

## **Simon Marks Jewish Primary School Admissions Policy 2020/21**

Simon Marks Jewish Primary School is a one-form entry, inclusive, modern orthodox Jewish school which nurtures strong ties with Israel. We welcome children from across the spectrum of Jewish practice and also from local families who are sympathetic to and respect the school's Jewish and inclusive ethos.

The school will admit 30 children to the reception class, including children for whom the school has been named in an Education, Health and Care Plan.

### **Admission Criteria**

In case of oversubscription, the school will give priority to those who meet a religious practice test based on guidelines from the Chief Rabbi. Those applicants wishing to be considered as priority applicants for available places will need to obtain a certificate of religious practice (CRP) based on criteria such as the family's synagogue attendance, prior commitment to Jewish education and voluntary work within the Jewish community.

If there are more applications than places available for the reception class or any other year group, the governors will admit pupils in the following order of priority:

01. A looked after child with a CRP or a child with a CRP who was previously looked after. (see definition below)
02. Children with a CRP subject to a Child Protection Plan.
03. Children with a CRP for whom there is a demonstrable need on the grounds of their acute medical or social need.\*
04. Children of a member of staff employed at the school for at least 2 years or who have been recruited to fill a post where there is a skills shortage on the date they are due to start, with a CRP.
05. Children with a CRP with a sibling on the roll of the school at the time of the proposed admission.\*\*
06. Other children with a CRP.
07. Other looked after children or children who were previously looked after. (see definition below)
08. Other children subject to a Child Protection Plan.
09. Other children for whom there is a demonstrable need on the grounds of their acute medical or social need.\*

10. Other children of a member of staff employed at Simon Marks JPS for at least 2 years or who have been recruited to fill a post where there is a skills shortage on the date they are due to start.

11 Other children with a sibling on the roll of the school at the time of the proposed admission.\*\*

12. All other applicants.

In the event that there are more applicants in any category than places available, priority will be given to children living nearest the school. Distance is measured from the address point for the home address to the address point of the school site using the local authority's computerised mapping system based on Ordnance Survey data. In cases where applicants live equidistant from the school and places cannot be offered to both children, the available place will be allocated using a random computer selection.

The child's residential address shall be determined at the deadline for application ie 15 January 2018. Where a child lives with parents with shared responsibility each for part of a week, the home address will be where the child resides for the majority of the week. If your child is cared for by a child minder during the week, the minder's address can be used to determine nearness to school. The school will ask to see proof of this arrangement.

Places can be withdrawn by the school after an offer has been made if it is found that the offer was made on the basis of false or fraudulent information.

### **How to Apply**

Parents are invited to visit the school prior to applying. Please phone the school office to book a place: 020 8806 6048

Parents must apply to their home local authority even if the school is in a different borough by completing the relevant Common Application Form by the deadline 15 January 2020.

Supplementary Information Form (SIF) and a Certificate of Religious Practice (CRP), included at the end of this document, should be completed and sent to the school office by January 15 2020.

Applications arriving after this date will be treated as late applications and will be considered after those received on time.

The local authority will inform parents whether or not their application has been successful after April 2020.

### **Right of Appeal**

Applicants refused a place in Reception, or higher classes, have the right to appeal. If parents decide to appeal, they should write to the Clerk to the

Governors at the school within 14 days from receiving the outcome of their application (the offer).

### **Waiting List**

All unsuccessful applicants will be placed on a waiting list and children will be ranked on the list in accordance with the admission criteria above. The waiting list will be maintained throughout the school year. Ranking on the waiting list is strictly based on the admissions criteria listed above. Priority will not be given to children based on the date of their application.

### **Applications for places outside the normal admissions round**

Parents should make a formal application to the local authority by completing the In Year application form. The Supplementary Information Form and Certificate of Religious Practice should be returned to the school. Applications will be considered in conformity with the oversubscription criteria and without delay. If a waiting list exists for the age appropriate class a CRP will be required and the applicant will be added to the list.

If there is a vacancy a CRP might not be required.

### **Deferred entry**

If a place in a Reception class is offered before a child is of compulsory school age, parents can request that their child's entry be deferred until later in the same school year. This means that the place is held for the child and is not available to be offered to another child. Parents would not however be able to defer entry beyond the beginning of the term after the child's fifth birthday nor beyond the academic year for which the original application was accepted.

