

## Admissions criteria

St. Margaret's is a Church of England Primary School is an academy operating as part of Genesis Education Trust and is in the local authority of Barking and Dagenham. 60 children are admitted to each year group (**Except FS1 Nursery**) and we welcome new applications from all children in the local community. Priority of place is given to children of parents who worship in Church of England churches, particularly those within Barking.

### **An existing place in the nursery will not necessarily mean a place in the primary school.**

Children who are in care of a local authority are given priority over all other children.

Beyond these, the 52 children with the highest number of points on the criteria below are offered FS1 places.

Distance from home to school will be used, when necessary, as tie-breaker for children who have an equal number of points. Children who live closest to the school, measured in kilometres by the nearest available walking route using recognised footpaths, by-ways and highways which the Local Authority's highway department are responsible for numbering and maintaining, using SIA's measuring systems Smart.

### **Eligibility Checks –**

30hours free childcare is intended to support working parents.

- Both parents are employed but one or both parents is temporarily away from the workplace on parental, materially or paternity leave.
- Both parents are employed but one or both parents is temporarily away from the workplace on adoption leave.
- Both parents are employed but one or both parents is temporarily away from the workplace on statutory sick pay.
- One parent is employed and one parent has substantial caring responsibilities based on specific benefits received for caring or
- One parent is employed and one parent is disabled or incapacitated based on receipt of specific benefits.

**Full detail can be read in the regulations set out by the Government.**

<https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds>

	Parent 1	Parent 2
<b><i>Does not attend a Christian church</i></b>		
<b><i>Is 'known to the church' - an occasional worshipper</i></b>		
<b><i>Is 'at the heart of the church' - a regular worshipper (one who worships usually twice a month)</i></b>		

### **Extra points**

2 For one or more siblings attending the school at the time of admission. (Sibling means brother or sister, a full, half, step, adopted or long-term fostered child living at the same address and attending the named school).

### **Definitions:**

**Regular attendance means at least twice a month, for a period of a least one year, at the present or previous places of worship.**

## ADMINISTRATION

Parents are invited to make applications during the months of October to January for all admissions that would occur in the academic year following September. Applications should be made on this form, copies of which are available from the School Office.

Completed forms must be returned no later than **28<sup>th</sup> February 2019**. Applications received after this date will be placed on a waiting list.

In all cases the Governors will require references from Clergy on behalf of the applicants. All applications will be considered by an Admission Panel of Governors, and parents will be notified in writing as soon as possible (usually April).

Parents of children of statutory school age who fail to gain places may initially appeal to the Governors by writing to the Chairperson of the Governors c/o the school, within 14 days. The school keeps a waiting list of unsuccessful applicants, and you can be placed on this list if you inform the Head Teacher in writing that this is your wish.

Since 1980 parents have the further right of appealing against the Governors final decision not to offer a place, to an Independent Appeal Committee. The Head Teacher will give you information about appealing if you wish to take this course of action.

**Part 1 To be completed by the Parent**

**ST. MARGARET'S CHURCH OF ENGLAND PRIMARY SCHOOL  
APPLICATION FOR ADMISSION**

Please use BLOCK CAPITALS. The completed form should be returned to:  
The School Office (Admissions)

**Child's Christian Name (s)** \_\_\_\_\_

**Child's Surname** \_\_\_\_\_

**Child's Date of Birth** \_\_\_\_\_ **Gender** \_\_\_\_\_  
*(The original child's Birth Certificate must be seen with this application)*

**Parents Names and  
Address (or Guardian)** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_ **Post Code** \_\_\_\_\_

**Borough/Council of Residence** \_\_\_\_\_

**Home Telephone No.** \_\_\_\_\_

**Mobile No's** \_\_\_\_\_  
\_\_\_\_\_

**If brother or sister(s) in School - give names and class**  
\_\_\_\_\_  
\_\_\_\_\_

**Name of Church attended by family**  
\_\_\_\_\_

**Reasons for applying to this School**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signature** \_\_\_\_\_ **Date of Application** \_\_\_\_\_

## PARENTAL INVOLVEMENT IN THE LIFE AND WORK OF THE CHURCH

### Parental involvement in the life and work of the church.

Please say how often your family goes to church, by ticking the boxes that apply.

	Every week	Every two week	Every month	Other
Child	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parent or carer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How long has your family been going to church shown above?

Less than six months  Six months to one year  One year to two years   
Two years or more

**If you have joined the church in the last 12 months, please comment on any previous church commitments and produce evidence.**

Your signature

Date

**Is there any other information you can give, that might be helpful for the Governors to know?**

**There is a choice of FS1 provision although your first choice cannot be guaranteed. Please indicate your preferences by ticking the appropriate boxes below:**

Morning session: 8.30am - 11.30am

Afternoon session: 12.15pm - 3.15pm

No preference

30 hours provision

Please turn over

If appropriate you should now pass this form to your Priest/Minister (part 2 to be completed) together with a Stamped addressed envelope for the form's return to St. Margaret's Church of England Primary School.

**Part 2**      To be completed by your Priest/Minister

**Is your church affiliated to Churches Together in England or Evangelical Alliance?**

Yes  No

Name of Clergy: \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Church \_\_\_\_\_

**Note to Clergy**

The Governors, in association with the Chelmsford Diocesan Board of Education, would be most grateful for your help as we are seeking information about the church background of this family. Would you please confirm their commitment and involvement by answering the questions set out below and adding any other comments you may consider appropriate, but you should bear in mind the reference cannot be treated "in confidence". Your help and co-operation will be greatly appreciated and **we would be grateful if you could return the form directly to the School Office**

**(Admissions) as soon as possible and no later than the 28<sup>th</sup> February 2019.**

Can you confirm the statements that have been made regarding church attendance and involvement by the family?

**YES/NO**

**If not please indicate why not**

\_\_\_\_\_  
\_\_\_\_\_

**Other comments** \_\_\_\_\_

\_\_\_\_\_

**Signature** \_\_\_\_\_

**Office held** \_\_\_\_\_

**Date** \_\_\_\_\_