



Consultation Document:

St Aidan's Church of England High School, Harrogate For entry into St Aidan's from September 2022 onwards

The Governors of St Aidan's Church of England High School are proposing to change the oversubscription criteria for admission to the School in September 2022. By law they have to consult with all relevant parties between 4th December 2020 and 31st January 2021, this will be carried out on their behalf by North Yorkshire County Council. The proposed new SIF and Oversubscription Criteria are attached.

Any comments relating to the proposed changes should be addressed to: the Clerk to the Governors, either in writing (St Aidan's Church of England High School, Oatlands Drive, Harrogate, HG2 8JR) or by email (h.boulton@staidans.co.uk) by 31st January 2021.



Admissions

Oversubscription Criteria for St Aidan's Church of England High School, Harrogate 2022 - 2023

The school serves the Deaneries of Harrogate and Ripon. The school's planned admission number (PAN) is 250. (*See note A*)

Children with an Education Health and Care Plan (EHCP) naming St Aidan's Church of England High School will be allocated a place in line with section 324 of the Education Act. EHCPs are not considered part of the oversubscription criteria.

In the case of oversubscription, places are offered to those who meet the following criteria. In determining places the Governors will allocate places as follows:-

Priority 1:

Looked After

Children currently or previously looked after by the local authority. (*See note B*)

Priority 2:

Siblings

Siblings of children attending the school at the time of admission. (*See note C*)

Priority 3:

Foundation Places:

Up to 80% of the remaining places will be allocated to children of the Christian faith living within the Anglican Deaneries of Harrogate and Ripon. (*See note A*)

Of these places 85% will be allocated to those living in the Harrogate Deanery and 15% to those living in the Ripon Deanery based on the points allocated for church attendance at a place of public worship (*See note H*) (see Appendix 1 for details of the points allocation). Points will be separately allocated for church attendance for both Parent/Carer and child. The Governors will require confirmation from a priest or minister of this commitment. If there is a need to differentiate between applications with the same number of points, priority will be determined by geographic proximity to the school by the nearest route according to the NYCC electronic measuring system.

Applicants not successful will be placed on a waiting list. The waiting list will be kept until the end of the academic year to which it relates (*See note G*). After the initial allocation a single waiting list will be drawn up for foundation places across both Deaneries and places will be allocated to those with the highest points total based on frequency of attendance at public worship by both the parent/carers and the child. (Please refer to Appendix 1).



**Priority 4:
Staff Children:**

Children of staff at the school in either or both of the following circumstances:

- a. where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made;
and/or
- b. where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

**Priority 5:
Medical/Social Need**

Up to 5 children living within the Anglican Deaneries of Harrogate and Ripon with a demonstrated exceptional medical/social need for a place at St Aidan's. The Governors will use the information provided on the CAF to determine allocation of these places. The Governors will require a written reference from appropriate professionals working with the child to say why the need can only be met by attending St Aidan's. (*See note D*)

**Priority 6:
World Religions (other than Christianity)**

Up to 5 children of world religions other than Christianity resident within the Anglican Deaneries of Harrogate and Ripon. After the initial allocation a waiting list will be drawn up for world religion places and places will be allocated to those with the highest points total based on frequency of attendance at places of worship by both the parent or guardian and the child. (Please refer to Appendix 1). If there is a need to differentiate between applications with the same number of points, priority will be determined by geographic proximity to the school by the nearest route according to the NYCC electronic measuring system. Applicants not successful will be placed on a waiting list. The waiting list will be kept until the end of the academic year to which application was made. (*See note E and note G*)

**Priority 7:
Community Places:**

The remaining places after Priorities 1 to 6 have been ranked will be allocated to those applicants living within the Anglican Deaneries of Harrogate and Ripon closest to the school (determined by geographic proximity to the school, by the nearest route, according to the NYCC electronic measuring system) regardless of their eligibility under any other priorities. Applicants not successful will be placed on a waiting list. The waiting list will be kept until the end of the academic year for which application was made. (*See note G*)

**Priority 8:****Out of Area Foundation**

Any remaining places will be allocated to children living outside the Anglican Deaneries of Harrogate and Ripon who regularly attend a place of worship ranked according to the points scored for church attendance. Points are awarded on the same basis as for Foundation Places (see *Appendix 1*). Where there is a need to differentiate between applications with the same points score, priority will be determined by geographic proximity to the school, by the nearest route, according to the NYCC electronic measuring system.