### **Fair Access**

The school is committed to taking its fair share of children who are vulnerable and /or hard to place, as set out in locally agreed protocols. Accordingly outside the normal admissions round the governing body is empowered to give absolute priority to a child where admission is requested under a local protocol that has been agreed for the current school year. The governing body has this power even when admitting the child would mean exceeding the published admission number (PAN)

Children with an Education, Health and Care Plan which names the school will be admitted.

**If a child is already in Simon Marks Nursery class attendance in the nursery does not guarantee admission to the school. A separate application form must be completed for transfer from Nursery class to primary school.**

You can contact the Admissions Officer as follows:  
Simon Marks Jewish Primary School,  
75 Cazenove Road,  
London N16 6PD,  
020 8806 6048  
info@simonmarks.hackney.sch.uk

## **Notes**

\* For educational or medical reasons, Headteachers can take into account any specific needs such as developmental, speech and language delay or physical needs. The school will require further information from doctors, hospital consultants, health visitors, education and child professionals.

\*\* For these purposes, 'sibling' includes adopted siblings, step- or half-siblings, and other children who are living as permanent members of the household. Where necessary, preference will be given to multiple-birth children, to avoid them being split into separate schools.

## **Definitions**

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 (see the definition in section 22(1) of the Children Act 1989)

A previously looked after child is one who immediately after being looked after became subject to an adoption, child arrangements or special guardianship order.

## Certificate of Religious Practice (CRP) for Application for Entry in September 2020 to a Nursery or Primary School Under the Religious Authority of the Office of the Chief Rabbi

- 1 A completed copy of this form should be sent to the school no later than **14 January 2020**.
- 2 If the form is not received in time, it may not be possible to treat the child as a priority applicant.
- 3 In order to obtain points in section 1, the parent/guardian must **register** the child, **in advance** of attendance, at the synagogue(s) which they propose to attend – preferably by email or online, see synagogue website.
- 4 In order to obtain points in sections 2 and 3, the parent/guardian must complete this form and take, or send, it to the person(s) referred to in those sections.
- 5 The school cannot consider a CRP which does not have the relevant declarations and it is the responsibility of the parent/guardian to approach the relevant person(s).
- 6 The relevant person(s) may decline to sign this form where the parent/guardian or the child is not personally known to them and/or cannot vouch for the parent/guardian or the child.
- 7 To be considered a priority applicant, the parent(s)/guardian(s) or child will be required to achieve a minimum of **FOUR (4) points** on behalf of the child.
- 8 **Having achieved FOUR (4) points, there is NO benefit in obtaining MORE points.**
- 9 The completed CRP may be used **at any time** when applying for a place in a primary school or a school nursery unit where the same form is used\*. Parent(s)/guardian(s) are, therefore, advised to keep a copy of the completed form and supporting documents. They **must** be produced when transferring from Nursery to Reception in the same school.
- 10 Please note that, in addition to the dates, criteria for the CRP for entry in September 2021 may change from those below.

Child's surname		Child's first name(s)	
Date of birth		Child's Hebrew name	
Full postal address		Home telephone number	

**1 Since 5 May 2019, how many times have you, the child's other parent/guardian, or the child attended Shabbat morning synagogue religious services?**

Dates of Shabbat attendance need to be verified by the Rabbi or authorised official of the synagogue attended, either by completing the declaration below or by attaching a signed letter.

Please tick **one** box only

- At least 8 times (4 points)
  At least 4 times (2 points)
  Less than 4 times (0 points)

*Note: Families will **not** receive points for simply arriving on the premises. Synagogues are empowered and are required to decline to record attendance on that basis.*

**Dates that are eligible for recording attendance at Shabbat morning synagogue services from 4 May 2019:**

<b>2019</b>					
4 May	15 June	27 July	7 September	19 October	7 December
11 May	22 June	3 August	14 September	26 October	14 December
18 May	29 June	10 August	21 September	2 November	21 December
25 May	6 July	17 August	28 September	9 November	28 December
1 June	13 July	24 August	5 October	16 November	<b>2020</b>
8 June	20 July	31 August	12 October	23 November	4 January
				30 November	11 January

