THE BLUE SCHOOL

CHURCH OF ENGLAND

Whatever you do in word or deed,
do everything in the name of the Lord Jesus,
giving thanks to God the Father through him.

Colossians 3:17

Reception

Admissions Arrangements 2027-2028

The Blue School has a long and proud heritage of providing a distinctive Christian education that continues to nurture and shape young lives for the future. Our school vision guides every aspect of school life, where our words and actions uphold the values of wisdom, hope, dignity and community.

Introduction

This document sets out the admission arrangements of The Blue School C of E Primary. For the purposes of this policy, the Governing Body is the admission authority.

Process

- Applications for admission to the school should be made using the Common Application Form through /provided by your home Local authority by the national closing date of 15th January 2027. The final date for receipt of the Vicar's/Minister's/Religious Leader's reference form in School is 4.30pm on 15th January 2027.
- The Local Authority will inform parents of the offer of a place on behalf of the Governing Body on the national offer date 16th April 2027 or the next working day.
- The Blue School C of E Primary has an admission number of 60 pupils for entry into Reception. All applicants will be admitted if 60 or fewer apply.
- If your child has an Educational Health Care Plan, or a plan pending, the procedure for admission is completely separate from the usual admissions criteria. Please contact the special needs officer in your home local authority for advice and guidance.If a child with an EHCP is placed in the school, following a consultation and the school has been named by the local authority before the normal admission round, the number of places available to other applicants will be reduced.

- **Oversubscription Criteria**

1. Looked After Children and Previously Looked After Children

1. Looked After, Previously Looked After and Internationally Adopted Previously Looked After Children.

A “Looked After Child” (LAC) is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school.

A "Previously Looked After Child" (PLAC) is a child who was looked after but ceased to be so because they were adopted or became subject to a child arrangement order or special guardianship order immediately following having been looked after.

An "Internationally Adopted Previously Looked After Child (IAPLAC) is a child who appears (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.

2. Siblings

2. Siblings of pupils attending the school at the time of admission. ‘Sibling’ means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or sister, a step brother or sister, or other child living in the same household who, in any of these cases, will be living with them at the same address at the date of their entry to the school.

3. Children of staff

3. Children whose parent is a member of school staff 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 the member of staff is to fill a vacant post at the school for which there is a demonstrable skill shortage.

Faith based

4 Active membership by the child’s parent or guardian of a Church of England Church.

4 i) Children whose parent or guardian have regular attendance at public worship at

- All Saints Church, Isleworth.
- All Souls Church, St Margarets.
- St John’s Church with St Mary’s Church Worton Road, Isleworth
- St Francis of Assisi Church, Isleworth
- St Mary’s Church Spring Grove with St Luke’s Church Hounslow East

and live within the parish boundaries.Attendance will be established by information provided on the Supplementary Information Form completed by a member of the clergy or other designated church officer. For the purposes of these admission arrangements ‘regular’ means attendance at least fortnightly for two years immediately prior to the date of application.

ii) Children whose parent or guardian have regular attendance at public worship at any other Church of England Church. Attendance will be established by information provided on the Supplementary Information Form completed by a member of the clergy or other designated church officer. For the purposes of these admission arrangements ‘regular’ means attendance at least fortnightly for two years immediately prior to the date of application.

5. Active membership by the child’s parent or guardian of another Christian denomination

Children whose parent or guardian have regular attendance at public worship in any other Christian denominations. For the purposes of these admission arrangements 'other Christian denominations' means a church which is a member of Churches Together in England, or affiliated to the Evangelical Alliance.

A parent or parents wishing to apply against this criterion must complete a Supplementary Information Form. Regular attendance at public worship will be established by information provided on the Supplementary Information Form, including verification by the relevant Minister/Faith Leader or their designated officer. For the purposes of these admission arrangements ‘regular’ means attendance at least fortnightly for two years immediately prior to the date of application.

6. Active membership of a child’s parent or guardian of another major world faith

Children whose parent or guardian has membership and practice the faith will be established by information provided on the Supplementary Information Form completed by a designated major world faith leader

Note for all faiths

A parent is any person who has parental responsibility for or is the legal guardian of the child. It is sufficient for one parent to attend church or place of worship.

Parish boundaries will be checked by a church near you https://www.achurchnearyou.com/

Those who have recently moved to the area and who worshipped previously in a different church will be asked to supply a reference from that church so that the two-year period is covered.

In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship, 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 in relation to those of other major world faiths, relevant place of worship, or alternative premises have been available for public worship.

7. All other children

Address definition

The address is the place where the child is permanently resident with his or her parent or parents or legal guardians. Evidence may be requested to show the address, for example: to which any Child Benefit is paid or at which the child is registered with a medical GP together with recent utilities bill, council tax bill or tenancy agreement. This evidence will be used when reaching a decision on the child's home address for admissions purposes (including where a child lives with parents with shared responsibility for each part of the week). Parents should not assume that a place will automatically be allocated to their child.

