



# **Christ Church C of E Primary School**



# CHRIST CHURCH PRIMARY SCHOOL

## Welcome

On behalf of all staff, children, parents and governors I would like to welcome you to Christ Church Chalford C of E primary school. We are a small, but perfectly formed, voluntary aided school with the needs of individual children at the heart of all we do. You will find us in the beautiful and historic valley of Chalford; a short distance from Stroud town centre.

Happy children make the best learners, and the pupils at Christ Church Chalford say they enjoy school and feel safe and secure. Due to our small class sizes, we are able to offer better ratios of children to adults than most schools and we feel that this, alongside our inclusive atmosphere, helps all the children at the school reach their full potential. We are privileged to be involved in each and every child's learning journey, and we like to celebrate all of their talents and skills throughout the school year.

Highly praised for our engaging curriculum by Ofsted, we are committed to giving the children a wide range of learning experiences. Our creative values based curriculum allows us to explore those all important personal and social skills, alongside building key knowledge. We pride ourselves on our Growth Mindset approach which encourages children to be resilient and believe in their own immense potential.

We are also able to develop strong relationships with parents and carers, and we like to involve families and the wider community in the life of the school. Our weekly preschool sessions offer great preparation for the Primary school journey.

We hope you find the information in our prospectus helpful, but a visit to the school is recommended so that you can experience the happy and welcoming atmosphere.

## COME AND SEE IF OUR FAMILY IS RIGHT FOR YOUR FAMILY!

REBECCA SLATER  
EXECUTIVE HEAD TEACHER



# Accommodation



Accommodation consists of 2 classrooms, a library area, a large school hall/gym, offices and a staff room which is also used as an additional teaching room.

We have a small playground, a newly refurbished KS1 outside space and an area for gardening.

We use the local playing field in the village, a local sports field, a nearby woodland area, and the gym, hall and swimming pool at the Cotswold Leisure Centre in Cirencester.

## Location



Christ Church C of E Primary School is situated in the rural community of Chalford located between Stroud and Cirencester on the A419. Chalford is located in a valley bounded by strikingly steep hillsides.

# Who's Who at Christ Church

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Executive Head Teacher	Mrs Rebecca Slater
Teacher	Mrs Kirsty Harbin
Teacher	Mrs Liz Clarke
Teacher	Miss Lucy Briggs
Teaching Assistant	Mrs Katy Smith
KS2 Teacher	Mrs Jane Dean
KS2 Teaching Assistant	Mrs Jane Lagomarsino
School Administrator	Mrs Jo Woodman
ICT Technician	Mr Sandy Bryson
Midday Supervisors	Mrs Claire Eatwell
	Mrs Sara Eldridge



**MRS SLATER**

## THE STAFF



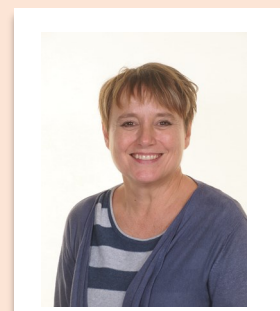
**MRS CLARKE, MRS HARBIN &  
MISS BRIGGS**



**MRS SMITH & MRS LAGOMARSINO**



**MRS EATWELL & MRS ELDRIDGE**



**MRS WOODMAN**



# The School Governors

The school Governors are made up of Foundation governors (approved by Parochial Parish Council), a local authority governor, staff and parent governors.

The school governors work very closely with the Head Teacher and their presence and involvement provides valued support and encouragement to the staff. The governors meet at least six times per academic year as a whole with several committees meeting to address specific areas of responsibility i.e. finance, buildings and curriculum. They attend training workshops both in and out of school. The term of office for each governor is four years.

