

Laughton All Saints' C of E Primary School

Admissions Policy

2025-2026



Admission Policy for Laughton All Saints C of E Primary School, Laughton en le Morthen.

*This is the policy for admissions to school in the school year **2025-2026**. It was agreed in February 2024 and will be used for applications made by parents during the school year **2024-2025**, for children who will start school from **September 2025**.*

In our church school we are tolerant of others and promote respect for the dignity and worth of each individual. We aim to nurture caring and self-regulating citizens.

We help each child to fulfil their potential physically, academically, socially, morally and spiritually, without fear of discrimination.

Introduction

Laughton All Saints' C of E Primary School is a Church of England Primary School and is part of the Diocese of Sheffield's Academies Trust.

The school provides a distinctively Christian education for children aged 3 to 11 years.

Historically, Anglican schools were parish schools providing education for the community in accordance with the principles of the Church of England. Thus, the majority of Sheffield Diocesan schools were established to provide education for the children of the parish within a Christian context. The two aims of being 'distinctively Christian' and 'serving the local community' are reflected in the school's admission criteria.

Laughton All Saints' is a Primary School in which the Trust (DSAT) is the Admission Authority and responsible for admissions. It is guided in that responsibility by the requirements of the law, the academy trust, by advice from the Sheffield Diocesan Board of Education and its duty to the community.

The admission number for **2025-2026** is 15 and children will usually be admitted during the Autumn term prior to their 5th birthday.

The Local Authority, Rotherham MBC, will coordinate in year transfers for our school in **2025-2026**. Where parents wish to defer entry or request that the child attends part time, the request will be considered where it appears to be in the best interest of the child. All children will be admitted by the term following their 5th birthday – compulsory school age.

Please contact the school if you need help in completing the Common Application Form or Supplementary Information Form

Making an Application

1. Applications are made on the **Common Application** Form or online using the online form on the Local Authority, Rotherham MBC's website address www.rotherham.gov.uk and following the school/education links.
2. To support your application to Laughton All Saints' C of E Primary School, please complete the **Supplementary Information Form**. This is not an application form for admission to school but will be used by school when applying the admissions criteria.
3. The **Common Application Form** should be submitted along with the **Supplementary Information Form** (if applicable)
4. **The closing date for applications is 15th January 2025**

Criteria For Admission

- Children who have a statement of special educational need and the school is named as the most appropriate education setting for the child, will be admitted

Oversubscription Criteria

Where there are more applications for admission than the published admission number, the Governing Board/Admissions Committee will apply the following criteria in strict order of priority:

1. Children in Care/Looked After Children and Children who were previously in Care/Looked After (see definition 5 – Looked after children)
2. Children with special medical or social circumstances where these needs can only be met at this school. This is not about educational needs. Professional supporting evidence must be provided if admission is to be made under this criterion. A professionally qualified person such as a medical doctor, psychologist or social worker must set out the particular reasons why the school is the suitable one for the child and the difficulties which would be caused if the child had to attend another school
3. Children who have an elder brother/sister (see definition 1) attending the school at the time at the time of anticipated admission
4. Children of parents/carers (see definition 2) who reside in the parishes of Laughton, Dinnington or Thurcroft and regularly (see definition 3) attend the parish church of All Saints', St Leonards or St Simon & St Jude.
5. Children who reside in the parishes of Laughton, Dinnington or Thurcroft and regularly attend the parish church of All Saints', St Leonards or St Simon & St Jude.
6. Children of parents /carers who reside in the parishes of Laughton, Dinnington or Thurcroft and regularly attend a Christian denomination participating in 'Churches Together in England'(see definition 4)
7. Children who reside in the parishes of Laughton, Dinnington or Thurcroft and regularly attend a Christian denomination participating in 'Churches Together in England' (see definition 4)
8. Children who are resident in the parishes of Laughton.
9. Children who are resident in the parishes of Dinnington & Thurcroft.
10. Children who reside outside the parishes of Laughton, Dinnington or Thurcroft and regularly attend a Christian denomination participating in 'Churches Together in England'
11. Children of staff of the school (see definition 6)
12. All other children

APPLICATIONS FOR PUPILS OUTSIDE OF THE NORMAL AGE GROUP

Parents/carers may request that their child is educated out of their normal age group. Parents will need to write to the Headteacher by no later than 31st October 202 specifying why admission out of the normal year group is required and the year group in which they wish their child to be allocated a place. The Trust Board will make a decision based on the best interests of the child, taking into account the views of the Headteacher and supporting evidence provided by the parent/carer.