Share/joint residency definition

The Local Authority will only accept one application per child and only one offer of a school place will be made.

We ask that parents work together to agree on the address to be used and the school preferences to be applied for. Any disagreements should be resolved before submitting an application. If parents are unable to reach an amicable agreement, then both parents should seek their own legal advice or recourse through the Family Courts. The Local Authority will not mediate between parents.

Where a child lives with parents with shared parental responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. The declaration (including the addresses of both parents) must be submitted at the time of making the original application.

If a child's residence is split equally between both parents, then parents will be asked to determine which residential address should be used for the purpose of admission to school. If no joint declaration is received and the residence is split equally by the closing date for applications, Hounslow will consider the address of the parent who is in receipt of Child Benefit or if Child Benefit is not being received, the address at which the child is registered with a doctor (GP). You must send us a copy of your latest benefit entitlement notice or your child's medical card. We may also ask for further evidence if required.

If the residence is not split equally between both parents, then the address used will be the address where the child spends the majority of the school week. It is for the

home Local Authority to determine the address to be used for the allocation of a school place.

Tie-breaker

1. Proximity to the school. In order to be fair to all applicants, Hounslow has a standard method of measuring the home to school distance. For further information see. Distance -measuring home to school distance

2. In the event that two or more children live at the same distance from the school (as can happen with families living in blocks of flats), random allocation, where supervised drawing of lots by an independent responsible person of good standing will be used to decide which child(ren) will be allocated the remaining place(s) (in accordance with 1.34 and 1.35 of the School Admissions Code).

Multiple Births

In the event that the school has one place to offer and the next child on the waiting list is one of twins, triplets or other children of multiple births, The Blue School will offer both twins, triplets or children of multiple birth as an excepted pupil even if this means temporarily going over the published admission's number in accordance with the Schools Admissions Code 2.16g. They will be an excepted child until one of the children leaves the class, at which point the class size will revert to the lower figure.

Children of UK service personnel and crown servants

Children of UK service personnel and Crown Servants are dealt with under the statutory provisions of the School Admissions Code 2021 section 2.21- see Members of UK Armed Forces and Crown Servants.

For families of service personnel with a confirmed posting, or crown servants returning from overseas, the school will follow due process, apply the admissions criteria and following a successful application, allocate a place in advance of the family arriving in the area, provided the application is accompanied by an official letter that declares a relocation date. The school will use the address at which the child will live when applying their oversubscription criteria, as long as the parents provide some evidence of their intended address.

Late applications

The Local Authority makes the decision on whether applications can be accepted as on time, in line with the published PAN London co-ordinated admissions scheme timetable.

Applications received after the closing date and before the Blue School Governing Body Admissions Panel meeting will be placed last in the criteria in which they fall unless the

Blue School Governing Body Admissions Panel is satisfied that there are exceptional circumstances which reasonably prevented the application from being submitted on time. Supporting evidence, including that provided by the required Supplementary Information Form, must also be supplied by the closing date for applications, unless it is satisfied that there are exceptional circumstances which reasonably prevented it being submitted on time. In the absence of such supporting evidence, the allocation of places will be made on the basis of the application alone.

Nursery Admissions

Please see separate admissions arrangements.

In-Year admissions

From time to time a place becomes available further up the school. The allocation of places is in accordance with the admissions criteria. Preference will be given to children moving into the area from outside the Local Authority area who do not have a school place. Evidence will need to be provided that the child has recently moved in. Applications should be made via the local authority.

Applications from abroad (or from Scotland, Wales, Northern Ireland, the Isle of Man or the Channel Islands)

This policy does not apply to Crown Servants, who are dealt with under the statutory provisions of the School Admissions Code.

If you and/or your child currently live abroad but intend to move to the London Borough of Hounslow, we will accept an application ahead of your arrival. Your application will be processed using the home address in the country where your child is currently residing even if your family is returning to a property you own in the UK.

If we make an offer of a school place, the child will be expected to start on the first day of term.

Parents should ensure that their child has a right of abode or the conditions of their visas otherwise permit them to access a state-funded school.

Summer born delayed/ part time/ deferred admission

Deferred Admission

Parents can choose to defer their child's start for a term or two (until they are of compulsory school age.) Applications must be made online as usual by the closing date. Once a school place has been allocated, parents will need to write to the Headteacher to arrange the deferred admission.

The table below shows the options available

Children with their fifth birthday between **1 September and 31 December** (autumn born)	Compulsory school age from the following January: A school place will be available from the September but can be deferred until **January** – the school place will be held once parents have agreed this with the school.
Children with their fifth birthday between **1 January and 31 March** (spring born)	Compulsory school age from the following April: A school place will be available from the September before this but can be deferred until **January or April** –– the school place will be held once parents have agreed this with the school.

