

## *Latymer All Saints CE Primary School*

### **ADMISSIONS POLICY for academic year 2022**

***Please be aware that we have updated our guidance on church attendance in the light of Covid 19. Please see the letter on our website.***

Latymer All Saints is a voluntary-aided primary school with a Church of England foundation. As such, the governing body of the school is responsible for the admission of all pupils.

Parents wishing to apply for a place may like to telephone the school office to arrange to visit the school.

Admissions to the main school are co-ordinated by the Enfield Schools Admissions Service, details of which are available on the Enfield Council's website. Parents will need to complete a Common Application Form on which they may list up to six primary schools in order of preference. Application is made online to the home local authority for Enfield residents: the Local Authority's website is, [www.enfield.gov.uk/admissions](http://www.enfield.gov.uk/admissions)

Applicants wishing to be considered for a place at Latymer All Saints School must name the school on the CAF. Those who wish to apply for a place under the faith criteria (2,3,6) will need to complete both a Common Application Form and a School Supplementary Information Form, which may be downloaded from the school website, [www.latymerallsaints.enfield.sch.uk](http://www.latymerallsaints.enfield.sch.uk) or collected from the school office. The Supplementary Information form should be completed and stamped by the priest/minister/pastor of the church attended by the family and returned to Latymer All Saints School.

#### **Admission to reception classes**

The Enfield Schools Admissions Service issues an information booklet from 1st October each year, available from Enfield Civic Centre or from any Enfield primary school. The closing date for applications is the following 15<sup>th</sup> January and late applications will not be considered until after the initial allocations have been made.

After the governors have met and decided on the 90 places to be allocated, parents will be notified at the beginning of April of the outcome of their application. Parents of successful applicants will be asked to confirm online to Enfield Admissions Service their intention to take up the place offered.

Where a place has been offered

- it is for a full-time place from the September following the child's fourth birthday;
- the place may be deferred until later in the school year but not beyond the point at which they reach compulsory school age (the term after the fifth birthday). This means that parents of a child whose fifth birthday falls between 1 September and 31 March may request that their child is not admitted until later in the school year, but no later than the term after the child's fifth birthday, when s/he reaches compulsory school age. For children born between 1 April and 31 August, this is not beyond the beginning of the final term of the school year for which it was made. The school will hold any deferred place for the child.

-where parents wish a child may attend part-time until they reach compulsory school age.

Unsuccessful applicants will remain on the waiting list until the beginning of the autumn term, when the Enfield Schools Admissions Service will ask them whether they wish to remain on the waiting list.

Pupils are admitted to the Reception classes in September at the beginning of the school year in which they will become 5 years old. At the beginning of September the Reception teachers visit the children's homes and meet individually with the parents of each child to help build up their knowledge of the child's current stage of development. To facilitate their induction and the baseline assessment which takes place at this stage, children are admitted in small groups over a three week period.

If a parent wishes to explore the possibility of their summer born child being educated out of their normal school year (delaying the start of school for a year) they must discuss this with the head teacher before applying. Please contact the school office on 020 8807 2679 to make an appointment to meet with the Headteacher, stating the reason for the meeting.

### **In-year admissions**

Although the School is responsible for its own admissions, including in-year admissions, it does not hold a waiting list for in-year places.

Parents/Carers interested in an in-year admission place should register their interest with the Local Authority's Admissions team. Parents wishing to be considered under the faith criteria are advised to complete a School Supplementary Information form and to return it to the school, to support consideration for any places becoming available.

Governors will consider the applications received and prioritise them in accordance with the published admissions criteria.

## Admissions Criteria

Children with an Education, Health and Care (EHCP) Plan naming Latymer All Saints CE Primary School will always be offered places.

*Where there are more applications than places available the following criteria will be used in order:*

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order<sup>90</sup> including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).
2. Children who will have siblings **(2)** attending the school at the time of attendance.
3. Children whose parent **(3)** worships regularly at All Saints Church, Edmonton or one of the following Churches: St Aldhelm, Silver Street; St. Alphege, Hertford Road; St Mary with St. John, Upper Edmonton; St. Peter with St. Martin, Bounces Road; St Stephen, Bush Hill Park.

Weekly attendance, fortnightly attendance and/or monthly attendance at a service of worship for a minimum of one year. Priority will be given in the following order, depending on how long the pattern of worship has been the case, with minimum attendance of one year:

- 1) Weekly attendance at a service of Worship
- 2) Fortnightly attendance at a service of Worship
- 3) Monthly attendance at a service of worship

4. Children who live within the boundaries as defined by the attached Parish map and who are regular attenders at another Christian church.**(4)**
5. Children living closest to the school, measured in a straight line from their home to the main entrance to the school **(5)**. Where two children live at the same distance from the school, a decision will be made using random allocation (the child's home address will be their normal place of residence which should be the address stated on the application form).
6. Children who live outside the parish of Edmonton, and are regular attenders at another Christian Church.  
**(6)**
7. Any other children.

Within each of the above categories, priority will be given in the following order, depending on how long the pattern of worship has been the case, with minimum attendance of one year:

- 4) Weekly attendance at a service of Worship
- 5) Fortnightly attendance at a service of Worship
- 6) Monthly attendance at a service of worship
- 7) Proximity of home to the school (as the crow flies)

### **Applications for two or more siblings**

Where the final place is offered to a child who has siblings applying for a place **in the same school year**, those siblings will also be admitted.

## **Nursery children**

Attendance at Latymer All Saints Nursery does not guarantee a place in the main school; application for a Reception place must be made to the London Borough of Enfield.

## **School Supplementary Information Form**

If parents wish to seek admittance on the criterion of church allegiance, they should request a School Supplementary Information form and have it completed and stamped by their priest/pastor/minister. This should be returned to the school.

## **Please read explanations of terms stated in our admissions criteria:**

### **1. Looked-After children**

By a “looked-after child” we mean one in the care of a 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 (Section 12) or the Adoption and Children Act 2002 (Section 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, Section 8, as amended by the Children and Families Act 2014, Section 14). A ‘special guardianship order’ is one appointing one or more individuals to be a child’s special guardian/s (Children Act 1989, Section 14A). Applications under this criterion should be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, child arrangements or special guardianship order).”

### **2. Sibling**

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, stepbrother or sister, or the child of a parent/carer’s partner where the child for whom the school place is sought is living at the same family unit at the same address as that sibling.

### **3. Parents/Family Members**

A parent is any person who has parental responsibility for or is the legal guardian of the child. Where admission arrangements refer to ‘Parents attendance at church’ it is sufficient for just one parent to attend. ‘Family members’ include only parents, as defined above, and siblings.

### **4. Churches**

Churches belonging to Churches Together in Britain and Ireland / the Evangelical Alliance.

<http://www.ctbi.org.uk>

[info@eauk.org](mailto:info@eauk.org)

### **5. Distance**

Distance will be measured (using Local Authority’s computerised measuring system) from the front door of the child’s home address to the main entrance of the school, with those living closer to the school receiving higher priority.