

HOW TO APPLY FOR ADMISSION TO THE BLUE SCHOOL

Notes on admissions policy, criteria and procedures

General

1. As a C of E, voluntary aided (VA) school, the Blue School Governing Body is responsible for all admissions decisions. All applications will be considered equally against the criteria. The onus is on the family to ensure their forms are accurate, up to date and returned to the School.

2. **Notes on terms used in the criteria:**
 - a) **Active membership** will be verified by the appropriate Vicar/Minister/Religious Leader on the form provided by the school. The Vicar/Minister/Religious Leader will be advised that active membership must be for at least 2 years, with attendance at least fortnightly by at least one parent at the time of application.

 - b) **By Christian**, the Governors mean any church accepted and registered with *Churches Together in Britain and Ireland*, who can be contacted at:

Inter-Church House
35-41 Lower Marsh
London
SE1 7SA

Telephone: 020 7523 2121 Fax: 020 7928 0010
E-mail: info@ctbi.org.uk

or with the *Evangelical Alliance*, who can be contacted at:

Whitefield House
186 Kennington Park Road
London
SE11 4BT

Telephone: 020 7207 2100 Fax: 020 7207 2150
E-mail: infor@eauk.org

The onus is on the family to provide evidence that their church is registered with Churches Together or the Evangelical Alliance.

c) **Re: criterion 5. Siblings** include brothers, sisters, step brothers and step sisters and fostered children living at the same address. The attendance of these at the school at the time of entry will increase the priority of an applicant within the category.

d) **Re: criterion 7. Proximity between home to school.**

Distance will be measured by computer software based on Ordnance Survey and postal address data. The software measures using public roads and footpaths maintained by Hounslow Council's Highways Team. When using roads for measured purposes, the computer measures along the middle of the road. It starts from a point in the footprint of the property which is supplied by postal address data and continues by the shortest available route to the nearest of the school gates in use to the child's home. It does not use routes using common land, open spaces, or public parks. In blocks of flats, priority will normally be given to the lowest flat number. Not used are routes using common land (1), open spaces, public parks, subways or footpaths not adopted by the Highways team (2).

(1) Except the Chiswick Common footpath between the junction at Chiswick Common Road and Turnham Green Terrace.

(2) Except the pedestrian footpath at the eastern end of the Ride.

e) **Re: criterion 9. Tie breaker.**

In the highly unlikely event that children identically fulfill all the above criteria, the School's policy of a 'tie breaker' will come into effect. Places will therefore be awarded by means of 'random allocation'. This process will be supervised by an independent person.

(f) Re: criteria 2 and 4. Definition of ‘family’.

The expression ‘family’ relates to the child’s permanent legal carer. This includes **either** a parent or parents or permanent legal carer/s or permanent legal guardian/s.

(g) ‘Looked after children and previously looked after children’

The definition of ‘Looked after children and previously looked after children’ includes children who have been adopted but were previously in care and those who are subject to residence or special guardianship orders.

Term time admissions.

Should there be a vacancy in a class during the academic year, representatives of the Governing Body will apply the admissions criteria to all applicants. If regular worship is mentioned the relevant Vicar/Minister/Religious Leader will be contacted.

Waiting Lists

Unsuccessful applicants’ names will be added to the waiting list and this list will be maintained in the order of the published oversubscription criteria. Each added child will require the list to be ranked again in line with the above. If a place becomes available it will be offered to the next child on the waiting list.

Appeals

If an applicant is not offered a place at The Blue School, there is a right of appeal to an independent Appeals Committee set up in accordance with the provisions of the School Standards & Framework Act 1998. Details of the procedure can be obtained from the Clerk to the Governors at the School.