



Admissions Policy

Christ Church C of E Primary School, Shooters Hill, SE18

Admissions Arrangements for September 2020/21

Christ Church CofE Primary School, Shooters Hill, SE18 seeks both to provide a Christian education to the children of Christian parents and to fulfil its mission of pastoral responsibility to the children of the local community.

Christ Church CofE Primary School, Shooters Hill, SE18 is designated a 1 form entry school. This means that the school admits a maximum of 30 children in any one year group. We have one point of entry for all children starting Reception Class in the September of the academic year in which they have their fifth birthday.

15 places have been designated Foundation Places and 15 Open Places.

When there are more applications than there are places available, the Governors will admit pupils according to the following criteria, in order of priority.

Foundation Places

The Governing Body has designated 15 places to be offered to children who themselves and whose parent/carer is a faithful and regular worshipper (see note 1) at Christ Church, or one of the named Anglican Churches in Plumstead Deanery (see note 2). In addition the child's parent/carer must be actively involved with the life and worship of their church (see note 3). Written evidence of the parent/carer and child's commitment to their place of worship will be required at the time of application on the School's Supplementary Information Form which must be returned to the school. The supplementary forms will be forwarded to the priest of the church concerned for confirmation.

Places will be allocated to children who qualify for a Foundation Place in the following order of priority:

1. Looked After Children or previously looked after children (see note 5);
2. Children, who will have a sibling attending the school at the time of their admission (see note 6);
3. Children who with a parent/carer worship at Christ Church, Shooters Hill;
4. Children who with a parent/carer worship at one of the following churches in Plumstead Deanery: St Mary's, Welling; St John's, Plumstead; All Saints, Shooters Hill (see note 2).

If more than 15 children qualify for a Foundation Place, places will be allocated according to distance from the child's main residence to the school (see notes 7 and 8).

For information on Tie Break see note 7.

If fewer than 15 people qualify for a Foundation Place the remaining places will become Open Places.

Applicants who do not meet the criteria for a Foundation Place will be considered for an Open Place.

Open Places

The Governing Body has designated 15 places each year as open places. Parents applying for an open place do so knowing that the school aims to provide an education based on Christian principles (see note 9).

In the event Open Places are oversubscribed, places will be allocated in the following priority order.

Remaining places will be given in the following priority order.

1. Looked after children or previously looked after children (see note 5).
2. Children who will have a sibling attending the school at the time of their admission (see note 6).
3. Remaining places will be allocated based on distance from the home to the school (see notes 7 and 8).

For information on Tie break see note 7.

Explanatory Notes

Note 1: Faithful and Regular Worshipper

A faithful and regular worshipper is defined as someone who has attended worship at least monthly for at least 3 years prior to application. In exceptional cases a child and/or parent/carer for whom unavoidable circumstances has prevented their attending worship at least monthly for three years prior to application may be considered to be a faithful and regular worshipper; the relevant Minister will determine whether, or not, there were unavoidable circumstances.

Note 2: Named Anglican Churches in Plumstead Deanery

The named Churches in Plumstead Deanery are:

Christ Church, Shooters Hill; All Saints, Shooters Hill; St Mary the Virgin, Welling; St John's, Plumstead

Note 3: Active Involvement in the Life and Worship of the Church

Active involvement in the life and worship of the church is defined as participating in one activity within the four broad categories below for at least one year prior to application, activities within which are listed in the annex to the admission policy. **This list in the annex is exhaustive.**

- (i) participation in church activities;
- (ii) membership of church committees;
- (iii) responsibilities in the church;
- (iv) leading worship, or other involvement, in services or liturgy.

In exceptional cases a parent/carer for whom unavoidable circumstances has prevented their being actively involved in the life and worship of the church for one year prior to application may be considered to be actively involved within the life and worship of the church; the relevant Minister will determine whether, or not, there were unavoidable circumstances.

Note 4: Children with a statement of special educational needs, or Education, Health and Care (EHC) Plan.

Parents of pupils who have a statement of special educational needs, or Education, Health and Care (EHC) Plan are required to apply for school places separately through the local authority from whom advice is available. If a child with a statement, or EHC Plan, is placed in the school by the local authority before the normal admission round, the number of places available to other applicants will be reduced. The Governors will admit all those pupils whose statement, or EHC Plan, names the School.

