

# The Blue School

Church of England Primary School

Established 1630

## **ADMISSIONS CRITERIA**

As The Blue School is a Church of England, voluntary aided (VA) school, it has no rigid catchment area within which children are expected to live. For many years the number of children for whom parents have sought admission to the Reception Class has been in excess of the number of places available (30). Where there are more applications than places available, the following criteria, which are set down in order of strict priority, will be used:

- 1. Church of England children in public care.**
- 2. Active membership by the child's family (see note 'f') of a Church of England Church.**
- 3. All other children in public care.**
- 4. Active membership by the child's family (see note 'f') of another Christian denomination.**
- 5. An applicant who desires a religious background to education and is an active member of another faith.**

*An active membership of the Church or other faith is considered to be twice a month for two years. Applicants in categories 1, 2, 4 & 5 should obtain from the school the Supplementary Information Form which should be completed by their minister of religion in support of their application, so that the Governors may consider their application fully.*

- 6. Any other children**

*In the event of over-subscription in any of the above categories, the Governors will give priority in the following order:*

- i) An applicant with a sibling (see note 'c') still attending the school at the time of entry.**
- ii) Proximity between home to school (see note 'd').**
- iii) Tie breaker (see note 'e').**

Each application will be considered on the above criteria.

### **How to Apply for Admission to The Blue School.**

- 1) Complete the London Borough of Hounslow Application for admission to primary school form and send it to the School before **Sunday 15th January 2012.**
- 2) Retain The Blue School's admissions criteria and the 'Notes on Admission Policy, Criteria and Procedures' for your records.
- 3) Complete Part A of the Blue School's reference form and give the form to your vicar/minister/religious leader.
- 4) Please ask your vicar/minister/religious leader to fill in Part B of the reference form and return the form to the Blue School before **Sunday 15th January 2012.**
- 5) Please note: Church references must be signed and dated **no earlier than the November preceding the entry of the child to the school.**

**Please note:** The completed application form and the reference form must be received by the School by **Sunday 15<sup>th</sup> January 2012**

#### **Contents:**

This envelope contains the following papers:

- **The Blue School's admission criteria.**
- **Notes on admission policy, criteria and procedures.**
- **London Borough of Hounslow application form.**
- **Letter to the Vicar/Minister/Religious Leader.**
- **The Blue School's reference form.**

If any of the above are missing, please contact the school.

# HOW TO APPLY FOR ADMISSION TO THE BLUE SCHOOL

Notes on admissions policy, criteria and procedures

## **General**

1. As a C of E, voluntary aided (VA) school, the Blue School Governing Body is responsible for all admissions decisions. All applications will be considered equally against the criteria. The onus is on the family to ensure their forms are accurate, up to date and returned to the School by the closing date. The expected timetable for consideration of applications is set out below.

For application into the Reception Class, there is an independent Local Authority administered appeal procedure for unsuccessful applicants. The forms of unsuccessful candidates will be kept at the School for future reference.

2. The Governors would strongly recommend parents who are offered a place to keep their child at the School until the end of Year 6 in order to benefit fully from being part of The Blue School.
3. **Timetable of events**

Final date for Common Application Forms to be received by the Local Authority is **Sunday 15th January 2012.**

Final date for receipt of the School's Supplementary Information Form which includes the Vicar's/Minister's/Religious Leader's reference form in School is **Sunday 15<sup>th</sup> January 2012.**

Parent notified of acceptance/rejection of application by the Local Authority (LBH) on **Thursday 19<sup>th</sup> April 2012.**

4. **Notes on terms used in the criteria:**

- a) **Active membership** will be verified by the appropriate Vicar/Minister/Religious Leader on the form provided by the school. The Vicar/Minister/Religious Leader will be advised that active membership must be for at least 2 years, with attendance at least fortnightly by at least one parent.
- b) **By Christian**, the Governors mean any church accepted and registered with *Churches Together in Britain and Ireland*, who can be contacted at:

Inter-Church House  
35-41 Lower Marsh  
London  
SE1 7SA

Telephone: 020 7523 2121 Fax: 020 7928 0010  
E-mail: [info@ctbi.org.uk](mailto:info@ctbi.org.uk)

or with the *Evangelical Alliance*, who can be contacted at:

Whitefield House  
186 Kennington Park Road  
London  
SE11 4BT

Telephone: 020 7207 2100 Fax: 020 7207 2150  
E-mail: [infor@eauk.org](mailto:infor@eauk.org)

The onus is on the family to provide evidence that their church is registered with Churches Together or the Evangelical Alliance.

