



Let your light shine

ADMISSIONS POLICY

September 2024-2025 Admission

All Saints Church of England Aided Junior School highly values its Christian ethos and its close links with the Parish of Fleet and the diocese of Guildford. We believe our Christian ethos benefits the whole community. The school provides a distinctively Christian yet inclusive environment in which each child is motivated to acquire skills for life, a love of learning and a sense of responsibility for themselves and others.

We ask all parents applying for a place here to respect this ethos and its importance to the whole school community. (For the purposes of this policy a parent is defined as a natural, adoptive, step or foster parent or other legal guardian.)

As a designated Church of England Aided Junior School the Governors are the admissions authority and have agreed with the Local Authority a Published Admission Number (PAN) of 140 pupils.

All Saints C.E. (A) Junior School operates an equal preference scheme.

The Governing Body will admit a child whose Education, Health and Care Plan names this school.

When there are more applications than there are places available the Governors will admit pupils according to the following criteria which are listed in order of priority:-

1. Looked after children in the care of the Local Authority or provided with accommodation by a Local Authority (in accordance with s.22 Children Act 1989); or children who were previously in the care of a Local Authority or provided with accommodation by a Local Authority but immediately after being looked after became subject to adoption, child arrangement order, or special guardianship order. Official confirmation of the child's status will be required from the Local Authority in all cases. This criteria includes those who appear (to the Admission Authority) to have been in state care outside England and ceased to be in state care as a result of being adopted.
2. Exceptional circumstances -a child who has a serious medical condition, or if there are sensitive family circumstances which make it **essential** that the child attends All Saints rather than any other school. Appropriate documentary evidence from a consultant doctor or from the relevant support services **must be submitted at the time of application**, making clear why attendance at this school is essential; Governors will assess such evidence.
N.B. All schools support children with the more common medical conditions such as asthma, nut allergies and stress related symptoms.
3. Children of staff employed at the school for a continuous period of two or more years preceding the date of application for admission, or to fill a vacant post for which there is a demonstrable skills shortage. A Supplementary Information Form (available from the school office or the website) certified by the Headteacher must be completed at the time of application.

4. Children who have siblings (see below) who a) are attending the school at the date of application or b) who have attended the school within the last two years. A Supplementary Information Form (available from the school office or the website) should be completed at the time of application for 4b) .
5. Children **living within the designated catchment area of the school**. (A map is available to view at the school office and on the Hampshire County Council website).

Outside the designated catchment area of the school

6. Children and/or parent(s) who are **regular worshippers** (as defined below) at a Christian (as defined below) Church. A Supplementary Information Form certified by the Vicar/Priest in Charge must be completed at the time of application.
7. Any other children who wish to attend this Church of England school.

Parents applying under criteria 3, 4b) & 6 must complete a Supplementary Information Form which must be obtained from the school office or from the school website and completed and returned to the school, no later than midnight on **15 January 2024**. (As it is a paper form that needs to be signed, it is not available for completion online.)

Sibling - brother or sister, half brother or sister, adopted brother or sister, foster brother or sister, step brother or sister living in the same family unit at the same address. Or the child of the parent/carer's partner, where the child for whom the school place is sought is living in the same family unit at the same address.

Christian Church is one that is a member of Churches Together in Britain and Ireland or a member of the Evangelical Alliance.

Regular worshipper - at least one parent and/or the child worshipping at least once a month over a period of at least six months immediately preceding the date of application. **A Supplementary Information Form (SIF) is available from the school office and the school's website.** In the event that during the period specified for attendance at worship, the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance, will only apply to the period when the church or alternative premises have been available for public worship.

Multiple Birth - where a twin or child from a multiple birth is admitted to our school under this policy then any further twin or child of the same multiple birth will also be admitted even though this may raise the intake number above the school's PAN. No other pupil will be admitted until a place becomes available within the PAN.

Tie-Breaker - in cases where the criteria for children are identical, preference will be given to the child whose home address is closest to the school. HCC Geographic Information Systems (GIS) will be used to determine straight-line distances (from the ordnance survey home address point to the school office). If it is not possible to decide between two applicants who are equidistant then an independently supervised lottery will decide to whom the final place will be allocated.

Home address - the child's permanent address (or in cases of shared custody, where he/she lives for the majority of their time, including the school week)

Waiting List - when all available places have been allocated, a waiting list will be operated by the school on behalf of the Local Authority. Any places that become available will be allocated according to the criteria of the admission policy, with no account being taken of the length of time on the waiting list or any priority order expressed as part of the main admission round. The waiting list will be reviewed and revised:

- Each time a child is added to, or removed from the waiting list

- When a child's changed circumstances affect their priority
- After one year, the list will be deleted. Parents still wishing to apply for a place for their child should complete an In-Year Application Form - see below

At the time of receiving an offer of a school place, parents will be advised of the process for adding their child's name to our waiting list.

Right to Appeal - in the event of an unsuccessful application, parents have the right to appeal to an independent appeals panel. For details, please contact the school office.

The governors reserve the right to withdraw the offer of a place if parents are found to have submitted fraudulent information.

Out of Chronological Age Education - applicants may choose to seek places outside their child's chronological year group, although in the first instance, this should be discussed with the Headteacher. Applicants must state clearly why they feel admission to a different year group would be appropriate and submit any supporting documentary evidence they have. Governors will make decisions in the best interest of each child, taking into account the particular circumstances of the case, including the views of the Headteacher. Reasons for the decision will be set out for parents. However, please note that there is no right of appeal if a place is offered that is not in the parents' preferred age group.

Application Procedure - you must complete a Local Authority Application Form available from the website www.hants.gov.uk/admissions. The school office will assist you if you do not have access to the internet. Alternatively, go to the school website www.allsaintsfleet.co.uk click on the Admissions Page icon on the Home Page.

The Governing Body will consider first all those applications received by the published deadline of **midnight on 15 January 2024**. Notifications to parents offering a school place will be sent by the Local authority on **17 April 2024**.

Late Applications - these will be considered in accordance with Hampshire's co-ordinated arrangements.

In Year Applications - the allocation of any places which may become available during the year will be made on the basis of the current Admissions Criteria. There are no deadline dates for in year applications. Applications must be made using the Local Authority Admission Form, available online at www.hants.gov.uk/admissions or paper application forms are also available from the school office if you do not have access to the internet. Any parent can apply for a place for their child at any time to any school - please see website for details of how to apply.

Responsibility:	FGB
Review cycle:	Annual
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