

Abbots Ripton Church of England Primary School

# Admissions Policy

Written by: Claire Matthews (Reviewed by Linda Nixon)

Date: September 2023

Review date: September 2024

Our church school creates a firm foundation where together, with God's help and with the help of others, we learn for life, achieve our best and grow in faith.

## Admissions Policy Agreed by the Governing Body September 2023

Abbots Ripton CE Primary School is a Voluntary Aided Primary School fully funded by Cambridgeshire County Council. The governing body is the admission authority for the school but will work with Cambridgeshire County Council to ensure that the admission arrangements for the school comply with admissions legislation and support strategic place planning for the community served by the school.

Children are admitted to school at the beginning of the school year (September - August) in which they are 5. The <u>online application process</u> opens in November and closes in January. Parents are advised if they have been successful in securing a place in April. Please see <u>Cambridgeshire County Council Website</u> for dates and process information.

#### **Catchment Area**

The school's catchment area serves the villages of Abbots Ripton, Kings Ripton, Broughton, Wennington and Woodwalton.

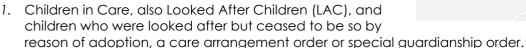
#### **PAN (Pupil Admission Number)**

The PAN which has been determined for Abbots Ripton CE Primary School is 17. This is the number of pupils which can be accepted to the school at the point of entry for the school, ie. To Reception Year.

#### **Admission Criteria**

The school will admit all children with a statement of Special Educational Needs (statement), or Education Health and Care (EHC) Plan which names the school.

Following the admission of children with a statement or EHC Plan, when there are more applications than there are places available at the school the school will allocate places in accordance with the following over-subscription criteria:-





- 2. Children living in the school's catchment area with a sibling (children living in the same home) at the school at the time of admission.
- 3. Children living in the catchment area who are applying on religious grounds (and whose application is supported by a letter from the leader of the Christian church attended by the family see Appendix A) The parents/guardians must be members of the church who practice in accordance with its normal discipline and normally at least monthly over a period of two years<sup>1</sup>.

Within this criterion, priority will be given to applications in the following order:

a. Applications from regular worshippers (as defined above) of those parish churches directly linked to the school:

St Andrews - Abbots Ripton with Wood Walton; St Peters - Kings Ripton; Church of All Saints – Broughton.

- b. Applications from regular worshippers (as defined above) of any other Christian Church within the catchment.
- 4. Children living in the catchment area.

<sup>&</sup>lt;sup>1</sup> In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or in relation to those of other faiths, relevant place of worship or alternative premises have been available for public worship".

- 5. Children living outside the catchment area with a sibling (children living in the same home) at the school at the time of admission.
- 6. Children living outside the catchment area who are applying on religious grounds (and whose application is supported by a letter from the leader of the Christian church attended by the family see Appendix A) The parents/guardians must be members of the church who practice in accordance with its normal discipline and normally at least monthly over a period of two years<sup>2</sup>.

Within this criterion, priority will be given to applications in the following order:

- a. Applications from regular worshippers (as defined above) of those parish churches directly linked to the school:
  - St Andrews Abbots Ripton with Wood Walton;
  - St Peters Kings Ripton;
  - Church of All Saints Broughton.
- b. Applications from regular worshippers (as defined above) of any other Christian Church
- 7. Children living outside the catchment area.

We will use shortest distance from the school to the home address in the event of a tie-break.

Where parents/carers are unsuccessful in securing a place at our school, please click <u>HERE f</u>or information and guidance for the Appeals process.

#### **Admission Contacts**

<u>Cambridgeshire County Council - Admissions Department or phone 0345 0451370.</u>
Our school contact is Mrs Linda Nixon in the school office (<u>office@abbotsripton.cambs.sch.uk</u> / 01487 773318

#### September Foundation Stage Intake

Please refer to the <u>Cambridgeshire County Council School</u> <u>Admissions website</u> for detailed information on the application process.

#### In Year Applications

Please refer to the <u>Cambridgeshire County Council School</u> <u>Admissions website</u> for detailed information on the transfer process including an application form.

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<sup>&</sup>lt;sup>2</sup> See footnote I

### **Abbots Ripton CE Primary School**



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#### SUPPLEMENTARY INFORMATION FORM FOR ADMISSIONS APPLICATIONS ON RELIGIOUS GROUNDS

Abbots Ripton CE Primary School is a Voluntary Aided Primary School, which is fully funded by Cambridgeshire County Council. The governing body is the admissions authority for the school but will work with Cambridgeshire County Council to ensure that the admission arrangements for the school comply with admissions legislation and support strategic place planning for the community served by the school.

Child's full name	
Name of parent / guardian	
Full postal address (main place of residence)	
Telephone number	
E-mail address	
available on request from the s  Within each of these two oversi i. Applications from regula monthly attendance for St Andrews - Abbots Riptor St Peters - Kings Ripton; Church of All Saints – Broug	n with Wood Walton;
I confirm that I wish my child to	attend Abbots Ripton CE Primary School due to its Christian character.
Signed:	Date
Print name	
Polationship to child	

We shall use shortest distance from the school to the home address in the event of a tie-break.

To be completed by the religious leader of the church or, in the case of a clergy vacancy, the church warden, an elder of the church or church secretary. Please see notes below.

Name of church attended	
Name & role of person completing this form	
Address	
Telephone number	
E-mail address	
Frequency of church attendance	ce – please tick or circle most appropriate
Monthly	Less frequently than monthly / major festivals
Duration of church attendance	– please tick or circle most appropriate
More than two years	Less than two years
confirm that the child named known to me as a worshipping	overleaf has attended for the frequency and duration indicated above and is member of the church.
Signed:	Date
Print name	

#### Notes for completion of this form

We ask that applicants for church priority places have been affiliated with their church for a period of at least two years. Applicants new to the area would therefore need to provide additional evidence from a previous church or churches.

To accommodate patterns of work and family relationships, account should be taken of involvement in week-day worship, or other forms of collective worship offered by the church, including family services, church parade etc.

The frequency and duration of attendance should be considered for the child for whom the application has been made, alongside at least one adult carer. This may be one or both parents / guardians or a grandparent. There is, however, an expectation that the child attends church in some capacity and is known to the person completing this form.

In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or in relation to those of other faiths, relevant place of worship or alternative premises have been available for public worship.