

Admissions Policy 2025

Mission Statement

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 can 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 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 one 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 or children who were previously looked after but ceased to be so because they were adopted or became subject to a residence or special guardianship order (see Notes and Definitions). A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

2. 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.

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

4. 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 Christ Church 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 of January 2025

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
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.

Siblings are brothers or sisters of statutory school age at the time of admission, including stepbrothers 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 into 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.

This form should be separate for confidentiality reasons

Supplementary Information Form (SIF)

This Supplementary Form should be completed by the parent / guardian of the child who is seeking admission to the school. This form need only be completed to confirm and verify that you meet the requirements of the oversubscription criteria related to church attendance. **No additional information will be considered** unless a family has attended more than one place of worship for that period, in which case more than one form may be submitted to cover the two years. It is the responsibility of the parent to get both sections complete and returned to school.

This form should be returned to the school office by no later than midnight on 15th January 2025

Section A: Application for admission to Christ Church Academy			
Please consider the following information as part of the admissions process for the following child:			
Child's Surname:		First name:	
Name of parent / guardian			
Address			
Postcode		Contact No	

I confirm that	
Is a regular worshipper at the church below, defined as attending public worship at that place, for at least once a month, for two years prior to the date of application.	

Place of Worship			
Name of Vicar / Priest / faith leader			
Address			
Postcode		Contact no	

Section B: Verification This section is to be completed by the above church leader			
I confirm that that child/parent/guardian named above has attended public worship at church at least once a month for the past two years.			
Name:			
Signed:		Date:	