

Our admissions policy is within the Herefordshire Information for Parents Book (Admissions and Transfers to Schools).

The oversubscription criteria applied where there are more applications than there are places available is as follows:

1. Pupils in the “Looked After” system and children who are adopted, where the approved agencies, in consultation with the Governors, agree that the school is the most appropriate to meet the child’s needs.
2. Pupils whose principal address is within the catchment area of the school as defined by the LEA and who have a sibling in school at the time of entry.
3. Pupils whose principal address is within the catchment area of the school as defined by the LEA and who request a Church place supported by the appropriate Vicar/Rector/Minister. Faith in this context is defined as being an adherent to the Christian Trinity.
4. Pupils whose principal address is within the catchment area of the school as defined by the LEA and who have the shortest available walking route to school.
5. Pupils whose principal address is outside the catchment area of the school as defined by the LEA and who have a sibling in school at the time of entry.
6. Pupils whose principal address is outside the catchment area of the school as defined by the LEA, but who may be living with the parish boundaries of Churches within that catchment area, and whose family is actively involved in the worship, life and work of a Christian faith Church. This application must be supported by the appropriate Vicar/Rector/Minister.
7. Pupils whose principal address is outside the catchment area of the school as defined by the LEA, but who live nearest by the shortest walking route as defined by the LEA.

Please note that

- ‘Church’ is taken as meaning an organised body subscribing to the doctrine of the Trinity, which is either a member of the local Christian Council / Council of Churches or affiliated to ‘Christians together in England’.
- ‘shortest available walking route to school’ is determined by the LA using computer assisted OS maps and post codes to ensure accurate measurement. This measurement will simply be used to differentiate between candidates who fulfil these criteria in the event of oversubscription, rather than being a requirement under the criteria itself.
- ‘Parents’ include all those who have a parental responsibility for a child as set out in the Children Act 1989. Where responsibility is shared, the person receiving Child Benefit is deemed to be the parent responsible for completing application forms and whose address will be used for admission purposes.

- 'The Home Address' will be the address used for correspondence related to where 'Child Benefit' is paid. In cases where there is doubt of the home address, or where a child lives between two homes (split families) or other relevant circumstances, proof of the home address must be provided to the school to confirm the address on the application form. Home address will be the address that complies with the above at the closing date for applications set by the Local Authority.
- 'sibling' is defined as:
 - A full or half brother or sister
 - A step brother or step sister
 - An adoptive brother or sister
 - Children or parents who are married or cohabiting, where the parents and children live together in the same family household.

The closing date for applications, set by the LA, is in January preceding the relevant academic year. Subsequent to this date the Governors will allocate places in accordance with the admission policy. If a place is refused, then under the 1996 Education Act, a parent has the right of appeal, for which application should be made in writing to the Diocesan Director of Education, The Diocesan Office, The Palace, Hereford HR4 9BL.

Regards

Margaret Hay
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