

## North Curry C of E Primary School admission arrangements for 2020/21

### Introductory statement

North Curry C of E Primary School is a popular high performing primary school which is part of the Richard Huish Trust.

Our aim is to provide a safe and creative environment based on our Christian foundation in which individuals are valued.

Admissions are prioritised for looked after children, siblings and children living nearest to the school before places are offered more widely.

### Admission number(s)

The school has an admission number of 25 for entry in reception year.

The school will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the Academy Trust will offer places at the school to all those who have applied.

### Cyclical Application process (September Year R places)

The Local Authority will process applications within the normal local authority process for co-ordinating school offers. This means you will need to complete your home LA common application form.

Applications for this school should be sent to Somerset County Council.

The closing date for applications is 15 January 2020.

Offers will be made in 16 April 2020.

The application form can be obtained from [www.somerset.gov.uk/education-learning-and-schools/choosing-a-school/apply-to-start-school/](http://www.somerset.gov.uk/education-learning-and-schools/choosing-a-school/apply-to-start-school/)

### In Year Application process

North Curry C of E Primary School will process in year applications as and when they are submitted to the school.

Application forms can be downloaded from the school website and then be sent to the school office at [sch.246@educ.somerset.gov.uk](mailto:sch.246@educ.somerset.gov.uk) at the school.

The Admissions Committee meet termly to set the admission limits for each year group. These are published on the school website.

## Oversubscription criteria

The criteria in this section apply to entry at phases of the school.

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care plan or a Statement of Special Educational Needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order.
2. Children with a sibling attending the school at the time of application who will still be on role at the time of admission (see Notes below).
3. Children and parents who are practising members of the founding religious body of the school (see Notes below).
4. Children living within the school's catchment area.
5. Children of staff working at North Curry C of E Primary School on a permanent contract and have worked at the school for at least two years prior to applying for a school place or children of Newly Appointed Teachers where this appointment was made in order to satisfy the demonstrable skills shortage.
6. Other children.

## Tie-break

If a tie-break is necessary to determine which child is admitted the child living closest to the school will be given priority for admission. Distance is measured in a straight line by a Geographical Information System (GIS) method from the geocoded point of the school site to the geocoded point of the pupil's home address.

Random allocation by drawing lots supervised by someone independent of the school will be used as a tie-break in the above over subscription categories to decide who has highest priority for admission if in two or more cases the children's home is equi-distant from the school.

If children of multiple births are tied for the final place those sblings will be admitted over PAN.

## Late applications

All applications received by Somerset LA after the deadline will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

## Deferred entry for infants

Parents offered a place in reception for their child have a right to defer the date their child is admitted, or to take the place up part-time, until the child reaches compulsory school age. Places cannot be deferred beyond the beginning of the final term of the school year for which the offer was made.

Children reach compulsory school age on the prescribed day following their 5th birthday (or on their fifth birthday if it falls on a prescribed day). The prescribed days are 31 August, 31 December and 31 March.

## Admission of children outside their normal age group

Parents may request that their child is admitted outside their normal age group. To do so parents should include a request with their application, specifying why admission out of normal year group is being requested and the year group in which they wish their child to be allocated a place.

When such a request is made, the academy trust through the Admissions Committee will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the headteacher and any supporting evidence provided by the parent.

## Waiting lists

The school will operate a waiting list for each year group. Where the school receives more applications for places than there are places available, a waiting list will operate until the end of the end of the academic year. This will be maintained by the Academy Trust through the Admissions Committee and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

## Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Appellants should submit their appeal form to the School Appeal Co-ordinator at the Admissions and Entitlement Team at Somerset County Council within 20 school days of the date of the refusal letter. For more information on how to appeal please see the Somerset County Council website at [www.somerset.gov.uk/education-learning-and-schools/choosing-a-school/appeal-a-school-admissions-decision/](http://www.somerset.gov.uk/education-learning-and-schools/choosing-a-school/appeal-a-school-admissions-decision/) or our website at [www.northcurryschool.co.uk](http://www.northcurryschool.co.uk)

## Notes:

### Home address:

The home address is where a child normally lives. Where a child lives with parents with shared parental responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child's residence is split equally between both parents, then parents will be asked to determine which residential address should be used for the purpose of admission to school. If no joint declaration is received where the residence is split equally by the closing date for applications, the home address will be taken as the address where the child is registered with the doctor. If the residence is not split equally between both parents then the address used will be the address where the child spends the majority of the school week.