Note 5: Looked-after children and previously looked-after children

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see definition in section 22(1) of the Children Act 1989). A previously looked-after child is a child who was adopted, or subject to a residence order (now termed child arrangement order under the Children & Families Act 2014), or special guardianship order, immediately following having been looked after. The governors will require written confirmation that the child is looked after, or previously looked after.

Note 6: Siblings (brothers and sisters)

A sibling is defined as a blood or adoptive sibling, a half-sibling or a foster or step-sibling living at the same address as the child.

If a situation arises where the last child to be offered a place is one of twins or multiple birth, the second twin or all multiple birth siblings will be admitted as a permitted exception to the Infant Class Size legislation which normally limits classes to no more than 30 children.

Note 7: Distance

Distance from home to school is measured as a straight line from the centre of the home address to the centre of the school, using digitised mapping software.

Tie break: Should two applicants live an equal distance from the school, the offer of a place will be decided by random allocation. Applicants living in the same multi-occupancy building or of equal distance to the school will be ranked by random allocation.

Note 8: Home Address:

If a child resides equally between both parents, we consider the principal home address as being the address at which your child is registered while attending early years provision, with a GP and, if applicable, the address of the parent who is in receipt of Child Benefit or Child Tax credits.

Note 9: Open Places

In order to allow children who live locally to the school, but who do not meet the criteria for a Foundation Place, to attend the school, the Governing Body has designated 15 places each year as open places. Parents applying for an open place do so knowing that the school aims to provide an education based on Christian principles and therefore the governing body hopes that all pupils will take part in Christian worship and religious education.

Note 10: Definition of Carer

A Carer is defined as a person who is not a natural parent but has parental responsibility for or full time care of the child.

Deferred entry to Reception Class

The School admits children to the Reception class in the September of the school year in which a child attains the age of 5 years. (The school year runs from 1 September to the 31st August.) All parents/carers are entitled to a full-

time place for their child in the reception class from September, but may defer entry until the beginning of the term after their child is five years old (ie, when the child reaches compulsory school age) or until the beginning of the summer term whichever is earlier. Children may attend part-time until they reach compulsory school age. Parents/carers who have been offered a place at the School and wish to defer entry for their child and/or attend part-time must put this in writing to the headteacher at the earliest opportunity and before the start of the autumn term.

Education Outside Chronological Age Group

Children are normally educated in school with others of their age group; however, in exceptional circumstances parents/carers may seek a place outside of their child's normal age group. Decisions will be made on the basis of the circumstances of each case. Parents/carers must state clearly why they feel admission to a different year group is in the child's best interests and may provide recent professional evidence to support this. Further details of how to make such a request are available from the school.

Dates by which applications must be received

The school is part of the locally agreed co-ordination scheme and the timescales for applications to be received and processed are those agreed with the Royal Borough of Greenwich. Parents must complete their home local authority's common application form; if applying for a place at this school, parents must name this school as one of the preferences on the CAF. Parents who wish to apply for a place under the church criteria must also complete the supplementary information form and submit this to the school.

Foundation Applications should be made according to the timescales as published in the Royal Borough of Greenwich Admissions Guide.

Supplementary information forms are to be submitted to the school by the 15th January 2020. The school will forward the forms to the Vicar of Christ Church, Shooters Hill, or to the incumbents of All Saints, Herbert Road; St Mary's, Welling or St John's, Plumstead for verification.

Fair access

The school is committed to taking its fair share of pupils who are hard to place in accordance with the locally agreed fair access protocol. Pupils admitted under the protocol will take priority over any children on the waiting list and this may include, on occasion, admitting above the planned admissions number.

Waiting list

The school operates a waiting list in accordance with the oversubscription criteria. The waiting list will be held until the end of the academic year at which point parents who wish to remain on the waiting list need to confirm they wish their child to remain on the waiting list for the following academic year. If an application is received and a child is added to the waiting list, the list will be re-ranked in accordance with the oversubscription criteria.

Appeals

Parents have the right to appeal against the governors' decision to refuse a place in the school to their child. Any parent wishing to do so should obtain an appeal form, which is available at school. Appeals should be sent to the clerk to the appeals, Christ Church Primary School, SE18 3RS within 20 school days. It should be noted that in accordance with the School Admissions Code the Governing Body is required to abide by the maximum limit for infant classes (i.e. 5, 6 and 7 year olds) of 30 pupils per class. All appeals are heard by an independent appeal panel in accordance with the Schools Standards & Framework Act 1998.