

BATH & WELLS  
Multi Academy Trust

'That they may have life, life in all its fullness' John 10:10

## School Admission Arrangements 2023/24 School Year

For Bath and Wells Multi Academy Schools located in the  
Somerset Local Authority Area



## Introduction

The Bath and Wells Multi Academy Trust (The Trust) comprises a family of fully inclusive schools for children of all faiths or no faith, seeking to provide the highest standard of education for primary age children. Geographically the schools are spread across three local authority areas: Somerset, Bath and North East Somerset and North Somerset. These Admission Arrangements refer to The Trust's schools that are located in the Somerset Local Authority area and apply equally for all the incorporated schools with the exception of 'oversubscription criteria' which can differ from school to school and individual contact information.

These Admission Arrangements comply with the requirements of the [2021 School Admissions Code](#) and the [2012 School Admission Appeals Code](#) issued by the Department for Education under Section 84 of the School Standards and Framework Act 1998. Concerns relating to statutory compliance or the fairness and equality of local policy/practice, may be raised with The Trust. If the matter cannot be resolved locally, a complaint may be lodged with the Office of The Schools Adjudicator (OSA):

<b>Bath and Wells Multi Academy Trust</b>	Email: <a href="mailto:Enquiries@bwmat.org">Enquiries@bwmat.org</a>	Tel: 01749 372700
<b>The Office of The Schools Adjudicator</b>	Website: <a href="http://www.gov.uk/government/organisations/office-of-the-schools-adjudicator">www.gov.uk/government/organisations/office-of-the-schools-adjudicator</a>	

The Trust will republish these Admission Arrangements on an annual basis unless changes are proposed in which case a further public consultation will be carried out. Day to day admission enquiries and decisions should be made directly to the school concerned.

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## **1.0 Important General Information**

- 1.1 A person with legal responsibility for the child concerned may submit a school admission application on behalf of that child for any United Kingdom state funded school. The child must, at the time of application, be a UK citizen or have European Economic Area Citizenship, or hold an appropriate Home Office Visa entitling residency in the United Kingdom.

### **NOTE:**

The Trust will treat applications for children coming from overseas in accordance with European Union law or Home Office rules for non-European Economic Area nationals.

This is the most recent guidance which takes account of the post-Brexit immigration system:

<https://www.gov.uk/guidance/schools-admissions-applications-from-overseas-children>

- 1.2 The admissions authority will refuse an admission application where a further admission would ‘prejudice the efficient delivery of education or the efficient use of resources *‘or where the admission would breach the statutory infant class size (ICS) Limit, resulting in an infant class of more than 30 children to one qualified teacher for part or all of the school day.’* Children who are formally refused admission will be entered onto a waiting list for the required year group. This will be maintained by the school concerned until the end of the school year and then shut down. Names on waiting lists are held strictly in ranked order according to the child’s compliance with the published oversubscription criteria and each time a name is added, the waiting list will be re-ranked. If a place becomes available this will be offered for the child ranked highest on the waiting list at that time. A child’s name will be removed from the waiting list if a place is offered and accepted or offered and declined, or the parent requests in writing, that the school removes his/her child’s name.
- 1.3 Admission applications for some Trust schools will require the completion of a Supplementary Information Form (SIF) in order to prove qualification against one or more of the oversubscription criteria which apply for the school concerned. The oversubscription criteria are set out in ‘Appendix A’ of this document and applicable SIFs in ‘Appendix D’. The SIF can also be found on the appropriate School websites.
- 1.4 For admission purposes, the Admission Authority will consider the home address to be: *The address at which the child concerned is living at the time of application, for more than 2.5 school days per week, with a person who has legal responsibility for this child.* This home address must be clearly stated on the application form. Where the child will be moving to a new home address and the applicant wishes this to be taken into account, one of the following documents must be made available in conjunction with the admission application:
- A legal ‘exchange of contract’ which confirms the purchase of the child’s new residence

- A formal tenancy agreement (minimum six month term) signed and dated by the applicant and the Landlord for the property
- Where the child will be living at an address other than the parental family home, for more than 2.5 school days per week (for example; with an extended family member, or in emergency or other public accommodation): A formal written letter, signed and dated by the person responsible for the address in question. This must explain the living and care arrangements for the child and state how long these arrangements are expected to remain in place.
- For Children of UK service personnel with a confirmed posting to the area or Crown servants returning from overseas: An official letter confirming a relocation date and Unit postal address or quartering area address.

**Note:**

The Trust reserve the right to seek further documentary evidence to support any claim of residence which could include contacting the estate agent, solicitor, landlord or relevant professional. A representative of the Trust may carry out a home visit/s without prior notice to verify a pupil's home address.

- 1.5 The oversubscription criteria (Appendix A) include an admission priority for children with a sibling attending the school at the time of application (e.g. the date that each application is made).
- 1.6 If a parent wishes a sibling connection to be taken into account, the sibling's details must be provided on the admission application form. The sibling must be living at the same permanent home address (see section 1.4 for home address definition) for the majority of his/her school time (more than 2.5 school days per week) within the same family unit and at the same home address.
- 1.7 The Published Admission Number or admission limit will be exceeded, where necessary, in order that multiple birth siblings of the same family (twin, triplet etc.) can all be offered places, where otherwise one or more of these children would be refused. After the over-subscription criteria has been applied, if children of multiple births (twins and triplets) are tied for the final place within the Published Admission Number, those siblings will be admitted over PAN.
- 1.8 If an admission application is found to include false or misleading information, the application will initially be withdrawn and the applicant informed. The application will then be considered again using the correct verified information.

## **2.0 Starting School for the first time in September 2023**

**Applicants should refer to 2023 ‘Starting School’ information published by Somerset Local Authority from 12 September 2022. This explains the application procedure in detail and the time frame for submitting applications and how to appeal a decision to refuse a place at the preferred school**

<b>Somerset Local Authority</b>	<b>Email:</b> <a href="mailto:schooladmissions@somerset.gov.uk">schooladmissions@somerset.gov.uk</a>	<b>Tel: 0300 123 2224</b>
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**NOTE:**

Children can lawfully start school for the first time in the September following their 4th birthday and, where a place is offered may attend full time from day one or on a part time basis until compulsory school age is reached on a prescribed date during the term following their fifth birthday. Where compulsory school age has not yet been reached, the child’s entry to school may be deferred until later in the school year but not beyond compulsory school age or the start of the last term in that school year. All the Trust’s schools operate a six-term year.

A child born between 1 April and 31 August is described as ‘summer born’ and entry to school for this child may be lawfully delayed for one year where this is considered by the applicant to be in the child’s best educational interests. The applicant must still apply for a place in September 2023, but can explain the intention to delay entry until the following September. This could be on the basis of a ‘retained’ Reception place or the submission of a later In-Year application for Year 1.

- 2.1 Applicants must complete the ‘Common Application Form’ issued by the home Local Authority (LA) and submit this according to published procedure before 15 January 2023. Applications submitted after this deadline will be considered ‘late’ and will not be processed until on time applications have been administered by which time a place at the preferred school may no longer be available.
- 2.2 Places will be offered by the Admission Authority in the Reception Year at the preferred school up to the Admission Number published for the 2023 school year. The published Admission Number (PAN) is set according to the resources available and the need to maintain the size of infant classes within the requirements of statutory Infant Class Size legislation (a maximum of 30 children per teacher unless a child qualifies as a permitted exception admission in accordance with section 2.16 of the 2021 School Admissions Code). If fewer applications are received than PAN, every applicant will be offered a place for their child without condition. If more applications are received than PAN, the Admission Authority will apply oversubscription criteria in order to rank all the applications and identify a priority for the offer of places up to PAN.
- 2.3 Application decisions will be notified by the home local authority on 16 April 2023 to all applicants who submitted an ‘on time’ application.

