

ADMISSIONS POLICY and PROCEDURES

For Admission of place to the School from September 2019

North Cheshire Jewish Primary

Mission Statement:

North Cheshire Jewish Primary offers a highly motivating and academic atmosphere where children are encouraged and supported to reach their full potential. Its children are confident and proud about their Judaism and have a strong identity regarding their own community and the State of Israel.

Moral and ethical values are developed in order that children become good citizens and are taught to have understanding of different religions, races and ways of life.

The school prides itself on its caring and inclusive policy.

The School's ethos¹ demonstrates orthodox Jewish belief and practice, embodied in the principles of Torah and Halacha, in a modern setting. These include creating a sense of belonging, encouraging and preparing for lifelong Jewish learning, spiritual growth and practice, mutual responsibility within the Jewish community and the wider world, and the importance of Israel in Jewish life. Jewish belief and practice permeate every aspect of the School's activities and are intrinsically linked to its secular curriculum. The School welcomes families from any synagogue denomination or none.

In the case of oversubscription, the School will give priority to applicants who meet a religious practice test based on guidelines from the Chief Rabbi. Those applicants wishing to be considered a priority for available places must complete a Certificate of Religious Practice (CRP²) based on criteria such as the family's synagogue service attendance (irrespective of the religious affiliation) commitment to Jewish education and voluntary work within the community. Four points are required in accordance with the Certificate of Religious Practice (CRP²).

The School admits children aged four to 11 and all children must attend full-time schooling by the term in which they reach their fifth birthday (compulsory school age). The School's Published Admission Number (PAN) is 30. Additional children may be admitted under limited exceptional circumstances³.

The School will admit children at any time to all year groups, provided a place is available.

Parents are invited to visit the School prior to applying. Individual visits are welcome by prior arrangement. Please contact the School for details.

The School is not permitted by law to interview parents, or children, with a view to selection.

All children whose Statement of Special Educational Need and Disability (SEND) or Education, Health and Care (EHC) Plan that names the school (in compliance with the Children & Families Act 2014) will be admitted⁵.

ADMISSIONS POLICY and PROCEDURES

For Admission of place to the School from September 2019

OVERSUBSCRIPTION

If the School is oversubscribed, after the admission of children with a statement of SEND or EHC Plan naming the school, priority for admission will be given to those children who meet the criteria as set out in the order of 1 to 6 listed below.

Oversubscription Criteria

- 1 Children who are looked after⁵ by a local authority, or children who were previously looked after⁶, and who are entitled to be treated as priority applicants having obtained four points in accordance with the Certificate of Religious Practice (CRP²).
- 2 Siblings of pupils⁸ who will be attending North Cheshire Jewish Primary School at the time such siblings enter the school and who are entitled to be treated as a priority applicant having obtained four points in accordance with the Certificate of Religious Practice (CRP²).
- 3 Siblings of former⁸ pupils of North Cheshire Jewish Primary School who are entitled to be treated as a priority applicants having obtained four points in accordance with the Certificate of Religious Practice (CRP²).
- 4 Other children who are entitled to be treated as priority applicants having obtained four points in accordance with the Certificate of Religious Practice (CRP²).
- 5 Other children who are looked after⁵ by a local authority, or other children who were previously looked after⁶ by a local authority.
- 6 Any other children.

Tie-Breaker

In the event of there being more applicants than places available within each of the above criteria 1 to 5, priority will be given to those children or parents whom exceed more than 4 points on the CRP.

APPLICATION PROCEDURES

1 When to Apply

- a) Children will be admitted to Reception in the September following their fourth birthday. Applications should be made by 15 January in the calendar year of entry. All applications received on time will be processed together. By law, priority **must not** be given to children based on the date their application is received or their name is added to the list.

2 How to Apply

- a) Application for a place in Reception is by completion of your Local Authority's Council Online Education Portal by 15th January the calendar year of entry.
- b) **In order to be eligible for a place, you will need to complete a Certificate of Religious Practice (CRP²).** The form is available to download from the Local Authority's online portal and must be returned to the School by 15th January in the calendar year of entry.
- c) Application for a child whose Statement of Educational Need and Disability (SEND) or Education, Health and Care (EHC) Plan which names the school⁴ is made by a separate process.

