



**'Let Your Light Shine' Matthew 5:16**

### **MISSION STATEMENT**

Our aim is to provide a rich and engaging educational experience in a caring, Christian environment in which each individual is valued and respected so that all are enabled to reach their full potential.

### **MAKING AN APPLICATION**

Application for admission to our school for September 2024 should be made on the common application form enclosed with the Local Authority's brochure and also on the Diocesan Supplementary form between between 1<sup>st</sup> September 2023 and 15<sup>th</sup> January 2024.

The website address for online applications is [www.lancashire.gov.uk/schools](http://www.lancashire.gov.uk/schools). It is not normally possible to change the order of your preferences for schools after the closing date. Parents must complete the Local Authority application form, stating three preferences. Parents who wish their application to this Church school to be considered against the faith criteria should also complete the supplementary form. If the school is oversubscribed, a failure to complete the supplementary form may result in your application for a place in this school being considered against lower priority criteria as the Governing Body will have no information upon which to assess the worship attendance. Applications may also be made on-line on the common application form; the Diocesan Supplementary Form appears when you click 'submit'. It should be printed off and handed in to the appropriate school or schools. Letters informing parents of whether or not their child has been allocated a place will be sent out by the Local Authority in April 2024. Parents of children not admitted will be informed of the reason and offered an alternative place by the Authority.

### **ADMISSION PROCEDURES**

Arrangements for admission have been agreed following consultation between the governing body, the Diocesan Board of Education, Local Authorities and other admissions authorities in the area. **The determined number of places available for admission to the Reception class in the year 2024 will be a maximum of 17.**

The governing body will not place any restrictions on the admissions to the reception class unless the number of children for whom admission is sought exceeds their admission number. By law, no infant class may contain more than thirty children. The Governing Body operates a system of equal preferences under which they consider all preferences equally and the Local Authority notifies parents of the result. In the event that there are more applicants than places, after admitting all children with a statement of educational need naming the school, the governing body will allocate places using the criteria below, which are listed in order of priority.

**1. Children in Public Care and Previously Looked After Children.**

This includes any looked after child, previously looked after child and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. This criteria also includes looked after children and all previously looked after children who appear (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. Children with special medical or social circumstances affecting the child where these needs can only be met at this school.**

**3. Children who have a sibling attending the school on the date of application and on the date of admission.**

**4. Children whose parents live in the ecclesiastical/civil parish of Newburgh.**

- (a) Children with a parent/guardian worshipping in a church in membership of Churches Together in England\*
- (b) Other children.

**5. Children whose parents live outside the ecclesiastical/civil parish of Newburgh.**

- (a) Children with a parent/guardian worshipping in a church in membership of Churches Together in England.\*
- (b) Other children.

***\*At least once a month for six months.***

**Twins etc**

Where there are twins, triplets wanting admissions and there is only a single place left within the admission number, then the governing body will exercise as much flexibility as possible with the requirements of infant class sizes. In exceptional circumstances we are now able to offer places for both twins and all triplets, even when this means breaching infant class size limits. This may also apply to siblings who are in the same year group.

**Tie break**

Where there are more applicants for the available places within a category, then the distance between the Ordnance Survey address points for the school and the home measured in a straight line will be used as the final determining factor, nearer addresses having priority over more distant ones. This address point is within the body of the property and usually located at its centre. Where the cutoff point is for addresses within the same building, then the single measure between address points will apply and the Local Authority's system of a random draw will determine which address(es) receive the offer(s).

# SUPPLEMENTARY FORM FOR NEWBURGH C.E. PRIMARY SCHOOL



## Name of child:

Surname	Christian names	
Date of birth	Boy	Girl

<b>Name of parent/guardian</b>	
Address	
Post code	
Telephone	Mobile

## Place of worship one of parents / guardians regularly attends:

Name of place of worship	
Address	
Name of vicar / priest / minister / faith leader / church officer	
Address	
Postcode	Telephone

## To be completed by your Faith Leader:

Please indicate which statement reflects the attendance of the parent(s) of the above child:		
1. At the heart of the Church (a regular worshipper who attends Church once a week or more)		
2. Attached to the Church (someone who attends Church fairly frequently – not less than twice a month)		
3. Occasional worshipper (e.g. attends Church not less than once a month)		
They have attended for at least:		
_____	_____	_____
2 years	1 year	6 months
Comments.....		
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Signed .....

Position Held .....

Date .....