



**St Eanswythe's Church of England (aided) Primary School**

**Admission Arrangements 2014/15**

**Prospective parents are advised to read this section very carefully as the school is heavily oversubscribed and the Governing Body regrets that it is often unable to offer places to all applicants.**

We aim to create a Christian environment in which each child is valued and special and in which respect for the rights and needs of others is nurtured.

The school serves principally the Town Centre area of Folkestone, but because of changes in legislation, which rightly give parents a wider choice and because of our voluntary aided status, St Eanswythe's admit children from a wider geographical area.

By law children are required to attend school from the beginning of the term following their fifth birthday but in order to provide a full year of the foundation curriculum, we are able to offer places for children during the academic year following their fourth birthday. All children in this age group are offered full time schooling from November. Children born in the Autumn start about a week after other children.

### **Induction Arrangements**

The Governors are unable to offer more than 30 places (our standard number) in the reception year.

### **HOW TO APPLY FOR A PLACE**

All parents who wish their children to attend St Eanswythe's during the academic 2013/14 should contact the school office, arrange to visit the school and register their child as soon as possible and by the dates required by the local authority to comply with the county wide admissions policy procedure. We work closely with KCC and other schools to provide smooth and co-ordinated admission arrangements across the area.

All parents are required to complete both a KCC common application form and St Eanswythe's own admission form and return them to St Eanswythe's by the date stated above.

The number of applications usually exceeds the places available and the Governors Admissions Committee, when it meets (usually at the end of the Spring Term) has to use the admissions policy to decide which pupils will receive the available places.

### **Criteria for Admission**

The admissions policy does not take account of how long a child has been registered; it provides the following list of criteria to enable applications received by the date published by the LA, which will be in early 2013 to be placed in an order of priority.

1. Children in the care of the local authority and are actual communicant members of the Parish Churches of St. Mary's and St Eanswythe's, St. Peter's and St. Saviour's, or of any other actual communicant members of any other Anglican Church in the Folkestone area, will automatically receive priority, whichever category of the criteria is being used to assess their place.
2. Parents/Guardians who are actual communicant members of the Parish Churches of St. Mary's and St Eanswythe's, St. Peter's and St. Saviour's. Children should be attending their church at least once a month for a least a year prior to the Admission date.
3. Children of staff in either or both of the following circumstances:  
where the member of staff has been employed at the Academy for two or more years at the time at which the application for admission to the school is made,  
and/or  
the member of staff is recruited to fill a vacant post in the Academy for which there is a

demonstrable skill shortage for the requirements of the post

4. Parents/Guardians who are actual communicant members of any other Anglican Church in the Folkestone Area.
5. Children in the care of the local authority of any other Christian denomination.
6. Parents/Guardians who are committed members of any other Christian denomination in the Folkestone Area.
7. Children with brothers or sisters in the school.
8. Health and Special Access Reasons – Medical, health, social and special access reasons will be applied in accordance with the school’s legal obligations, in particular those under the Equality Act 2010. Priority will be given to those children whose mental or physical impairment means they have a demonstrable and significant need to attend a particular school. Equally this priority will apply to children whose parents’/guardians’ physical or mental health or social needs mean that they have a demonstrable and significant need to attend a particular school. Such claims will need to be supported by written evidence from a suitably qualified medical or other practitioner who can demonstrate a special connection between these needs and the particular school.
9. Proximity of residence. Nearness of children's homes to school - we use the distance between the child’s permanent home address and the school, measured in a straight line using Ordnance Survey address point data. Distances are measured from a point defined as within the child’s home to a point defined as within the school as specified by Ordnance Survey. The same address point on the school site is used for everybody.

## **DEFINITIONS AND INTERPRETATIONS**

The Governors agreed upon the following definitions and interpretations:

1. Children in Local Authority Care – a child under the age of 18 years for whom the local authority provides accommodation by agreement with their parents/carers (Section 22 of the Children Act 1989) or who is the subject of a care order under Part IV of the Act. This applies equally to children who immediately after being looked after by the local authority became subject to an adoption, residence or special guardianship order. (As defined by Section 46 of the Adoption and Children Act 2002 or Section 8 or 14A of the Children Act 1989).
2. Actual communicant member of the Church of England means a person who is baptised and is on the electoral roll of a Church of England parish and has declared him or herself to be a member of the Church of England or a church in communion with it and has received communion according to the use of the Church of England or of a church in communion at least three times during the twelve months preceding the date of application.
3. Reference to parents includes either or both parents or a sole parent where only one of two parents satisfied the criterion the application will be treated equally with applications where the criterion is satisfied by both parents.
4. The expression “parents” includes legal guardians.
5. The definition of brothers and sisters will include children living together as one family unit.

6. Proximity to the school will be measured by Nearness of children's homes to school - we use the distance between the child's permanent home address and the school, measured in a straight line using Ordnance Survey address point data. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by Ordnance Survey. The same address point on the school site is used for everybody

Applications falling within criteria 1, 2, 3 and 5 will be required to submit with their application a letter from their priest or minister confirming that the criteria is satisfied or give the name of the priest or minister from whom a reference may be obtained.

Folkestone area will be defined as the Shepway District Council Wards, which are included within the Folkestone Charter Trustees, the Shepway District Council Ward of Hawkinge and the Dover district Council Wards of Capel-le-Ferne, which for some purposes is included within Folkestone.

Committed members of any other Christian denomination are defined as having attended worship on at least three occasions within the last twelve months and being considered a member of that denomination by the relevant priest or minister.

Please refer to the 'Pre-School' section of this brochure for details of the activities and information available to parents of children who will be attending St Eanswythe's.

### **Successful Applicants**

Successful applicants are informed early in the Summer Term and sent details of pre-school visits and other activities to help prepare each child for school.

### **Appeals Arrangements**

In accordance with the requirements of the 1980 Education Act parents have the right of appeal if their application is not successful. This appeal will be heard by the Governors Sub-Committee in the first instance and then to an independent Diocesan Appeals Committee, if the first appeal is unsuccessful. This is arranged by the Independent Appeals Committee. Its decisions are legally binding on both governors and the Local Education Authority.

Any applications that the Governors receive after the places have been allocated are put on a waiting list and considered according to the same criteria when a place becomes available.

**Date:**.....

**Signed:** ..... **Head Teacher**

**Signed:** .....**Chair of Governors**