



St Mary & St Pancras Church of England Primary School

NURSERY ADMISSIONS POLICY for September 2020

St Mary and St Pancras CE School is a voluntary aided Church of England School with an age range of 4-11 years with a 26 place Nursery. Governors hope that all children will attend daily acts of collective worship. Governors expect parents to give their full support to the ethos and policies of the school.

WE ARE A CHURCH SCHOOL THAT STRIVES TO SERVE OUR LOCAL COMMUNITY

Please note:

A place in the nursery class does not guarantee a place in the Reception class. All parents must complete an application form and a new Christian Worship form for admission to the Reception class.

The governors, who are responsible for admissions to the Church of England Voluntary Aided Primary School, have agreed with the Local Education Authority to admit 26 pupils for this year group and this applies to the current school year. These arrangements and the admissions criteria below are reviewed annually.

Admissions Procedure

- (a) Application for admission can be made after the child reaches his/her second birthday on forms available from the school office.
- (b) The governors will admit 26 children to the nursery class in the autumn term of the academic year in which they will be 4 years old.
- (c) A parent/carer who wishes their child to be admitted to nursery class will complete the school's application form and the school's Christian Worship form when requesting a place under criteria 2, and 3, available from the school office.
- (d) Return forms to the school by **22nd January 2020**.
- (e) Parents will be informed by the school via a letter posted beginning of May 2020 whether or not their child has been offered a place

When there are more applicants than there are places, the governors will allocate places to children in the following order of priority

- (1) Looked-after children (children in public care) or a child who was previously Looked-after but immediately after being looked-after became subject to an Adoption, child arrangement order or a special guardianship order.
- (2) Firstly, children whose parents/carers are regular worshippers at St Mary's or Old St Pancras Church in the Parish of Old St Pancras, or at St Pancras Church on the Euston Road, and who also must reside within the parishes of Old St Pancras or St Pancras. Maps of both parishes are available to view in the school office or you can check if your postcode is within those parishes at www.achurchnearyou.com/parishfinder.php

Regular worship is attendance at least fortnightly at services for a period of at least one year prior to the application. **A completed Supplementary Form & Christian Worship Form is required from the relevant parish priest.**

- (3) Children who have a brother or sister at the school at the time of attendance.
- (4) Secondly, children whose parents are regular worshippers (as detailed above) at other Christian churches who are members of or affiliated to Churches Together in Britain and Ireland or the Evangelical Alliance, and who reside within 0.33 miles of the school (distance will be measured in a straight line from the child's home address to the centre of the school, using the Local Authority's computerised measuring system). **A completed Supplementary Form & Christian Worship Form is required from the relevant church leader**, who must say whether that church is a member of or affiliated to Churches Together in Britain and Ireland or the Evangelical Alliance. (Children who have access to a local denominational school of their own faith will not be considered under this category.)
- (5) Of the remaining applicants, distance will be measured in a straight line from the child's home address to the centre of the school, using the Local Authority's computerised measuring system with those living closer to the school receiving higher priority. Where more than one child have the same distance then random allocation will be used, with an independent monitor.

Notes

1. Any offer of a place on the grounds of proximity is conditional on the child being Resident at the address provided at the closing date for application. A business Address, a childminder's address, or any address other than the child's home will not be accepted.

Proof of address will be established from two original appropriate documents dated within the previous twelve months presented to the School Office. Suitable ID for the child is also required. The original documents will be photocopied by the school office and the originals returned to you.

It will be a decision of governors whether supplied documents are acceptable as proof of address and/or ID for the child.

2. The governors reserve the right to seek verification of the information parents have given on the application form and to withdraw places if false information has been given.
3. Should the number of applicants eligible in a particular criterion exceed the number of places available, preference will be given based on distance from the school according to the formula in criterion 5.

In making the decision, the admissions group will give full consideration to documentary evidence submitted on application.

4. Children with an Education, Health and Care (EHC) plan naming the school as the placement school have automatic entry.
5. Family circumstances may also be considered. Supporting evidence from a health professional or social worker will be required.
6. By a “looked-after child”, we mean one in the care of an English or Welsh local authority or being provided with accommodation by an English or Welsh local authority in the exercise of its social services function. An adoption order is one made under the Adoption Act 1976 (Section 12) or the Adoption and Children Act 2002 (Section 46). A ‘child arrangements order’ is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8, as amended by the Children and Families Act 2014, Section 14). A ‘special guardianship order’ is one appointing one or more individuals to be a child’s special guardian/s (Children Act 1989, Section 14A). Applications under this criterion should be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, child arrangements or special guardianship order).
7. **Unsuccessful applicants** will be placed on a waiting list in the order of the above priorities.
8. **Incidental Admissions** Casual vacancies for places in the Nursery class will be offered to those on the waiting list.

Reviewed November 2018