3 Offer Date

A letter to parents offering, or refusing, a place will be sent by the local authority where the child lives on or about the national offer date.

4 Response by Parents

A parent who does not respond to the offer of a place may have the offer withdrawn if the deadline quoted in the letter is not met.

ADMISSIONS POLICY and PROCEDURES

For Admission of place to the School from September 2019

5 Waiting List

For those applicants who do not receive an offer of a place, parents must advise the School, in writing, if they wish the child's name to be included on the waiting list. The School's waiting lists for all years will be kept open indefinitely and the School may check with parents, from time to time, to establish whether they wish their child to remain on the waiting list. The child's place on the waiting list will be determined at all times in accordance with the oversubscription criteria.

Following the application procedure for Reception places, and once initial offers have been made, the waiting list will be adjusted to include late applications. A child's position on the waiting list will not depend upon when the application was made, but will be determined by how the oversubscription criteria are met. This means that a child's position on the list can go down as well as up, depending on the circumstances of all applicants. In the event of a vacancy occurring, the place will be offered to a child on the waiting list starting with the one at the top, at the time, and working downwards until the vacancy is filled.

Parents are asked to inform the School when they no longer wish their child's name to remain on the waiting list.

6 Late Applications

- a) Applications for Reception received after the 15th January deadline will be processed in accordance with the oversubscription criteria
- b) In order to be eligible for a priority place, the Certificate of Religious Practice (CRP²) must also be completed. The form is available from the School Office or website and must be returned to the School without delay.

Late applications will be processed after those that have been received on time.

7 In-Year Applications

Application for Reception received after the start of the academic year of normal entry should be made directly to the School. In order to be eligible for a priority place, the School's Certificate of Religious Practice (CRP²) must be completed. Both forms are available from the School Office or website and must be returned to the School without delay, together with proof of address¹³.

8 Applications Outside the Normal Admissions Round

Places may be available in years other than Reception. Application for a school place outside the normal admissions round should be made directly to the School. The Certificate of Religious Practice (CRP²) must be completed. The form is available from the School Office or website and must be returned to the School without delay, together with proof of address⁹.

9 Right of Appeal

Parents who receive a letter to say that their application has not been successful have the right to appeal. Parents wishing to appeal must write to the Chair of Governors at the School address, within 20 school days of receiving the letter of refusal. The procedure will be explained in a response by the School and the timetable for the process will be published on the School's website.

10 Children from Overseas

Applications for children coming from overseas must be treated in accordance with European Union law or Home Office rules for non-European Economic Area nationals. Non-statutory guidance on this should be available on the website of the Department for Education.

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For Admission of place to the School from September 2019

NOTES

- 1 Whilst priority will be given to those children whose families demonstrate an on-going commitment to the School's ethos, all families will be expected to respect the ethos.
- 2 The requirements of the religious practice test might change from year to year.
- 3 Twins and children from multiple births will be admitted when one of the siblings is the 30th child and, as a result, the School's PAN will be increased.
- 4 A Statement of Special Educational Need and Disability (SEND) or Education, Health and Care (EHC) Plan is a statement made by the local authority (see Children & Families Act 2014) specifying the special educational provision required for that child.
- 5 A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority (see section 22(1) of the Children Act 1989). Applications for looked after children must be made by the person with parental responsibility and/or the child's social worker.
- 6 A previously looked after child is a child who has ceased to be so because they have been adopted (see section 46 of the Adoption & Children Act 2002), or became subject to a residence order (see section 8 of the Children Act 1989), or special guardianship order (see section 14A of the Children Act 1989).
- 7 There is no automatic transfer from the School's Nursery to Reception. Parents must apply via the local authority where the child lives.
- 8 Siblings of pupils attending the School at the time of admission and siblings of former pupils include half-siblings, foster siblings, step-siblings, adopted siblings and other children living permanently in the same home.
- 9 The child's home address shall be determined as at the deadline for application. Where parents reside at separate addresses, but with shared responsibility for the child, it will be the address at which the child spends most of the week.

FALSE INFORMATION

Places can be withdrawn after an offer has been made if it is found that the offer was made on the basis of false or fraudulent information.

For further information please contact the School Office on: 0161 282 4500