### Sibling:

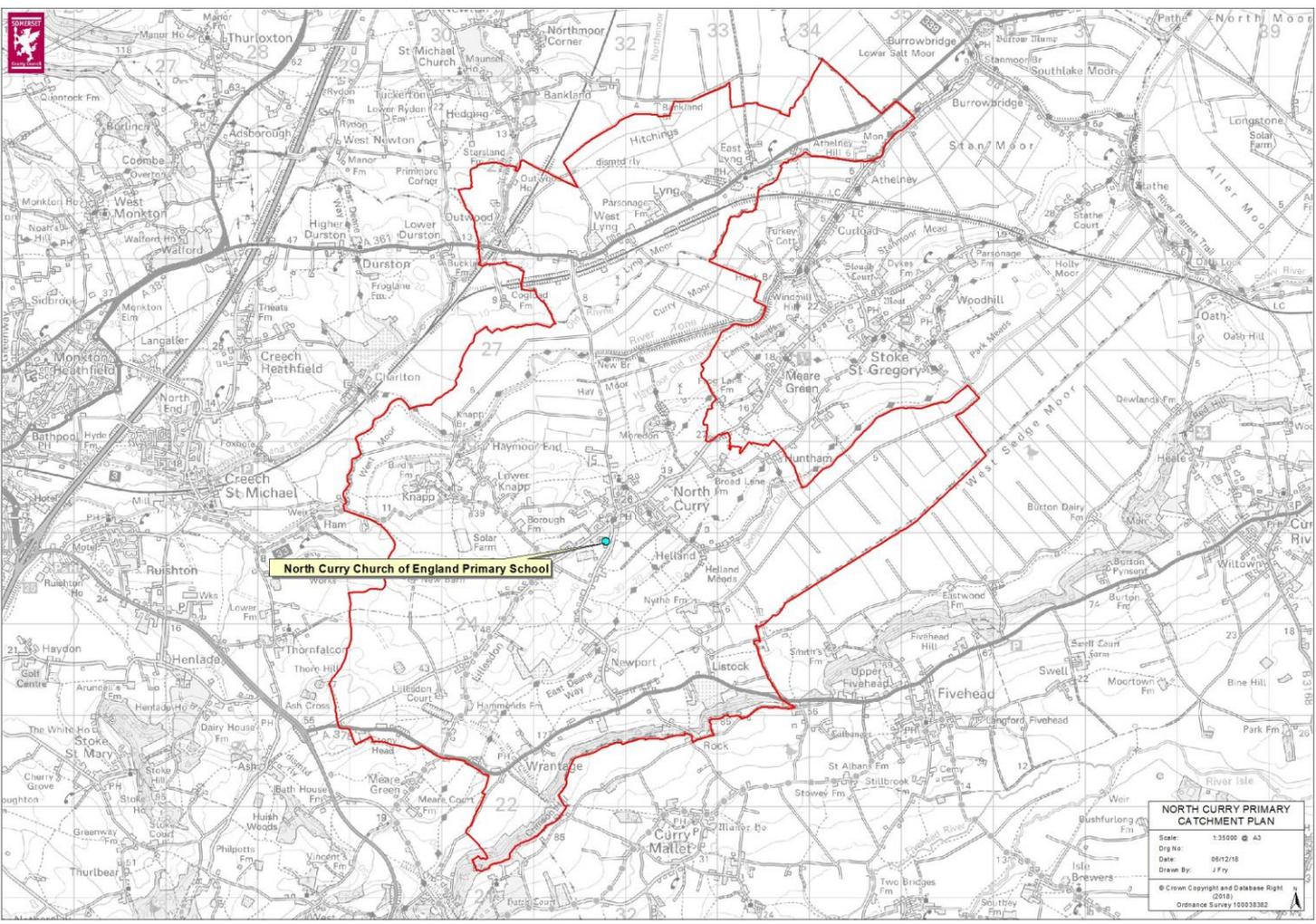
'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or sister, a step brother or sister or other child living in the same household as part of the same family who, in any of these cases, will be living at the same address at the date of their application for a place.