Office Held	Name	Re-election
Executive Head Teacher	Mrs Rebecca Slater	
Staff Governor	Mrs Kirsty Harbin	2023
Foundation Governors	Mrs Angela Wilson (Chair)	2023
	Mrs Camilla Monk	2020
	Mr Nicholas Henderson	2021
	Mrs Katie Hadwen-Beck	2022
	Dr John Dawson (Vice Chair)	2022
	TBA (ex-officio)	
Parent Governors (Elected)	Mrs Georgina Strachan	2022
Clerk to Governors	Miss Laura Bartlett	



# About Us

## Admissions

The school's agreed admission number is eight per year. The policy is based on the County guidelines that are produced annually in consultation with governing bodies and sets out the order in which requests for admission would be considered if the agreed admission number were to be exceeded by the number of applications.

## Class Organisations

Christ Church School caters for boys and girls from four to eleven years of age. Children are grouped into classes of mixed ability and at present we run three classes in the morning:

**Class One - Foundation Stage, Years 1 & 2**

**Class Two - Years 3, 4**

**Class Three - Years 5 & 6**

The children learn in two classes in the afternoons.

We have an open door policy and parents are encouraged to come and see the teacher to celebrate success or discuss any concerns.

Our school community all know each other very

well, and we learn and play together happily.

## School Office

Mrs Woodman is readily available to assist in general administrative matters such as school payments, temporary absence, illness and in the making of appointments to see teachers and the head teacher.

For reasons of security we ask that all visitors report to the school office and sign in. All visitors must wear a visitor's badge around the school.

If you wish to collect your child from or deliver your child to school once school has started, please report to the office.

It is extremely important that we have an emergency telephone number for all children and that we are notified of any changes in the home situation. Please help us to keep our records up to date.

## The School Day



8.00	Breakfast Club opens
8.40	School gate opened and children are welcomed in to the playground
8.50	Bell rings for registration
10.30	Playtime (15 mins)
12.00	Lunchtime
1.00	Afternoon registration
Mid PM	Infants' break
3.15	End of school day

# SCHOOL DINNERS & HEALTHY EATING



**caterlink**  
feeding the imagination



Our school meals are freshly cooked each day by Caterlink and are delivered to school.

The menu runs on a three week cycle and the children have a choice of three different meals each day. (Menus are sent home to enable you to discuss choice with your child and can also be found on our website).

## **BREAK TIME FRUIT**

All Key Stage 1 children are entitled to receive fruit or vegetables as part of the schools fruit and veg scheme.

Crackers are also available for the children, which are funded by the **Christ Church School PTA.**

## **Universal Infant Free School Meals (UFSM)**

All children in Reception, Year 1 and Year 2 are entitled to free school meals.

## **Free School Meals**

If you are in receipt of Income Support benefit or Child Tax Credits, you may be entitled to free school meals. Please contact the school office if you would like further information or go to the Gloucestershire Schools website.

## **Cost**

For junior children, the cost of a school meal is currently £2.34 and payment can be made via the online system, ParentPay.

## **Packed Lunch**

As an alternative to school meals, children are able to bring in packed lunches which they can eat alongside those having cooked meals. We ask parents to consider health and nutrition in the preparation of packed lunches.



# OTHER ACTIVITIES



## Peripatetic Music

The school strongly encourages the children to be involved in music. Children are able to play a wide range of instruments with peripatetic teachers visiting the school to provide tuition. This year we are able to offer piano.

## ICT Provision

The classrooms, hall & worship area are equipped with interactive whiteboards and projectors. We have a bank of laptops that ensure ICT is used across the school to support learning in all subjects. The children are using 'Merlin' the safe virtual learning environment to access homework at home and communicate with other children.

## Woodland Classroom

The Woodland Classroom activities are designed in conjunction with the National Curriculum.

**Children from all year groups engage in a variety of tasks in the outdoor environment which may include den building, minibeasts hunts, digging, collecting natural objects and creative activities.**

Children are encouraged to make choices and follow their own learning as well as develop their social skills, communication, coordination and physical skills; in all of this a core objective is to raise their self-esteem through small achievable tasks.

## Swimming

The whole school visit Cirencester Leisure Centre for a programme of swimming lessons each year. Swimming lessons are taught by fully qualified swimming instructors. School staff are trained in water safety. Each lesson lasts for 1 hour for a period of 5 weeks each term.