- c) **Siblings** include brothers, sisters, step brothers and step sisters and fostered children living at the same address. The attendance of these at the school at the time of entry will increase the priority of an applicant within the category.

**d) Proximity between home and school.**

Distance will be measured by computer software based on Ordnance Survey and postal address data. The software measures using public roads and footpaths adopted and recorded by Hounslow Council's Highways Team. When using roads for measurement purposes the software measures along the middle of the road. It starts from a point in the footprint of the property provided as the child's address and continues by the shortest available route to the nearest of the school gates which is used by pupils to enter the school grounds. Blocks of flats are treated as one address. In blocks of flats, priority will normally be given to the lowest flat number. Addresses in private roads will measure from the footprint of the property, along the middle of the private road leading to the public road/footpath as adopted and recorded by Hounslow Highways Team. Not used are routes using common land (1), open spaces, public parks, subways or footpaths not adopted by the Highways team (2).

(1) Except the Chiswick Common footpath between the junction at Chiswick Common Road and Turnham Green Terrace.

(2) Except the pedestrian footpath at the eastern end of the Ride

**e) Tie breaker.**

In the highly unlikely event that children identically fulfill all the above criteria, the London Diocesan Board for School's policy of a 'tie breaker' will come into effect. Places will therefore be awarded by means of 'random allocation'.

**(f) Definition of 'family'.**

The expression 'family' relates to the child's permanent legal carer. This includes **either** a parent or parents or permanent legal carer/s or permanent legal guardian/s.

**In Year Admissions.**

Should there be a vacancy in a class during the academic year, representatives of the Governing Body will apply the admissions criteria to all applicants. If regular worship is mentioned the relevant Vicar/Minister/Religious Leader will be contacted.

**The Blue School.**

Church of England Primary.

Established 1630

North Street.  
Isleworth, Middlesex.  
TW7 6RQ.  
Tel: 020 8560 6721.

Reference Request in respect of an application for a place in the  
**Reception** at the above school.

**PART A**

Part A of the form to be completed by the applicant's parents or guardians and then taken to their vicar/minister/religious leader, with a request that they fill in part B of the form and return the form directly to the school.

**PART A**

Child's Name:.....

Date of Birth:.....

Names of sibling(s) in school.....

Parent/Guardian's Name & Address:.....

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Name and address of place of worship:

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Telephone number:.....

Any further supporting comments:.....

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Signature of Parent/Guardian.....

Date: .....



Please confirm whether your organization is a member of:

Church of England

Churches Together in Britain and Ireland

The Evangelical Alliance

None of the above

Signature(s).....

Additional Church Official.....

Official Stamp



Date:.....

The Admissions Panel will use this information in order to inform their decisions. This will be done in order to ensure that all places are allocated in accordance with our admissions criteria in the most equitable way possible.

Thank you for your assistance.

To: The Vicar, Minister or Religious Leader

We would like to remind you that admissions are made mainly on the basis of the information you provide the Governing body in Part B of The Blue School's admissions application form.

The Admissions Panel requests that all references are to be signed and dated **no earlier than the November preceding** the entry of the child to the school.

We advise that active membership must be for at least 2 years, with attendance at least fortnightly by at least one parent. Families who have changed church/place of worship within 24 months prior to the Governors' consideration of admissions must provide a second reference from their previous Vicar/Minister/Religious Leader.

We recommend that you discuss your reference with the family before sending it to us. We suggest you ask another Church official to countersign the form.

After the Governing Body's Admissions Panel has made a decision, it may be necessary to share the information you have provided with the child's family.

Thank you for your assistance.

Yours sincerely,

Mr. Jeremy Taylor  
Clerk to The Governors

# Hounslow

Education Department

Application for admission to primary school

Please complete this form and send it to the Head Teacher of the primary school in the London Borough of Hounslow you wish your child to attend - *please use block letters*

Name and address of the school you wish your child to attend	The Blue School North Street, Isleworth. Middlesex. TW7 6RQ	
Child's name	All forenames (given names):	Family name (surname):
Address where child lives	Address  Postcode	
Child's date of birth (Confirmation of date may be required)	Day	Month Year
Previous school or day nursery if applicable		
Name of parent or guardian	All forenames (given names):	Family name (surname):
Telephone number	Home	During business hours
If you have an older son or daughter attending a primary school, please give the name of that child and the name and address of the school he/she attends		
If there are any important medical or family reasons for your preference of school, please state them:		
If you have any other reasons for your preference of school, please state:		
Signature of parent/guardian:		Date: