

# ST ANDREW'S CHURCH OF ENGLAND PRIMARY SCHOOL, ENFIELD

## NURSERY ADMISSIONS POLICY FOR SEPTEMBER 2012

St Andrew's is a Voluntary Aided Primary School, founded and still inspired by the Christian faith according to the teaching and practice of the Church of England. The Governing Body is responsible for admission of pupils to the Nursery and to the Main School. 60 pupils are admitted to the Nursery class each September. As far as possible, the school will ensure that pupils with disabilities have access to the same opportunities as other pupils.

In the event of over-subscription, the Governors will consider applications under the criteria below, which are listed in order of priority.

Within each criterion (except 1 & 3), priority will be given to brothers and sisters<sup>1</sup> (siblings) of children already attending the Main School who will still be attending the school at the date of the applicant's possible admission to Reception, with 'a' being sibling and 'b' being new applicant (no sibling connection).

Also, within criteria 1 & 3 and within each criterion 'a' and 'b', priority will be given on the basis of least distance between the child's home and the Head Teacher's Office, which is deemed to be the central point of the school, in a straight line. When reference is made to distance from the school, it must be the parents'/guardians' address where the child is permanently resident. No other address will be considered.

A Nursery Application Form must be completed and submitted by the closing date of January 13<sup>th</sup> 2012. No applications or additional information received after this date will be considered unless the Governors consider there are exceptional circumstances leading to the late submission.

**NB A Nursery place does not give priority for, nor guarantee admission to, the Main School. Parents who already have a child in the school should not assume that further children will be automatically accepted.**

THE LA 'APPLICATION FORM FOR ADMISSION TO A RECEPTION CLASS IN ENFIELD' WILL NEED TO BE SUBMITTED AT THE APPROPRIATE TIME, TOGETHER WITH 'ST ANDREW'S SUPPLEMENTARY INFORMATION FORM FOR ADMISSION TO MAIN SCHOOL' IF YOU WISH YOUR APPLICATION TO BE CONSIDERED UNDER THE SCHOOL'S ADMISSIONS CRITERIA 1,2,4,5,6 OR 8.

### CRITERIA

- 1 Church of England children in public care<sup>2</sup> ('looked after' children) under provision of the Children Act 1989.
- 2 Children whose parents/guardians are regular<sup>3</sup> worshippers at the Parish Church of St Andrew, Enfield.  
2a = Sibling 2b = New applicant
- 3 Children in public care ('looked after' children) under provision of the Children Act 1989.
- 4 Children whose parents/guardians are regular<sup>3</sup> worshippers at any of the covenanted Churches of the Enfield Town and Forty Hill Ecumenical Partnership<sup>4</sup> which does not have its own Church school.  
4a = Sibling 4b = New applicant
- 5 Children whose parents/guardians are regular<sup>3</sup> worshippers at any Church of England parish adjoining the Parish of St Andrew, Enfield, which does not have its own Church school.  
5a = Sibling 5b = New applicant
- 6 Children living within the Parish of St. Andrew, Enfield, whose parents/guardians are regular<sup>3</sup> worshippers of another Christian denomination as recognised by Churches Together in Britain and Ireland or the Evangelical Alliance/Affinity  
6a = Sibling 6b = New applicant
- 7 Children living within the Parish of St. Andrew, Enfield  
7a = Sibling 7b = New applicant
- 8 Children living outside the Parish of St Andrew, Enfield, whose parents/guardians are regular<sup>3</sup> worshippers of another Christian denomination as recognised by Churches Together in Britain and Ireland or the Evangelical Alliance/Affinity  
8a = Sibling 8b = New applicant
- 9 Children living outside the Parish of St Andrew, Enfield  
9a = Sibling 9b = New applicant

**If applying for a place under criterion 1,2,4,5,6 or 8, the Church attendance confirmation must be completed and signed by the appropriate Priest/Minister at the time of application.**

Please ensure that the Application Form is correctly completed and is accompanied by proof of your child's date of birth.

Proof of address must also be submitted with the form. Copies of any two of the following are required: UK Driving Licence, Council Tax Notification, Child's medical card, a Utility Bill less than 3 months old. This must be the address where the child normally lives. Bills submitted must be originals, or copies of originals, but not internet downloads.

**NB: If false information is provided, this will lead to an offer of a place being withdrawn.**

The Governors consider each application strictly in line with the Admissions Criteria. There is always pressure for places. In the event that a child is refused entry, it is suggested that each criterion above is studied carefully before contacting the school.

The decision of the Governing Body is a corporate one and no discussion of individual cases may be held with any Governor. If the Governors are unable to offer your child a place, their name may, if requested, be kept on a waiting list maintained in Admissions Criteria order and you will be informed if a vacancy occurs.

### **Late Admission to Nursery**

If wish to check if there are any vacancies at St Andrew's Nursery, please contact the school office. An appointment may be made for you to visit the Nursery. An application form will need to be completed and if a place is not immediately available your child's name may, if requested, be kept on the waiting list.

**If places become available at any time, they will be allocated by the Governors in line with the Admissions Criteria.**

Those who have changed Churches in the 18 months prior to the date of application may have previous regular<sup>3</sup> Church attendance taken into account. Signed confirmation from Ministers of both Churches will be required indicating regular<sup>3</sup> attendance by at least one parent or guardian at least twice a month for a continuous period which would give a total of at least 18 months regular<sup>3</sup> attendance before the date on which the application is due, and would indicate an ongoing Church commitment. If the Churches are of the same or different denominations but the criterion changes, the majority attendance will determine the criterion under which the application will be considered.

### **NOTES**

<sup>1</sup> Brothers or sisters are interpreted in this context as children, living at the same address, who share a parent through a blood relationship, legal adoption or legal fostering.

<sup>2</sup> Looked-after Church of England children are interpreted as children originally from a Church of England family, or having been placed in a Church of England children's home or with a Church of England family.

<sup>3</sup> Regular is interpreted in this context as attendance at Sunday worship by at least one parent or guardian, at least twice a month for a continuous period of at least eighteen months before the date on which the application is due.

<sup>4</sup> The Local Ecumenical Partnership Churches without their own school are: Enfield Baptist Church; Enfield Citadel of the Salvation Army; St John Methodist Church, Enfield; Trinity Church, Enfield.

<sup>5</sup> If your church is an affiliated church, full details of the affiliation should be provided.

**The Parish Boundaries of the relevant Enfield Parishes are available to view in the School Office.**