Introduction
St. John's School is a voluntary aided Church of England Primary with a Nursery. As a voluntary aided Church of England school, we aim to provide an education based on Christian principles and practise and enjoy close links with our parish church. Governor's hope that parents who have chosen the school for their child recognise and are fully supportive of its distinctive ethos. Governors therefore hope that all children will attend acts of collective worship and take part in the religious education curriculum offered by the school. This does not affect the rights parents enjoy under the Educational Reform Act 1988(3).

The Governors, who are responsible for admissions to this Church of England Voluntary Aided Primary School, have agreed with the Local Authority to admit sixty pupils to the Reception class each year. These arrangements and the admissions criteria (below) are reviewed annually. When there are more applications than there are places available, the Governors will admit pupils according to the following criteria:

Overriding priority will be given to:

Children in Public Care *, also known as Looked After Children in care of the local authority and children who have been adopted or made subject to a child arrangement or special guardianship order immediately following having been looked after. Children in public care has the same meaning as in section 22 of the Children Act 1989, and means any child in the care of the local authority or provided with accommodation by them (e.g. children with foster carers).

The remaining places will be split on the basis of 60% Foundation Places for those who are practising Christians and 40% Open Places. Siblings will be placed into the applicable category.

Foundation Places

Places will be offered according to the following criteria, which are listed in order of priority:

1. Children whose families are committed regular members of the congregation at St. John with St. James, Walham Green.

2. Children whose families are committed regular members of the Church of England in a neighbouring Anglican parish church, which has no church school of its own.

3. Children who are members of another Christian denomination and who live within a mile of the school.

The school will seek a reference from the applicant’s parish priest or minister. In each category, priority will be given to children with a sibling already attending the school.
Once the Foundation places have been filled, all remaining applications are considered Open places.

Open Places

Places will be offered according to the following criteria, which are listed in order of priority:

1. Siblings of children who will be on roll at the time of attendance.

2. Children living nearest the school. Nearness to the school will be calculated using a straight line (as the crow flies) measurement from the child’s home ‘address point’ determined by Ordnance Survey Data to the school’s main entrance on Filmer Road as determined by Hammersmith and Fulham Local Authority using its computerised measuring system.

Notes:

Should there be vacancies in either category the places will be filled in order from the other category.

1 by ‘regular’ we mean a minimum of twice a month for two years.

2 neighbouring Anglican parishes are: St Andrew, Fulham Fields; St Alban with St Augustine, Fulham; Christ Church, Fulham; St Dionis, Parsons Green; St Etheldreda with St Clement, Fulham; St Mary, North End; St Matthew, Fulham; and St Peter, Fulham.

3 by ‘members’ in category 3, we mean membership conferred by baptism (or dedication in churches that do not practise infant baptism).

4 by ‘another Christian denomination’ we mean those who are members of or affiliated to Churches together in Britain and Ireland (CTBI) or the Evangelical Alliance.

Sibling

For the purposes of this policy the word ‘sibling’ is defined as brother or sister, half brother or sister, stepbrother or sister or foster child. The child must be living with the same parent/carer at the same address as the child already at St John’s School. The older child must still be attending the school when the younger sibling joins the school.

Tie-breaker

In the event of there being insufficient vacancies to admit all applicants in any of the categories listed above, priority will be given to children whose parents/legal guardians’ residential address is the shortest distance from the school’s main entrance in Filmer Road, when measured in a straight line.

Waiting list

A waiting list will be kept in order under each category. Late applications and those made midyear will placed on the list according to the above criteria. Places will be filled from the appropriate category.
In addition

Parents/carers applying under Foundation places will need to fill in an Additional Information Form to ensure the School has the requisite information to apply the Admissions Criteria. Failure to fill in the Additional Information Form may affect priority afforded to the application. Additional Information Forms will be distributed by the School and must be returned to the School Office by the stipulated date.

Applicants currently in Nursery
A place in the Nursery does not guarantee a subsequent place in the Reception class. Parents of children who are admitted for nursery education will still need to apply for a place at the School if they wish their child to transfer to Reception.

Additional Information Form
Applicants wishing to apply for a Church place should also complete an Additional Information Form, available from the School Office. This must be returned to the School office along with evidence of child’s age and proof of residence.

False or withheld information
The Governors reserve the right not to make an offer, or may seek to withdraw an offer of a place to any child whose parents have supplied false information or withheld information on the Common Application or Additional Information Forms.
Supplementary Information Form 2016 - 2017

Name of child: __________________________________________
Date of birth of child: __________________________________

This application must be accompanied by

- The child’s birth certificate
- Current utility bill (proof of residence)

FOR SCHOOL USE ONLY

<table>
<thead>
<tr>
<th>Foundation Place</th>
<th>Open Place</th>
</tr>
</thead>
<tbody>
<tr>
<td>Church Attended</td>
<td>Distance from School</td>
</tr>
<tr>
<td>Date of receipt of application</td>
<td>Sibling</td>
</tr>
<tr>
<td>Birth certificate seen</td>
<td>Proof of residence seen (Utility Bill)</td>
</tr>
<tr>
<td>Place offered</td>
<td>Start Date</td>
</tr>
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<td></td>
<td>Appeal</td>
</tr>
</tbody>
</table>
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Overriding priority will be given to:

**Looked after children, i.e. children in public care**

The remaining places will be split on the basis of **60% Foundation Places** for those who are practising Christians and **40% Open Places**. Siblings will be placed into the applicable category.