### **3.0 Changing School In-Year**

- 3.1 The applicant may apply for a child within his/her care to change school during any academic year, or within six school weeks before the start of the academic year commencing. The In-Year Application Form which can be found on the School website or provided as a paper copy by the School Office, must be completed and returned directly to the school. If the application is being made for a child from a Service family or the parent of the child is a Crown Servant returning from overseas, the application may be submitted more than six school weeks in advance of the place being required, providing an official letter is submitted with the application, which sets out a relocation date and confirms a Unit postal address or quartering area address.

**NOTE:**

Children who have an Education Health and Care Plan agreed or already in place may not change school without the parent/carer first discussing the desire for a change of school with the local authority that issued the care plan.

- 3.2 The applicant may apply for the child to join the year that he/she feels is most appropriate for his/her educational needs. In most cases, this will be the year that is relatively correct for the child's age. Where this is not the case and the preferred year is full, further consideration will be given to whether a place can be made available within the relative age year. The right of appeal will apply where a place cannot be offered in this year.
- 3.3 The Trust delegates In-Year admission decisions to a sub-group of the school governors (The Admissions Committee) and this committee will issue a decision to the applicant in writing within ten school days of receipt of a completed and signed In-Year Admission Application Form.
- 3.4 A place will be offered for the child concerned in the preferred year, where a further admission would not 'prejudice the efficient delivery of education or the efficient use of resources or the admission would not breach the statutory Infant Class Size Limit of thirty children per teacher (applies for years Reception, one and two). Where a place is offered, this offer will remain open for six school weeks from the date of the offer letter. Most children will join their new school very quickly and it is always helpful if the applicant can discuss an early start date with the school office, however, where the child is not on roll and attending within this six school week deadline, the offer will be withdrawn.
- 3.5 The Trust is committed to 'Fair Access to school for every child'. Consequently, when an application is refused and the child concerned is not already attending another school, the Admissions Committee will consider whether the child satisfies any of the criteria set out in the 'Somerset local authority Fair Access Protocol' (FAP) which is published on the local authority website. The in-years admission application form which is available from each school or to download from the school website or from



the home local authority sets out the procedure for determining whether a child complies with the FAP criteria. If the child concerned satisfies any of the FAP criteria, the Admissions Committee will inform the local authority and provide a copy of the completed In-Year Application Form. This will enable the local authority to decide whether it would be appropriate to engage with the applicant in order to help identify an alternative suitable educational placement without undue delay. This does not remove the right for the applicant to appeal the Admission Committee's decision to refuse admission.

#### **4.0 Lodging An Appeal**

- 4.1 The administration of school admission appeals is subject to statutory procedure set out in the 2012 School Admission Appeals Code issued by the Department for Education. The applicant may lodge an appeal when an admission application is refused by the Admission Authority unless the application was for a year other than the child's relative age and a place could be offered in the relative age year.
- 4.2 The admission decision letter issued to the applicant will explain the reasons for refusal and explain how to lodge an appeal. An appeals timetable is published on every school website by 28 February annually which explains the time frame for the appeal process.
- 4.3 The decision of an independent appeal panel is binding on all parties. However, where there is concern that the appeal procedure has not been properly administered in accordance with the 2012 School Admission Appeals Code and/or the published Appeals Timetable, the Appellant may choose to raise the matter with the Trust. Where no local resolution is reached the appellant may escalate the matter to the Education Skills and Funding Agency.

GOV.UK – Schools Admissions – Appealing a school's decision

<https://www.gov.uk/schools-admissions/appealing-a-schools-decision>

GOV.UK – Advice for parents and guardians on school admission appeals

<https://www.gov.uk/government/publications/admission-appeals-for-school-places/advice-for-parents-and-guardians-on-school-admission-appeals>

## **Appendix A – Schools and Oversubscription Criteria**

### **Note:**

Where more admission applications are received at any one time than there are places available within the preferred year group (oversubscription), the Admissions Committee will arrange for every application received to be assessed against the oversubscription criteria applying for the preferred school. This is in order to rank the applications in priority order and identify the children for whom a place can be offered within the published admission number/admission limit and those that will be refused. The oversubscription criteria will also be applied in order to rank children's names on a waiting list.

If in any of the over-subscription criteria, a tie-break is necessary to determine which child is admitted, the child living closest to the school will be given priority for admission. Distance is measured in a straight line by a Geographical Information System (GIS) method from the geocoded point of the school site to the geocoded point of the pupil's home. Measurement will be to a minimum of three decimal places accuracy. In the case of a multi-dwelling building, such as a block of flats, the same distance will apply for all occupants. Tie Breaker: In any oversubscription criterion, where two or more distances are exactly equal, the ranked order will be decided by the drawing of lots. This lottery exercise will take place at the school and be supervised by a person entirely independent of the Trust and the school.

A place will be provided for any child who has an Education Health and Care Plan (EHCP) agreed by Somerset local authority or in place at the time of application which names the preferred school as the education provider. This place will be allocated within the Published Admission Number/limit before the consideration of any other applications, or above this limit if places have already been offered at that time.

Criterion 1 is a statutory criterion referring to 'Looked after Children'. Any child who is in the care of a local authority in accordance with Section 22 (1) of the Children Act 1989. A child who was "a previously Looked After Child" means a child who after being Looked After became subject to an Adoption Order under Section 46 of the Adoption and Children Act 2002, a Residence Order under Section 8 of the Children Act 1989 or Special Guardianship Order under Section 14A of the Children Act 1989 as well as those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Relevant evidence will be required to be submitted.





**All Saints Church School, Ladies Walk, Montacute, Somerset, TA15 6XG**

**Email: [office@allsaints.bwmat.org](mailto:office@allsaints.bwmat.org) Telephone: 01935 826626**

Published Admission Number (PAN): <b>30</b>	Catchment Area: <b>Yes</b>	Supplementary Information Form (SIF): <b>Yes</b>
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1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)
2. Children who at the time of application, live within the catchment area, or with a confirmed house move to a home address within the catchment area and have a sibling attending the school.
3. Children who at the time of application, live within the catchment area and attend a service of Christian worship at a registered Church or place of worship on at least one day per month and have done so for the six months prior to application. (Supplementary Information Form must be completed – See Appendix D).
4. Children who at the time of application, live within the catchment area, or with a confirmed house move to a home address within the catchment area.
5. Children who at the time of application, live outside the catchment area and have a sibling attending the school.
6. Children who at the time of application live outside the catchment area and attend a service of Christian worship at a registered Church or place of worship on at least one day per month and have done so for the six months prior to application (Supplementary Information Form must be completed – See Appendix D).
7. Children living closest to the school, as measured in a direct line.

Notes:

Please see Section 1.6 for definition of Siblings.

Please see Appendix B for the catchment map defining the ecclesiastical parishes of Odcombe, including 'Odcombe Without', Brympton, Montacute and Lufton.

In the event that during the period specified for attendance at worship the church 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 alternative premises have been available for public worship.



