranking by your preference will only be used in the final allocation of a place within the LA'S co-ordinated scheme where there is more than 1 potential offer.

CO-ORDINATED SCHEME FOR ADMISSION ARRANGEMENTS

The co-ordinated scheme for admissions is a mechanism that ensures that all parents who have expressed a preference for a school in this authority before the closing date will receive a single offer of a school place on the same day from the Authority.

In order to provide every parent with an offer of one single place, the Authority will be working with the Governing Bodies of Voluntary Aided primary schools within the Rotherham area, including our school Brampton 'The Ellis' Church of England (Aided) Infant School.

Details of the co-ordinated scheme can be obtained from the Local Authority.

The closing date for applications is **15th January 2019** with the offer day being the **16th April 2019**.

CRITERIA FOR ADMISSION

PLEASE NOTE that children who have a statement of special educational need that names the school as the most appropriate educational setting will gain a place at the school through the statementing process.

EVIDENCE OF THE CHILD'S STATEMENT MUST BE PROVIDED

Where there are more applications for admission than the planned admission number stated, the Governing Body /Admission committee will apply the following admission criteria in strict order of priority:

Category One

1. Children who are in Public Care (Looked After Children), or have previously been in public care.

Category Two

1. Children who will have an elder brother or sister in this school or Brampton the Ellis Junior School at the anticipated time of admission.

Category Three

The children of parent(s) carer(s) who are resident within the ecclesiastical parish of Christ Church, Brampton Bierlow and

1. regularly and frequently attend Christ Church Brampton Bierlow excluding school assemblies held in Church.
2. regularly and frequently attend another Church of England church on a Sunday.
3. regularly and frequently attend another Christian denomination participating in 'Churches Together in England' on a Sunday.
4. whose parent(s)/carer(s) are active members of other World Faiths.
5. whose parent(s)/carer(s) are seeking a Christian environment for their child's education.

Category Four

The children of parent(s) carer(s) who are **not resident within the ecclesiastical parish of Christ Church, Brampton Bierlow and**

1. regularly and frequently attend Christ Church Brampton Bierlow excluding school assemblies held in Church.
2. regularly and frequently attend another Church of England church on a Sunday.
3. regularly and frequently attend another Christian denomination participating in 'Churches Together in England' on a Sunday.
4. whose parent(s)/carer(s) are active members of other World Faiths.
5. whose parent(s)/carer(s) are seeking a Christian environment for their child's education.

Category Five

Any other children's applications not falling within Categories 1 -4.

Should the admission number be reached mid category, applications in that category will be prioritised by the measurement of the distance in a straight line between the pupil's home and the school. The shortest distance having the highest priority.

Any distance measurement will be undertaken by the Local Authority and a full definition is given below.

TIE BREAK CLAUSE

In the event of two or more children still living equidistant from the school, the PLACE WILL BE DECIDED BY DRAWING LOTS. The first name drawn out of the bag will be offered the place.

IN YEAR TRANSFERS

The Local Authority, Rotherham, will co-ordinate in year transfers for our school in 2019-2020

FOOTNOTES/DEFINITIONS

The school number has been calculated according to the net capacity of the school which the law defines and has been agreed with the Local Authority.

LOOKED AFTER CHILDREN (CHILD IN PUBLIC CARE)

A 'relevant looked after child' is a child that is looked after by a local authority in accordance with Section 22 of the Children Act 1989 at the time an application for admission to nursery/foundation stage 1 is made, and who the local authority has confirmed will still be looked after at the time when he/she is admitted to the nursery/foundation stage 1.

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). For further information please refer to the Admissions Code of Practice which can be downloaded from www.dfe.gov.uk

BROTHER/SISTER

For the sibling (brother or sister) criterion to be applicable 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.
- half brother and/or half sister to be permanently resident at the same address.
- brother and/or sister who do not live at the same residence but, who share the same parent.
- child of the parent/carer's partner to be permanently resident at the same address.

You may be required to provide proof e.g. Birth Certificate and proof of residence as stated above

PLACE OF RESIDENCE

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 the school.

Where parental responsibility is held by more than one person 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.