## Modern Foreign Language

French lessons are provided for all children once a week.



# Other Activities

## Extra Curricular Activities

We have a wide range of activities, which the children can enjoy. These vary from year to year, or even within a year, according to the weather, the availability and expertise of staff and volunteers.

The activities available include:

Football, tag rugby and summer activities (provided by Cheltenham Town Football Club)

- Athletics
- Cross Country
- Cookery
- Choir
- Gardening
- Arts and Craft
- Science
- Country Dancing

## School Productions

At the end of each school year, we aim to put on a production. This will usually involve all KS2 children. In recent years the school has put on productions of 'Joseph' 'Oliver' and 'Snow White'.

## Educational Visits

We make use of educational visits to extend the children's learning where it is appropriate.

When arrangements are made for children to leave the school site to participate in activities elsewhere (e.g. an educational visit) the child's parents will be given details of the proposed arrangements in advance.

Please return all acknowledgement slips promptly.

Only coaches with fitted seatbelts are used for educational visits and journeys are organised in accordance with Gloucestershire County Council guidance and regulations.

Recent visits include Morfa Bay Residential for Year 5 and 6, At Bristol, The Black Country Museum, Quenington Sculpture Trail, KS2 trip to Cirencester Forest School and Infant trip to Slimbridge Wildfowl Park.

In addition to these activities we also invite visitors to school who bring a valuable added dimension to our curriculum. In the recent past we have had artists, theatre groups, musicians, the police and fire brigade, charity groups, etc.

## Charging & Remission Policy

Educational visits are regarded as being a valuable part of children's learning and are strongly promoted at Christ Church. The Education Reform Act makes it clear that we may only ask for voluntary contributions towards travel and entrance. Should the parent of any child not wish to make a voluntary contribution, that child will not be treated any differently. However, it must be understood, that, should the full costs of a visit not be met by voluntary contributions, the proposed activity would be unlikely to take place.

Parents are asked to make a contribution towards musical tuition. Any parents experiencing financial difficulties or who are in receipt of Free School Meals may discuss the matter confidentially with the head teacher.



# School Uniform

The Staff and Governors encourage the children to wear school uniform and be proud of their appearance and their school.

The school uniform is:

- Red school sweatshirt
- Navy or white school t-shirt / polo shirt
- Plain black or grey trousers / skirt, pinafore or red dress

Children should have a coat in school for break times during the whole of the Autumn and Spring Terms.

Children should have PE kit in school at all times. This consists of:

- Plain t-shirt and shorts (preferably in blue or white)
- Jogging bottoms
- Plimsolls or trainers

For health and safety reasons we insist that long hair is tied back at all times.

The following are unsuitable for school:

- Torn or scruffy clothes
- Skirts which are shorter than mid thigh or longer than mid calf
- Jeans
- Shoes with a heel of more than 3cm, Crocs and flip flops
- Jewellery (other than a watch and single set of ear studs)
- Make-up and nail varnish



School uniform can be purchased online from [myclothing.com](http://myclothing.com). Simply enter the school name or postcode (GL6 8PP) to view the items available. We also hold a small, limited stock of uniform items in the school office, although prices may vary slightly.



## Lost Property

The number of unclaimed items mounts up very quickly in a school. If an item is clearly marked then it can be returned promptly.

We cannot store unclaimed items for more than a term. Children are welcome to look for lost items at break and at the end of school, parents are welcome to come in and look for it themselves.

The lost property is located at the end of the cloakroom.

# HEALTH AND WELLBEING



## Pupils' Comments

We eat fruit and vegetables every day.

We do lots of sport including clubs and competitions and sports days which make our bodies healthy.

We walk, use scooters and cycles when we can.

We go to Cirencester pool for swimming.

Our teachers help us to understand our feelings.

We have water available all the time.

## Healthy School



### Christ Church is proud to be a healthy school.

We set a good example and endeavour to look for opportunities and activities to promote all aspects of healthy living, especially positive mental health.

