Oxenhope Church of England Primary School

Admissions Policy 2022-23

Created by:	Date:	Next Review Date:
A M Jones	August 2021	January 2022

We are a community where each person is valued by God. We nurture confidence, delight and discipline in seeking the skills needed to shape life well.

Life in all its fullness; John Chapter 10 v 10.

At Oxenhope CE Primary School, we believe in a broad, balanced and creative curriculum, which provides each child with a chance to flourish and achieve their potential by becoming successful, life-long learners who are able to enjoy life in all its fullness. Our Christian ethos, character and values pervade Oxenhope CE Primary ensuring the exceptional personal development and academic achievement of the whole child, as well as the overall 'well-being' of the school community. The school is wholehearted in its commitment, putting faith and spiritual development at the heart of the curriculum.

Christian beliefs and practices that underpin this policy

Love / Compassion 	'Love your neighbour as yourself' Luke 10 v 27 Just like Jesus was 'moved with compassion' we want to instil the children of Oxenhope with selfless kindness towards others. The ultimate aim is to do good to other people, whoever they may be.
Service / Community 	'Serve one another in love' Galatians 5 v14 At Oxenhope we actively seek opportunities to work together to help others. As even Jesus washed the disciple's feet we can learn from his example and seek to do good where we can, both locally and globally.
Wisdom 	'Blessed are those who find wisdom, those who gain understanding.' Proverbs 3 v 13 As the children at Oxenhope are faced with situations and dilemmas, we endeavour to teach and direct them to make wise choices which will develop their characters and shape their lives. Wisdom is rooted in a proper reverence for God, the source of all life and values.
Forgiveness 	'Forgive us our sins as we forgive those who have sinned against us.' Luke 11 v 4 These are the words we quote in our school prayer. As we appreciate how much we have been forgiven, we can forgive others.
Courage 	"Have I not commanded you? Be strong and courageous. Do not be afraid; do not be discouraged, for the LORD your God will be with you wherever you go." Joshua 1 v 9 It is important that the children go from Oxenhope with a determined strength that they can bravely overcome whatever challenges they are faced with.
Endurance / Hope 	**'**Be joyful in hope, patient in affliction, faithful in prayer.' Romans 12 v 12 Jesus' followers are challenged to think of life like a race. However - NOT a short sprint but a marathon! The bible says that we are made stronger for the future every time we endure and refuse to give up. We teach our children to persevere and not give up hope.
Truth 	'Instead, we will speak the truth in love, growing in every way more and more like Christ' Ephesians 4 v 15 We teach the children to be full of integrity and honesty, knowing the difference between right and wrong. If they have strong moral principles they will be the much needed light in this world. As Jesus said 'the truth will set you free.'

Admissions Policy 2022/2023 Academic Year

Children are admitted into Reception full time in the September of the school year in which they will be five. The following priority for admissions will apply if the demand for places exceeds the school's admission limit of 30. Children with a statement of Special Educational Need where this school is named on the statement will be admitted to the school without reference to the oversubscription criteria below.

Oxenhope Church of England Primary School is a voluntary aided school for which the admissions authority is the Governing Body. Where there are more applications than places available, places will be allocated in the following order of priority:

1. Looked after children* or children who were previously looked after but ceased to be so because they were adopted or became subject to a child arrangement or special guardianship order. (* see definitions below)

2. Children who appear [to the admission authority of the school] to have been in state care outside of England and ceased to be in state care as a result of being adopted (see definitions below).

3. Children who have exceptional social or medical needs, supported by a written recommendation from the child's paediatrician/consultant or professional from Children's Services and/or an independent professional recommendation from a Director of Social Services, Probation, or the Children and Family Court Advisory and Support Service. The letter must explain why the school is the only suitable school to meet the child's needs and why no other school could provide the appropriate support for the child.

4. Regularity of family involvement* in the worship and work of the Parish Church of St Mary the Virgin, Oxenhope, supported with written evidence from the recognised minister at St Mary's Church.

5. Children resident within the Parish Area* of the school where the family is regularly involved in the worship and work of another Christian* church, supported with written evidence from a recognised minister.

6. Children resident within the Parish Area* of the school where the family is regularly involved in another faith community*, supported with written evidence from a recognised faith community leader.

7. Sisters and brothers of children living at the same address, who are at present on roll at the school, and will still be attending the school at the time of admission (see definitions below).

8. Those children resident within the Parish Area* of the school.

9. Pupils who attend an academy, which is part of Bradford Academies Diocesan Trust.

10. Other children.

~~If all other factors are equal in each of the above categories, the deciding factor is children whose family home* is closest to the school measured by straight line distance from the main entrance of the family home to the main entrance of school.~~

Tie Break

When demand exceeds places in any of the above criteria, the distance between the child's home and school, measured by a straight line distance from the Ordinance Survey address point of the home to the main entrance to the school building, will be used to decide who is given a place, those living nearest being given the available places. Where the offer of places to applicants with equi-distant addresses would lead to oversubscription, the decision of who will be offered the place will be made by random selection.

