



## Mid-term admission policy for 2017-18

All Saints Carshalton Church of England Primary School  
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### MID-TERM ADMISSION POLICY

This policy applies to all children who were born on or after 1 September 2008. There is a separate policy for children born on or before 31 August 2008.

#### Introductory

All Saints School has a distinctive Christian ethos that is at the heart of the school and provides an inclusive, caring and supportive environment where children learn and flourish in a setting shaped by Christian values.

Governors anticipate that pupils will take part in all Christian worship at the school, and will attend religious education lessons. Teaching and worship at the school will be in accordance with the aims and ideals of a Church of England school.

The school's published admission number (PAN) is 60 pupils for children who were born on or after 1 September 2008. On receiving applications, the Governors' admissions committee will assign each one into its appropriate category, and will adhere strictly to the rank order when making decisions on offering places.

Children with a Statement of Special Educational Needs (as defined in section 324 of the Education Act 1996) whose application names this school will be allocated a place before any other applicants are considered.

If a vacated place was previously a Foundation place, the criteria for Foundation places will apply. If a vacated place was previously an Open place, the criteria for Open places will apply.



## A. Foundation Places

Words that are in **bold type and underlined** are explained in the Explanatory Notes.

Foundation places are for children whose parents are members of a church as defined in the Explanatory Notes. In the event of there being more applications than places available, the following oversubscription criteria will apply.

1. Looked After Children (see explanatory notes)
2. Children with an exceptional medical or social need for a place at All Saints School. Applications under this category must **at the time of application** be supported by written evidence from a specialist health professional or registered social worker, setting out the reasons why All Saints School is the most suitable, and the difficulties which would be caused if the child had to attend another school. This information needs to be provided for the Local Authority with the Common Application Form (CAF), and also copied to the school.
3. Children who will have an older **sibling** on the school roll **at the time of entry**, whose parent(s) are **regular and faithful worshippers** at their church.
4. Children whose parent(s) are **regular and faithful worshippers** at All Saints Church, Carshalton.
5. Children whose parent(s) are **regular and faithful worshippers** at an Anglican or **recognised Free Church** located in the London Borough of Sutton, or at an Orthodox church not in communion with the See of Rome, or at a Free Church where services are principally conducted in a language other than English, for whom this is the Anglican church primary school closest to the child's **home address**.
6. Children whose parent(s) worship at a Christian church but do not fall into the above categories.

In the event of over-subscription in respect of any of the above categories, a decision will be reached according to proximity of the child's **home address** to the school, with priority given to those living nearer. In the event of equidistance, lots will be drawn on the school's behalf by a person independent of the school.



## **B Open Places**

Words that are in **bold type and underlined** are explained in the Explanatory Notes.

Applications for an Open place will be considered for those who do not qualify for a Foundation place. Parents applying for an Open place should be aware of the school's aims to provide an education based on Christian principles.

In the event of there being more applicants than places available, the following oversubscription criteria will apply.

1. **Looked After Children**
2. Children with an exceptional medical or social need for a place at All Saints School. Applications under this category must **at the time of application** be supported by written evidence from a specialist health professional or registered social worker, setting out the reasons why All Saints School is the most suitable, and the difficulties which would be caused if the child had to attend another school. This information needs to be provided for the Local Authority with the Common Application Form (CAF), and also copied to the school.
3. Children who have an older **sibling** on roll at the time of entry.
4. Other children.

In the event of over-subscription in respect of any of the above categories, a decision will be reached according to proximity of the child's **home address** to the school, with priority given to those living nearer. In the event of equidistance, lots will be drawn on the school's behalf by a person independent of the school.



## EXPLANATORY NOTES and DEFINITIONS

### Looked After Child

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, or special guardianship order, *immediately following* having been looked after. The Governors will require written confirmation from the local authority or social services.

### Sibling

The definition of a sibling is a blood relative, step-sibling, half-sibling, adopted and foster children living as part of the same family unit at the same address from Monday to Friday. A **parent** is the person who has parental responsibility of the child, or who is the main carer and provider for the child.

### Regular and faithful worshippers

The phrase regular and faithful worshippers is defined as the regular attendance of at least one parent at least **fortnightly** for at least **two years** at the advertised regular public worship of their church **at the time of application**. Evidence will be sought from the Rector, Vicar, Minister (or senior church official if the living is vacant) of the church where the parent/s regularly worship. **If a family has recently moved into the area, evidence of attendance will be required from their previous Clergy, and two years' previous attendance must be demonstrated.**

### Recognised Free Church

A recognised Free Church is defined as being a member of a recognised Christian body, namely Churches Together or the Evangelical Alliance. Free Churches in the London Borough of Sutton include Methodist, Baptist, URC, Salvation Army, Quaker and Evangelical. This category also includes an Orthodox church not in communion with the See of Rome, or a Free Church where services are principally conducted in a language other than English. In all cases All Saints should be the closest Anglican Church primary school to the child's home address.

### Closeness

All distances will be measured by the computerised Geographical Information System maintained by London Borough of Sutton Admissions Team. The address to be used for the initial allocation of places will be the child's address at the closing date for applications. The address to be used for waiting lists, after the initial allocation, and for mid-term admissions, will be the child's current address. Any offer is conditional upon the child living at the appropriate address on the relevant date. *Parents have a responsibility to notify the school and the Local Authority of any change of address.*



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### Home address

The child's home address excludes the address of a business, relative or child minder, and must be the applicant's normal place of residence. If there is a genuine equal share custody arrangement between two parents, the address used will be that of the parent claiming child benefit for the child.

## FURTHER NOTES

When a mid-term application form has been received, the child's name will be placed on an unpriorised waiting list. Should a vacancy arise, clergy references will be sought for Foundation place applicants. All applications will be considered in accordance with the oversubscription criteria of the admission policy.

Parents who are unsuccessful in obtaining a place have the **RIGHT TO APPEAL** to an Independent Appeal Panel. Parents wishing to appeal should obtain an appeal form from the school, and return the completed form to the Clerk to the Appeal Panel c/o All Saints School within the timescale indicated in the letter of refusal.