### Chair of Governor Comments

This school sets out to incorporate all aspects of a happy and healthy lifestyle for every pupil. It achieves this by giving the children a clear guide as to a healthy diet, both in and out of school together with healthy activities and sports facilities being made available. Social awareness has a strong influence in the daily routine, with our Play Leader scheme and the school council. The arts are greatly encouraged and enjoyed. Staff, pupils and parents are all committed to working together to keep this school well aware of the need to give future generations the best possible start in life.

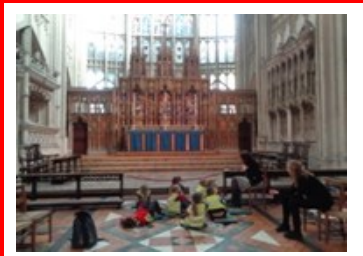
## Parent Comments

We have been very very impressed by our children's understanding of which foods are healthy and why. They were greatly encouraged to eat healthy lunches by competitions for the healthiest lunch boxes and taster sessions for healthy school dinners. Many of them have been encouraged to assess the food they eat at home in the same way! The children have been shown how the food they buy and consume relates to that grown in the fields by regular visits to farms and by growing organic vegetable/fruit in the school garden. All the children have really enjoyed the chance to make and sell soup and smoothies particularly when parents and siblings have been invited to share the food!

The children have a very happy environment in which to learn and this seems to result from clear guidance for pupils on bullying and a wonderful buddy system which is enjoyed by all. Parents of Yrs 5 and 6 appreciate the information evening on how Relationship and Sex education is taught. Most of the children enthusiastically make the most of the opportunities to play sports in after school clubs and have enjoyed the swimming tuition. Sports day is a highlight for both parents and children alike!



# Religious Education



Religious education enables children to investigate and reflect on some of the most fundamental questions asked by people. At Christ Church School we develop the children's knowledge and understanding of the major world faiths, and we address fundamental divine spirit. We enable children to develop a sound knowledge not only of Christianity but also of other world religions, especially those that are the main faiths of children within our school. Children reflect on what it means to have a faith and to develop their own spiritual knowledge and understanding. We help the children learn *from* religions as well as *about* religions. Parents do have the right to withdraw their child from religious education classes if they so wish, although only after they have given written notice to the school governors.

Our school RE curriculum is based on Gloucestershire's Agreed Syllabus 2011-2016, and it meets all the requirements set out in that document.

## Worship

The religious foundation of the school as stated in the Trust Deed is Church of England and the daily Act of Collective Worship is delivered in accordance with the principles and practice of the Church of England.

## The Act of Worship will be based on:

- Termly themes
- Special events in the Christian calendar
- Issues which arrive from the everyday life and ethos of the school

The theme for the week is displayed in the hall where Worship takes place.

At specific times throughout the school, Celebrations of Worship are held in the local Parish Church. Parents, Governors and friends share in these services which are held during Harvest, at Christmas, at Easter and at the end of the school year. The children visit the church every other week to share in stories from the Bible performed by the Open the Book Team.

## Right to withdrawal

Unless parents have exercised their right of withdrawal, all children should attend school worship. Parents considering withdrawal are asked to discuss the matter with the Headteacher.

# Ofsted 2016—Consistently Good

We are delighted to report that our recent Ofsted inspection confirmed what a strong team we have at Christ Church and that the teaching and learning is good, with some outstanding areas.

The full report is available to view on the school website.



## Comments from our 2016 Ofsted Inspection...

- The team work effectively together. You continue to build on the strengths of the school.
- Teachers work effectively together to ensure that all pupils receive a good education.
- The proportion of children achieving a good level of development continues to rise and remains above the national average.
- The teaching team is strong. They are ably supported by the teaching assistants who work alongside them. Together they are committed and endeavour to ensure that all pupils do as well as they can.
- You have developed a curriculum that is exciting for pupils. Pupils describe how they enjoy their learning because the work is interesting and fun. As a result, they achieve well across a broad range of subjects.
- Pupils talk positively about how the staff know them as individuals and the high-quality care they receive.
- Pupils describe how the school is a very happy and safe place where they are extremely well cared for.
- Pupils are extremely happy at the school. They form strong relationships with each other.
- Pupils and parents describe with delight the strong 'family feel' of the school. Parents who have recently moved to the area comment on the inclusive nature of the school and how you warmly welcome their children. Consequently, pupils settle quickly and, as one parent described, the progress their children are making has 'sky rocketed'.

