

Long Ditton St Mary's
Church of England (Aided) Junior School



ADMISSIONS POLICY
2010-2011

Long Ditton St Mary's
Church of England (Aided) Junior School
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'The Church of England is clear that their schools should be distinctively Christian, in ethos and inclusive in approach'. Church schools should be open to include pupils of other denominations and faiths and of no particular religious faith. Their aim is to nurture Christian children in their faith, encourage those of other faiths and challenge those of no faith.

All parents applying for a place for their child/ren at Long Ditton St Mary's Church of England (Aided) Junior School are asked to respect the ethos of the School and its importance to the School community. This does not affect the right of parents who are not of the faith of this School, to apply for and be considered for a place here.

The Governors of Long Ditton St Mary's Church of England (Aided) Junior School are the Admission Authority for the School. The Governors will admit up to 45 children at the age of seven (Year 3) each year in accordance with the official Published Admission Number (PAN) for the school. This number will be reviewed annually.

Long Ditton St Mary's operates an equal preference system. If the number of applicants for admission into the school exceeds the agreed PAN for any year, the Governors will bring into effect their admissions policy and apply the following criteria in numerical order.

1. Looked After Children in the care of the Local Authority.
2. Medical/Social Grounds or Special Circumstances (see note 2).
3. Siblings, ie a child/ren who will have a brother or sister at the school at the time of entry to the school in September 2010 (see note 5).
4. Children whose parents/guardians/family members are regular worshippers at St Mary's Parish (See Note 1)
 - 4.1 Living **in** the Parish of Long Ditton
 - 4.2 Living **outside** the Parish of Long Ditton
5. Children who are currently (at the date of application) on roll at Long Ditton Infants School and whose parents/guardians live **in** the Parish of Long Ditton
 - Regular worshipper of faiths other than C of E within the Parish (See Note 1)
 - Regular worshipper at a C of E Church outside the Parish (See Note 1)
 - Regular worshipper of other faiths outside the Parish (See Note 1)
 - Children of parents with no religious beliefs living in the Parish
6. Children who are currently (at the date of application) on roll at Long Ditton Infants and whose parents/guardians live **outside** the Parish of Long Ditton
 - Regular worshipper of faiths other than C of E within the Parish (See Note 1)
 - Regular worshipper at a C of E Church outside the Parish (See Note 1)

Regular worshipper of other faiths outside the Parish (See Note 1)
Children of parents with no religious beliefs living outside the Parish

7. Children who are currently (at the date of application) not on roll at Long Ditton Infants School who live nearest to Long Ditton St Mary's School. The nearest school is defined as the school closest to the home address which admits pupils of the appropriate age range. The distance is measured in a straight line from the address point of the pupil's house, as set by Ordnance Survey, to the nearest pedestrian school gate available for pupils to use. This is calculated using the Admission and Transport Team's Geographical Information System. The measurement for these purposes does not take into account the mode of transport used. *Parents should note that if they apply for free transport different criteria apply and the distance from home to school may be measured using a different route.*

This Governors' Admissions Policy will apply throughout the course of the academic year should places become available. The 'Pool of Applicants' for any applicable year group(s) will be assessed in strict compliance with the Policy.

Note 1

All persons wishing to apply for a place at Long Ditton St Mary's School should complete a Supplementary Information Form (SIF) which is available from the School or the Local Authority.

Note 2

If, when you apply, your child has a serious medical condition or disability which means that you feel he/she must go to your first-ranked school, you must put this on the application form. We will only consider this if you attach supporting evidence: for example a letter from a registered health professional. This evidence should set out the particular reasons why the school in question is the most suitable school and the difficulties that would be caused if he/she had to attend another school. Please note: a letter from your GP will not normally be sufficient medical evidence.

The Governors will then consult our own medical advisors. They will only agree to a priority placement if their medical advisors consider that it is necessary for your child to go to a particular school. It is expected that all mainstream schools and not just the school of your first preference will support children with the more common medical illnesses or stress-related symptoms (or both).

Occasionally there will be a very small number of children for whom exceptional arrangements will apply. In accordance with the DCSF Admissions Code of Practice, exceptional arrangements may override our other admissions priorities when places are initially allocated. These are dealt with as follows:

Other compelling reasons

If there are sensitive, individual and compelling family circumstances, perhaps involving other agencies, these also may be considered at the time of

application. Again documented evidence and/or reports must be provided as appropriate.

If the child is the subject of an Education Supervision Order or is permanently excluded from school then exceptional circumstances may also give priority for placement.

Where, at the initial allocation of places, it is found that a child qualifies for priority admission under one of these arrangements, a place will be offered.

It is important that any exceptional circumstances as described above are stated on the preference form at the time of application and supporting written evidence is attached, otherwise no consideration to priority placement can be given. Applications falling into these categories at other times will receive consideration in the light of available places. Please note: a letter from your GP will not normally be sufficient medical evidence.

Note 3

All persons wishing to apply on the basis of regular worship must submit a completed clergy form to confirm church attendance and which includes proof of this status from the religious leader concerned.

Note 4

Parents who are unsuccessful one year are free to re-apply in subsequent years. The onus is on the parent to apply for subsequent years not on the school to check continuing interest.

Note 5

In category 3 the definition of a sibling is a brother or sister (that is, another child of the same parents, whether living at the same address or not,) or a half-brother or a half-sister or a step-brother or a step-sister living at the same address, or adopted or foster children living at the same address.

Note 6

The tie-breaker for allocation of places in categories 3-7 will be determined according to distance from the School as defined in 7 above.

Note 7

Where joint custody arrangements exist the 'home' address will be determined by the address at which the parent lives who is in receipt of Child Benefit.

Note 8

A map of the area to indicate to what extent parents have succeeded in obtaining places historically and whether this is likely to be a guide for the future will be available for viewing in the School Office.

Note 9

Following the receipt of an offer letter from Surrey Local Authority applications can be made direct to the School to be put on a waiting list which will be kept by the School. Applicants on the waiting list will be ranked in the same order as the published admissions criteria.

Note 10

On acceptance of a place, proof of address will be requested. Such proof will usually be a current council tax bill.

Note 11

Over the past ten years, all applicants who have made an application to enter Year 3 at the beginning of the academic year have been allocated a place.