



BISHOP LONSDALE CHURCH OF ENGLAND PRIMARY SCHOOL AND NURSERY

Admissions Policy- Over subscription criteria

The Governors are able to admit 30 children to the Foundation Stage 2 class during each academic year. When the school is oversubscribed, after the admission of pupils with Statements of Special Educational Needs where the school is named in the Statement, priority for admission will be given to those children who meet the criteria set out below, in order:

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. 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 the definition in section 22(1) of the Children Act 1989).
2. Children who already have brothers or sisters in the school **at the time of admission.** *

In criteria 3 to 7, priority is given to 'regular worshippers'. To qualify under one of these criteria, a priest or minister representing the place of worship must confirm this by signing the supplementary information form in the space provided.

3. Children of regular worshippers at the Parish Church of St. Luke who live within the area formally covered by the Parish. **
4. Children of regular worshippers at the Parish Church of St. Luke who live outside the area formally covered by the Parish. **
5. Children of regular worshippers at other Parish Churches where the parish has no Church Aided School. **
6. Children of regular worshippers of other Christian denominations who live within the Parish of St. Luke. *(as defined by the Council of Churches for Britain and Ireland).* **
7. Children of regular worshippers of other faiths who live within the area formally covered by the Parish of St. Luke. **
8. Children who live within the area formally covered by the Parish of St. Luke.
9. All other children.

During the Autumn term, Derby City's Common Application Form will be sent to parents from the Children and Young People's Service. A supplementary form for Church of England Primary Schools is also included for parents who wish their child to be considered under one of the worship criteria (Numbers 3 to 7) listed above.

When we have to make a choice between children who meet the same criteria, we will give priority to the child living nearest to Bishop Lonsdale School, measured by a straight line. The line will be



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measured from the home address to the school using the national Ordnance Survey set points. If the children cannot be separated, it will be decided by drawing lots.

Note: The 'home address' is the address of the primary carer of the child, as shown by who receives the Child Benefit.

Should the school be oversubscribed a waiting list will be kept for one term after the designated admissions date and parents of children on the list will be notified if a place becomes available, irrespective of whether or not any appeals are pending.

*A brother or sister of a pupil is defined as: a child sharing one or more natural parent with another child attending the school – at the time which they are admitted; a step brother or step sister where children are related by a parent's marriage; or an adopted or foster brother or sister of a pupil already attending the school and living at the same address.

Multiple births will be allocated a place together – within the boundaries of Infant Class Size Legislation.

**Regular worshippers have attended acts of worship at their place of worship at least once a month for 12 months or more. It is only necessary that one parent is a regular worshipper.

In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship* 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, in relation to those of other faiths, relevant place of worship* or alternative premises have been available for public worship.

FOR CHILDREN TRANSFERRING FROM ANOTHER SCHOOL

Parents should apply to the Children's and Young People's Service using the Common Application Form, who will check the availability of a place in the relevant year group. If the child is offered a place, parents are provided with a copy of the School Brochure and are asked to complete a Pupil Information Sheet prior to admission.

As soon as the child starts school a request is made for all relevant records from the previous school.

APPEALS PROCEDURE

If a child is not offered a place then parents have the right of appeal. The date by which all appeals should be made will be not more than 3 weeks after notification. Letters of appeal should be sent to the Chair of Governors at the School. They will then be forwarded to the Diocesan Board of Education who will set a date for an Appeals Tribunal.