ELTHAM
CHURCH OF ENGLAND
PRIMARY SCHOOL
SINCE 1814

Roper Street
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London SE9 1TR

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APPLICATION for 'IN-YEAR' ADMISSION

PLEASE ENSURE THAT YOU HAVE READ OUR ADMISSION POLICY PRIOR TO COMPLETING THIS FORM. IF YOU WISH TO APPLY UNDER CRITERIA 3, 5 OR 6 YOU MUST ALSO COMPLETE OUR SUPPLEMENTARY INFORMATION FORM. COMPLETED FORMS SHOULD BE RETURNED TO THE SCHOOL.

Child's Name		**Date of Birth:**
Current school		**Year Group:**

Gender	**Male / Female**	**Sibling currently on roll: Yes / No**

Address	

Distance	***Office use only***

Parent or carer's details	**Name** _____ **Address** _____ _____ **Daytime tel. no** _____ **Email address:** _____

Admission Criteria *(please tick all that apply)*

- ☐ 1 Looked after children or previously looked after children (see note 1)
- ☐ 2 Children with an exceptional and professionally supported medical or social need for a place at this school (see note 2)
- ☐ 3 Children who, with a parent/carer, are faithful and regular (see note 3) worshippers at St John the Baptist Church, Eltham.
- ☐ 4 Children with a sibling (brother/s or sister/s, step siblings and half siblings, fostered or adopted siblings living at the same address) attending the main school at the time of the child's admission.
- ☐ 5 Children who, with a parent/carer, are faithful and regular (see note 3) worshippers at another Anglican church and reside within the Deanery of Eltham and Mottingham (see note 4).

- 6 Children who, with a parent/carer, are faithful and regular (see note 3) worshippers of another Christian denomination as recognised by Churches Together in England or the Evangelical Alliance and reside within the Deanery of Eltham and Mottingham (see note 4).

- 7 Any remaining places will be given in order of nearness to the school (see note 5).

Notes

Note 1: Looked after children/ previously looked after children: *Looked after children are children who are in the care of a local authority, or being provided with accommodation by a local authority in the exercise of their social services functions as defined by Section 22(1) of the Children Act 1989 at the time of making an application to the school. Previously looked after children are children who were looked after immediately prior to being adopted, or who became subject to a residence order, (now termed child arrangement order under the Children & Families Act 2014), or special guardianship order. The Governors will require written confirmation that the child is 'looked after' or previously 'looked after', and will be so at the time of making an application to the school.*

Note 2: Medical/social needs: *Children with an exceptional and professionally supported medical or social need for a place at this school. This must be supported by written evidence at the time of application, e.g. from a specialist health professional, social worker or other care professional. The evidence must set out the reasons why this school is the most suitable school and the difficulties that would be caused if the child had to attend another school.*

Note 3: *'**Regular**' is where parent(s)/carer(s) and children attend the place of worship at least twice a month for the two years prior to the date of application. In the case of those who have moved to Eltham within that period, the criterion is extended to include a place of worship at the previous neighbourhood. Written confirmation of the applicant's and child's attendance at worship will be sought from the priest or minister of the Church.*

Note 4: *The Deanery of Eltham & Mottingham's parishes are St Barnabas, Holy Trinity, St John the Baptist, St Saviour (Eltham) St Luke (Eltham Park), All Saints (New Eltham), St Andrew, St Edward (Mottingham).*

A Parent/Carer may wish to check if their nominated church is included in the membership of one of the two names bodies by visiting the websites of the two organisations:

https://www.cte.org.uk/Groups/234690/Home/About/Membership_of_CTE/Member_Churches_of/Member_Churc hes_of.aspx

www.eauk.org/connect/find-a-church.cfm

Note 5*: Measured in a straight line from centre of the child's home address to the centre of the school.*

Parent Comments:

Completed forms should be returned to the school, marked for the attention of Mrs Vanesa Ruibal, School Business Manager

To apply for a place for your child from Years 1-6 or in-year for reception, please complete an Admission Form that can be downloaded via the link below, or collected in paper form from the school office. Please email your application form to sao1@elthamce.greenwich.sch.uk or post to Admissions, Eltham CE School, Roper Street, London SE9 1TR or hand deliver to the school.

You will receive the outcome of your application via email or letter within 10 school days of receipt of your application.

If it is not possible to offer your child a place at the time of your application, your child will be added to the waiting list. We will then contact you should a place become available at the school. Places are given in accordance with the oversubscription criteria for the current year as set out below.

Waiting lists are held for one academic year. We will contact you at the end of any academic year to confirm if you would like to remain on the waiting list for the next academic year.

Admissions policies, Application Forms as well as Supplementary Information Forms are available in paper form from the school. Please visit the school between 9am and 4pm Monday to Friday to collect these.

Please note that the school will also ask to see your child's birth certificate and a proof of address before your child can be offered a place.