<b>Bishops Lydeard Church School, Mount Street, Bishops Lydeard, TA4 3AN</b>		
<b>Email: <a href="mailto:office@bishopslydeard.bwmat.org">office@bishopslydeard.bwmat.org</a></b>		<b>Telephone: 01823 432582</b>
Published Admission Number (PAN): <b>30</b>	Catchment Area: <b>No</b>	Supplementary Information Form (SIF): <b>No</b>
<p>1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)</p> <p>2. Children who, at the time of application, have a sibling attending Bishops Lydeard Church School.</p> <p>3. Children eligible at the time of application to receive a Pupil Premium, a Service Premium or an Early Years Premium.</p> <p>4. Children living closest to the school, as measured in a direct line.</p> <p>Notes:</p> <p>Please see Section 1.6 for definition of Siblings.</p>		



<b>Cheddon Fitzpaine Church School, Rowford, Cheddon Fitzpaine, TA2 8JY</b>		
<b>Email: <a href="mailto:office@cheddonbwmat.org">office@cheddonbwmat.org</a></b>		<b>Telephone: 01823 451335</b>
Published Admission Number (PAN): <b>21</b>	Catchment Area: <b>No</b>	Supplementary Information Form (SIF): <b>No</b>
<p>1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)</p> <p>2. Children who, at the time of application, have a sibling attending Cheddon Fitzpaine Church School.</p> <p>3. Children living closest to the school, as measured in a direct line.</p> <p>Notes:</p> <p>Please see Section 1.6 for definition of Siblings.</p>		



**Churchfield Church School, Burnham Road, Highbridge, TA9 3JF**

**Email: [office@churchfieldbwmat.org](mailto:office@churchfieldbwmat.org) Telephone: 01278 782743**

Published Admission Number (PAN): <b>60</b>	Catchment Area: <b>No</b>	Supplementary Information Form (SIF): <b>Yes</b>
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1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)

2. Children of School Staff - A member of staff may apply for a Reception place at the school for their child. They must have been a) employed at the school for at least two consecutive years at the time of application and/or b) recruited to fill a vacant post for which there is a demonstrable skill shortage. Members of staff are full time and part time, teaching and non-teaching staff employed at the school and who are paid through the school’s payroll system.

3. Children who, at the time of application, have a sibling attending Churchfield Church School.

4. Children who themselves or whose parents attend a service of Christian worship at a registered Church at least once per month and have attended consecutively for the previous twelve months prior to application. A Church is defined as one of the Christian churches recognised by Somerset Churches Together. (Supplementary Information Form must be completed – See Appendix D.

5. Children living closest to the school, as measured in a direct line.

Notes:

Please see Section 1.6 for definition of Siblings.

In the event that during the period specified for attendance at worship the church 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 alternative premises have been available for public worship.



<b>Holy Trinity Church School, Lime Tree Avenue, Yeovil, BA20 2PW</b>		
<b>Email: <a href="mailto:office@holytrinity.bwmat.org">office@holytrinity.bwmat.org</a></b>		<b>Telephone: 01935 472902</b>
Published Admission Number (PAN): <b>60</b>	Catchment Area: <b>No</b>	Supplementary Information Form (SIF): <b>Yes</b>
<p>1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)</p> <p>2. Children who, at the time of application, have a sibling attending Holy Trinity Church School, Yeovil.</p> <p>3. Children who themselves or whose parent(s) regularly attend Holy Trinity Church, another Church or place of Christian worship which is a member of ‘Churches Together In England’. Regular attendance is defined as ‘at least once per month for a minimum of two years prior to submitting the admission application’. (Supplementary Information Form must be completed – See Appendix D).</p> <p>4. Children of School Staff - A member of staff may apply for a Reception place at the school for their child. They must have been a) employed at the school for at least two consecutive years at the time of application and/or b) recruited to fill a vacant post for which there is a demonstrable skill shortage. Members of staff are full time and part time, teaching and non-teaching staff employed at the school and who are paid through the school’s payroll system.</p> <p>5. Children living closest to the school, as measured in a direct line.</p> <p>Notes:</p> <p>Please see Section 1.6 for definition of Siblings.</p> <p>In the event that during the period specified for attendance at worship the church 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 alternative premises have been available for public worship.</p>		



**Horsington Church School, South Cheriton, BA8 0BW**

**Email: [office@horsington.bwmat.org](mailto:office@horsington.bwmat.org)**

**Telephone: 01963 370358**

Published Admission  
Number (PAN): **17**

Catchment Area:  
**No**

Supplementary Information  
Form (SIF): **No**

1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)

2. Children who, at the time of application, have a sibling attending Horsington Church School.

3. Children who, at the time of application, are eligible to receive Pupil Premium or Service Premium funding.

4. Children living closest to the school, as measured in a direct line.

Notes:

Please see Section 1.6 for definition of Siblings.



<b>Norton Fitzwarren Church School</b> , Blackdown View, Norton Fitzwarren, Taunton, TA2 6TB		
<b>Email:</b> <a href="mailto:office@nortonbwmat.org">office@nortonbwmat.org</a>		<b>Telephone:</b> <b>01823 276611</b>
Published Admission Number (PAN): <b>45</b>	Catchment Area: <b>No</b>	Supplementary Information Form (SIF): <b>No</b>
<p>1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)</p> <p>2. Children who, at the time of application, have a sibling attending Norton Fitzwarren Church School.</p> <p>3. Children living closest to the school, as measured in a direct line.</p> <p>Notes:</p> <p>Please see Section 1.6 for definition of Siblings.</p>		





<b>Oakhill Church School, Bath Road, Oakhill, Radstock, BA3 5AQ</b>		
<b>Email: <a href="mailto:admin@oakhill.bwmat.org">admin@oakhill.bwmat.org</a></b>		<b>Telephone: 01749 840426</b>
Published Admission Number (PAN): <b>17</b>	Catchment Area: <b>No</b>	Supplementary Information Form (SIF): <b>No</b>
<p>1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)</p> <p>2. Children who, at the time of application, have a sibling attending Oakhill Church School.</p> <p>3. Children living closest to the school, as measured in a direct line.</p> <p>Notes:</p> <p>Please see Section 1.6 for definition of Siblings.</p>		



<b>Shepton Beauchamp Church School</b> , Church Street, Ilminster TA19 0LQ		
<b>Email:</b> <a href="mailto:office@threesaints.bwmat.org">office@threesaints.bwmat.org</a>		<b>Telephone:</b> <b>01460 240793</b>
Published Admission Number (PAN): <b>10</b>	Catchment Area: <b>No</b>	Supplementary Information Form (SIF): <b>Yes</b>
<ol style="list-style-type: none"> <li>1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)</li> <li>2. Children who, at the time of application, have a sibling attending Shepton Beauchamp Church School.</li> <li>3. Children who themselves, or whose parent(s) is a practicing Christian or a member of another faith who attends a registered place of worship at least once per month for the six months prior to application. (Supplementary Information Form must be completed – See Appendix D)</li> <li>4. Children living closest to the school, as measured in a direct line.</li> </ol> <p>Notes:</p> <p>Please see Section 1.6 for definition of Siblings.</p> <p>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.</p>		



<b>St Andrew's Church School</b> Grove Terrace, Taunton, Somerset, TA2 6HA		
<b>Email:</b> <a href="http://www.standrewsbwmat.org">www.standrewsbwmat.org</a>		<b>Telephone:</b> 01823 275906
Published Admission Number (PAN): <b>34</b>	Catchment Area: <b>No</b>	Supplementary Information Form (SIF): <b>No</b>
<p>1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)</p> <p>2. Children who, at the time of application, have a sibling attending St Andrew's Church School.</p> <p>3. Children living closest to the school, as measured in a direct line.</p> <p>Notes:</p> <p>Please see Section 1.6 for definition of Siblings.</p>		