Parents are delighted with the education their children receive. They describe how under the current leadership the education of their children is in 'good hands'.



# Attendance / Absence

It is very important that children attend school regularly and arrive on time.

Registers are marked promptly and returned to the school office. Any child arriving after registration at 8.50 am is marked late and a valid reason (eg: medical appointment) must be given. If you bring your child to school after the usual time for registration, please report to the office where details can be taken.

If your child is absent or late (after 9.10 am) without a valid reason an unauthorised absence is recorded.

Current legislation requires us to report on the numbers of authorised and unauthorised absence

## Authorised and Unauthorised Absence

Children are expected to attend school for the full 190 days of the academic year - this is also expressed as 380 am/pm sessions - unless there is a good reason for absence.

There are two types of absence: Authorised (where the school approves the absence) and unauthorised (where the school does not approve the absence)

Authorised absence is where the school has given approval in advance for the pupil to be absent or has accepted an explanation afterwards as a satisfactory justification for the absence. All other absences are unauthorised or as it is often described - truancy. Only the school can approve or authorise absence.

Any type of absence from school has an effect on the individual and reduces their chances of achieving their full potential. Not only do they miss lessons, but also patchy attendance makes it more and more difficult for them to catch up.

Please do not ask for leave of absence for a family holiday in term time if you can possibly avoid it. If you do have to ask for permission to take your child out of school for a holiday:

Try to avoid periods when your child is preparing for or taking examinations or important tests.

Give at least two weeks' notice of any planned absence.

We will consider every request individually. However, the most important consideration will be the effect that such an absence would have on your child's education.

Schools do not have to agree to absence for a holiday, although we have the power to do so. We cannot and will not authorise absence for holidays in term time unless there are exceptional circumstances.

## Transition

At the end of Key Stage 2 children transfer to secondary school. Our catchment area secondary school is Thomas Keble and Deer park, where most of our children go.

95%	=	<b>47 LESSONS MISSED EACH YEAR</b> <b>8 days in total or 1 week and 3 days</b>
90%	=	<b>95 LESSONS MISSED EACH YEAR</b> <b>16 days in total or 3 weeks and 1 day</b>
85%	=	<b>142 LESSONS MISSED EACH YEAR</b> <b>24 days in total or 4 weeks and 4 days</b>
80%	=	<b>190 LESSONS MISSED EACH YEAR</b> <b>32 days in total or 6 weeks and 2 days</b>

**BE SMART BE THERE!**

Percentages based on 190 academic days

**ATTENDANCE  
MATTERS**

**WHAT DO YOUR  
ATTENDANCE  
FIGURES  
ACTUALLY MEAN?**



# MEDICAL MATTERS



If your child is asthmatic and needs to use an inhaler please inform the school. Children are encouraged to take charge of their own inhalers which must be named.

From time to time, incidents of head lice occur. Please check your child's hair regularly and inform the office if this occurs, so that we can inform parents of other children.

If a child receives a bump to the head they will be given a sticker to wear which alerts everyone dealing with the child. Parents will be notified by a note sent home with the child and, in severe cases, a telephone call will be made to parents.

Parents have the prime responsibility for their child's health and should provide schools and settings with information about their child's medical condition. Parents should obtain details from their child's General Practitioner (GP) or paediatrician, if needed. The school nurse and specialist voluntary bodies will be approached to provide additional background information for staff.

There is no legal duty requiring school or setting staff to administer medicines. However the school recognizes that children with medical needs have the same rights of admission to a school or setting as other children.

The school has adopted the DfES guidance Managing Medicines In Schools And Early Year Settings

Please do not send your child to school if they are unwell as this puts the other children at risk of infec-

tion. If your child is well enough to attend school, we expect them to join in all activities and go out at break times.

