

Change to Admissions Criteria for September 2018

St Mary's C of E Primary School

Admissions Criteria

Where there are more applications received than places available, the Governors (working within the Notes and Definitions below) will allocate places according to the following criteria, in order of priority:

- 1) Children in public care ('looked after children') will be prioritised for St Mary's above all other admissions categories (see also Notes 1 & 2).
- 2) Children who are siblings will be accepted if their sibling is on roll at the School at the time of admission.
- 3) Children of parents who are active members of the Churches of St. Mary's, St. Stephen, St. Luke or St. Gabriel, Walthamstow (*known as "The Parish of Walthamstow"*), or who are resident in the Parish of Walthamstow and are actively involved in the work and worship of other Christian Churches within that ecclesiastical Parish boundary. (see Note 4 & definitions)
- 4) Children of parents who are staff of The C of E Federated Schools of St Mary's & St Saviour's in the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time at which the application for admissions to the school is made, and/or
 - b) the member of staff is/has recruited to fill a vacant post for which there is a demonstrable skill shortage
- 5) Children of parents resident in the Parish of Walthamstow, or within the neighbouring parishes, who are actively involved in the work and worship of other Christian Churches within those Parishes.
- 6) Children of Parents resident in the Parish of Walthamstow who wish to send their children to a school with a Christian ethos.
- 7) Children of Parents resident outside of the Parish of Walthamstow who wish to send their children to a school with a Christian ethos.

Notes

Note 1. Under the Children Act 1989, a child is looked after by a local authority if he or she is in their care or is provided with accommodation for more than 24 hours by the authority. They fall into 4 main groups:

- (i) children who are accompanied under a voluntary agreement with their parents (section 20)
- (ii) children who are subject to a care order (section 21) or interim care order (section 38)
- (iii) children who are the subject of emergency orders for their protection (section 44 and 46)
- (iv) children who are compulsorily accommodated. This includes children remanded to the local authority or subject to a criminal justice supervision order with a residence requirement (section 21).

The term 'looked after children' therefore includes: children in children's homes, foster care, unaccompanied minors, and other emergency provisions. For 'looked after children', late applications or mid term transfer requests will receive the highest priority, second only to a Statement of Educational Need for vacant places at St. Mary's. Where the request is for a place where a sibling attends, including the foster carer's own children and other unrelated children resident in the same foster home, the School will consider the request even in cases where admission would result in the School exceeding the published admissions limit, in order to accommodate the child.

Note 2. Applications for places from children with a Statement of Educational Needs will be considered under category 1 above (i.e. prioritised along with 'looked after children' above all other admissions categories).

Note 3. In categories 3 and 5 "active members" means that at least one parent attends the Church for public worship a minimum of twice a month. **A Supplementary Information Form (SIF) must be submitted directly to the school, in addition to the Local Authority process. This is available via the school office or the school website.**

Note 4. A map showing the boundaries of the Church of England Parish of Walthamstow is available from the school office. Under the co-ordinated admissions scheme, the admissions committee requires THREE official documents showing proof of parents' or guardians' residence at the address shown on the application form. These must be:

1. the most recent Council Tax bill or tenancy agreement
- and**
2. your most recent Child Benefit/Child Tax Credit letter showing your child's name and your address
- and**
3. the most recent utility bill for the address showing your name (this must be one for Gas, electricity or Water, no other bill will be acceptable).

Note 5. Where the offer of places to all applicants in any sub category listed above would lead to over subscription, the places will be offered to those living closest to the school. Distance measured in a straight line and sourced from the Local Authority.

Definitions

Actively Involved is defined, in accordance with national Church of England guidance as being 'at the heart of the church'. This means attending Sunday services at least twice a month or/and involved in weekday worship, with the exception of holidays and illness,

A **Christian Church** is defined as one which is part of a church in membership of, or holding observer status of, 'Churches Together in England' and/or has church membership of the 'Evangelical Alliance' and/or is a member of Affinity (formerly the British Evangelical Council).

Neighbouring Parishes: St Peter-In-The-Forest, St John, St Michael and All Angels, St Saviour, St Barnabas with St James the Greater, St Andrew (Higham Hill), Emmanuel (Leyton), All Saints (Leyton), St Catherine and St Paul (Leyton) known as '*Cornerstone*'. All churches mentioned are those in Walthamstow, unless stated differently.

A **sibling** is defined as a child living at the same address who is also: a full brother or sister related by blood or adoption, or half brother or sister related by blood or adoption, or step-sibling (for children in foster care please see Note 1 above).

The Parish of Walthamstow refers to the boundaries of the Church of England ecclesiastical parish, as defined by the Diocese of Chelmsford. A map outlining the boundaries may be obtained from the school office.

Unsuccessful Applications and the Outstanding Application Pool

In addition to their right of appeal, unsuccessful applicants will be offered the opportunity to be placed in an outstanding application pool. This outstanding application pool will be maintained in order of the over-subscription criteria set out above and not in the order which the applications are received or added to the pool.

The Appeals Procedure

St Mary's is a popular School and parents will appreciate that, owing to over-subscription, it may not be possible to offer a place to everyone who applies. The 1980 Education Act gives parents the

right to appeal against decisions of the Governors regarding admissions. Parents wishing to do so should notify both of the following:

- a) The Education Appeals Committee,
Democratic Services,
Town Hall, Forest Road,
Walthamstow, LONDON E17 4JF.
- b) Chair of Governors,
St Mary's C of E Primary School,
Brooke Road,
Walthamstow E17 9HJ.