

## Determined Birmingham School Admission Criteria September 2021

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| School Name       | <b>Holy Trinity CE Primary Academy (Handsworth)</b> |         |               |
| School Address    | Havelock Road, Handsworth, Birmingham B20 3LP       |         |               |
| Headteacher       | Mrs Paula Burns                                     | Tel no: | 0121 464 9900 |
| Admission Number: | 30  |         |               |

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|  | <p>Holy Trinity CE Primary Academy is different from neighbouring Local Authority schools because it maintains strong links with the Diocese and as such has a distinctive Christian ethos. We provide for children of Christian parents seeking a Christian education and welcome children of parents of other faiths or of no particular faith.</p> <p><b>Admissions Policy</b><br/>The Admissions Policy of the Governors seeks to maintain the Christian character of this Church of England school while offering opportunities for children of different faiths and cultural backgrounds to learn together.</p> <p>If you would like your child to be considered for a Reception Class September 2021 place at Holy Trinity CE Primary Academy, you should send your Supplementary Information Form to the Headteacher by <b>Friday 4<sup>th</sup> December 2020</b>. You must also apply to the Local Authority by visiting <a href="http://www.birmingham.gov.uk/schooladmissions">www.birmingham.gov.uk/schooladmissions</a> or by completing a Local Authority Preference Form. If you do <b>not</b> apply to the Local Authority you cannot be considered for a place at Holy Trinity CE Primary Academy even if you have completed the school's supplementary information form.</p> <p><b>Christian Ethos Statement</b><br/>Holy Trinity CE Primary Academy has a distinctively Christian ethos. This underpins the values of the school and reflects its nature. We ask all parents applying for a place here to recognise and support this ethos and its importance to the school. This does not affect the rights of parents who are not of the faith of the school to apply for and be considered for a place here.</p> |
|  | <p>Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in the Plan. This gives such children overall priority for admission to Holy Trinity CE Primary Academy. This is not an oversubscription criterion.</p>   |

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|  | The criteria used to allocate places in the event of oversubscription have been set by the Governing Body of Holy Trinity CE Primary Academy and are as follows:  |
|  | 1. Looked after or previously looked after children. See Note 1   |
|  | 2. Children with a brother or sister currently attending this school (as defined by the Local Authority) who will be at the school at the date of admission. See Note 2.  |
|  | 3. Children who with their parent(s) or carer(s) are regular worshippers at Holy Trinity Church, Birchfield. The written support of the vicar will be required. See Note 3.   |
|  | 4. Children who have attended Holy Trinity C.E. Academy Nursery class. See Note 4.  |
|  | 5. Children who with their parent(s) or carer(s) are regular worshippers at any Christian Church in the ecclesiastical parish of Holy Trinity Church, Birchfield. The written support of the vicar or minister will be required. See Note 3.  |
|  | 6. Children who with their parent(s) or carer(s) are regular worshippers at any Christian Church in an ecclesiastical parish sharing a boundary with that of Holy Trinity, Birchfield. The written support of the vicar or minister will be required. See Note 3.   |
|  | 7. Children who live within the ecclesiastical parish of Holy Trinity, Birchfield, (maps showing the Parish boundary are available in the school and the Church) of any faith or none and whose parents would like their child to attend a Church of England school.  |
|  | 8. Other children.  |
|  | <p><b>Notes:</b></p> <p>1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order. A looked after child 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). In the case of previously looked after children, admission authorities may request a copy of the adoption order, residence order or special guardianship</p> |

