



**ST. HILD'S  
CHURCH OF ENGLAND SCHOOL**

**Policy Document**

**ADMISSIONS 2018**

**At St. Hild's we aim to serve our community by providing high quality education in a Christian context. We are a comprehensive school guaranteeing equal opportunities, a responsive curriculum and a supportive community. We expect to find God at work in our school.**

*The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

***"I have come that they may have life in all its fullness (John 10:10)"***

**The Governing Body of St. Hild's Church of England Voluntary Aided School is the Admissions Authority for the school. Applications must be made on the Local Authority Common Application Form. This form must be returned to the Local Authority by the published closing date. Applications received after the closing date will only be considered after all those received by the closing date.**

The admission number for the school from September 2018 is 190. This arrangement follows consultation between the governing body, the Local Authority, all other schools in the area and all other Admissions Authorities in the area. Children who have an Education Health and Care Plan or a statement of Special Educational Needs, where the school is named as the most appropriate educational setting for the child, will be admitted to the school. If the number of applications exceeds the number of places available, children will be admitted in the following order:

- 1. Looked after children** or children who were previously looked after, but ceased to be so because, immediately after being looked after, they became subject to an adoption, child arrangements order or special guardianship order.

**N.B:** By a "looked after child" we mean one in the care of the local authority or being provided with accommodation by a local authority in the exercise of its social services function. An Adoption Order is one made under the Adoption Act 1976 (S.12) or the Adoption and Children Act 2002 (S.46). A Child Arrangements Order is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989 as amended), a Special Guardianship Order is one appointing one or more individuals to be a child's special guardian (Children's Act 1989, S.14A). Applications under this criterion must be accompanied by evidence that the child is looked after or was previously looked after (e.g., a copy of the relevant order).

- 2. Faith Criteria.** Up to 12 children will be admitted to Church Places at the school in the following priority order:

- (a) Church Of England Children and/or one or more parent who are at the heart of a church in the Deanery of Hartlepool (see attached boundary map). This is defined as a regular worshipper e.g., one who worships usually twice a month, for one year prior to making an application.
- (b) Other churches or faith communities Children and/or one or more parent who are at the heart (as defined above) of another Christian church or other faith community and who live in the Deanery of Hartlepool;

**N.B.** All applications for Church Places must be supported by a letter from an authorised minister or two Office holders of the church or faith community.

- 3. **Children who have an older sibling attending the school at the time of their admission.** Sibling refers to brother or sister, half-brother or sister, adopted brother or sister, step-brother or sister, or the child of the parent/carers partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling;
- 4. **Those children who attend Barnard Grove, Clavering, St. Helens, West View or Throston (St. Hild's identified Partner Primary Schools)**
- 5. **Pupils with very exceptional medical or social factors** directly related to school placement. Applications must be supported by written evidence from a doctor or other professional practitioner, setting out the particular reasons why our school is the most suitable school and will be considered on a case by case basis, as assessed using the Local Authority criteria;
- 6. **Those children who live closest to the school** as determined by 'straight line' distance measurement; from the (ordnance survey) address point of the child's home to the (ordnance survey) address point of the school

**Tie breaker:**

Should it prove necessary to distinguish between children within criteria 2, priority will be given to those with older siblings attending the school in September 2018, followed by those who live nearest to the school. Should it prove necessary to distinguish between children in any other criterion (or between children with older siblings in the above situation) then priority will be given to those who live nearest the school. Distance will be measured by straight line from the (ordnance survey) address point of the child's home to the (ordnance survey) address point of the school

**Other information:**

The child's home address is the address of the parent/carer receiving the Child Benefit. If you do not receive Child Benefit then other proof would be required. The addresses of childminders or family members sharing in the care of the children must not be used. If you wish your child to attend St Hild's Church of England Voluntary Aided School, you must fill in an application form even if you live in the admission zone for the school.

**Admission outside of normal age range**

Parents may submit a request in writing for their child to be admitted outside of his or her normal age range together with supporting reasons for doing so. This should be discussed with the Head Teacher as soon as possible.

Requests from parents for places outside a normal age group will be considered carefully, e.g., for those who have missed education due to ill health. Each case will be considered on its own merits and circumstances. However, such admissions will not normally be agreed without a consensus that to do so would be in the pupil's best interests. It is recommended that parents discuss their wishes with the Head Teacher in advance of applying for a place. The governors may ask relevant professionals for their opinion on the case. It should be noted that if a place in the requested age group is refused, but one in the normal age group is offered, then there is no right of appeal.

**Right of Appeal:**

If you are not successful in obtaining a place for your child at St Hild's Church of England Voluntary Aided School, you have a statutory right of appeal. Appeals should be made in writing, by the deadline given in the allocation letter, setting out the reasons for appeal, to:

The Diocesan Director of Education  
(St Hild's Appeal Panel)  
Church House  
St John's Terrace  
North Shields  
NE29 6HS

Full information on the appeals procedure is available from:  
St. Hild's Church of England Voluntary Aided School  
King Oswy Drive  
West View  
Hartlepool  
TS24 9PB

**Parents who wish their child to transfer to St Hild's School from another school at any other time other than the beginning of the first year of secondary education (age 11) should contact the Admissions Team at the Local Authority. Should it be necessary to decide between more than one candidate in such circumstances, the order of priorities published above will apply. The school holds a waiting list for Year 7 children until the end of the Autumn Term.**

Signed .....(Headteacher)	<b>Review Date : January 2017</b>
Signed ..... (Chair of Governors)	