<b>St James Church School, Cranmer Road, Taunton, TA1 1XU</b>		
<b>Email: <a href="mailto:office@stjames.bwmat.org">office@stjames.bwmat.org</a></b>		<b>Telephone: 01823 272553</b>
Published Admission Number (PAN): <b>60</b>	Catchment Area: <b>No</b>	Supplementary Information Form (SIF): <b>No</b>
<p>1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)</p> <p>2. Children who, at the time of application, have a sibling attending St James Church School.</p> <p>3. Children of School Staff - A member of staff may apply for a Reception place at the school for their child. They must have been a) employed at the school for at least two consecutive years at the time of application and/or b) recruited to fill a vacant post for which there is a demonstrable skill shortage. Members of staff are full time and part time, teaching and non-teaching staff employed at the school and who are paid through the school's payroll system.</p> <p>4. Children living closest to the school, as measured in a direct line.</p> <p>Notes:</p> <p>Please see Section 1.6 for definition of Siblings.</p>		



**St John & St Francis Church School, Westonzoyland Road, Bridgwater, TA6 5BP**

**Email: [office@sjsf.bwmat.org](mailto:office@sjsf.bwmat.org) Telephone: 01278 456918**

Published Admission Number (PAN): <b>60</b>	Catchment Area: <b>No</b>	Supplementary Information Form (SIF): <b>Yes</b>
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1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)

2. Children who, at the time of application, have a sibling attending St John and St Francis Church School.

3. Children who themselves, or whose parents, have attended a service of worship at St John’s Church or St Francis Church at least once per month for the six months prior to application (Supplementary Information Form must be completed – See Appendix D)

4. Children who themselves, or whose parents, have attended a service of worship at a Christian Church within the parishes of St John & St Francis at least once per month for the six months prior to application (Supplementary Information Form must be completed – See Appendix D)

5. Children living closest to the school, as measured in a direct line.

Notes:

Please see Section 1.6 for definition of Siblings.

Please see Appendix B for a map of the parishes of St John & St Francis.

In the event that during the period specified for attendance at worship the church 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 alternative premises have been available for public worship.



**St Mary and St Peter's Church School, Copse Lane, Ilton, Ilminster, Somerset, TA19 9EX**

**Email: [office@threesaints.bwmat.org](mailto:office@threesaints.bwmat.org)**

**Telephone: 01460 52574**

Published Admission  
Number (PAN): **8**

Catchment Area:  
**No**

Supplementary Information  
Form (SIF): **Yes**

1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)
2. Children who, at the time of application, have a sibling attending St Mary and St Peter's Church School.
3. Children who themselves, or whose parent(s) is a practicing Christian or a member of another faith who attends a registered place of worship at least once per month for the six months prior to application. (Supplementary Information Form must be completed – See Appendix D)
4. Children living closest to the school, as measured in a direct line.

Notes:

Please see Section 1.6 for definition of Siblings.

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.



<b>St Vigor &amp; St John Church School, Wells Road, Chilcompton, Radstock, BA3 4EX</b>		
<b>Email: <a href="mailto:school@svsj.bwmat.org">school@svsj.bwmat.org</a></b>		<b>Telephone: 01761 233847</b>
Published Admission Number (PAN): <b>30</b>	Catchment Area: <b>No</b>	Supplementary Information Form (SIF): <b>Yes</b>
<p>1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)</p> <p>2. Children who, at the time of application, have a sibling attending St Vigor and St John Church School.</p> <p>3. Children who themselves, or whose parent(s) is a practicing Christian or a member of another faith who has attended a registered place of worship at least once per month for the past 12 months prior to application. (Supplementary Information Form must be completed – See Appendix D)</p> <p>4. Children living closest to the school, as measured in a direct line.</p> <p>Notes:</p> <p>Please see Section 1.6 for definition of Siblings.</p> <p>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.</p>		





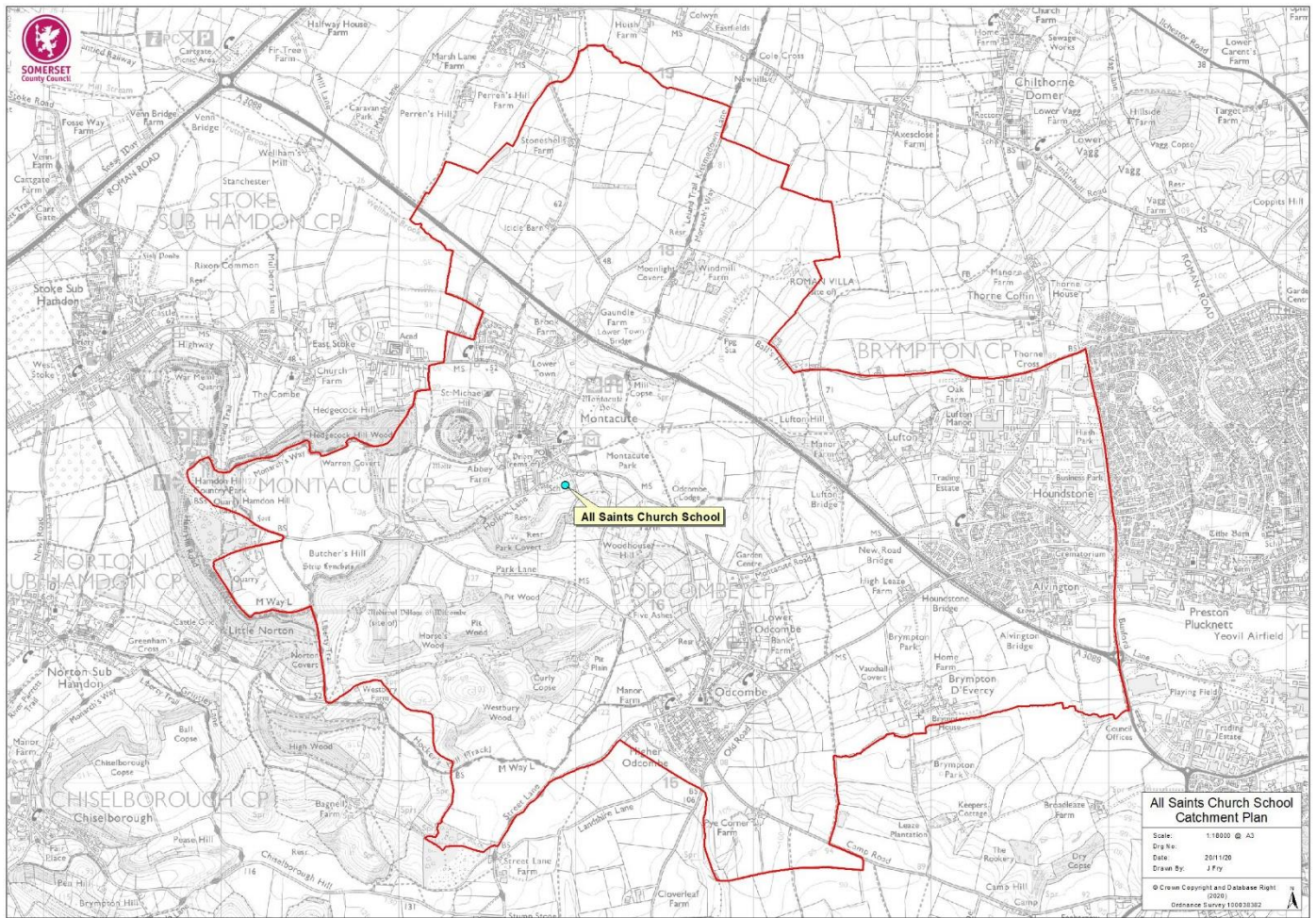
<b>Staplegrave Church School, Hudson Way, Taunton, TA2 6UP</b>		
<b>Email: <a href="mailto:office@staplegrave.bwmat.org">office@staplegrave.bwmat.org</a></b>		<b>Telephone: 01823 337313</b>
Published Admission Number (PAN): <b>30</b>	Catchment Area: <b>No</b>	Supplementary Information Form (SIF): <b>No</b>
<p>1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)</p> <p>2. Children who, at the time of application, have a sibling attending Staplegrave Church School.</p> <p>3. Children living closest to the school, as measured in a direct line.</p> <p>Notes:</p> <p>Please see Section 1.6 for definition of Siblings.</p>		