Children with their fifth birthday between **1 April and 31 August** (summer born)	Compulsory school age from the following September (**which is then year 1 not reception**): A school place will be available from the September before this but can be deferred until **January or April** – the school place will be held once parents have agreed this with the school.

The child must take up the school place that has been allocated within this year group. If they do not take up the place, they will need to reapply again, and the child will be allocated a place in Year 1 (not Reception.)

Part time Admission

Parents can choose to send their child to school on a part time basis. This may be preferable to deferring the child's entry until later in the school year as this will give them the opportunity to settle in gradually and start to make friends at the same time as other children in the class.

Applications must be made online as usual by the closing date. Once a school place has been allocated, parents will need to write to the Headteacher to arrange the part time admission.

Delayed Admission – summer born

Parents of summer born children (born between 1 April and 31 August) may not want their child to start school until the September following their fifth birthday.

However, these applications will be considered for Year 1 not Reception. If a

parent wants their application to be considered for Reception, they may **request** that they are admitted outside of their normal age group – to reception rather than year 1.

A separate written request must be made at the same time as making the online application for the child's actual age group. Supporting documentation can be uploaded if you wish to do so (use document type – out of cohort.)

Parents are encouraged to discuss how their child's needs can be met in the Reception class at age 4 with the Headteacher. They should also read the Department for Education's advice for parents.

Children can access their reception year in any setting that is registered with Ofsted and meets the Early Years Foundation Stage Framework statutory requirements. This can be a childminder, pre-school, Day Nursery, or school reception class.

The admission authority for each school will decide based on the circumstances of the case and in the best interests of the child. The request must set out the reasons why the request is being made and must be accompanied with relevant evidence which may include;

- the parents' views
- recent information about the child's academic, social and emotional development
- recent medical history and the views of a medical professional
- whether they have previously been educated out of their normal age group
- whether they may naturally have fallen into a lower age group if it were not for being born prematurely

The views of the head teacher will be an important part of this consideration. We may also gather information from any professionals involved with the child e.g.

nursery education provider, educational psychologists, to consider whether any of the following apply;

- whether the child shows significant delay in intellectual development/education skills, across all subject area, to an extent that curriculum differentiation (with appropriate SEN resources) is not reasonable

- whether the child's physical maturity places them in a position of being developmentally different from their peer group

- whether the child shows an equivalent delay in emotional development and social skills, appropriate for a younger peer group

The application will be processed, and a school place will be secured. This place can later be withdrawn if the request for delayed admission is approved. If it is agreed that the child can delay entry, a new application will need to be made for the following September, and this will be considered along with all the applicants for admission in that year. It is not possible to reserve a place for the following year. Therefore, there can be no guarantee of a place being available at the school, as this is dependent on the number of applicants that year.

If the request is not agreed, parents must decide whether to accept the place offered in the child's normal age group or refuse it and make an in-year application for the September following the child's fifth birthday for a place in Year 1.

Parents have a statutory right of appeal against the refusal of a place at a school for which they have applied. This right **does not** apply if the child is offered a place at the school, but it is not in the preferred age group.

Admission of children outside their normal age group

Parents may request that their child is admitted to a year group outside their normal age range, for instance, where the child is gifted or talented or where a child has suffered from particular social or medical issues impacting on their schooling. All such requests will be considered on their merits and either agreed or refused, on that basis. If a request is refused, the child will still be considered for admission to their normal age group.

The process for requesting such an admission is as follows: With the application, parents should request that the child is admitted to another year group (state which one), and the reasons for that request. Parents will submit any evidence in support of their case with the application, for instance from a medical practitioner, headteacher etc. Some of the evidence a parent might submit could include:

- information about the child's academic, social and emotional development;
- where relevant, their medical history and the views of a medical professional;
- whether they have previously been educated out of their normal age group; and
- whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

The school will consider each case on its merits, taking into account the individual circumstances of the request and the child's best interests. We will also ensure the parent is aware of whether the request for admission out of age group has been agreed before final offers are made, and the reason for any refusal. Requests for admission out of the normal year group will be considered alongside other applications made at the same time.

Waiting Lists

The school will operate a waiting list for each year group. Where in any year the school receives more applications for places than there are places available, a waiting list will operate. By parents submitting an application via the borough form every September. Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant, they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves it.

Appeals Procedure

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code. Appellants should contact Mrs M Reeves, the Admissions Officer at The Blue School C of E Primary at North Street, Isleworth, TW7 6RQ within 20 days of the date of the letter refusing your child a place at the school for information on how to appeal. Information on the timetable for the appeals process is on our website at http://www.theblueschool.com.

School age

A full-time school place in the Reception class is available for children from the September following their 4th birthday, etc.

Annual Review

The Governing Body of The Blue School will consider on an annual basis the patterns of applications from all the criteria to ensure fairness and an adequate spread of places across the criteria.

Enquiries

Should be directed to the Admissions Officer at The Blue School, North Street, Isleworth, TW7 6RQ. admissions@theblueschool.com