Should the admission number be reached mid category, the Governing Board, as the admissions authority will make a decision based on the shortest distance between the applicant's home and the school by the most direct route as measured by Rotherham Authority. A Geographical Information system is used which applies seed points as determined by Ordnance Survey. Measurements are taken from the seed point of the ordinary place of residence to the seed point of the school. Where the school has more than one seed point, the seed point closest to the geographical centre of the complex is used.

Tie Break

In the event of two or more children living equidistant from the school, the place will be decided by the following:

- 1) Priority will be given to a child who is currently attending Laughton All Saints' C of E Primary School's Foundation Stage 1 Provision over a pupil who is not.
- 2) The drawing of lots if number 1 is not applicable or there are two or more children who attend Laughton All Saints' C of E Primary School's Foundation Stage 1 Provision . The first name drawn will be offered the place.

Definitions

Definition 1 - Brother/Sister

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address

Definition 2 - Parent/Carer

A parent/carer is any person who has parental responsibility or care of the child. Where admission arrangements refer to 'parent's attendance at church' it is sufficient for just one parent to attend. 'Family members' include only parents and siblings

Definition 3 - Regular Church Attendance

Regular attendance by parents/carers is defined as attendance at a Church of England church or another Christian denomination participating in 'Churches Together in England' for at least once a month over the last 12 months.

Regular attendance by children is defined as attendance at a Church of England church or another Christian denomination participating in Churches Together in England' at least once a month over the past 6 months.

Parents/carers whose application is based on attendance at a church of Christian denomination should submit the Minister of Religion Reference Form available with the Common Application Form

In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

Definition 4 - Churches Together in England

The Christian denominations participating in 'Churches Together in England' can be found on the CTE web site <https://cte.org.uk/> . Please refer to this website for an up-to-date list, found in their menu. This may be termed 'Member Church Directory' or 'List of Participating Churches.'

Definition 5 – Looked after children

A 'relevant Looked After Child' is a child that is looked after by a local authority in accordance with Section 22 of the Children's Act 1989 at the time an application for admission to a school is made, and who the local authority has confirmed will still be looked after at the time when he/she is admitted to the school. A previously looked after child is a child who was adopted or became subject to a residence or special guardianship order immediately following having been looked after. This includes those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

Definition 6 - Children of Staff at School

Children of staff

- a. where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made and / or.
- b. the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Place of residence

The child's ordinary place of residence will normally be a residential property at which the parent or person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to the school.

Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will normally be the property at which the child resides with the parent or person or persons with parental responsibility, for the greater part of the week.

Late Applications

Late applications will be dealt with in accordance with the Local Authority scheme.

Waiting List

1. Names of children will automatically be placed on the waiting list for this school when the child has been refused admission.
2. A vacancy only arises when the number of offers to the school falls below the admission number (15).
3. The waiting list will be established on the offer day.
4. The waiting list is determined according to the Trust (DSAT's) priority of admission over-subscription criteria.
5. Following the offer day, should an application be received for the school where the pupil has a higher priority as determined by the admissions criteria for a place at the school, it will be placed on the list, above those with a lower priority.

False Information

1. Where the Governing Board has made an offer of a place at this school on the basis of a fraudulent or intentionally misleading application from a parent /carer which has effectively denied a place to a child with a stronger claim to a place at the school, the offer of a place will be withdrawn.
2. Where a child starts attending the school on the basis of fraudulent and intentionally misleading information the place may be withdrawn depending on the length of time that the child has been at the school.
3. Where a place or an offer has been withdrawn, the application will be re-considered and a right of independent appeal offered if the place is refused.

Applications outside the normal admissions round

Applications outside the normal admissions round will be considered in accordance with the Local Authority scheme.

To make in-year applications contact admissions.enquiries@rotherham.gov.uk Admissions will forward applications to preferred schools as quickly as possible. Schools are required to respond to in-year applications within a maximum of 15 school days from receipt of the application. We kindly request that you allow this time before chasing decisions.

Appeals against the school's decision to refuse admission

1. If a place is not offered at the school parents have the right of appeal to an Independent Appeal Panel formed in accordance with the legislation. Details of the appeals procedure will be sent to parents by the local authority.
2. Parents who intend to make an appeal against the Governing Board's decision to refuse admission must submit a notice of appeal by the date set out in the decision letter. Appeals will be held within the timescales set out in the Admission Appeal Code.

Details of name/address to which appeals should be submitted:

**The Appeal Clerk,
Legal and Democratic Services,
Town Hall,
The Crofts
Moorgate Street
Rotherham
S60 2TH**