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Places will be offered according to the following criteria, which are listed in order of priority:

1. Children whose families are committed regular\(^1\) members of the congregation at St. John with St. James, Walham Green.
2. Children whose families are committed regular\(^1\) members of the Church of England in a neighbouring Anglican parish\(^2\) church, which has no church school of its own.
3. Children who are members\(^3\) of another Christian denomination\(^4\) and who live within a mile of the school.

*The school will seek a reference from the applicant’s parish priest or minister. In each category, priority will be given to children with a sibling already attending the school.*

Once the Foundation places have been filled, all remaining applications are considered Open places.
Open Places

Places will be offered according to the following criteria, which are listed in order of priority:

1. Siblings of children who will be on roll at the time of attendance.
2. Children living nearest the school measured by the straight-line distance from home to school.

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Application Form for all places - PLEASE COMPLETE IN BLOCK LETTERS

1. About the child
Child’s surname

Child’s forenames

Gender [ ] Male  [ ] Female

Date of birth

2. About parents/guardians/carers
Surname of main carer(s) i.e. with whom the child normally lives

Please give title Mrs / Mr / Ms / Rev’d / Dr /

Forename

Address with postcode

…………………………………………………………
…………………………………………………………

(Proof of address must be provided, e.g. copy of utility bill)

Telephone
Home

Work

Mobile

Email

Relationship to child

Does the child live with you? [ ] Yes  [ ] No

Other parent’s/guardian’s surnames

Please give title Mrs / Mr / Rev’d / Dr /

Forename

Address with postcode if different from before

…………………………………………………………
…………………………………………………………
(Proof of address must be provided if child lives with you)

Telephone
Home ........................................................................

Work ........................................................................

Mobile ........................................................................

Relationship to child ..........................................................

Does the child live with you? ☐ Yes ☐ No

3. Other siblings in the family attending St John’s on the date of admission (not application)
If you have other children, please give names and dates of birth. If not, leave blank, and go to section 4.

Name ........................................................................

D.O.B. ........................................................................

Name ........................................................................

D.O.B. ........................................................................

Name ........................................................................

D.O.B. ........................................................................

Foundation Places - If you are applying for an Open Place please go to Section 5

4. Church membership
Denomination of mother ..........................................................

Denomination of father ..........................................................

Do you currently attend any Christian Church?
☐ Yes ☐ No

If YES, please complete this section. If NO, leave blank and go to section.

Full name of Church Attended ..........................................................

Denomination ........................................................................

Name of Priest/Minister ..........................................................

His/her address with postcode ..........................................................

Page 5 of 8
Daytime telephone

Please say why you want your child to attend a Church of England School

You must ask your priest/minister to complete the next part of this section

Commitment to congregation:
For how long has the child’s family (parents or guardians) attended your church?
*If less than one year, please attach a photocopy of this page completed by clergy from your previous church*

Number of years

Attendance:
Has the child’s family attended church a minimum of twice a month for the period of time stated above?

- [ ] Yes
- [ ] No

Church administration and activities:
Is the child’s family involved in church administration and/or its activities?

- [ ] Yes
- [ ] No

Please specify

- Elected office (ie churchwarden, reader)
- PCC or equivalent
- Children’s Activity Leader (Sunday School, etc)
- Worship Leader (reading, Eucharistic Minister, choir, etc)
- Hospitality (sidesperson, Coffee Rota, Flower Rota, etc)

Other

Signed (parish priest)
Name (block capitals) and date  

Daytime telephone  

5. Open Places
Will your child have a sibling on Roll at St John’s School at the time of entry?
Name of sibling  
Name of sibling  
Name of sibling  

6. Special circumstances
Is the child designated by a local authority as looked after?
☐ Yes  ☐ No

Does your child have a statement of special educational needs?
☐ Yes  ☐ No

If so, please attach a letter from your social worker, GP or other appropriate qualified person

Are there any significant social, medical or personal needs of the child which the school should be aware of? If so, please give details

........................................................................................................................................
........................................................................................................................................
........................................................................................................................................
........................................................................................................................................
........................................................................................................................................
........................................................................................................................................

Doctor’s name  

Telephone
6. DECLARATION BY APPLICANT
To the best of my knowledge the above information is accurate.

Signed

Date

Please note there is no automatic right of entry to the reception class from the nursery. All parents need to fill out a further application form to the main school.

THE FOLLOWING MUST BE COMPLETED BY ALL APPLICANTS

We have read and accept the terms set out in the admissions policy.

Parent/Carer

Parent/Carer

Guardian’s signature (if applicable)

This application form should be signed by all parental authority.

Signature on behalf of the Local Authority (if applicable)

Tick and date to indicate you have read the admissions policy for the proposed year of entry for your child