### Establishing Faith:

'Faith' will be established by a Vicar using a Supplementary Information form<sup>1</sup>. For the purposes of these admission arrangements 'of the faith' means that the family/child is a practising Christian.

"Practising" is defined as at least once per month for at least six months prior to the application closing date attendance at church by at least one parent and/or child. Applicants will need to use the Supplementary Information Form (SIF) to demonstrate their ability to meet criterion 3. The SIF will need to be completed and signed by a member of the clergy and submitted along with the school place application.

# Catchment Map



## North Curry C of E Primary School admission arrangements for 2020/21

### Supplementary Information Form (SIF)

**This form must be completed and submitted to Somerset Local Authority if you would like your application for North Curry CofE Primary School to be considered under criterion 3 of the over subscription criteria relating to regular church attendance which is:**

Children and/or parent(s) who are practising members of the founding religious body of the school (e.g., Anglican or Methodist).

“Practising” is defined as at least once a month for at least six months prior to the application closing date attendance at church by at least one parent and/or child.

Please ensure that the attached form is completed by you and signed by the relevant church representative (vicar, priest, minister, pastor, church warden) and submitted to Somerset Local Authority. It must be received by Somerset Local Authority by midnight on 15 January 2020. For in year admissions it must be submitted directly to the school alongside an in year application form.

Failure to send the correctly completed supplementary information form to Somerset Local Authority by the closing date will mean that your application cannot be considered under the church attendance criterion.

**Please return form to:**

Admissions & Entitlements Team

PPC402C

Somerset County Council

County Hall

Taunton

Somerset

TA1 4DY

## Notes for Clergy

Notes for clergy or those responsible and authorised to sign supplementary information forms for those applying to North Curry CofE Primary School under criterion 3.

The recommendation of the Bath & Wells DBE is that it is best practice to have a sub-committee of at least three members, including clergy, church wardens and those with responsibility for Sunday school to consider these requests and be authorised to sign the form if it is agreed appropriate.

Please also note that if this form is not received by Somerset Authority prior to the published deadline the child cannot be considered eligible under any church attendance criteria.

In order for the application to be considered under the criterion within the school's admissions arrangements, the following must be ensured:

1. The DBE does recommend that the child or a parent has attended actual worship and that attendance at toddler groups or other activities that are held at the church does NOT meet the requirements.
2. The completed form must be received by Somerset Local Authority by midnight on 15 January 2020. For in year admissions the parent/carer must submit it directly to the school alongside an in year application form.
3. For applicants who have recently, or are about to move to a different area, the supplementary information form should be completed by the clergy at the church where they have been regularly worshipping. It is the responsibility of the applicant to organise this and ensure that the SIF is completed and sent in on time.

### **Please Note:**

The application process is a legal one and every effort **MUST** be made to ensure that applications and any supplementary forms are completed accurately and on time. If applicants are unsuccessful, they have the right to appeal. **Clergy should not be pressured into signing a form if they know that the applicant does not, or are in doubt as to whether the applicant does, meet the criteria laid down by the school. This is one reason why a committee should consider every application. It is also particularly helpful where there is an inter-regnum or where clergy have been in post less than 6 months.**

Please complete your child's details then give this form to your clergy leader (priest/minister/pastor), who will complete the remaining part of the form.

**Details of Child/Children**

Applicants Name:.....

Childs Full Name:.....

Childs Date Of Birth:.....

**Details of Church and Church Representative**

Name and Address of Church:.....

.....

Name and Position of Church Representative.....

.....

Church Denomination (i.e. Anglican, Methodist etc).....

Tel:.....

**Declaration**

I, (insert name).....

confirm that the child and/or parent(s)/carer(s identified above has attended (name of church).....

at least once a month for a minimum of 6 months prior to the date of application.

Signed:.....

Date:.....

**Please return form to:** Admissions Team, PPC402C, Somerset County Council, County Hall, Taunton, Somerset, TA1 4DY