<b>Wembdon St George's Church School, Brantwood Road, Wembdon, TA6 7PS</b>		
<b>Email: <a href="mailto:office@wembdon.bwmat.org">office@wembdon.bwmat.org</a></b>		<b>Telephone: 01278 451726</b>
Published Admission Number (PAN): <b>45</b>	Catchment Area: <b>No</b>	Supplementary Information Form (SIF): <b>No</b>
<p>1. Children Looked After – Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. (See notes on page 8)</p> <p>2. Children who, at the time of application, have a sibling attending Wembdon St George's Church School.</p> <p>3. Children of School Staff - A member of staff may apply for a Reception place at the school for their child. They must have been a) employed at the school for at least two consecutive years at the time of application and/or b) recruited to fill a vacant post for which there is a demonstrable skill shortage. Members of staff are full time and part time, teaching and non-teaching staff employed at the school and who are paid through the school's payroll system.</p> <p>4. Children living closest to the school, as measured in a direct line.</p> <p>Notes:</p> <p>Please see Section 1.6 for definition of Siblings.</p>		

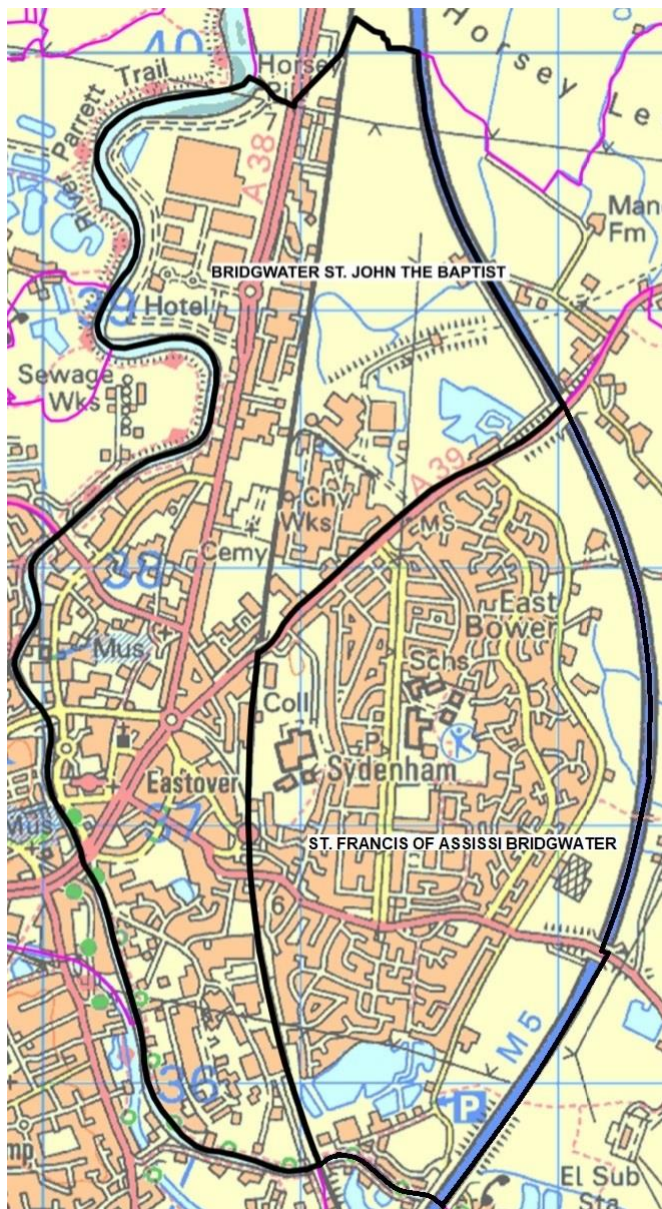
# Appendix B – Catchment Maps

## All Saints Church School





St John and St Francis Church School (Parish map – black line)





**APPLICATION FOR A SCHOOL PLACE DURING THE ACADEMIC YEAR**

**PLEASE READ THESE NOTES BEFORE COMPLETING THIS FORM**

Parents/carers requesting transfers between schools during the school year can complete this form. **Please do not complete this form if your child has an Education Health and Care Plan**, instead a change of school will need to be discussed with the Special Educational Needs Casework Team by contacting 0300 123 2224.

Please note that a separate application for each school and each child must be completed.

It will not always be possible to provide a place at your preferred school. It is therefore recommended that you complete applications for several schools.

All relevant sections of the form **must** be completed, and the form **must** be signed by the applicant or the form will be returned to you and will not be processed until a completed form is received.

Applications will be processed in strict date order and a decision will be notified to the applicant by email or in writing.

**Part 1 – Reason for your application** (Please tick the relevant box)

1. Moving into Somerset	<input type="checkbox"/>	Proof of address must be included; such as a signed exchange of contract on a house purchase. If renting a minimum of six months tenancy agreement signed by applicant and landlord. Additional evidence may be required.
2. Moving within Somerset	<input type="checkbox"/>	
3. Moving to work at the Hinkley Point site	<input type="checkbox"/>	
4. Not moving but wanting to change school	<input type="checkbox"/>	

**Part 2 – Pupil details**

Forename(s)		Legal surname	
Date of Birth		Current/Previous School (including address)	
Male <input type="checkbox"/>	Female <input type="checkbox"/>	Last date on roll:	
Current Address		New address if moving (Proof of address required)	
Date since		Date moving	

**Part 3 – Preferred school and start date** (Local Authority schools accept applications half a term or 6 weeks in advance. Service families may apply up to a year in advance with proof of posting to the area)

School applying for	Preferred start date (maximum 6 weeks/half a term in advance)
---------------------	--

Have you previously applied for a place at this school? **YES / NO** (please circle)

**Please note:** Local Authority schools will not consider more than one application for the same school within the same academic year unless there has been a significant material change, such as a change of address.

#### Part 4 - Applicant details

Do you hold legal Parental Responsibility for this child		Relationship to child
Yes <input type="checkbox"/> No <input type="checkbox"/>		
Title	Other (please state)	Full name
Mr/ Ms/ Mrs/ Miss		
Address (if different from child's)		Mobile/daytime telephone number
		Email address

#### Part 5 – Information relating to common oversubscription criteria (Please tick the relevant box)

A 'Child In Care' is a child who is in the care of the Local Authority (LA) or provided with accommodation by that LA. If you are applying on behalf of a 'Child In Care', please circle 'Yes' and obtain the signature of the Social Worker involved in the child's care.