Definitions

* A 'looked after child' is a child who is in the care of the local authority, or being provided with accommodation by a local authority in England in the exercise of their social services functions.

* A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

* The term 'sisters' and 'brothers' refers to children of statutory school age who live with the same family at the same address. Children living with the same family e.g. foster, adopted children and step-sisters and brothers are also included.

* 'Home address' refers to the child's permanent home at the date of admission. Where the child lives with parents with separated parents who have shared responsibility, it is for the parents to determine which address to use when applying for a primary school. Proof of residency may be required at any time during or after the allocation process.

* 'Regularity of family involvement' means attendance twice per month for a period of two years.

* 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.

* 'Parish Area' is defined as those addresses deemed to be in the Ecclesiastical Parish of St Mary the Virgin, Oxenhope. A map is available in church.

* 'Christian' means a church that is a member of the Churches together in Britain and Ireland or The Evangelical Alliance (http://www.eauk.org/)

* "Another faith community" means one of the major world faith traditions other than Christianity in Britain – Buddhism, Hinduism, Islam, Judaism, Sikhism.

* Distances will be measured by linear measurement from the main entrance of the family home to the main entrance of the school building (using local authority geographical information system computer software).

Application procedure

The Local Authority Admissions Form or In-year Admissions Form must be completed and returned to the Admissions team by the published closing date. For those applying on faith grounds, the school's supplementary information form (SIF) must be submitted by the same date directly to the school. Letters will be sent to parents/carers advising them of the outcome of their application by the Local Authority in April 2022, and advised of their right of appeal to an independent appeal panel.

Admission of children below compulsory school age

- Children who are offered a Reception place in the school will be able to start school in the September following their fourth birthday.

- Parents may request that the date their child is admitted to the school is deferred until later in the same school year or until the child reaches compulsory school age in that school year.

- Parents may request that their child attends part-time until the child reaches compulsory school age.

- Requests for a child to start their schooling on a part-time basis or to defer the start until they reach compulsory school-age should be addressed to the Headteacher.

- Compulsory school age is the beginning of the term following the child's fifth birthday.

Admissions for children with additional needs

School will work with the council, the Trust, parent groups, schools and SEND professionals to meet any additional needs that may require specialist advice in order to access the school. You will need to give full details on the application form and your application must be supported by specialist advice relating to the medical or behavioural needs of your child

Deferred entry to primary schools

Parents/carers of children who are offered a place at the school before they are of compulsory school age may defer their child's entry until later in the school year. Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year for which application was made. It should be noted, however, that such children will only be allowed to start at the beginning of a term. Parents/carers may not defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the beginning of the summer term of the school year for which the original application was accepted.

Appeals

Parents/carers of children who are not offered a place have the right to appeal. Such cases will be heard by an independent appeals panel. A written letter of appeal must be sent within 14 days from the date of the letter informing applicants of the governors' decision. The information about the appeals process can be found online, following the links from the school website, or by phoning 01274 385967.

Waiting lists

Where a child is refused an offer of a place in the school, the parents/carers may request that the child's name be placed on the school's waiting list. The waiting list will be maintained for the remainder of the academic year for which the application was made. Waiting lists will be maintained in order of the oversubscription priorities.

~~**Admissions outside the normal admissions round**~~

~~An in-year CPF, available from school or Local Authority, must be completed and returned to the school for admission to the school outside the normal admission round. If you are applying on faith grounds the SIF must also be completed and returned to the school. The Governors will inform the parent and the Local Authority of the outcome of the application.~~

In-year applications

These are co-ordinated by the Local Authority, but parents/carers wishing to apply for a place in-year should contact the school.

Oxenhope Church of England (Voluntary Aided) Primary School

Supplementary Information Form – September 2022 Intake

Child's Full Name: _____

Date of Birth _____ Male/ Female

Address: _____

Postcode _____

Parent/Carer Name _____Tel. No. _____

Do you regularly worship in an Anglican Church or any other Christian Church? **Yes / No**

Do you regularly worship as part of another faith community? **Yes / No**

Name and address of church or faith community: _____

_____

Name of vicar/priest/minister/faith community leader: _____

Please ask the above named person to complete the section below:

Vicar/Priest/Minister/Faith Community Leader Recommendation

To the best of my knowledge the above child attends:

	Most weeks	Once a month	Occasionally	Never
Regular services	☐	☐	☐	☐

Other Involvement ----------

To the best of my knowledge the above parent attends:

	Most weeks	Once a month	Occasionally	Never
Regular services	☐	☐	☐	☐

Other Involvement ----------

Signed _____ Name (printed)_____

Date_____

This supplementary form should be completed and returned to <u>Oxenhope C of E Primary School</u> at the above address, if we are listed as one of your school choices on the Common Preference Form.