*Note: For late or in-year applications, arrangements for registering and recording attendance at Shabbat morning religious services should be made with your synagogue.*

\* see list on United Synagogue's website: [www.theus.org.uk](http://www.theus.org.uk)

**Declaration by Rabbi/Synagogue Official:**

I confirm that to the best of my knowledge and belief the information in Section 1 is correct

Signature		Name and position of signatory	
Date		Address of signatory	

**2 Have you, the child's other parent/guardian, the child or its sibling(s) participated in Jewish educational activities (eg Jewish adult education, cheder, school, nursery, playgroup) at least once per month in the six months prior to application (excluding August and any Shabbat or Yomtov)?**

Please tick relevant box  Yes (2 points)  No (0 points)

If yes, please specify activities, venue and regularity:

.....  
 .....  
 .....

**Declaration by Headteacher/Teacher/Course Leader:**

I confirm that to the best of my knowledge and belief the information in Section 2 is correct

Signature		Name and position of signatory	
Date		Address of signatory	
Name of Course/ Institution		Postcode	

Note: A non-exhaustive list of educational opportunities can be found on the United Synagogue's website: [www.theus.org.uk](http://www.theus.org.uk)

**3 Have you or the child's other parent/guardian participated in an unpaid voluntary capacity in a Jewish communal, charitable or welfare activity on at least 12 occasions within the last two years?**

Please tick relevant box  Yes (2 points)  No (0 points)

If yes, please specify name of organisation and give a brief description:

.....  
 .....  
 .....

**Declaration by Jewish Communal/Charitable/Welfare Organisation:**

I confirm that to the best of my knowledge and belief the information in Section 3 is correct

Signature		Name and position of signatory	
Date		Address of signatory	
Name and Address of Organisation		Postcode	

Notes: If these 12 occasions have included more than one organisation, please attach further declaration(s) to this form.

A non-exhaustive list of volunteering opportunities can be found on the United Synagogue's website: [www.theus.org.uk](http://www.theus.org.uk)

**4 Parent's/Guardian's Declaration**

I confirm that the above information is correct

Signature		Name	
Date		Father/Mother/ Guardian	

Notes: In the event that it is discovered that a parent/guardian has submitted information above which is later found to be incorrect, this may result in the refusal of the School to offer a place to the child. If a place has already been offered on the basis of incorrect information, the School may withdraw the offer.

For the avoidance of doubt, this form does not confirm that the child for whom this application is made is Jewish in accordance with orthodox Jewish law.

**For School use only**

Date received		Total number of points	
Child meets practice threshold		YES / NO	



## SIMON MARKS JEWISH PRIMARY SCHOOL SUPPLEMENTARY INFORMATION FORM

This form should be returned to the school at:  
75 Cazenove Rd London N16 6PD Tel: 0208 806 6048. Fax: 0208 442 4722. E: [info@simonmarks.hackney.sch.uk](mailto:info@simonmarks.hackney.sch.uk)

The Common Application Form should be sent to:  
Hackney Learning Trust, 1 Reading Lane, London E8 1GQ  
or completed online or the local authority in which you reside.

SURNAME OF CHILD	FORENAMES	DATE OF BIRTH
ADDRESS:		
POST CODE:		
<b>NAME OF PARENT/CARER COMPLETING THE FORM</b>		
<p>WILL THE CHILD HAVE A SIBLING AT SIMON MARKS JPS AT THE TIME OF ADMISSION? IF SO, PLEASE GIVE DETAILS</p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>		
<p>I UNDERSTAND THAT THE SCHOOL WILL APPLY PRIORITY CRITERIA, IN THE CASE OF OVERSUBSCRIPTION, AS PUBLISHED, AND THAT I MAY COMPLETE A CERTIFICATE OF RELIGIOUS PRACTICE TO REGISTER FOR PRIORITY.</p>		
<p>I confirm that all details are correct.</p>  <p>Signed: _____</p>	<p>Date: _____</p>	<p><b>FOR OFFICE USE ONLY</b></p> <p>UPN:</p> <p>DATE OF ADMISSION:</p> <p>CRP: Y/N</p>