

# ST JOHN'S CHURCH OF ENGLAND PRIMARY SCHOOL SPARKHILL

## ADMISSIONS POLICY

***St John's School is different from neighbouring local authority schools because it is a Church of England school. It was established in 1884 to educate children within the framework of the Christian faith. The school has a distinctive Christian ethos. We provide for children of Christian parents seeking a Christian education and welcome children of parents of other faiths or of no particular faith.***

### 1. INTRODUCTION

As a parent you have a right under the law to state a preference about your child's school.

The governors of a school like St John's must publish an admissions policy setting out all the arrangements for admissions. The Birmingham Diocesan Board of Education and the Birmingham Local Authority have been consulted about the contents of this policy

The Supplementary Information Form (SIF) with these notes is to help the governors carry out their responsibilities and provide the headteacher with some information about the children whose parents would like them to come to St John's C E Primary School.

The contents of this policy and the form are correct for the school year **2021-2022**, but could be altered for future years. So we advise you to check at the school from time to time that there have been no changes which might affect your application or your child's chances of coming to St John's CE Primary School. Parents may request the current admissions policy from the school at any time.

### 2. ADMISSIONS POLICY - for pupils age 4+

The Admission Policy of the governors will seek to maintain the Christian character of this Church of England school and offer opportunity for children of different faiths and cultural backgrounds to learn together

The governors plan to admit **60** children into the Reception Classes at the beginning of the school year.

If you would like your child to be considered for a place at St John's school you should send your Supplementary Information Form to the Head teacher by **15th January 2021**. **You must also submit your preferences to the Local Authority online at the following website [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) or request an LA preference form by contacting the Local Authority on 0121 303 1888. If you do not apply online or complete the LA form you cannot be considered for a place at St John's School even if you have completed the school's supplementary information form.** Early application is not a criterion for admission priority. In previous years the school has been heavily oversubscribed with well over 200 applications for 60 places. From previous years experience it must be expected that **many applicants will not be successful** in gaining a place at the school.

***Governors will decide which children should come to the school according to these categories, taken in order:***

## Christian Ethos Statement

St John's CE Primary School is a Church of England primary School with a distinctively Christian ethos. This underpins the values of the school and reflects its nature. We ask all parents applying for a place here to recognise and support this ethos and its importance to the school. This does not affect the right of parents who are not of the faith of the school to apply for and be considered for a place here.

1. Looked after children (in public care); This includes any child/young person who is subject to a Full Care Order, an interim Care Order, accommodated under Section 20 of the Children Act 1989, is remanded or detained into Local Authority accommodation under Criminal Law or who has been placed for adoption, or has previously been deemed a looked after child.
2. Children of parents/guardians whose regular attendance (regular referring to attending twice a month over a twelve month period) at St John the Evangelist Church, Sparkhill is confirmed by the vicar of that church
3. Children of parents/guardians whose regular attendance (regular referring to attending twice a month over a twelve month period) at another Church of England church or member of "The Birmingham Council of Christian Churches or any other Trinitarian church. Membership must be confirmed by the minister of that church.
4. Children who will have a brother or sister (*not cousin or other relative*), as defined by the Local Authority, in KS1 or KS2 of St John's School in the term in which they are to be admitted and whose parents/guardians have indicated that they will support (in the sense that they accept and agree but are not being asked to commit to any practical support) the Christian ethos statement
5. Children whose parents/guardians have indicated that they will support (in the sense that they accept and agree but are not being asked to commit to any practical support) the Christian ethos statement.
6. Other applicants

Children with an Education Health Care Plan of special educational needs that names St John's CE Primary School will be offered a place first. This will reduce the number of places available to other applicants. This is not an over subscription criterion

If you are applying under criteria 2, 3, 4, and 5 a school information form must be completed (available from the school office). This form should be returned to the school office. The LA form must also be completed and returned to the Local Authority.

The school uses the Local Authority definition with regard to shared responsibility and also in the event of there needing to be a tie breaker.

***When a section is reached that is oversubscribed allocation of places will be made to those children living nearest to the school. All distances will be measured by the Local Authority on a map in a straight line from the centre of the school site to the child's home.***

***Children in the nursery class do not move on automatically into the reception classes. If your child is in the nursery class, you still need to apply for a reception class place along with other parents.***

***Parents can request that the date their child is admitted to school is deferred until later in the academic year or until the term in which the child reaches compulsory school age. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age.***

### 3. APPLICATIONS

For those children beginning Reception in **September 2021** the governors will consider all applications received at school by **15th January 2021**. The **Local Authority** will inform you where your child has been allocated a school place in April 2020.

