

THE SPIRE

CHURCH OF ENGLAND LEARNING TRUST

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Admissions Policy

adopted by

St Matthias C of E Primary School



DATE 2025- 2026

This policy is reviewed at least annually by The Trust/Local Governing Body

Reviewed : October 2023

Next Review Date: October 2024

in collaboration with



for Britain and Ireland. "Practicing membership" is interpreted as attending church at least monthly for at least one year prior to application.

4. Children whose parents are practicing members of a community of any other established faith. A Leader or representative of the religious community should provide written confirmation.
5. Children whose parents are employed by The Spire Trust at St Matthias at the time of admission, regardless of role.
6. Pupi/02.56 .TJET@0.000008866 0 594.96 842.04 reW* nBT/F1 9.96 Tf1 0 0 1 90.8.r>BDC q292.13 41.64 12.384 14.28 r

Mid Year Admissions

All mid-year applications will be co-ordinated by Worcestershire School Admissions. Parents / Carers wishing to apply for a place for their child part way through the school year are advised to approach to the school, where they can obtain a school admission form and the Local Authority transfer form. Both forms can be given back to the school office, when completed. The school will keep their admission form and will send the transfer form to Worcestershire Children First where it will be processed by the local authority. Alternatively parents may wish to send the local authority form directly to the address on the form.

Over-subscription

In a very small number of cases it may not be possible to decide between the applicants of those pupils who are qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same

Where it is agreed by the governors that individual circumstances apply and the delay was reasonable, given the circumstances of the case.

Repeat Applications

Unless there are significant and material changes in the circumstances of a parent's application for their child or the school, the governors will not consider a repeat application in the same academic year.

Appeals

Parents who wish to appeal against a decision to refuse their child a place in the school may apply in writing to Chair of Governors. Appeals will be heard by an Independent Appeals Panel whose decision is binding on all parts.

St. Matthias CE Primary School has adopted the Worcestershire Fair Access Protocol. As part of this Key Stage 2 classes can be required to exceed the published admission number by up to 2 places in each year to admit pupils.