If your child is ill, please telephone the school on the first morning of illness and send a note in on their return to school.

If a child leaves school for a medical/dental appointment it is assumed that the parent has made the necessary arrangements and takes full responsibility. We do not allow children to leave during the school day unaccompanied. Please collect your child from the reception area and sign him/her out.

When a doctor has stated that a child has a notifiable disease, we would be grateful for early information by telephone.

If your child is absent without a valid reason an unauthorised absence is recorded.

If your child is ill during the school day or has an accident, we shall endeavour to contact you at home or at work. In an emergency we would seek medical attention.

All staff have up to date Emergency First Aid in Schools training.

When your child is admitted to this school, you will be asked to complete a form giving details of where you can be contacted should an emergency arise, such as your child being ill. This information is updated regularly. It is vital that you keep us informed if you change your place of work or telephone number.

## Infectious Diseases & School Absences—a useful guide

Chicken Pox – 5 days from the appearance of the rash

Measles - 5 days from the appearance of the rash

Mumps - 5 days from onset of swollen glands

Rubella - 5 days from the appearance of the rash

Diphtheria, scarlet fever, jaundice, polio, impetigo, tuberculosis, whooping cough – until the child is fully recovered and medical advisers and the head teacher agree on a return date.

# General Policies and Guidelines

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Policy documents produced by the governors and staff are under regular review. These are kept in school and are also available for you to see on request.

## Assessment

The objectives of assessment in our school are:

- to enable our children to demonstrate what they know, understand and can do in their work;
- to help our children recognise the standards to aim for, and to understand what they need to do next to improve their work;
- to allow teachers to plan work that accurately reflects the needs of each child;
- to provide regular information for parents that enables them to support their child's learning;
- to provide the headteacher and governors with information that allows them to make judgements about the effectiveness of the school.

We have a range of strategies that keep parents fully informed of their child's progress in school. We encourage parents to contact the school if they have concerns about any aspect of their child's work.

Twice a year we offer parents the opportunity to meet their child's teacher. At the first meeting of the school year we review the targets that we have identified for their child. At the second meeting of the year (which we hold in term 4) we evaluate their child's progress.

During the summer term we give all parents a written report of their child's progress and achievements during the year. In this report we also identify target areas for the next school year. We write individual comments on all subjects of the National Curriculum, and on religious education. In this written report we reserve a space for children to give their own evaluation of their performance during the year. We also encourage parental feedback through a return and acknowledgement slip.

In reports for pupils in Year 2 and Year 6 we also provide details of the levels achieved in the National Curriculum tests

At the start of a term each of our teachers gives parents an update that identifies the main areas of study for that particular class. In this update the teacher identifies how parents can support any elements of the work during the rest of the term.

## Behaviour

To establish behaviour that reflects the caring Christian ethos of the school, we follow our school values. There is a particular focus on Friendship, Justice, Peace and truthfulness. We encourage children to understand the consequences of their behaviour and put things right when they go wrong.

## Complaints

We believe that our open door policy of partnership with parents enables any problems to be sorted out quickly to everyone's satisfaction. Full discussions with class teachers, and/or headteacher are the solution to most situations.

When an issue is not resolved, the matter would be subject to a formal complaint and, if appropriate, referred to the governing body. If investigations fail to provide a satisfactory response, a complaint would then be referred to the Local Authority.

# General Policies and Guidelines

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## Curriculum

The aims of our school curriculum are:

- to enable all children to learn, and develop their skills, to the best of their ability;
- to promote a positive attitude towards learning, so that children enjoy coming to school, and acquire a solid basis for lifelong learning;
- to teach children the basic skills of literacy, numeracy and information and communication technology (ICT);
- to enable children to be creative and to develop their own thinking;
- to teach children about the developing world, including how their environment and society have changed over time;
- to help children understand Britain's cultural heritage;
- to appreciate and value the contribution made by all ethnic groups in our multi-cultural society;
- to enable children to be positive citizens;
- to fulfil all the requirements of the National Curriculum and the Locally Agreed Syllabus for Religious Education;
- to teach children to have an awareness of their own spiritual development, and to distinguish right from wrong;
- to help children understand the importance of truth and fairness, so that they grow up committed to equal opportunities for all;
- to enable children to have respect for themselves and high self-esteem, and to live and work cooperatively with others.