Is this application for a child currently in the care of a Local Authority	Yes <input type="checkbox"/> No <input type="checkbox"/>
If you ticked <b>Yes</b> , which Local Authority is responsible for the care of the child	
Name of Social Worker	
Telephone number of Social Worker	

Has your child previously been in care and is now formally adopted, subject to a residence/child arrangement order or a special guardianship order

Yes  No

If you ticked **Yes**, please provide a copy of the adoption order/letter of confirmation

If your child has an allocated Social Worker, has the Virtual School been consulted about a change of school

Yes  No

If you ticked **No**, please send a copy of this application form to [thevirtualschool@somerset.gov.uk](mailto:thevirtualschool@somerset.gov.uk) before submitting this form.

Does your child have any Special Educational Need or Disability

Yes  No

Does your child have an Education Health and Care Plan

Yes  No

If your child has an Education Health and Care Plan, the in year admissions process does not apply. Therefore if you ticked **Yes** please do not complete anymore of this form and instead speak to the SEN Casework Team by contacting 0300 123 2224.

If your child does not have an Education Health and Care Plan, but you believe there are important medical or special reasons why a place should be prioritised at the school, please detail this later in the form or by supplying additional documentation

Are you involved with the life and worship of a church

Yes  No

If you ticked **Yes**, please provide details of your Priest/Minister/Leader and explain the relationship on the appropriate 'Faith' Supplementary Information Form.

Is your child baptised/christened	If you ticked <b>Yes</b> , in which denomination
Yes <input type="checkbox"/> No <input type="checkbox"/>	

If you are applying for a Catholic school, please view the oversubscription criteria of the school to see what evidence is required. If you are including a copy of a Baptism or Christening certificate, please tick here to confirm this has been included with the application



Are either parents/carers members of staff at the school being applied for		Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>Will there be any siblings on roll at the school you are applying for <u>at the time the school place is required</u> (The sibling(s) must be resident at the same address)</b>			
		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Full name		Male <input type="checkbox"/>	Female <input type="checkbox"/>
Date of Birth	School allocated/attending		
<hr/>			
Full name		Male <input type="checkbox"/>	Female <input type="checkbox"/>
Date of Birth	School allocated/attending		
<hr/>			

### **Fair Access Criteria**

Please tick all boxes that apply to your application/child.

(Please note that ticking any of the boxes below does not guarantee a place at your preferred school. It will enable the Somerset Fair Access Protocol to be invoked should you be unable to secure a school place under the normal in year admission process)

<b>A</b>	Children either subject to a Child in Need Plan or a Child Protection Plan or having had a Child in Need Plan or a Child Protection Plan within 12 months at the point of being referred to the Protocol	<input type="checkbox"/>
<b>B</b>	Children living in a refuge or in other relevant accommodation at the point of being referred to the Protocol	<input type="checkbox"/>
<b>C</b>	Children from the criminal justice system	<input type="checkbox"/>
<b>D</b>	Children in alternative provision who need to be reintegrated into mainstream education or who have been permanently excluded but are deemed suitable for mainstream education	<input type="checkbox"/>
<b>E</b>	Children with special educational needs, disabilities or medical conditions (but without an Education, Health and Care plan)	<input type="checkbox"/>
<b>F</b>	Children who are carers	<input type="checkbox"/>
<b>G</b>	Children who are homeless	<input type="checkbox"/>
<b>H</b>	Children in formal kinship care arrangements (as evidenced by either a child arrangements order not relating to either birth parent or a special guardianship order)	<input type="checkbox"/>
<b>I</b>	Children of, or who are, Gypsies, Roma, Travellers, refugees and asylum seekers	<input type="checkbox"/>
<b>J</b>	Children who have been refused a school place on the grounds of their challenging behaviour and referred to the Protocol	<input type="checkbox"/>
<b>K</b>	Children for whom a place has not been sought due to exceptional circumstances	<input type="checkbox"/>
<b>L</b>	Children who have been out of education for four or more weeks where it can be demonstrated that there are no places available at any school within a reasonable distance of their home. (Not including children registered as Elective Home Educated)	<input type="checkbox"/>
<b>M</b>	Previously looked after children for whom the local authority has been unable to promptly secure a school place	<input type="checkbox"/>



## **Part 6 - Declaration**

I understand that applications must be made by the child's **legal parent/carer** and that by signing the declaration below I will be confirming my understanding of the information provided on this application form and that the information I have provided is correct. **I accept that the Admission Authority reserves the right to withdraw school places which have been obtained by providing incorrect or misleading information.**

I understand that it is the parent's responsibility to ensure that the Admission Authority receives the completed application form safely. I note that if posting my application it is recommended to send this by Special Delivery post, or obtain a proof of posting certificate, or a receipt from a County Hall Reception desk if my application is hand delivered.

I accept that where parents equally share parental responsibility and two applications are submitted for the same child, the Admission Authority will require the parents to agree which application is to be considered and which should be withdrawn. If parents cannot agree and there is no court order to determine majority responsibility, the preferences indicated by the parent who receives child benefit for the child concerned will be awarded a higher priority than those from the other parent.

I accept that the child's home address must be the place where the child permanently resides for the majority of the time. This would normally be at the same address as the person who has Parental Responsibility for the child and is their main carer. Where the child spends equal amounts of time with both carers, the Admissions Authority will consider the place of residence of the parent/carer who receives Child Benefit to be the child's home. Evidence of parental responsibility will be required should there be any doubt and the Admissions Authority may undertake thorough residency checks and reserves the right to request independent confirmation of the child's address.

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**This form must be signed and dated for it to be processed, if it is not then it will be returned.**

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**Signature of parent/carer**

**Date**

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## **Part 7 – Submitting your application form**

When you are satisfied that you have provided all the relevant information on your application form including proof of address and any necessary Supplementary Information Form(s), please ensure that you have signed the declaration above in Part 6 and then submit your completed application. Visit Somerset County Council website for information about where to send your application.

---

### **Notification regarding the processing of any personal data supplied in this form**

**Data Controller:** Somerset County Council (SCC)

**DPO contact:** [informationgovernance@somerset.gov.uk](mailto:informationgovernance@somerset.gov.uk)

**Purpose for processing:** The information that you give on this form will be used by the Council for the purpose of processing your application for a school place for your child.

**Legal basis for processing:** For parts 1 to 7: **By law:** The School Admissions Code 2014 which is statutory guidance for Local Authorities states that Local Authorities must provide a common application form that enables parents to express their preference for a place at any state funded school and Schedule 5 of the Deed of Development Consent. Obligations relating to Hinkley Point C, Somerset.

**Legitimate Interests:** For the prevention and detection of crime (Fraud Act 2006) and to help improve services. For part 8: Consent: we will only share your information with preferred schools if you indicate this, and you can withdraw your consent at any time.

**Data Sharing:** the personal data provided will be shared with early years settings, health authorities, schools, academies and free schools and may also be shared with other SCC service providers, the Department for Education, Somerset County Councils software supplier and School Appeal Panels. If you are applying for a school outside of Somerset it may be shared with other Local Authorities and schools and academies in their area. Data may be shared by schools with a private admissions provider. If you indicate you are moving to work at the Hinkley Point site; statistics will be shared with EDF Energy but no personal data will be shared. SCC will not disclose this information to any unauthorised person or body.

**Transfers abroad:** this data is held within the EU and is accessible by the approved application provider.

**Data Retention:** The personal data supplied on this form will be retained for as long as is necessary to meet our statutory requirements and legitimate interests and it will be disposed of in a manner appropriate to its sensitivity. **Your Rights:** You have the right to ask Somerset County Council for a copy of your data, the right to rectify or erase your personal data, and the right to object to processing.