order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

2. A brother or sister must live at the same address as the child and could be:
  - A brother or sister sharing the same parents;
  - a half-brother or half-sister, where two children share one parent; a stepbrother or stepsister, where two children are related by a parent's marriage or civil partnership (a formal arrangement that gives same-sex couples the same legal status as married couples);
  - the separate children of a couple who live together; or
  - an adopted or fostered brother or sister.
3. The Vicar/minister/pastor of the church must complete that part of the Supplementary Information Form specified with the name of the church attended. For the purposes of the faith criteria, "regular worship" means attendance at church worship at least once a month and for at least 12 months preceding the January of the year of admission.
4. There is no guarantee of transfer from nursery to reception class. Parents must apply online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) or complete a Local Authority preference form for a place in reception class.
5. Parents can request that the date their child is admitted to school is deferred until later in the academic year or until the term in which the child reaches compulsory school age. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age.
6. If offering places within any one of the criteria would cause the schools admission number to be exceeded, then children within that criterion living nearest to the school will be offered places first. Distances are measured by the Local Authority admissions system using ADDRESS-POINT®. ADDRESS-POINT provides a national grid co-ordinate and a unique reference for each postal address in Great Britain. The grid reference is provided to a resolution of 0.1 metre (10cm). The accuracy of each ADDRESS-POINT is such that each point will fall within the addressed building. If two or more applicants share the same distance to a school

and a place is available the applicant to whom the place will be offered will be determined by the Local Authority by random selection.

7. Waiting lists are produced and maintained in strict order of priority, against the over-subscription criteria and are managed by the Local Authority. After the initial allocation of places, by the authority, the waiting lists are passed to Holy Trinity CE Primary Academy and they handle all in year placements and transfers. are kept until the end of the Autumn Term in the year of admission to the school's Reception class. After this a Local Authority change of school application form will need to be completed by parents seeking a place for their child at the school.
8. Applications or changes to your application received after the closing date and before the Governors' admissions meeting will be deemed to have been made late, but will be considered if possible. Applications received after the Governors' decision meeting will also be deemed to have been made late and will be considered after applications with the same priority that were received on time (unless there are particular circumstances which, in the opinion of the Governors, prevented you from applying earlier).
9. The child's home address is the place where the child is permanently resident with his or her parents. When a child lives between two addresses, the address used for offering a school place will be where the child lives for most of the school week (Monday to Friday). Documentary evidence may be required. If care is split equally, parents can choose which address will be used.
10. Applications made outside the normal admissions round (in-year admissions) should be made directly to the school. Parents/carers can apply for a place for their child at any time and to any school.

On receipt of an in-year application, the school will notify the local authority of both the application and its outcome, to allow the local authority to keep up to date with figures on the availability of school places in Birmingham.

11. The Governing Body recognises its duty to comply with the Local Authority Fair Access Protocol to provide fair access to school for pupils who need a school place

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|  | <p>because they have missed, or are at risk of missing, education.</p> <p>12. Parents who wish to appeal against the decision of the Governors to refuse their child a place in the school may appeal in writing to the Chair of Governors. Appeals will be heard by an independent panel.</p> <p>Supplementary information forms are available from the school or the Local Authority.</p> |
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\*A supplementary information form is used by Holy Trinity CE Primary Academy (Handsworth), please see below.

# HOLY TRINITY CE PRIMARY ACADEMY

## Supplementary Information Form 2021

(to be completed by those applying under the faith criteria)

Name of child: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender: Male / Female (delete as appropriate)

Address: \_\_\_\_\_

\_\_\_\_\_

Mother's Full Name: \_\_\_\_\_

Address if different from child:

\_\_\_\_\_

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

Tel. No. \_\_\_\_\_

Father's Full Name: \_\_\_\_\_

Address if different from child:

\_\_\_\_\_

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

Tel. No. \_\_\_\_\_

Names of other children already at Holy Trinity C.E. Primary Academy (who will be on roll at the date of admission):

\_\_\_\_\_

\_\_\_\_\_

**Please ensure that all questions are completed.**

I confirm that to the best of my knowledge the information I have supplied is complete and correct.

Signature of parent: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

If you wish to be considered for a place under one of the faith criteria please have the following section completed. This part is to be completed by your vicar/minister/pastor.

Name & address of church attended:

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Denomination: \_\_\_\_\_

I confirm that the above named child attends the above named Church with one or both of his/her parents at least once a month and has done so for the last 12 months.

Signature of vicar/minister/pastor: \_\_\_\_\_

Tel. No.: \_\_\_\_\_