## Disability Non Discrimination

This policy aims to ensure that pupils with disabilities have the same opportunities as non disabled pupils to benefit from the education our school provides. We will not treat a pupil with a disability less favourably than others because of the nature of his or her disability.

We will make all reasonable adjustments to ensure that a pupil or member of staff with disabilities is not placed at a disadvantage.

We will do our best to anticipate the needs of a pupil or staff member with disabilities before he or she joins the school.

## Equal Opportunities

Our school's mission statement talks of valuing the individuality of all of our children. We are committed to giving all our children every opportunity to achieve the highest standards. We do this by taking account of pupils' varied experiences and needs. We offer a broad and balanced curriculum, and have high expectations of all children. The achievements, attitudes and well-being of all our children matter. This policy is intended to help to ensure that this school promotes the individuality of all children, irrespective of ethnicity, religion, attainment, age, disability, gender or background.

## Special Educational Needs and Most Able Children

Christ Church C of E Primary School, Chalford values the contribution that every child and young person can make and welcomes the diversity of culture, religion and intellectual style. The school seeks to raise the achievement, remove barriers to learning and increase physical and curricular access for all. All children and young people with SEN are valued, respected and equal members of the school.

As such, provision for pupils with SEN is a matter for the school as a whole. All teachers are teachers of pupils with SEN. The governing body, headteacher, SENCO and all other members of staff have important responsibilities.

Our policy for the most able children is to challenge them with differentiated work and creative strategies.

## Homework

Parents have a vital role to play in their child's education, and homework is an important part of this process. We ask parents to encourage their child to complete the homework tasks that are set. We invite them to help their children and to provide them with the sort of environment that allows children to do their best



# Policy for Admissions 2020/21

The indicated admission for this school is 8.

Reception infants are normally admitted to school during the September of the school year in which the fifth birthday is reached. In considering admissions the following criteria are taken into account in this priority order.

The Governors are the admissions authority of this Voluntary Aided Church of England School, but are part of a co-ordinated admissions process whereby the Local Authority undertake the co-ordination of the allocation of places on behalf of the Governors.

In the event of over subscription pupils will be admitted by reference to the following criteria in order of priority:

1. A child in care (1) or a child who was previously in care but immediately after being in care became subject to an adoption (2), child arrangements order (residency order) (3) or special guardianship order (4).

2. Children who have a sibling attending the school and who will continue to do so when the younger child is admitted.

*(We use the LA definition of a sibling, "a brother or sister, half-brother or sister, adopted brother or sister, step brother or sister, or the child of the parent's/carer's partner, as well as children brought together as a family by a same sex civil partnership. In every case, the child must be living in the same family unit at the same address, at the time of application.")*

3. Children of families living in the ecclesiastical or secular parish of Chalford whose parents

have active connections \*\* with Church of England, Methodist, Baptist or other Christian

churches. Maps of the parishes are available for inspection in school.

4. Children of families living in the ecclesiastical or secular parish of Chalford. Maps of the Parishes are available for inspection in school.

5. Children of families living outside the ecclesiastical or secular parishes of Chalford whose parents have active connections \*\* with Church of England, Methodist, Baptist or Roman Catholic Christian churches.

6. Any remaining places (or in the event of over subscription in the above criteria) will be allocated by

closest proximity to the school measured in a straight line.\*\*\*

Where any particular category at points 1-5 is over-subscribed, criterion 6 (strongest geographical claim based on straight line distance) will be used to determine which child will be offered a place."

In the event of a tie between two or more children when applying criterion 6 (strongest geographical claim based on straight line distance) where there are not enough places available to offer all children a place at the school, a process of random allocation will be followed by the Governing Body, supervised by someone independent of the school.

