



**St John's C of E
Primary & Nursery School
Kingston**

Admissions

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**Alan Bennett Admissions Committee
Lulu Esua Headteacher**

Mission Statement

St John's nurtures the educational, spiritual and moral development of all within its community, regardless of culture and belief. We foster in our pupils mutual respect and responsibility based on the core Christian values, and fulfil our school motto: "Believe Inspire Achieve".

Vision

Our vision is for our whole school community, through the love of God, to respect and understand the Christian values and the beliefs of others.

We ensure that our children are happy, successful learners who enjoy learning, make progress and achieve their full potential.

Our Christian values will inspire our children to develop resilience and confidence.

Our children will lead safe, healthy, caring and fulfilling lives, becoming responsible citizens who make positive contributions to society.

We want everyone in our school to flourish and to know 'life in all its fullness' (John 10:10).

Rights Respecting School

St John's School is working towards becoming a Rights Respecting School and as such strongly believes in and promotes the United Nations Convention on the Rights of the Child. This policy exemplifies these rights and our practice aims to ensure that Children's rights are at the centre of life at St John's.



St John's Church of England Primary School has a distinctive Christian ethos which is at the heart of this school and provides an inclusive, caring and supportive environment where children learn and flourish in a setting shaped by Christian values. We welcome applications from all members of the community and we ask all parents to respect the Christian ethos of our school and its importance to our community.

St John's C of E Primary School is part of the co-ordinated admissions scheme for all maintained primary schools in Kingston.

Parents who wish to apply for a Reception place at the school for September 2020 must name the school on the Common Application Form available from their Local Council. For Kingston, this can be found at www.kingston.gov.uk/schools. The School's Supplementary Information form must also be completed for all applicants, and, in addition, **if applying under criterion 4 or 5**, the school's Supplementary Clergy form, which is a form to be completed by the clergy of the church. Failure to return a fully completed Supplementary Clergy form will mean that the school cannot consider the application under the relevant church criterion, in this case the application will be considered under the next most appropriate criterion based on the information on the Common Application Form. The supplementary forms are on the school website or available from the school.

No priority is given to an application for a Reception place for a child attending the school's nursery class. A separate application must be made and will be considered according to the published admissions criteria.

There are 30 places for entry into Reception in September 2020. If the school is oversubscribed, places will be offered using the following criteria, in priority order, down to space 27. The remaining 3 spaces will be offered simply in accordance with criterion 6.

1. Places will be offered firstly to Looked After Children and previously Looked After Children (**see footnote 1 for full definition**). Applications made under this criterion must be accompanied by details of circumstance and professionally supported evidence.
2. Children with an exceptional and professionally supported medical or social need that makes St John's the most suitable school for that child. Applications must be verified by professionally supported evidence at the time of application (**see footnote 2**).
3. Children who have a brother or sister, including an adopted, foster, half or step brother or sister attending the school at the time of admission.
4. Children whose parent/s or guardians are worshipping members at the parish churches of St John the Evangelist, Grove Lane, or All Saints, Market Place, Kingston or at Kingston Methodist Church, Fairfield South (**see footnotes 3 and 4**).
5. Children whose parent/s or guardians are worshipping members at another Christian church at the closing date for normal applications, **and** who live within the area designated by the Governors - see detailed plan and description (**see footnotes 4 & 5**).
6. The remaining places will be offered to children who live nearest to the school, as measured by a straight line to the main school gate. All distances will be measured using the Kingston Council's School Admissions computerised Geographical Information System.

If there are more applications than places under any single criterion, the Governors will prioritise these applications according to distance from the applicant's home address to the school as described in Criterion 6 above.

Tie-Breaker

Where there are two or more applicants who live equidistant from the school and a tie-breaker is required, admission will be by the drawing of lots.

Appeals

Parents who are unsuccessful in their applications have the right of appeal to an independent appeal panel under the School Standards and Framework Act 1998. Appeals should be addressed to the Clerk to the Governors, c/o St John's C of E Primary School by the date published on the school's website. If an appeal is unsuccessful, the governing body will not consider further applications from the same parents within the same academic year unless there have been significant and material changes in their circumstances.

Special Educational Needs

Parents of pupils who have a statement of special educational needs or an Education, Health and Care (EHC) Plan are required to apply for school places separately through the local authority from which advice is available. If a child with a statement or EHC Plan is placed in the school by the local authority before the normal admission round, the number of places available to other applicants will be reduced. The Governors will admit all those pupils whose statement or EHC Plan names the school.

Waiting List

The waiting list will automatically consist of names of unsuccessful applicants who have not had a higher preference offer for September 2020. This list will be held in criteria order and will include any late applications. Criteria order will be re-assessed when late applicants are added and a vacancy arises. Parents are given the opportunity for their child to remain on the waiting list until the end of year 6.

Late Applications

Late applications will be dealt with in accordance with your Council's primary admissions scheme for 2020.

Fair Access

The School is committed to taking its fair share of pupils who are hard to place in accordance with the locally agreed fair access protocol.

Pupils admitted under the protocol will take priority over any children on the waiting list and this may include, on occasion, admitting above the planned admission number.

Admissions to Reception

The School admits children to the Reception class in the September of the school year in which a child attains the age of 5 years. (The school year runs from 1 September to the 31st August.) All parents/carers are entitled to a full-time place for their child in the reception class from September. Parents/carers who have been offered a place at the School and wish to defer entry for their child and/or attend part-time should put this in writing to the Headteacher of the school once a place has been offered at the earliest opportunity and before the start of the autumn term.

Education Out of Normal (chronological) Age Group

Children are normally educated in school with others of their age group; however, in exceptional circumstances parents/carers may seek a place outside of their child's normal age group. Decisions will be made on the basis of the circumstances of each case. Further details of how to make such a request are available from the school.

In Year Admissions

In-year applications must be made using Kingston's [In Year Application Form](#). To ask for a copy email school.admissions@kingston.gov.uk, or call 020 8547 4610. The form can be downloaded using the link from www.kingston.gov.uk/schools. *Please ensure that you include the name of the school on the form as one of your preferences.* You must also complete the school's supplementary information form and return this form to the school.

Nursery Admissions

The arrangements for admission to nursery use the same published criteria as above.

Footnotes:

1. Looked After Children are:

Children who are (a) in the care of a Local Authority, or (b) being provided with accommodation by a LA in the exercise of their social services functions in accordance with Section 22 of the Children Act 1989, at the time an application for a school is made;

Previously looked after children are children who were looked after immediately prior to being adopted, or who became subject to a residence order, (now termed child arrangement order under the Children & Families Act 2014), or a special guardianship order (in accordance with Section 14A of the Children Act 1989). The Governors will require written confirmation that the child is looked after or previously looked after, and will be so at the time of making an application to the school.

2. Medical or social needs must be supported by written evidence at the time of application, e.g. from a specialist health professional, social worker or recognised other care professional. The evidence must set out the reasons why St John's is the most suitable school **and** the difficulties that would be caused if the child had to attend another school.

3. This criterion does not apply to other Churches or religious groups renting any of the premises of the three churches mentioned above.

4. "Worshipping members": applicants seeking support from their church should ascertain from their Minister, Elder or person responsible for these matters what constitutes "worshipping membership" in their church setting. If an applicant has recently moved to the area, a reference from their previous church will be required.

5. In Criterion 5 Christian Church is defined as a member of Churches Together in Britain and Ireland or the Evangelical Alliance. If an applicant has recently moved to the area, a reference from their previous church will be required.