

St James' C. of E. Primary School
Birch- in- Rusholme, Manchester M14 6HW

Admission Policy for Nursery 2019/2020

At St James' C of E Primary School we believe in the concept of the learning community and lifelong learning. Through our teaching we aim to equip children with the skills, knowledge and understanding necessary to become independent learners, with the ability to make informed choices about the important things in their lives. We believe that appropriate learning and teaching experiences help children to continue to develop and explore their potential.

St James' is situated in the Diocese of Manchester and is maintained by Manchester Education Authority. As a Voluntary Aided school, the Governing Body is the Admissions Authority and is responsible for taking decisions on applications for admissions to the school.

Admission to the school will be made by the Governing body in accordance with the stated parental preference, subject to the following set of admissions criteria forming a priority order where there are more applications for admission than the school has places available. If the school receives more applications than there are places available the remaining places will be allocated by the criteria below. The criteria will be applied in order.

The admission number is 26 for the school year commencing September 2019. This is based on full time places.

Please note that entry to Nursery does not guarantee entry to Reception. The School Admissions procedure is separate from the Nursery procedure.

Admissions Criteria

1. Looked After Children and Previously Looked After Children.
2. Children whose medical or social circumstances mean that their needs can only be met at this school.
3. Children who have an older sibling at St James' Primary School who will still be at the school at the time of admission.
4. Children of staff at the school, where staff have been in employment at the school for at least two years.
5. Children whose parent(s)/carer(s) regularly attend public worship at the Church of the Holy Innocents, Fallowfield.
6. Children whose parent(s)/carer(s) live within the boundaries of the parish of Birch with Fallowfield and regularly attend another Christian place of worship that is a member of Churches Together in Britain and Ireland.
7. Children whose parent(s)/carer(s) live within the boundaries of the parish of Birch with Fallowfield and regularly attend a place of worship of another faith tradition (eg mosque, synagogue) that is a member of the Inter Faith Network.
8. Children whose parents/carers live within the boundaries of the parish of Birch with Fallowfield.
9. Other children living within Manchester whose parent(s)/carer(s) regularly attend another Christian place of worship that is a member of Churches Together in Britain and Ireland or regularly attend a place of worship of another faith tradition (eg mosque, synagogue) that is a member of the Inter Faith Network.
10. Other children

Definitions

1. The term sibling includes half or full brother/sister, adoptive brother/sister, step brother/sister, half-brother/sister, foster brother/sister and adopted brothers or sisters living at the same address and full brother or sister living apart.
2. Regular attendance means a minimum of monthly attendance at Church/Synagogue/Mosque at public worship for at least the year prior to 1st September in the year before admission to the school. Churches in membership of Churches Together in Britain and Ireland can be viewed at www.ctbi.org.uk and members of the Inter Faith Network can be viewed at www.interfaith.org.uk
3. Parent/carer shall also mean legal guardian.
4. A “looked after child” is a child who is
(a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions at the time of making an application to a school. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).

Tie-breaker

- If the distance from home to school does not distinguish between two or more applicants with equal priority for the remaining place, random allocation will be used as the final tie-breaker. This will be supervised by someone independent of the school.

Late applications

- Late applications for Nursery will be considered only after all applications received before the closing dates have been determined. If places become available the above criteria will be applied to late applications and any undetermined appeals.

Casual Admissions

- The above criteria will be applied if casual vacancies arise during the school year and there are more applicants than places. The Governors have delegated responsibility for considering casual admissions to The Senior Leadership Team.

Notes

- a. All applicants will be considered at the same time and after the closing date for admissions. Claims made on the application form will be verified
- b. Where there are more applicants for the available places within a category, then distance to the child’s normal home front door from the main gate of the school in a straight line measured on a map will be used as the final determining factor, nearer addresses having priority over more distant ones. The ‘normal’ home of the child will be taken to be the home in which the child sleeps for the majority of the school week.
- c. Where admission is sought under exceptional medical or social circumstances criteria, professional supporting evidence, e.g. from a doctor, psychologist or social worker, is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.
- d. There is no right of appeal (children are below statutory school age)

Approved by Governors:

Supplementary form (A) - (Parent(s)/Carer(s))

Name of child:

Surname First names

Date of birth Boy Girl

Name of parent(s)/carer(s)

Address.....

.....

Post code

Daytime contact telephone number.....

The name of any older brother or sister who will still be attending the school at the date of admission of the younger child

.....

Place of worship one of the parents / guardians regularly attends:

Name of place of worship

Address.....

Name of vicar / priest / minister / faith leader

Address.....

Post code Telephone

Worship attendance:

Has at least one of the child's parents attended public worship at least once a month for at least the year prior to 1st September in the year before admission to the school?

Yes No

Your faith leader will be contacted in order to confirm this information.

SIGNED.....Parent/Guardian

Supplementary Form (B) – Reference from Church Leader

Name of child:

Surname First names [L] [SEP]

Name of parent(s)/carer(s)

Address.....

.....

Post code

Telephone.....

Mobile.....

Place of worship one of parents / carers regularly attends:

Name of place of worship

Address.....

.....

Name of vicar / priest / minister / church officer

Address.....

.....

Post code Telephone

I confirm that the parent/carers named above has attended church at least monthly for the past year.

SIGNED..... Vicar/priest/minister/ church officer

DATE.....

OFFICIAL STAMP OF PLACE **OF WORSHIP:**

