



**ALL SAINTS COFE (VA) PRIMARY SCHOOL  
GREAT OAKLEY**

**ADMISSIONS POLICY  
2026/27**

**AGREED BY THE GOVERNING BODY NOVEMBER 2024**

It is the policy of the Governors, if possible, to admit all children living within the Parish of Great Oakley. The number of places at the school is up to nineteen per year group. Application for admission in each academic year will be in-line with the information published by the Local Authority.

Children born between 1<sup>st</sup> September and 31<sup>st</sup> August will be admitted at the beginning of the academic year in which they become five years old.

Children with a Statement of Special Educational Needs naming the school will be admitted.

In the event of over subscription the Governors will consider applications in the following order of priority:

1. The Governors will give priority to Looked After Children.
2. Whether the child is resident within the ecclesiastical parish of Great Oakley.
3. Whether the child has any brothers or sisters in the school, who will be on roll at the time of admission.
4. \*Whether the parents/guardians of the child regularly worship at the parish church of Great Oakley. A statement of support must be supplied by the parish priest.
5. \*Whether the parents/guardians of the child, for whom this is the nearest Church School, regularly worship at another Anglican Church. A statement of support must be supplied by the parish priest.
6. \*Whether the parents/guardians of the child regularly worship in a church of another Christian denomination and express a preference for a Christian school. A statement of support must be supplied by a relevant minister.
7. Whether the parents/guardians of the child are members of another faith and express a desire for a Church School education. A statement of support must be supplied by a relevant religious leader.
8. Whether there are any other special social, medical or pastoral reasons for the child to attend the school. In this case the application must be supported by a relevant professional person.
9. Any other applications.

At whichever point in the above list of priorities over-subscription occurs, proximity of the child's home to the school will be used as a tie-breaker. Those living closest, as measured by the shortest road route, being afforded the highest priority. As application is through the Local Authority a waiting list will be maintained by them until the end of the first week of term. The waiting list will then be passed to the school who will maintain it until the end of the Autumn term.

\*The Governors' definition of "regularly worship" is attending church on at least six occasions over the past twelve months excepting weddings, baptisms and funerals.

Parents wishing their children to attend All Saint (Church of England) Voluntary Aided Primary School need to make their application in accordance with the co-ordinated scheme operated by the child's home Local Authority. For children resident in Essex this is detailed in the Primary Education in Essex booklet. Applications must be made by the National Closing Date detailed in the Primary Education in Essex booklet which is available from the LA. Late applications will be dealt with as detailed in this booklet for children resident in Essex. Children resident outside of Essex should refer to the process for handling late applications published by their home LA. Parents should submit a Supplementary Information Form for Admission.

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 in that school year; Where entry is deferred, the School as Admission Authority will hold the place for that child and not offer it to another child. The parent would not however be able to defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted. Parents can request that their child attends part-time until the child reaches compulsory school age; further detail regarding part time provision is available from the school.

Applications for admission are considered by the Admissions Panel of the School Governors. Parents will appreciate that if the school is oversubscribed it will not always be possible for the Governors to offer a place to a child. In this case parents may wish to make alternative arrangements for their child. Parents of a child refused a place at the school have a statutory right of appeal to an independent panel. When

the Admissions Panel is unable to offer a place to a child the parents will be given the relevant information for making an appeal.

## ALL SAINTS C OF E (VA) - PRIMARY SCHOOL

### **Supplementary Information Form for Admission** **2026 - 2027**

Please complete this Supplementary Information Form (SIF) so that we can carry out our admissions process. We warmly welcome all applications.

Please supply any other information that may support the SIF on an additional sheet.

The SIF is not an application form for admission to the school. You must apply through the Local Authority's Common Application process.

#### **Supplementary Information**

Full name of child \_\_\_\_\_

Date of Birth \_\_\_\_\_ Date of proposed admission \_\_\_\_\_

Address \_\_\_\_\_

Post Code \_\_\_\_\_

Contact No/s \_\_\_\_\_

Mother/Carer's name \_\_\_\_\_ Father/Carer's name \_\_\_\_\_

Place of Worship \_\_\_\_\_

Name of Priest  
& contact details \_\_\_\_\_

How often do you attend a place of Worship \_\_\_\_\_

**I understand that this is not an application form and in no way guarantees my child a place at All Saints C of E (VA) Primary School Great Oakley.**

**Signed Parent/Carer \_\_\_\_\_ Date \_\_\_\_\_**

**This form and supporting information should be returned directly to the school.**