If you are told that your child has been allocated a place at St John's CE Primary School then you will be sent more information and invited to visit the school.

If you are applying as an 'In Year applicant' and told that a place cannot be found at St John's CE Primary School you can ask for your child's name to be added to the waiting list in case there should be a vacancy. **Reception 2021** applicants who are unsuccessful will remain on the waiting list until the end of the Autumn Term. If you then wish your child's name to remain on the waiting list a new Supplementary Information Form should be completed.

Parents sometimes feel special circumstances apply, which the governors have not taken into account, or have not been able to take into account without breaking their own admissions policy. You may feel that the governors have acted unfairly. In these circumstances we hope that you will talk to either the headteacher or the chair of governors. If you still feel unhappy you have a legal right of appeal.

**WARNING : People who use false addresses or a relative's address to gain admission for their children into school will not receive a place, or if a place has been allocated, it will be withdrawn.**

### 3. APPEALS

If you decide to make a legal appeal, you should fill in the form and return it by the date you have been given. The governors will send all appeal forms they receive to the Diocesan Director of Education. The Diocesan Director of Education will then arrange for an independent Appeal Committee to hear the appeal. The Diocesan Director of Education will write and tell you the arrangements. You and the governors will have a chance to send in any papers you wish and to speak at the hearing. The Appeal Committee's decision as to whether your child can come to St John's CE Primary School is binding in law.

You can appeal if the Governors cannot find a place for a child of any age, for instance if you have recently moved into the area. But you cannot appeal again in the same academic year unless there is a significant and material change in circumstances.

### 4. ADMISSIONS POLICY FOR APPLICATIONS OTHER THAN FOR THE START OF A SCHOOL YEAR

Mid-course applicants, (those other than at the start of the school year), must complete a Supplementary Information Form and return it to the governors. If there is a vacancy at the time in the appropriate class for the child's age you will be informed. Otherwise you may request that the child's name will be entered on a waiting list and will be considered by the governors according to the same criteria as above when a vacancy occurs. If a place can be offered then the parents will be informed. In previous years all age groups have been oversubscribed and places only become available if children leave the school. It is very unlikely therefore that places become available for mid-course applicants.

If a place cannot be offered during the year then parents must renew their application in April of each year. If applications are not renewed the child's name will be removed from the waiting list.

### 6. NURSERY CHILDREN

**Please turn over the page for information regarding nursery admission**

## **Nursery Admission**

None of what you have read applies to the Nursery class. There are separate arrangements for the Nursery. Children are admitted to the Nursery class at the beginning of the school year in which they reach the age of four. A separate application is available from the nursery or school office.

***Governors will decide which children should come to the nursery according to these categories, taken in order:***

1. Looked after children (in public care); This includes any child/young person who is subject to a Full Care Order, an interim Care Order, accommodated under Section 20 of the Children Act 1989, is remanded or detained into Local Authority accommodation under Criminal Law or who has been placed for adoption.
2. Children of parents/guardians whose regular attendance (regular referring to attending twice a month over a twelve month period) at St John the Evangelist Church, Sparkhill is confirmed by the vicar of that church
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4. Children who will have a brother or sister (*not cousin or other relative*), as defined by the Local Authority, in KS1 or KS2 of St John's School in the term in which they are to be admitted and whose parents/guardians have indicated that they will support (in the sense that they accept and agree but are not being asked to commit to any practical support) the Christian ethos statement
5. Children whose parents/guardians have indicated that they will support (in the sense that they accept and agree but are not being asked to commit to any practical support) the Christian ethos statement.
6. Other applicants

There is a separate application form to be filled in and sent back by **3rd February 2021**. The Governors hope to let you know if you have a place before the end of **March 2021**.

***When a section is reached that is oversubscribed allocation of places will be made to those children living nearest to the school. All distances will be measured by the Local Authority on a map in a straight line from the centre of the school site to the child's home.***

**Even if your child comes to St John's Nursery there is no guarantee that a child in a nursery class can transfer to the reception (infant) class of the same school. A separate Supplementary Information Form must be completed for the Primary School.**

If you are told that your child can come to St John's CE Nursery, then you will be sent more information and invited to visit.

**There is no arrangement for a legal appeal if there is no nursery place for your child.**