Priority 9:**Out of Area Community**

If there are any remaining places after the above priorities have been allocated and where there is an application without points for church attendance and a need to differentiate between applications priority will be determined by geographic proximity to the school, by the nearest route, according to the NYCC electronic measuring system. (*See note F*)

DRAFT 2022/23



Admissions Oversubscription Criteria St Aidan's Church of England High School

Notes

- A. The ecclesiastical parishes of the Deaneries of Harrogate & Ripon can be found by entering your postcode at www.achurchnearyou.com you can find your parish church and clarify which Deanery your residence is in.
- B. 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) at the time of making an application to a school. Previously looked after children are children who were adopted (or became subject to Child arrangement order or special guardianship order) immediately following having been looked after.
- C. 'Siblings' include step siblings, foster siblings, adopted siblings and other children living permanently at the same address.

'Time of Admission' is determined as the first day of term in September.

Siblings of students applying to be on the Sixth Form Role at St Aidan's in September for either Year 12 or Year 13, who have not been at St Aidan's in Year 11, are not eligible for a sibling place under Priority 2.

- D. A medical or social need will refer to some particular and exceptional reason why a place at St Aidan's will be essential to the medical or social well-being of the child. Supporting evidence will be required in writing from a health or social care professional. The Governors will use the information you provided in your Common Application Form (CAF).
- E. Children of world religions refer to those applicants who follow World Religions other than Christianity (ie Islam, Judaism, Hinduism, Buddhism, Sikhism, Jainism, Shinto, Tooism, Zoroastrian, Confucianism, Baha). Where there are more than five applications priority will be given on a points basis in the same way as that used for Foundation Places. Governors will allocate places based on regularity of attendance at the appropriate place of worship and the Governors will require confirmation from a Faith Leader of this commitment. Where there is a need to differentiate between applications with the same points score, priority will be determined by geographic proximity to the school, by the nearest route, according to the NYCC electronic measuring system.

Waiting lists may need to be reordered/restructured at certain times depending upon changing family circumstances or if people move into area with late applications.



- F. If the distance between two children's homes and the school is the same, random allocation will be used as a tie-break in Priorities 3, 6, 7, 8 and 9 above to decide who has highest priority for admission. This process will be independently verified.
- G. Waiting Lists are kept in criteria order until the end of the academic year to which it relates. Applicants are required to re-submit an application each academic year as waiting lists do not continue beyond the end of the academic year to which it relates.

Waiting lists may need to be reordered/restructured at certain times depending upon changing family circumstances or if people move into area with late applications.

- H. Church attendance at a place of public worship - There is a distinction between 'collective' worship in a school which is invitational and inclusive with no presumption of faith which cannot be taken into consideration in these oversubscription criteria. This is different from 'corporate' worship in a church as a place of public worship where there is a presumption of faith.

A church is defined as a Christian Church which is a member of 'Churches Together in Britain and Ireland' or a member of the 'Evangelical Alliance' or a local 'Churches Together Organisation'.

- I. Late Applications for Admission – Where there are extenuating circumstances for an application being received after the last date for applications, and it is before the governors have established their list of pupils to be admitted, then it will be considered alongside all the others.

Otherwise, applications which are received after the last date will be considered after all the others, and place on the waiting list in criteria order.

- J. Appeals - Where the governors are unable to offer a place because the school is over-subscribed, parents/carers have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. Parents/carers will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. Parents/carers will normally receive 14 days notice of the place and time of the hearing.



Admissions Oversubscription Criteria St Aidan's Church of England High School

Appendix 1:

Church attendance is measured by the approximate number of weeks in which the person has attended a place of public worship in the religious tradition in the **three year period** immediately before the date of application.

1. Church attendance of child

- Weekly* • 3 points
- 2-3 times/month • 2 points
- Monthly • 1 points

2. Church attendance of parent or carer

- Weekly* • 3 points
- 2-3 times/month • 2 points
- Monthly • 1 points

** Weekly indicates every week except for sickness and family holidays and would usually therefore be in excess of 40 weeks in the year.*

If your pattern of attendance has changed significantly during the last three years, then an average over the three years should be used.

*e.g. Year 1 Monthly 12 weeks
 Year 2 Fortnightly 24 weeks
 Year 3 Weekly 48 weeks
 = 84 weeks averaged over 3 years = 28
 i.e. 2-3 times per month*

SIFs relating to Foundation places (Priority 3 and 8), World Religion other than Christianity (Priority 6) must be endorsed by a leader of the specified place of worship community **before** submission.

St Aidan's may contact Faith Leaders to confirm the above. In the event that the Faith Leader wishes to change the confirmed frequency of attendance this will be communicated to parents/carers by the school.

Where parents have relocated in either residence or church in the last 3 years the Governors will take into account confirmation from previous places of worship.

