

Porter Croft C of E Primary Academy

Address: Porter Croft C of E Primary Academy

Pomona Street
Sheffield
S11 8JN

Headteacher: Cath Thomas

Telephone/Fax Number: 0114 2662132

School Category: (co-educational or single sex?)

**Email/Website: www.portercroft.org
enquiries@portercroft.sheffield.sch.uk**

Religious Affiliation: Church Of England

Age Range: 4 - 11

Admission Number for Reception: 30

**Anticipated number of pupils on roll at September
2017: 210**

Information about the ethos of the school

Admission Arrangements to the School

Porter Croft CE Primary Academy is a Church of England converter Academy in the Diocese of Sheffield. It is maintained by Koinonia Academies Trust.

The Academy provides a distinctively Christian education for children aged 4 to 11 years.

Historically, Anglican schools were parish schools providing education for the community in accordance with the principles of the Church of England. Thus the majority of Sheffield Diocesan schools were established to provide education for the children of the parish within a Christian context. The two aims of being 'distinctively Christian' and 'serving the local community' are reflected in the Academy's admission criteria.

Porter Croft is a converter Academy in which the Governing Body is the Admission Authority and responsible for admissions. It is guided in that responsibility by the requirements of the law, the Academy trust deed, by advice from the Sheffield Diocesan Board of Education and its duty to the community.

The admission number for 2017-2018 is 30 and children will be admitted during the Autumn term following their 4th birthday. Where parents wish to defer entry or request that the child attends part time they should speak to the Head Teacher. All Children will be admitted by the term following their 5th birthday –compulsory school age.

Please contact the Academy if you need help in completing the Common Application Form or Supplementary Information Form

Making an Application

1. Applications are made on the **Common Application Form**
2. To support your application to Porter Croft CE Primary Academy, please complete the **Supplementary Information Form**. This is not an application form for admission to the Academy but will be used by the Academy when applying the admissions criteria.

3. The **Common Application Form** should be submitted by January 15th 2017 along with the Supplementary Information Form (if applicable).
4. Sheffield Local Authority will co-ordinate **in-year transfers** for Porter Croft CE Primary in 2017-18.

Criteria For Admission

Children who have a statement of special educational need and the Academy is named as the most appropriate education setting for the child will be admitted

Admission Oversubscription Criteria

Where applications exceed the number of available places the following criteria will be strictly applied to decide which children will be admitted:

Oversubscription Criteria

Where there are more applications for admission than the published admission number, the Governing Body/Admissions Committee will apply the following criteria in strict order of priority:

1. Looked After Children.
2. Children with special medical or social circumstances where these needs can only be met at this school. This is not about educational needs. Professional supporting evidence must be provided if admission is to be made under this criterion. A professionally qualified person such as a medical doctor, psychologist or social worker must set out the particular reasons why the Academy is the suitable one for the child and the difficulties which would be caused if the child had to attend another school or Academy
3. Children who have an elder brother/sister (see definition 1) attending the Academy at the time of anticipated admission
4. Children of parents/carers (see definition 2) who reside in the parish of St. Mary's, Bramall Lane or St. Augustine's, Brocco Bank and regularly (see definition 3) attend the parish church of St. Mary's or St. Augustine's.
5. Children who reside in the parish of St Mary's, Bramall Lane or St. Augustine's, Brocco Bank and regularly (see definition 3) attend the parish church of St. Mary's or St. Augustine's
6. Children of parents/carers who reside in the parish of St Mary's, Bramall Lane or St. Augustine's, Brocco Bank and regularly attend a Christian denomination participating in 'Churches Together in England'(see definition 4)
7. Children who reside in the parish of St Mary's, Bramall Lane or St. Augustine's, Brocco Bank and regularly attend a Christian denomination participating in 'Churches Together in England'. 8. Children who reside outside the parish of St Mary's, Bramall Lane or St. Augustine's, Brocco Bank and regularly attend a Christian denomination participating in 'Churches Together in England'
8. Children who reside in the parish of St. Mary's, Bramall Lane, or St. Augustine's.
9. All other children

Should the admission number be reached mid-category, applications in that category will be prioritised on the shortest distance measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the Academy, using the Local Authority's computerised measuring system, with those living closer to the Academy receiving higher priority.

Tie Break

In the event of two or more children living equidistant from the Academy, the place will be decided by drawing lots. The first name drawn will be offered the place.

Definitions

Definition 1 -Brother/Sister

Brother or sister refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address

Definition 2- Parent/Carer

A parent/carer is any person who has parental responsibility or care of the child. Where admission arrangements refer to 'parent's attendance at church' it is sufficient for just one parent to attend.

Definition 3 – Regular Church Attendance

Regular attendance by parents/carers is defined as attendance at a Church of England church or another Christian denomination participating in 'Churches Together in England' for at least once a month over the last 12 months.

Regular attendance by children is defined as attendance at a Church of England church or another Christian denomination participating in Churches Together in England' at least once a month over the past 6 months.

Parents/carers whose application is based on attendance at a church of Christian denomination should submit the Minister of Religion Reference Form available with the Common Application Form.

Definition 4 – Churches Together in England

Please refer to the website for an up to date list. www.churches-together.net

Definition 5 – Looked After Children

A 'relevant looked after child' is a child looked after by the Local Authority in accordance with Section 22 of the Children Act 1989 at the time an application for admission to the Academy is made and who the local authority has confirmed will still be looked after at the time when he/she is admitted to the Academy. A previously looked after child is a child who was adopted or became subject to a residence or special guardianship order immediately following having been looked after.

Definition 6 - Place of residence - The child's ordinary place of residence will normally be a residential property at which the parent or person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to the Academy.

Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will normally be the property at which the child resides with the parent or person or persons with parental responsibility for the greater part of the week.

Late Applications

Late applications will be dealt with in accordance with the LA scheme.

Waiting List

1. Names of children will automatically be placed on the waiting list for this Academy when the child has been refused admission.
2. A vacancy only arises when the number of offers to the Academy fall below the admission number.
3. The waiting list will be established on the offer day.
4. The waiting list is determined according to the Governing Body's priority of admission over subscription criteria.
5. Following the offer day, should an application be received for the Academy where the pupil has a higher priority, as determined by the admissions criteria for a place at the Academy, they will be placed on the list, above those with a lower priority.

If parents/carers require any further details the full admission policy is available by contacting the Headteacher.

Key Dates

Closing and allocation dates will be consistent with the co-ordinated scheme – details of which will be given in the composite prospectus.

Parental Preference

The Local Authority Common Application form provides the opportunity for parents/carers to express up to 3 choices of schools (2 in Doncaster) in rank order of preference.

PLEASE NOTE HOWEVER:

That ALL applications will be considered by the admission authority of this school on an equal preference basis. This means that eligibility for places in the school will be considered first of all by applying the school's over subscription criteria to your application irrespective of whether this school is your first, second or third preference.

The ranking of your preference will only be used in the final allocation of a place within the LA'S co-ordinated scheme where there is more than 1 potential offer.