



**TRINITY ALL SAINTS' CHURCH OF ENGLAND VOLUNTARY AIDED PRIMARY SCHOOL, BINGLEY:  
GOVERNORS' POLICY ON ADMISSIONS  
2019-20**

*The Governing Body, acting as the Admissions Authority for our voluntary aided school,  
has determined this Admissions Policy.*

The admission of pupils with an Educational Health Care Plan (EHCP), which names the school, is a statutory entitlement, and will be dealt with under a separate procedure.

Our school's planned admission number is 60 per year group for the main school and 40 for the nursery, and we will admit children to fill all these places. If there are more applications for admission to the school / nursery than there are places available, priority will be given in the order set out below:

- 1. Children in public care, adopted children who were in public care, and children with a special guardianship or residency order.**
- 2. Children who live (see note (a) below) within the Ecclesiastical Parish of Bingley Holy Trinity or within the Ecclesiastical Parish of Bingley All Saints in the following order of priority:**
  - i. for whom there are specific family medical or social reasons for admission. *Such reasons should be supported by letter from the appropriate person professionally involved with the child and/or with the child's immediate family.*
  - ii. who have a brother or sister (see note (b) below) in attendance at the school on the proposed date of admission, and whose parent(s) frequently worship(s) (see note (c) below) at one of the churches in the parishes served by this school (see note (d) below).
  - iii. who have a brother or sister (see note (b) below) in attendance at the school on the proposed date of admission.
  - iv. whose parent(s) frequently worship(s) (see note (c) below) at one of the churches in the parishes served by this school (see note (d) below).
  - v. other children.

- 3. Children who live (see note (a) below) outside the Ecclesiastical Parish of Bingley Holy Trinity and outside the Ecclesiastical Parish of Bingley All Saints:, in the following order of priority:**
- i. for whom there are specific family medical or social reasons for admission. *Such reasons should be supported by letter from the appropriate person professionally involved with the child and/or with the child's immediate family.*
  - ii. who have a brother or sister (see note (b) below) in attendance at the school on the proposed date of admission, and whose parent(s) frequently worship(s) (see note © below) at one of the churches in the parishes served by this school (see note (d) below).
  - iii. who have a brother or sister (see note (b) below) in attendance at the school on the proposed date of admission.
  - iv. whose parent(s) frequently worship(s) (see note (c) below) at one of the churches in the parishes served by this school (see note (d) below).
  - v. other children.

### **TIE BREAK**

*In the event that there are more applications than places available within any one of the above criterion, priority will be given to those living closest to the school as measured by the shortest safe walking distance to the main entrance (via road) on Church Street using the LA's electronic mapping system. In the unlikely event of two or more applicants living equidistant from the school, remaining available places would be allocated by the drawing of lots.*

***A place in nursery does not guarantee a place in main school.***

### **CO-ORDINATED IN-YEAR ADMISSIONS**

In-year admissions will be administered on behalf of the Governing Body by the Local Authority (LA). Applications must be made on the LA in-year common application form and where appropriate accompanied by relevant supporting information. The LA will confirm the result of the application to those concerned, on behalf of the governors.

### **ADMISSION OF PUPILS BELOW COMPULSORY SCHOOL AGE**

Children will enter main school on a full-time basis during the school year (September to August) in which they will achieve the age of five years. Normally, children will be admitted in September, but see note (e) below.

### **DEFERRED ADMISSION TO MAIN SCHOOL**

Parent(s) / carer(s) of children who are offered a place in main school before they are of compulsory school age may defer their child's entry until later in the school year.

Where entry is deferred, the school will hold the place for that child during the remainder of the school year for which application was made, but admissions will only be made at the beginning of a term. Admission to main school may not be deferred beyond the beginning of the term immediately following the child's fifth birthday, nor beyond the beginning of the summer term of the school year for which the original application was accepted.

### **RIGHT OF APPEAL**

If parent(s) / carer(s) who have applied for a school place for their child, receive notice that a place has not been offered, they may appeal within 20 days by contacting: School Admissions, Bradford Education, Margaret McMillan Tower, Princes Way, Bradford, BD1 1NN. (Tel 01274 439200.)

## WAITING LIST

In addition to their right of appeal, unsuccessful applicants may apply for their child's name to be placed on a waiting list. The waiting list will follow the order of the oversubscription criteria (see above), and will be maintained to the end of the school year for which the application was made.

## NOTES:

- (a) 'live' means the permanent address of the child.  
If the child resides at different times with separated parents, the permanent address is that which is determined by the parents.  
Usually, this will be where the child resides most regularly on schooldays.  
Please visit [www.achurchnearyou.com](http://www.achurchnearyou.com) for parish boundaries (enter your home postcode).
- (b) 'a brother or sister' applies to children of statutory school age, living at the same address, and including foster children and step siblings.
- (c) 'frequently worship(s)' means once a month or more for at least the last six months, and will be evidenced by a supporting letter from the priest / minister of religion concerned.  
The applying parent(s) / carer(s) will be responsible for obtaining the supporting letter, which must be on headed paper or carry the church stamp, and must reach school by the closing date for applications. Without the supporting letter, church attendance will not be taken into consideration when ranking applications.
- (d) The parishes served by this school are Bingley Holy Trinity, Bingley All Saints, Cottingley St Michael and All Angels, comprising of the churches of All Saints (Bingley), Holy Trinity (Bingley), St Aidan (Crossflatts), The Eldwick Church (formally St Lawrence's), St Wilfrid (Gilstead), and St Michael and All Angels (Cottingley).
- (e) Parent(s) / carer(s) may request that the date their child is admitted to main school is deferred until later in the same school year, or until the child reaches compulsory school age in that year. Parent(s) / carer(s) may request that their child attends part-time up to the point at which full-time schooling is compulsory, ie the beginning of the term following the child's fifth birthday.

**This Admissions Policy is effective from 1 September 2018,  
and replaces the previously published Admissions Policy.**

**Update: Sept 2017**

**Review Date: Sept 2018**

**Next full consultation: January 2022**

**Signed: ..... (Headteacher)**

**Signed: ..... (Governor)**