



**THE GOVERNORS OF  
THE EDWARD BETHAM CHURCH OF ENGLAND PRIMARY  
SCHOOL**

Oldfield Lane South, Greenford, Middlesex UB6 9JU

DIOCESE OF LONDON



**POLICY FOR ADMISSION TO THE SCHOOL**

The Governors will admit 60 children in each year group. A Common Application Form (CAF) must be completed and sent to the Local Authority (LA) (completed on-line where possible at [www.eadmissions.org.uk](http://www.eadmissions.org.uk)). If a year group is oversubscribed, the Governors will give priority to applicants using the criteria in the order listed below. A Supplementary Information Form (SIF) must be completed and given to the school together with proof of address. Applicants who are unsuccessful in obtaining a place will automatically be placed on a waiting list (also in accordance with the criteria below). Parents/guardians can ask for their child's name to be removed from the waiting list at any stage.

**In-year applications**

In-year applications are made directly to the school. If a place is available and there is no waiting list, then the LA will be informed and the child will be admitted. If more applications have been received than there are places available, then applications will be ranked by the Governing Body in accordance with the oversubscription criteria below. If a place cannot be offered you will be informed of your right of appeal. You will also be offered the opportunity of being placed on the waiting list. The waiting list is maintained by the Governing Body in accordance with the oversubscription criteria, and not in order in which the applications are received.

**Reception Year Deferred entry**

If a child has not reached compulsory school age, the parent has the option of deferring their child's entry. Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age. If a child does not reach compulsory school age until September of the following year he/she will need to apply for a place in Year 1.

Parents can also request that their child attends part-time until the child reaches compulsory school age.

NB Children reach compulsory school age the term after they are 5.

Parents wishing to defer entry need to apply by the closing date and when an offer is made the parents need to inform the LA and the school that they want to defer entry or only attend school part-time.

**Delayed entry into Reception**

Parents may seek places outside of their child's normal age group. The decision is made by the Governors on the basis of the circumstances in each case. The request should be made in the September prior to the normal entry in the following September in order to give sufficient time for the case to be considered by the Admissions Panel prior to the deadline for general applications of 15 January.

If the parents' case for delayed admission into reception is agreed, the application for a place in the next cohort would have to be made in the following September and would be considered along with all the other applicants for admission in that year. However, there would be no guarantee that a place would be able to be offered at this school.

The school follows the Ealing Council guidelines published at

[http://www.ealing.gov.uk/info/13/primary\\_and\\_junior\\_school\\_admissions/1669/deferred\\_and\\_delayed\\_entry\\_outside\\_normal\\_age\\_group\\_to\\_reception\\_year\\_in\\_primary\\_school](http://www.ealing.gov.uk/info/13/primary_and_junior_school_admissions/1669/deferred_and_delayed_entry_outside_normal_age_group_to_reception_year_in_primary_school)

**NB. To applicants whose children attend The Edward Betham Nursery:** As with all the schools in the Borough, attendance at the Nursery does not *automatically* mean that a child will be able to transfer to the School.

**Please Note-**

1. Governors hope that parents/guardians who have chosen this school for their child have done so knowing that it is a Church of England school with a distinctive Christian ethos. Governors therefore expect parents/guardians to give their full support to the ethos of the school.
2. Governors hope that all children will attend acts of worship and will take part in the religious education curriculum, offered by the school. This does not in any way remove the right of parents/guardians to request that their children be withdrawn from these activities.
3. Governors reserve the right to give priority to children who have documented social or medical needs and are resident in the parish of Greenford Magna. Copies of any documentation must be included with the SIF. The Governors will consider each case on its merits. Applications under this priority must be accompanied by a letter from a Consultant or Social Worker detailing how the school will fulfil the needs of the child and the difficulties that would be caused if they had to attend another school.

**The Criteria for admission of children when the school is oversubscribed in order of priority:**

1. **'Looked after Children'** – Looked after children (as defined by the Local Authority as children in public care subject to Section 22 of the Children Act (1989)) or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order.

2. **Children of practising Church of England families** (see note 1)

At least one parent/guardian applicant to be practising in the Church of England *for at least one year*, with a signed clergy reference. (see note 2)

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|----|---|--|
| a) | <i>Practising</i> in the parish of<br>This parish is given first preference   | Greenford Magna (Holy Cross Church)  |
| b) | <i>Resident</i> in any of the<br>parishes in a) or b) and<br><i>practising</i> in the Church of<br>England. These parishes<br>will be given equal preference. | Greenford, All Hallows<br>Perivale, St. Mary with St Nicholas and Holy<br>Trinity, Perivale<br>Northolt, St. Barnabas<br>Northolt, St. Joseph the Worker<br>Northolt, St. Mary (St. Hugh and St. Richard)<br>Southall, Christ the Redeemer<br>Hanwell, St. Mary with St. Christopher |

3. **Children with brothers or sisters or other siblings attending the school**

The brother or sister must be in attendance at the time of the application and expected to be in attendance at the date of the proposed admission. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/guardian's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

4. **Children of families who practice in other Christian churches (which are members of Churches Together in England or part of the Evangelical Alliance)**

- a) Children of families who practise at churches which are members of the **Churches Together in England** or are part of the **Evangelical Alliance** and who are **resident** in any of the parishes named in Criteria 2 above.

- b) Children of families who practise at churches which are members of the **Churches Together in England** or are part of the **Evangelical Alliance** and who are **resident outside** of any of the parishes named in Criteria 2 above.

At least one parent/guardian applicant to be practising in the Church *for at least one year*, with a signed clergy reference. (see note 2)

**5. Children of World Faiths other than Christianity**

Children resident in the parish of Greenford Magna, whose parents desire them to attend this school because of its Christian tradition. References from religious leaders should be provided on the SIF. (see note 2). The other main world faiths (in alphabetical order) are understood to be Buddhism, Hinduism, Islam, Judaism and Sikhism.

**6. Other children**

- a) **resident** in the Parish of Greenford Magna;  
b) **resident outside** the parish of Greenford Magna.

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**Note 1.** A parent/guardian is any person who has parental responsibility for or is the legal guardian of the child. Where our policy refers to parents/guardians attending church, it is sufficient for just one parent/guardian to attend. Family members include only parents/guardians, as defined above, and siblings.

**Note 2.** The Governors regard attendance at **worship on a regular weekly basis** as a sign of Church of England practice. A similar degree of commitment to other churches or faiths is expected. Less frequent attendance may be considered where supporting evidence is provided by a Minister or Religious Leader.

**Note 3.** The address provided on the Supplementary Information Form will be used for ranking purposes. Where a child spends part of a week with one parent and part with another, the address provided must be the address at which the child spends the majority of the week.

**Note 4.** Information concerning whether an applicant's address falls within one of the named parishes can be obtained by using the postcode search at [www.achurchnearyou.com](http://www.achurchnearyou.com)

**Note 5.** In all categories, if after applying the criteria, two or more children have equal priority, the child who lives nearest the school will be given priority. The distance from home to school is measured by a straight-line, from a point in the property to a point in the school determined by the grid references for the centre of the school's postcode, as calculated by the Ealing Local Authority [The measuring system is an integral part of the admission software produced by Tribal Technology Ltd. It uses Ordnance Survey maps and is accurate to 1 metre.]

**Note 6.** Tie Break - In the event of a tie we will operate a random allocation by drawing lots.

**Note 7.** It is the Parents or Guardians who are the applicants on behalf of the children.

**Note 8.** In the event of a child not being admitted there is a right of appeal to an Independent Admissions Appeal Panel. The school will give details if necessary.