Admissions Policy

Mission Statement

Reviewed 21/08/2021

Review 23/2/2022

Version Control

Version	Date	Author	Rationale
1	01/07/20		Original
1.1	01/11/20	Fran Best	Update admission criteria and SIF
1.2	24/02/21	Paul Chell	Reviewed
1.3	21/08/21	Paul Chell	Comply with change to Admissions Code

Christ Church Academy is a Church of England primary academy in Shipley, West Yorkshire. It is part of the Bradford Academies Diocesan Trust. At Christ Church, we believe that for children to reach their full potential they need to be good learners who are positive, curious, creative and resilient.

Christ Church is a school where pupils are able to feel happy, safe and secure, a place where they are valued and where their unique, God-given gifts and talents are nurtured and rewarded. Our mission is to serve our community by providing a first class education, respecting difference and offering equality of opportunity, free from discrimination on the grounds of race, sex, class or disability.

As a Church School, with strong links with the local parish church (Christchurch LEP), Christian values are at the heart of all we do. We strive to love and respect each other and, as a result, children learn by example and grow morally, socially, emotionally and spiritually.

Admissions

Christ Church Academy is a 1 form entry Church of England Primary Academy with a Nursery. As an Academy, the Admissions Authority is Bradford Council who follows the School Admission Code. As a Church School, the Governors expect parents choosing the school to allow their children to be fully involved in the religious life of the school. The nursery admits 30 pupils per session and school has a designated 30 places per year group. Attendance at the school nursery does not guarantee a place in Reception class.

Children with an Education and Health Care Plan, where this school is named on the statement, have a statutory right to be admitted to the school without reference to the oversubscription criteria below.

In the event of there being more applicants than there are places, the Governors' Admission Policy will be applied as follows:

1. Looked after children and previously looked after children. This means all children in the care of the Local Authority and those who have been looked after and ceased to be so because they were adopted, became subject to a child arrangement or special guardianship order. (* see notes and 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 notes and definitions below).

3. A child's parent/guardian who is connected to a Christian Church in the following order:
   (a) At the heart of the church – someone whose family worships twice a month or more for a period of two years
   (b) Attached to the church – is a regular but not frequent worshipper once a month; or is regularly involved in a weekday church activity including an element of worship for a period of two years.
   (c) Known to the church – an occasional but not frequent worshipper or someone involved in church activities such as uniformed organisations.

4. Pupils who have siblings who will still be attending school at the normal time of admission.

5. Pupils who live closest to school as measured by the straight line distance from the front door of home address to the main entrance of the school building.

'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'

If parents are applying for Christchurch on faith grounds it is in their interest to provide as much information as possible so that governors have access to this when applying the over subscription criteria. They can do this by completing the **Supplementary Information Form** which is available from the school and which should be returned directly to the school by the 15th January 2021.

TIE BREAK

When demand exceeds places in any of the following policies, the distance between the child's home and school, measured by a straight line distance from the Ordnance 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.

Notes and 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.

Christian Church means a church that is affiliated to the Council of Churches together in Britain and Ireland or one which is in full sympathy with its Trinitarian Creed.

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".

Siblings are brothers or sisters of statutory school age at the time of admission, including step brothers and sisters, adopted children and foster children, who live at the same address or children living in the same family home.

Where a family of multiple births (twins, triplets etc) request admission and only one of the siblings can be offered a place, the remaining siblings will also be offered places above the admission number.

'Home address' refers to the child's permanent home at the date of admission. Where the child lives with split 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.

Admission to Reception

Although statutory school age is the beginning of the term following the child's fifth birthday, parents do have a right to defer the start date or to take the place on a part-time basis, until the child reaches statutory school age.

Children will be admitted in to Reception in the September after their 4th birthday.

Appeals
Parents/guardians of children who are not offered a place have the right to appeal. Parents should contact the school office in writing in the first instance, within 14 days of receipt of the refusal letter. They should also contact the Local Authority who co-ordinate appeals for the school.

Waiting List
In addition to the right of appeal, unsuccessful applicants will be offered the opportunity to be placed on a waiting list. This waiting list will be maintained in order of the over subscription criteria set out above. This will remain in place throughout the academic year and parents will be invited to re-apply at the start of each academic year. All admissions, including in-year applications, are co-ordinated by the Local Authority.

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

For clarification, Governors repeat that attendance at Nursery does not guarantee a place in reception and therefore a separate application for admission to Reception must be made using the Local Authority's Common Preference Form.

Nursery Admissions

In accordance with The Education Act 2002, The Governing Body of an Academy is responsible for taking decisions about admissions to nursery classes. Paragraph 7.17

The Governors will apply the admission criteria in this policy.

The nursery admits 30 pupils per session.

- Names may be placed on any nursery waiting lists from birth onwards.
- A child will be admitted to nursery following his/her third birthday. Where the number of applicants for places exceeds the number of places available, the criteria for admission to school will be applied.
- Children will be offered a part time place in the nursery class. However, full time places are available for an additional cost when there are places available.
- Parents must complete the Local Authority Common Preference Form for application for a place in Reception.
- Unless an agreement has been reached with the Headteacher, failure to take up an offered place at nursery within 2 weeks of the allocated date, the placement will be withdrawn.

Admission to nursery does not guarantee a place in the main school.

Application for admission to reception requires completion of the Local Authority's Common Preference Form.