Note:- In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or in relation to those of other faiths, relevant place of worship or alternative premises have been available for public worship



ST. AIDAN'S
CHURCH OF ENGLAND HIGH SCHOOL

SUPPLEMENTARY INFORMATION FORM (SIF)

**Please state the school year for which you are seeking admission
Year (7/8/9/10/11) _____**

Please note that this is not an application form. Application to St Aidan's Church of England High School is made by the Common Application Form (CAF). Please note that this form is in ADDITION to the (CAF).

This form requests information relating to the oversubscription criteria at St Aidan's Church of England High School. It will only be used to determine the allocation of places if the school is over subscribed.

We therefore recommend you complete this SIF and return it to St Aidan's Church of England High School. It will be used as the basis for decision making by the Governors' Admissions Sub-Committee. Decisions on admissions policy will not take into account the child's ability, aptitude or present school in allocating places.

Details of Child

Christian/First Names	<input type="text"/>	Surname	<input type="text"/>
Home address at time of application	<input type="text"/>	Home Tel	<input type="text"/>
		Parental Mobile No	<input type="text"/>
Post Code	<input type="text"/>		
Parental Email address	<input type="text"/>	DOB	<input type="text"/>

For Office Use Only:		Date Received:	
Ministers signature:			
SEN	Looked After	Sibling	Staff
Social/Medical	Community	Other Faith	Distance
Foundation Harrogate	Foundation Ripon	Recorded	
Accepted	Not Accepted	Withdrawn	
Outside of Deaneries:			



On what basis are you applying for a place at St Aidan's Church of England High School:-
 (You may apply for consideration under more than one criteria)

Are you applying for a Foundation Place (see Priority 3)

Yes

Are you applying for a Foundation Place (see Priority 8 out of area application)

Yes

Denomination/Religion: _____

Place of worship in the religious tradition: _____

In the last three years how often has your child attended a place of worship in the religious tradition?
 (See Appendix 1)

Weekly	3	points	<input type="text"/>
2 – 3 times/month	2	points	<input type="text"/>
Monthly	1	point	<input type="text"/>

In the last three years how often has a parent or guardian, attended a place of worship in the religious tradition?
 (See Appendix 1)

Weekly	3	points	<input type="text"/>
2 – 3 times/month	2	points	<input type="text"/>
Monthly	1	point	<input type="text"/>

Priest or Minister's signature confirming the above
 (Please be aware that the Governors will not be able to consider your application for a Foundation Place without a Church Leader's signature)

St Aidan's may contact Faith Leaders to confirm the above. In the event that the Faith Leader wishes to change the confirmed frequency of attendance this will be communicated to parents/carers by the school.

Note:- In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or in relation to those of other faiths, relevant place of worship or alternative premises have been available for public worship.

Signature:-

Dated:-

Name/Position:-

Contact Number:-

Email address:-

Address-

Stamp if available:-



Is a parent of the child a member of staff at St Aidan's Church of England High School? (See Priority 4)	<input type="checkbox"/> Yes
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Do you wish your child to be considered on social or medical grounds? (see Priority 5)	<input type="checkbox"/> Yes
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Are you applying for a World Religion Place other than Christianity (see Priority 6)	<input type="checkbox"/> Yes																																
Denomination/Religion: _____ Place of worship: _____																																	
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Signature:-	Dated:-																																
Name/Position:-																																	
Contact Number:-																																	
Email address:-																																	
Address-	Stamp if available:-																																



Are you applying for an in area Community Place (see Priority 7)	<input type="checkbox"/> Yes
Are you applying for an out of area Community Place (see Priority 9)	<input type="checkbox"/> Yes

I/We confirm this application to be accurate at the time of writing.

Name of parent(s)/carer(s)

Signed

Date

This form is made available to the Appeals Panel in the case of any appeal against non-admission. In all other respects the information given is treated in confidence. If you have any difficulty completing the form please do not hesitate to contact the Headteacher or the Admissions Team at the school.

Please return this form to:
 The Chair of Governors
 Admissions
 St Aidan's Church of England High School
 Oatlands Drive
 Harrogate HG2 8JR

Closing Date:
(For Year 7 applications this is 31st October of their Year 6 academic year)

Please do get in touch with the Admissions Team at school if you have any queries or would like any clarification about this process.

YCST is the Data Controller for the purposes of the General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679) and all information provided is held and controlled strictly in accordance with GDPR.

Further information can be found in the Trust's GDPR Privacy Notice which is available on the Trust and School Websites and from school offices. Further information on data protection and GDPR can be found on the Information Commissioner's Office Website at <https://ico.org.uk/>