DEFINITION OF REGULAR CHURCH ATTENDANCE

Regular and frequent attendance by children is defined as attendance at a Church of England Church or another Christian denomination participating in "Churches Together in England" **for the equivalent of at least once a month over the last 12 months.**

DEFINITION OF CHURCHES TOGETHER IN ENGLAND

Ref: www.churches-together.org.uk

Member churches: Antioch Orthodox Church; Baptist Union of Great Britain; Cherubim and Seraphim Council of Churches; Church of England; Church of God of Prophecy; Church of Scotland (in England); Congregational Federation; Coptic Orthodox Church; Council of African and Caribbean Churches UK; Council of Oriental Orthodox Christian Churches; Icthus Christian Fellowship; Independent Methodist Church; International Ministerial Council of Great Britain; Joint Council for Anglo-Caribbean Churches; Lutheran Council of Great Britain; Methodist Church; Moravian Church; New Testament Assembly; New Testament Church of God; Oecumenical Patriarchate; Redeemed Christian Church of God; Religious Society of Friends; Roman Catholic Church; Russian Orthodox Church; Salvation Army; Seventh Day Adventist (Observer); Transatlantic Pacific Alliance of Churches; United Reform Church; Wesleyan Holiness Church.

Please refer to the website for an up to date list

DISTANCE MEASUREMENT

Should the published admission number be reached mid category, priority within that category will be based on the shortest distance between the applicant's home and the school by the most direct route as measured by Rotherham Authority. A Geographical Information System is used which applies seed points as determined by Ordnance Survey. Measurements are taken from the seed point of the ordinary place of residence to the seed point of the school. Where the school has more than one seed point, the seed point closest to the geographical centre of the complex is used.

WAITING LISTS

1. Names of children will automatically be placed on the waiting list for this school when the child has been refused admission.
2. A vacancy only arises in the reception year when the number of offers to the school falls below the admission number.
3. The waiting list will be established on the offer day.
4. The waiting list is determined according to the Governing Body's priority of admission over-subscription criteria.
5. Following the offer day, should an application be received for the school where the pupil has a higher priority, as determined by the admissions criteria for a place at the school, they will be placed on the list, above those with a lower priority.

FALSE INFORMATION

1. Where the Governing Body has made an offer of a place at this school on the basis of a fraudulent or intentionally misleading application from a parent/carers, which has effectively denied a place to a child with a stronger claim to a place at the school, the offer of a place will be withdrawn.
2. Where a child starts attending the school on the basis of fraudulent and intentionally misleading information, the place may be withdrawn depending upon the length of time that the child has been at the school.
3. Where a place or an offer has been withdrawn, the application will be re-considered and a right of independent appeal offered if the place is refused.
4. If an application is made outside of the normal admissions round and there is spare capacity in school then a place will be offered. If there is more than one application for one place then the admission criteria will be applied. Our admission number for each year group is 40.

APPEALS AGAINST THE GOVERNING BODY'S DECISION TO REFUSE ADMISSION

1. If a place is not offered, parents have the right of appeal. Such appeals against non admission will be heard by an Independent Appeals Panel formed in accordance with the DCSF Code of Practice. Details of the appeals process will be made available to all unsuccessful applicants.
2. Parents who intend to make an appeal against the Governing Body's decision to refuse admission must submit a notice of appeal within 21 days of receiving the refusal letter to

The Appeal Clerk
Legal and Democratic Services
Town Hall
The Crofts
Moorgate Street
Rotherham
S60 2TH
Tel. 822054 or 822062

Normally appeal hearings will be held within 6 weeks of the closing date for receiving the notice of appeal.

DOCUMENTATION REQUIRED

1. The school requires additional information not contained on the Common Application form. This additional information is needed to place your application in the correct priority of admission category.
2. The Supplementary Information Form is available in the LA admission booklet and you are **strongly recommended** to complete this form, which should be securely attached to the Common Application form and returned to the Local Authority.
3. Ministers reference to support regular church attendance.
4. This Supplementary Information Form is not an application for admission to the school and its return does not guarantee a place at the school, however it does affect the admission category your application will be placed in.
5. The Supplementary Information Form may assist Governors when deciding which priority of admission category your application is placed in.

Governing Body of: - **Brampton 'The Ellis' C of E (Aided) Primary School**

Date: - **30/11/2017**