(1) A child in care 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) at the time of making an application to a school. In Gloucestershire, such children are referred to as Children in Care.

(2) This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders).

(3) Under the provisions of S.12 of the Children and Families Act 2014, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangements orders.

(4) See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

\*\* Active connections means being a regular worshipping member of the church.

'Regular worship' is defined as attending the principal act of worship at least once a month on average during the two years prior to consideration of the application.

Parents/carers will be asked to complete the attached Church Reference form.

\*\*\*Children with the strongest geographical claim, measured in a straight line from the ordnance survey address point of the child's home address (including flats) to the ordnance survey address point of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the highest priority.

# Policy for Admissions 2020/21

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## **Admission of Summer Born Children for Reception Entry for Christ Church C. of E. Primary School, Chalford**

The Governing Body of Christ Church C. of E. Primary School acknowledges the updated advice from the Department of Education that, parents/carers of "summer born" children (born between 1 April and 31 August) may request to start the Reception Class of a school a whole academic year later. The Governing Body will make a decision on behalf of Christ Church C. of E. Primary School. We follow the Local Authority process which states that parents can only apply for a Reception place at a school once and must apply for a place during the standard application process timeline for their chronological year group, stating their reasons for requesting deferred entry to the following year. The Governing Body will decide whether the deferred entry can be approved for the school.

## **Normal Admission Round**

The term 'normal admissions round' refers to all applications for admission to the main year of entry of the school i.e. Reception for Infant and Primary Schools. Applications made during the normal admissions round will be made in advance of the academic year in which the child is due to start at the new school. Children are entitled to a full-time place, however, may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

## **Appeals**

In the event of a child being refused a place, there is a right to appeal to an independent appeal panel. Please contact the school for an appeal application. As appeals can be requested at any time, we would appreciate it if appeals relating to the main entry year of the school for September 2020 (i.e. Reception) can be made by 30<sup>th</sup> April 2020.

## **SEN**

The school will admit a child with a statement of Special Educational Needs (SEN) or Educational Health Care plan (ECH) that names the school, even if the school is full.

## **Waiting Lists**

Where any school is oversubscribed during the normal admission round for entry to the school (i.e. where all children requesting a place at a particular school have not been allocated one) the waiting list will be held until the end of the academic year.

All waiting lists will be prioritised according to the school's oversubscription criteria, regardless of the date the application was made, and should any places become available at the school they will be offered to the child at the top of the waiting list.

*The school has signed up to the In-Year Fair Access Protocols held by the Local Authority. Should a vulnerable child within these Protocols require a place at the school, they will take precedent over any child on the waiting list.*

## **In Year Admissions**

*There is no requirement for local authorities to co-ordinate in-year applications for the offer year 2019/20 and beyond. For in-year applications only, the parent should apply directly to the preferred school in the first instance.*

## **Transport**

Some children will be entitled to transport to their school provided by the Local Authority and parents should refer to "School and college Transport" which can be found at [www.gloucestershire.gov.uk/schooltransport](http://www.gloucestershire.gov.uk/schooltransport).

## **Supplementary Forms**

For those applying on faith grounds, Supplementary Information Forms are available from the school and the LA. In the case of Reception this information should be returned to school no later than 14th January 2020. The governors will consider all applications and if oversubscribed they will apply their oversubscription criteria. Governors will notify the LA of their decisions. Gloucestershire LA will then notify parents on behalf of the governors of Christ Church C. of E. Primary School, Chalford on 16th April 2020 the outcome of the allocation of Reception places.

# **Christ Church C of E Primary School**

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**Christ Church C of E Primary School**

**Old Neighbourhood**

**Chalford**

**Gloucestershire**

**GL6 8PP**

**01453 882138**

**[admin@christchurch-chal.gloucs.sch.uk](mailto:admin@christchurch-chal.gloucs.sch.uk)**

**[www.christchurch-chal.gloucs.sch.uk](http://www.christchurch-chal.gloucs.sch.uk)**

**Executive Head Teacher: Mrs Rebecca Slater**