However these rights are only applicable if the Council has no other legal obligation concerning that data. You also have the right to complain to the regulator, <https://ico.org.uk/>

**Consequences:** For parts 1 to 7: If you do not supply this information to us, we will not be able to process your application for a school place for your child.

For more information see [www.somerset.gov.uk/privacy](http://www.somerset.gov.uk/privacy)

This form can be made available in Braille or large type upon request.

## **IMPORTANT INFORMATION**

Moving school for whatever reason is a very important decision. It is a decision which can have significant negative effects and disruption, not only academically for example where research has shown that English and Maths results for pupils within Key Stage 2 can drop by around 12% with just one in year move, but also with their mental health. Leaving a school midway through a term or year can disrupt friendships as well as relationships with school staff and the wider community. Children who change schools may struggle with the transition process and find it hard to settle in or feel that they belong in a new school environment. Multiple moves can be particularly challenging, but even single moves, especially when associated with other factors, such as changes within a family like divorce, poor parental mental health etc, can affect a child's sense of belonging to a school as well as their confidence, self-esteem and attainment.

It is therefore suggested that a change of school is considered extremely carefully, and that all other options are explored before making the decision to apply for other schools.

The Local Authority would strongly advise you to:

- ▽ Discuss a potential move with your child's current school before taking the decision to apply for your child to attend another school.
- ▽ Visit or speak with all preferred schools before making applications.
- ▽ If you are moving to the area, consider applying for more than one school at a time to speed up the possibility of securing a school place.
- ▽ Submit an application form even if a school states they are full. All Local Authority schools have waiting lists and submitting an application for one of these schools will ensure your child is added to the waiting list for the school for the remainder of that academic year. Priority on the waiting list is determined by the schools oversubscription criteria.

The information requested in parts 8 and 9 is used solely for the purpose of identifying whether your child meets the criteria for consideration under the Somerset Fair Access Protocol and to assist the new school with planning for your child's admission. If the information does not allow for the application to be considered under the Fair Access Protocol then the information will not be used to determine whether or not to offer your child a place.

**Your application will be neither advantaged nor disadvantaged by completing these parts.**

**There is no statutory requirement to complete parts 8 and 9 however we would encourage you to consider sharing information about your child in an attempt to ensure a successful transition.**

Part 8 is to be completed by parent/carer and part 9 to be completed by current or previous school wherever possible.

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By signing I understand that any information provided in parts 8 and 9 will be shared with the school(s) for which I have submitted an application

---

Signature of parent/carer

Date

---

I give consent to the Admission Authority to obtain, on my behalf, the information contained in part 9, along with any other relevant information to establish if my application meets Somerset Fair Access Protocol

Tick to confirm consent





**Part 8 – Additional Information**

The information you supply will not be used when determining the outcome of your application. This information will be used for the purpose of assisting a new school when planning your child’s admission or for identification under the Somerset Fair Access Protocol.

Reason for leaving		
Permanently excluded <input type="checkbox"/>	Fixed term excluded <input type="checkbox"/>	Other (please provide details)
Why do you want your child to change school (Please continue on a separate sheet if needed)		

Have you discussed the reasons for applying with your child’s current school Yes <input type="checkbox"/> No <input type="checkbox"/>	
Who have you spoken with at your child’s current school	Date of meetings

Have any of the services below supported your child in the last 3 years (Please tick all that apply)

<input type="checkbox"/> Parent Family Support Advisor (PFSA)	<input type="checkbox"/> Access Casework/Liaison Officer
<input type="checkbox"/> Medical Tuition Services	<input type="checkbox"/> Educational Psychologist
<input type="checkbox"/> Behaviour Support Worker	<input type="checkbox"/> Sensory, Physical and Occupational Therapy Service
<input type="checkbox"/> Elective Home Education Services	<input type="checkbox"/> Traveller Education Service
<input type="checkbox"/> Autism Service	<input type="checkbox"/> Speech, Language and Communication Services
<input type="checkbox"/> Family Intervention Service	<input type="checkbox"/> Education Safeguarding/Attendance Service
<input type="checkbox"/> Children’s Social Care	<input type="checkbox"/> Child and Adolescent Mental Health Service

Other (Please specify)

Is your child regularly attending school Yes <input type="checkbox"/> No <input type="checkbox"/>	If you ticked <b>No</b> , is an Education Safeguarding Officer involved Yes <input type="checkbox"/> No <input type="checkbox"/>
Please explain why your child is not regularly attending school	

**Part 9 – Additional Information to be completed by your child’s current/previous school**

Please ask an appropriate member of staff at your child’s current school, for example the Headteacher or Head of Year to complete and sign this form. Please note there is no statutory requirement to complete this section.

The information you supply will be used for the purpose of assisting a new school when planning your child’s admission or for identification under the Somerset Fair Access Protocol.

Pupils name		Date of birth	Year group
Attendance (%)	Period covered	Date started at school	
Does the pupil have any special educational needs or disabilities		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Does the pupil have an Education health Care Plan		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Does the pupil have an Individual Education Plan or Pastoral Support Plan		Yes <input type="checkbox"/>	No <input type="checkbox"/>
What agencies, if any, are supporting the pupil or family			

Academic levels	Reading	Writing	Maths
Key Stage 1 or 2			
Key Stage 3	English	Maths	Science
Key Stage 4 subjects and options, please add in examining board, options and expected or target score	English	Maths	Science

Pupil strengths/interests/achievements

Pupil medical history/concerns/requirements

Is the pupil -	Yes/Outstanding	1	2	3	4	5	No/Poor
Academically confident							
Has stable peer relationships							
Well motivated							
Behaviour							

Any other important information or comments

Completed by	Position in school	Signature
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## Appendix D - Supplementary Information Forms (SIF)

### Supplementary Information Form (SIF) for: All Saints Church School

**Note:** The oversubscription criteria for the following Bath and Wells Multi Academy Trust schools include one or more faith criterion relating to the regular attendance at a Church or other place of worship: **All Saints Church School**, Ladies Walk, Montacute, Somerset, TA15 6XG.

This Supplementary Information Form (SIF) must be used where a parent/carer chooses to provide qualifying evidence in support of a School Admission Application for one of the above schools. In the event of the school applied for being oversubscribed with applications, the published oversubscription will be applied and all applications placed in ranked priority order. If, in these circumstances, a parent/carer would like a child in their care to be assessed against an applicable faith criterion, this SIF must be completed by the Vicar or Faith leader and signed and submitted by letter post or email directly to the school concerned before **15 January 2023**. Failure to submit a completed SIF by this deadline will mean that the relative faith criterion cannot be taken into account for the child concerned when prioritising admission applications at the preferred school. Where the parent/carer wishes qualifying evidence to be taken into account for more than one of the schools named above, a separate SIF must be completed for each school.

Please be aware that if this SIF is submitted by email, this is an open platform and not encrypted and therefore yours and your child's personal details may not be secure.

#### Part 1

This SIF relates to the School Admission Application Form submitted on behalf of:

<b>Child's DOB (date/month/year):</b>	<b>Child's Full Name:</b>
---------------------------------------	---------------------------

<b>School applied for:</b>	
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#### Part 2

<b>Name of Vicar or Faith Leader completing this SIF (print):</b>	
---	--

<b>Church or place of worship:</b>	
------------------------------------	--

#### Statement:

I confirm that the child named in Part 1 of this SIF has attended a service of Christian worship for which I am responsible at the place of worship named above, on at least one day per month and have done so for the six months immediately prior to the completion of this SIF and therefore qualifies the requirements of the appropriate faith criterion (**criterion number: 3 or 6**) contained in the Oversubscription Criteria published for the stated school.

