

Eastern Christian Church: Membership of an Eastern Christian Church is shown by a certificate of baptism or a certificate of reception from the authorities of that Church

Christian: A member of one of the Churches that is a member of "Churches Together in Great Britain and Ireland" and of Christian Evangelical and Pentecostal churches.

Looked after children: Children in the care of the Local Authority or provided with accommodation by them e.g. children with foster parents (see section 22 of The Children's Act 1989)

ST PAUL'S WITH ST MICHAEL'S C OF E PRIMARY SCHOOL

57A Brougham Road, Hackney E8 4PB

The Governors, who are responsible for the admissions to this Church of England Voluntary Aided School, have agreed with the Local Education Authority to admit 30 pupils for each year group (plus 25 full-time pupils to the Nursery). This number has been agreed between the Governors and The Learning Trust and applies to the school year. The school does not have any specific units or facilities for pupils with particular special needs and there are no specific facilities for pupils with physical disabilities.

There are three buildings. The Nursery and Infant building are on a level site and on one floor but the junior building is on two floors with a basement area. As far as possible the school will ensure that pupils with disabilities have access to the same opportunities as other pupils. Children who have the school named in their Statement of Special Educational Need are required to be admitted to the school and will be counted against the admission number.

These arrangements and the admissions criteria (below) are reviewed annually. Each application should be supported by the relevant documentary evidence. When there are more applications than there are places available the Governors will admit pupils according to the following criteria, which are listed in order of priority.

These criteria will be applied in accordance with the school's duties under the Disability Discrimination Act.

1. Looked after children.
2. Children of parents who are on the church electoral roll of St. Michael and All Angels, London Fields, or the children of parents who are prohibited from membership of the church electoral roll (because of their role in the Church of England, i.e. clergy), who can demonstrate that they are regular worshippers at St. Michael and All Angels, London Fields.
3. ** Children who are attending St Paul's with St Michael's Nursery.
4. *** Children who have a brother or sister at the school at the time of their proposed entry. (i.e. on the day the child is entering the school, not when applying for entry)
5. Children of parents who are practising members of a Christian denomination*, who live in the Parish of St. Michael and All Angels, London Fields.
6. Children of parents who live in the Parish of St Michael and All Angels, London Fields, but who are not practising members of a Christian denomination, with priority given to those who live nearest to the school, as measured by a straight line.
7. Children of parents who are practising members of a Christian denomination*, who live outside the Parish of St Michael and All Angels London Fields, for whom this is the nearest Church of England school.
8. Any other applicant.

Information about which streets and residences are included in the Parish of St Michael and All Angels London Fields can be found from the Church Finder section of the Diocesan website: www.london.anglican.org/ChurchFinder

The decision on admissions rests with the Governors of St Paul's with St Michael's C of E Primary School. Parents who are unsuccessful in gaining admission have the right of appeal, with the exception of the Nursery, which is non-statutory. It should be understood by parents that a place in the nursery does not guarantee a place in the reception class.

Appeals should be addressed to the Clerk of the Governors at the school office.

- * As defined by the British Council of Churches.
- ** This criterion is applicable on admission to the Reception class and above.
- *** This includes half brothers and sisters, step brothers and sisters, and foster brother and sisters who live at the same address.

In the case of over-subscription in criteria 5 or 7, a tie break of straight line distance from the school will be applied, using the Learning Trust's GIS system. Definition of 'practising': attending Church at least once a month for a year or more.

ST SCHOLASTICA'S CATHOLIC PRIMARY SCHOOL

Kenninghall Road, E5 8BS

St Scholastica's School is a Catholic voluntary aided Primary school within the Trusteeship of the Diocese of Westminster and serves the parishes of St Scholastica's, St Jude's and Our Lady of Good Counsel. As a Catholic school we aim to provide a Catholic education for all our pupils. The Catholic doctrine and practice permeates every aspect of the school's activity. It is essential that the Catholic character of the school's education is fully supported by all families in the school. All applicants are expected to give full, unreserved and positive support for the aims and ethos of the school.

Pupil Numbers

All admissions are the responsibility of the Governing Body in its role as the Admission Authority of St Scholastica's Catholic Primary school. The Governing body will ensure that the number of pupils admitted to each year group will conform to statutory legislation. It will admit thirty pupils to each year group. If there are more applications than places available, places will be awarded in accordance with the over subscription criteria.

Reception Places

Applicants should be aware that Nursery education is a non-statutory service and accordingly a child's attendance in the school's Nursery does not guarantee a future place in the Reception, Infant and Junior classes.

Reception Class Applications

In order to make a valid application for a place in St Scholastica's Reception Class you need to complete:

- The Common Application Form (CAF) available from the school or The Learning Trust, Admissions Section, Hackney Technology and Learning Centre, 1 Reading Lane, London, E8 1GQ and return it by 15 January 2010, closing date.
- Catholic parents/carers should fill in the Supplementary Information Form available from the school. Please return this form to the school by the stipulated date along with the original or a certified copy of the child's Baptismal certificate. If no certificate exists applications should indicate in writing the reasons for this being the case.
- The Supplementary Information Form can be obtained from the school or The Learning Trust.

