

## **All Saints Inter-Church Academy 2014-15**

All Saints serves a catchment area (comprising the area of March bounded by the north side of Creek Rd to its junction with St John's Rd, north side of St John's Rd, east side of Station Rd, north side of County Rd, east side of Robingoodfellow's Lane to Lime Grove to Norwood Rd from the railway crossing to Elm Rd, east side of Elm Rd) and also welcomes applicants from a wider area on religious grounds.

The Governing Body is the admissions authority for the school. It sets and applies the admissions policy. All decisions regarding the admission of children are made by a committee of the Governing Body.

### **How to apply**

The application process for admissions into Reception is co-ordinated by Cambridgeshire LA, which acts on behalf of the Governing Body to offer places at the school. Parents should submit a Cambridgeshire Application Form, available from their child's primary school or from the LA Admissions Team, no later than the national closing date. Offer letters will be issued by the LA on the published offer date in the year of entry. Late applications (those submitted after the national closing date) will be handled by the Admissions Team.

To apply for a place after the start of the school year, or for any other year group, please contact the LA Admissions Team, or the school, for an application form.

School office contact: Mrs Liz Cowell, 01354 659000.

LA Admissions Team contact: 01223 699200 or 01223 699662, or by email to [admissions@cambridgeshire.gov.uk](mailto:admissions@cambridgeshire.gov.uk).

The application form must be returned to the LA Admissions Team who will then contact your preferred schools to determine the availability of a school place. The LA Admissions Team will then write to you to confirm the details of the school at which a place is to be offered and, where appropriate, a suitable start date.

Where the Admissions Team is unable to meet any preferences expressed a place will be offered at the next nearest alternative school with places available.

Parents wishing to visit the school prior to submitting an application are welcome to do so, though it may not always be possible to organise this at short notice. Visits are not interviews and do not affect any decision regarding the availability of a place. Please contact the school to make arrangements.

All parents are advised to read the LA booklet for parents on primary admissions.

### **Reserve list**

As part of the co-ordinated scheme for primary admission, the LA Admissions Team hold the initial reserve list on behalf of the Governing Body until the end of the autumn term in the initial year of intake.

Where an in-year application is received, the child's details will be held on a reserve list by the LA Admissions Team on behalf of the Governing Body for a minimum period of one term following the term of application.

## **Admissions criteria**

The reception intake number is limited to 30. Children who have a statement of special educational needs that names the school will be admitted.

NB. Those children with a statement of special educational needs that does not name the school will be referred to Student Assessment to determine an appropriate place. If there are fewer applicants than places, then all applications will be accepted. If there are more applicants than places, the following criteria will be used, in order, to determine priority. All preferences will be treated equally.

Children who have a statement of special educational needs that names the school will be admitted. NB. Those children with a statement of special educational needs that does not name the school will be referred to STAR Team to determine an appropriate place.

### **A maximum of 15 of the 30 places will be allocated in order of priority under categories 1-6 and the remainder in order of priority under categories 7-10.**

Priority in all categories will be given to

(i) Children in care, also looked after children (LAC) and children who were looked after but ceased to be so by reason of adoption resident order or special guardianship order;

(ii) children with a sibling\* attending the school at the time of admission (the highest number of siblings will take priority).

A sibling is a brother, sister, step-brother, step-sister, adopted or foster child living in the same household. In a tie-break situation, the highest number of siblings at All Saints will determine priority.

In church criteria 1 and 2, priority in a tie-break will go first to:

- Parent(s)/guardian(s) attending church weekly
- Child attending church weekly
- Parent(s)/guardian(s) attending church monthly
- Child attending church monthly
- Grandparents attending church weekly (this category can only be used if parents do not attend)
- Irregular attenders, e.g. Easter and Christmas.

### **CHURCH CRITERIA (maximum 15 places) - see notes A & B**

1. Baptised children of practicing members of the CofE/RC Church with a sibling in the school
2. Baptised children of practicing members of the CofE/RC church
3. Children of practicing members of Christian denominations whose Church is a member of Churches Together in England (list available on application) with a sibling in the school

4. Children of practicing members of Christian denominations whose Church is a member of Churches Together in England (list available on application)
5. Children whose parents are practicing members of other faiths, who wish their children to participate in the ethos and practices of our school with a sibling in the school
6. Children whose parents are practicing members of other faiths, who wish their children to participate in the ethos and practices of our school

### **CATCHMENT CRITERIA (minimum 15 places) - see note C**

#### **The remainder of available places will be allocated as follows:**

- 7 . Children living within the catchment area with a sibling in the school;
- 8 . Children outside the catchment area with a sibling in the school.
- 9 . Children living within the catchment area
- 10 . Children outside the catchment area.

If applying for admission for a child who has a sibling attending the school, you should be aware that for admission in criteria 1 to 6 , current church/faith attendance is necessary.

In criterion 7, 8, 9, 10 , priority in a tie-break will go to children living nearest the school by the shortest straight line distance.

#### **Notes**

A: A confidential reference from the priest, minister or leader of the religious community to confirm frequency of attendance, will be required for consideration under church criteria 1 - 4. Where relevant, the child's baptism certificate should accompany the application.

B: Practicing membership under church criteria 1 -4 will be determined by frequency of attendance by the person(s), confirmed by a letter from the priest/minister or leader, as defined in the tie-break, firstly weekly, secondly monthly and thirdly for major religious festivals, such as Easter and Christmas. For criteria 5 and 6, such practice must be in accordance with the usual discipline of that faith.

C: The school may lawfully withdraw an offer of a place where a fraudulent or intentionally misleading claim of residency in the catchment area is made and effectively denies a place to a child with a stronger claim. Where a child lives with parents with shared responsibility, each for part of the week, the home address for admission purposes is where the child lives most from Monday to Friday.

#### **Appeals**

The parent(s) of any child refused a place at All Saints has a right of appeal to an independent Appeals Panel. The panel consists of three people who are independent of the school's Governing Body and the Local Education Authority. The panel will consider the circumstances of the case put before them and the Governing Body and parents must abide

by the decision it makes.

Appeals for All Saints are arranged by the LA Admissions Team on behalf of the Governing Body. Further information and appeal forms are available from the Admissions Team.

### **Excepted pupils**

Classes in Key Stage 1, this means our Reception, Year 1 and Year 2 classes may not contain more than 30 pupils with a single qualified teacher. The Governing Body will consider offering a place above the Published Admission Number (PAN) only in exceptional circumstances.

Where such a year group is full, the governors will consider an application for a child to be considered an 'excepted pupil' where the child moves into the area outside the normal admission round and there is any of the following:

- (i) No other school which would provide suitable education within a reasonable distance of his or her home;
- (ii) Where the child receives a statement of special educational needs naming All Saints or a pupil with a statement naming All Saints moves into the area, in each case outside the normal admission round;
- (iii) Where a pupil is initially refused admission but is subsequently offered a place after an error in implementing the school's admission arrangements, or an Appeals Panel upholds an admissions appeal;
- (iv) A child normally educated in a special educational needs unit or special school will be treated as an excepted pupil for any time he/she is in an infant class at a mainstream school.