

Admissions Criteria for September 2018  
St Saviour's C of E Primary School

***St Saviour's Church of England (Voluntary Aided) School***  
Verulam Avenue, Walthamstow, London E17 8ER

Telephone: 020 8520 0612

Facsimile: 020 8520 7822

**ADMISSION CRITERIA**

St Saviour's CofE Primary School provides high quality education for the whole community, in addition to church-goers. As well as Christian pupils, we serve those families with other faiths or no faith – all of whom are welcomed equally. While each year varies, approximately 50% of places go to pupils applying via Church criteria.

Before completing the Form Parents/Guardians are advised to read carefully the following notes.

St Saviour's School aims to give a thorough academic education in the context of the Christian Faith, while welcoming and celebrating other faiths. Education within a Voluntary Aided Anglican School is a partnership between Church, School and Home and, as such, parents/carers are asked to set an example to their children by supporting the Parish and the school where possible to reflect the Christian Ethos and Values – which are applicable across other faiths and for those with no faith.

The Governors intend to admit 60 pupils to the Reception class during each academic year. It is not possible to "reserve" places and parents/guardians who wish to apply for a place at the school for their child should complete the application form between 1<sup>st</sup> September 2017 and 15<sup>th</sup> January 2018 in the school year before the child is due to be admitted. Applications outside these times will be considered as casual applications.

Should the number of applications received exceed the number of places available, the Governors will apply the following criteria in order of priority.

- 1) **Children in Public Care (Looked after Children) and children recorded in the Child Protection Register or who are 'at risk' as advised by the Local Authority's Child Protection Officer. Children with an Educational Health Care Plan (or statement of special educational) needs that says the child should go to a mainstream school. (see Notes 1 & 2)**
- 2) **Children who have siblings who are on the roll of the school at the intended time of admission.**
- 3) **Children of parents who are active members of St. Saviour's in the Ecclesiastical Parish of Walthamstow\*. (See Note 3)**
- 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 whose parents are active member of another Anglican Parish in the deanery of Waltham Forest or of non-Anglican communities in the Borough of Waltham Forest, whose parent bodies are members of "Churches together in England"\*. (See Note 3)**
- 6) **If any places remain available then places will be awarded using defined guidelines published by the London Borough of Waltham Forest to establish distance from the home to the school.**

**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 Saviour'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 an Educational Health Care Plan (or 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:** 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 Mary's, 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 Saviour's is a popular School and parents will appreciate that, owing to over-subscription, it may at times 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 Saviour's C of E Primary School,  
Verulam Avenue,  
Walthamstow, LONDON E17 8ER.