Waiting List

Applicants not offered a place in the Reception class will be placed on a waiting list ranked in accordance with the over subscription criteria. Names are normally removed from the list after six months unless the parent/carer submits a written request asking for the application to remain on the waiting list.

Other Applications

Applications made at other times must be made on the school's application form and, if applicable, the Supplementary Information Form should be completed. Both forms are available for the school. The school will ask for verification of identity and address. Applicants not offered a place may ask that the child be placed on the school's waiting list. Pupils will be ranked on the waiting list in accordance with the over subscription criteria.

Special Educational Needs

The admission of pupils with a Statement of Educational Needs is dealt with by separate procedures. The procedure is integral to making and maintaining statements by the pupil's Local Education Authority. Details of this separate procedure is set out in the DCFS Special Educational Needs Code of Practice.

Over Subscription Criteria

Pupils will be admitted to St Scholastica's School in the following order:

1. Catholic "looked after" children
2. Catholic children of practising Catholic families who have a brother or sister who will be attending St Scholastica's school in September 2010 and whose parents reside in the Parish of St Scholastica's
3. Catholic children of practising Catholic families who have a brother or sister who will be attending St Scholastica's school in September 2010 and whose parents reside in the Parish of St Jude, Clapton Park, or Our Lady of Good Counsel, Stoke Newington.
4. Catholic children from practising Catholic families who have a brother or sister who will be attending St Scholastica's school in September 2010 and who are not covered by criteria 1-3
5. Catholic children who have a brother or sister who will be attending St Scholastica's in September 2010 and who are not covered by criteria 1-4.

6. Other Catholic children of practising Catholic families whose parents reside in the Parish of St Scholastic
7. Catholic children of practising Catholic families and whose parents reside within the Parish of St Jude or Our Lady of Good Counsel
8. Other Catholic children from practising Catholic families
9. Other Baptised Catholic children
10. Other looked after children
11. Any other applicant

Practising Catholics

Parents wishing to apply for a place as 'practising Catholic' will need to supply a Diocesan Priest's Reference Form. This can be obtained from the school on request or from the Diocesan website. Part A must be completed by the parent and given to the Priest who will then complete Part B. Part B only then must be submitted to the school.

Where the offer of places to all the applicants in any of the categories listed above would lead to over subscription, the following provision will apply:

- The Governing Body will give priority to an application within a category where evidence is provided at the time of application of an exceptional social, medical or pastoral need of the child which can be most appropriately met at St Scholastica's School. The Governing Body will require written evidence from an appropriate professional such as a priest, doctor or social worker as to why the school is the most suitable and the difficulties that would be caused if the child had to attend another.

Tie -Breaker

Where the offer of places to all the applicants in any of the criteria listed above would lead to over subscription, places up to the admission number will be offered to those children whose parent/carers' residential address is the shortest walking distance from the main gates of St Scholastic's School to the front door of the parent/carers' residential address, when measured in a straight line on a map. For the purpose of calculating distances the address is identified by using the geographical reference as determined by The Learning Trust. In the case of flats, distances will be measured to the front door of the flat within the building.

Admissions of twins/triplets to Reception and Year 1-2 classes

If only one place is available at St Scholastica's School we will ask the parent to identify which child should be offered the place.

Admissions of twins/triplets to Year 3-6 classes

If only one place is available the Governing Body will establish if the school is able to admit above numbers. If this is not possible the parent/carer will be referred to The Learning Trust for assistance.

Admission Appeals for unsuccessful applicants to Reception, and Years 1-6

Unsuccessful applications have the right to appeal to an independent panel. Parents wishing to appeal should obtain a form from the school. This should be completed and returned to the school, marked for the attention of Clerk to the Admission Appeal Panel, within twenty-one days of receipt of the letter confirming that the application has been unsuccessful. If an appeal is unsuccessful no further appeal may be made within the same school year unless there have been significant and material changes in the applicant's circumstances.

In Year Fair Access Protocol

The School is committed to taking its fair share of vulnerable children who are hard to place, in accordance with locally agreed 'In Year Fair Access Protocol'. Accordingly, outside the normal round of admissions, the Governing Body is empowered to give absolute priority to a child where admission is requested under any local protocol which carries the agreement both of the Governing Body and the Diocese for the current admission year. The Governing Body has the power even when admitting such a child would exceed the normal admission number.

Interpretation of terms used in the Admissions Policy and Over Subscription Criteria

Applicants: The parent or legal guardian submitting an application for a place on behalf of a child

'Practising Catholic': means regular family attendance at Sunday Mass which is confirmed by the Diocesan Priest's Reference. ('Family' normally includes the Catholic or Catholics who have legal responsibility for the child).

Catholic: A Baptised person who is a member of any Catholic Church in full communion with the See of Rome. This includes Eastern Catholic Churches. For the purposes of this Policy it includes a "looked after child" in the process of adoption by a Catholic family.

Family: Those individuals who live at the residential address of the parent or legal guardians who are submitting an application for a place on behalf of a child

Brother or sister: Brothers and sisters include half brothers and half sisters and step-brothers and step-sisters and must live permanently at the same residential address as the child for whom the application is made.

Looked after children: Children in the care of the Local Authority or provided with accommodation by them e.g. children with foster parents (see section 22 of The Children's Act 1989)

