

# Admissions Policy 2016-17



## All Souls

CHURCH OF ENGLAND PRIMARY SCHOOL  
Foley Street, London W1W 7JJ

**All Souls School, with its Christian foundation seeks the wholeness of all its children; spiritual, physical, intellectual and social.**

**Date:** April 2015

**Date of previous policy:** April 2014

**Due for Revision:** April 2016

**Lead Person:** Alix Ascough

**Committee:** Admissions

The admissions criteria are identical for admission to Nursery and for Reception. However, admission to the Nursery does not guarantee admission into Reception. Families are required to complete a common entry application form for the Reception Class. These forms are available from City Hall, from the school office or from the school website [www.allsoulsprimary.co.uk](http://www.allsoulsprimary.co.uk)

There are 7 classes in the school plus the Nursery. We admit up to 30 children in each year group and 25 in the Nursery. When there are fewer vacancies than applicants our admissions policy will be applied in order of the following priority:

## Admissions Criteria

1. We admit children in public care and previous looked after children<sup>1</sup>
2. We admit children of parents/carers who are committed members of and regular worshippers at All Souls Church or Clubhouse. <sup>2</sup>
3. We admit children of parents/carers who are committed members of and regular worshippers at a local Christian church for whom we are the nearest primary school<sup>3</sup>

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<sup>1</sup> Previously looked after children are those who were looked after, but ceased to be so because they were adopted or became subject to a residence order or special guardianship order

<sup>2</sup> Regular worshipper is defined as a parent and child(ren) who worship and are involved with the church at least three times in two months over a period of a year. A clergy form will need to be completed to evidence

4. We admit children who will have a sibling in the school at the time of admission.
5. We admit children of staff employed by the school. <sup>4</sup>
6. We admit children who have previously had a Nursery Place at the school.
7. We accept children whose parents/carers satisfy the Governors that there is an exceptional need for education at this school for medical or social reasons. This would need to be supported by professional evidence.

**Distance from the school will be used if necessary to decide between children in the previous categories.**

8. If there are remaining places these will be decided on distance from the school. Distance will be measured in by the shortest walking route from the front door of the child's home address to the main entrance of the school. Those living closer to the school receive highest priority.<sup>5</sup>

### **Admission arrangements for Reception and Nursery places.**

The school is participating in the Westminster's scheme for coordinated admission arrangements and that the closing date for 2014/15. The closing date for Reception places is 15<sup>th</sup> January 2016 The offer date is 16<sup>th</sup> April 2016 . **We are in the process of changing Nursery Admission for 2016-17. Please refer to our Admissions Policy 2015-16 for current practice.**

Children who have a place in Nursery are not automatically guaranteed a place in Reception Class.

### **Date of Admission/Deferred Entry**

**We are in the process of changing Nursery Admission for 2016-17. Please refer to our Admissions Policy 2015-16 for current practice.**

Children will normally be admitted to the Reception year in the September following their fourth birthday. In line with the Admissions Code, parents can defer their child's entry to the reception year until later in the school year before they are of compulsory school age. Where entry is deferred, the school will hold the place for the child and not offer it to another child. Entry cannot be deferred beyond the beginning of the term after the child's fifth birthday nor beyond the end of the Reception year.

Reception places are full time, however if your child is younger than five and has not been in our Nursery they may be asked to remain part time until they are fully settled.

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<sup>3</sup> Regular worshipper is defined as a parent and child(ren) who worship and are involved with the church at least three times in two months over a period of a year. A clergy form will need to be completed to evidence

<sup>4</sup> a ) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or  
b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

<sup>5</sup> Should a decision be made where more than one child lives the same distance from home to school this will be done using random allocation.

### **Right of Appeal**

Unsuccessful applicants will be added to the school's waiting list and also have a right of appeal to the independent appeal panel. The school will provide details of the appeals procedure in the notification letter. Please note there is no formal right of appeal for Nursery places.