NB In the event that during the period specified for attendance at worship the church 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 alternative premises have been available for public worship.

<b>Signed:</b>	<b>Date of signature:</b>
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**Supplementary Information Form (SIF) for:**  
**Churchfield Church School**

**Note:** The oversubscription criteria for the following Bath and Wells Multi Academy Trust schools include one or more faith criterion relating to the regular attendance at a Church or other place of worship: **Churchfield Church School**, Burnham Road, Highbridge, TA9 3JF

This Supplementary Information Form (SIF) must be used where a parent/carer chooses to provide qualifying evidence in support of a School Admission Application for one of the above schools. In the event of the school applied for being oversubscribed with applications, the published oversubscription will be applied and all applications placed in ranked priority order. If, in these circumstances, a parent/carer would like a child in their care to be assessed against an applicable faith criterion, this SIF must be completed by the Vicar or Faith leader and signed and submitted by letter post or email directly to the school concerned before **15 January 2023**. Failure to submit a completed SIF by this deadline will mean that the relative faith criterion cannot be taken into account for the child concerned when prioritising admission applications at the preferred school. Where the parent/carer wishes qualifying evidence to be taken into account for more than one of the schools named above, a separate SIF must be completed for each school.

Please be aware that if this SIF is submitted by email, this is an open platform and not encrypted and therefore yours and your child's personal details may not be secure.

**Part 1**

This SIF relates to the School Admission Application Form submitted on behalf of:	
<b>Child's DOB (date/month/year):</b>	<b>Child's Full Name:</b>
<b>School applied for:</b>	

**Part 2**

<b>Name of Vicar or Faith Leader completing this SIF (print):</b>	
<b>Church or place of worship:</b>	
<p><b>Statement:</b> I confirm that the child named in Part 1 of this SIF and/or their parent(s)/primary carer(s) has attended a service of Christian worship for which I am responsible at the place of worship named above, at least once per month and have attended consecutively for the previous twelve months immediately prior to the completion of this SIF and therefore qualifies the requirements of the appropriate faith criterion (<b>criterion number: 4</b>) contained in the Oversubscription Criteria published for the stated school.</p> <p>NB In the event that during the period specified for attendance at worship the church 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 alternative premises have been available for public worship.</p>	
<b>Signed:</b>	<b>Date of signature:</b>

**Supplementary Information Form (SIF) for:**  
**Holy Trinity Church School**

**Note:** The oversubscription criteria for the following Bath and Wells Multi Academy Trust schools include one or more faith criterion relating to the regular attendance at a Church or other place of worship: **Holy Trinity Church School**, Lime Tree Avenue, Yeovil, BA20 2PW.

This Supplementary Information Form (SIF) must be used where a parent/carer chooses to provide qualifying evidence in support of a School Admission Application for one of the above schools. In the event of the school applied for being oversubscribed with applications, the published oversubscription will be applied and all applications placed in ranked priority order. If, in these circumstances, a parent/carer would like a child in their care to be assessed against an applicable faith criterion, this SIF must be completed by the Vicar or Faith leader and signed and submitted by letter post or email directly to the school concerned before **15 January 2023**. Failure to submit a completed SIF by this deadline will mean that the relative faith criterion cannot be taken into account for the child concerned when prioritising admission applications at the preferred school. Where the parent/carer wishes qualifying evidence to be taken into account for more than one of the schools named above, a separate SIF must be completed for each school.

Please be aware that if this SIF is submitted by email, this is an open platform and not encrypted and therefore yours and your child's personal details may not be secure.

**Part 1**

This SIF relates to the School Admission Application Form submitted on behalf of:	
<b>Child's DOB (date/month/year):</b>	<b>Child's Full Name:</b>
<b>School applied for:</b>	

**Part 2**

<b>Name of Vicar or Faith Leader completing this SIF (print):</b>	
<b>Church or place of worship:</b>	
<p><b>Statement:</b> I confirm that the child named in Part 1 of this SIF and/or their parent(s)/primary carer(s) has regularly attended Holy Trinity Church, another Church or place of Christian worship which is a member of 'Churches Together In England'. Regular attendance is defined as 'at least once per month for a minimum of two years immediately prior to the completion of this SIF and therefore qualifies the requirements of the appropriate faith criterion (<b>criterion number: 3</b>) contained in the Oversubscription Criteria published for the stated school.</p> <p>NB In the event that during the period specified for attendance at worship the church 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 alternative premises have been available for public worship.</p>	
<b>Signed:</b>	<b>Date of signature:</b>



**Supplementary Information Form (SIF) for:**  
**Shepton Beauchamp Church School**

**Note:** The oversubscription criteria for the following Bath and Wells Multi Academy Trust schools include one or more faith criterion relating to the regular attendance at a Church or other place of worship: **Shepton Beauchamp Church School**, Church Street, Ilminster TA19 0LQ.

This Supplementary Information Form (SIF) must be used where a parent/carer chooses to provide qualifying evidence in support of a School Admission Application for one of the above schools. In the event of the school applied for being oversubscribed with applications, the published oversubscription will be applied and all applications placed in ranked priority order. If, in these circumstances, a parent/carer would like a child in their care to be assessed against an applicable faith criterion, this SIF must be completed by the Vicar or Faith leader and signed and submitted by letter post or email directly to the school concerned before **15 January 2023**. Failure to submit a completed SIF by this deadline will mean that the relative faith criterion cannot be taken into account for the child concerned when prioritising admission applications at the preferred school. Where the parent/carer wishes qualifying evidence to be taken into account for more than one of the schools named above, a separate SIF must be completed for each school.

Please be aware that if this SIF is submitted by email, this is an open platform and not encrypted and therefore yours and your child's personal details may not be secure.

**Part 1**

This SIF relates to the School Admission Application Form submitted on behalf of:	
<b>Child's DOB (date/month/year):</b>	<b>Child's Full Name:</b>
<b>School applied for:</b>	

**Part 2**

<b>Name of Vicar or Faith Leader completing this SIF (print):</b>	
<b>Church or place of worship:</b>	
<p><b>Statement:</b> I confirm that the child named in Part 1 of this SIF and/or their parent(s)/primary carer(s) is a practicing Christian or a member of another faith who attends a registered place of worship at least once per month for the six months immediately prior to the completion of this SIF and therefore qualifies the requirements of the appropriate faith criterion (<b>criterion number: 3</b>) contained in the Oversubscription Criteria published for the stated school.</p> <p>NB 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.</p>	
<b>Signed:</b>	<b>Date of signature:</b>

**Supplementary Information Form (SIF) for:**  
**St John & St Francis Church School**

**Note:** The oversubscription criteria for the following Bath and Wells Multi Academy Trust schools include one or more faith criterion relating to the regular attendance at a Church or other place of worship: **St John & St Francis Church School**, Westonzoyland Road, Bridgwater, TA6 5BP.

This Supplementary Information Form (SIF) must be used where a parent/carer chooses to provide qualifying evidence in support of a School Admission Application for one of the above schools. In the event of the school applied for being oversubscribed with applications, the published oversubscription will be applied and all applications placed in ranked priority order. If, in these circumstances, a parent/carer would like a child in their care to be assessed against an applicable faith criterion, this SIF must be completed by the Vicar or Faith leader and signed and submitted by letter post or email directly to the school concerned before **15 January 2023**. Failure to submit a completed SIF by this deadline will mean that the relative faith criterion cannot be taken into account for the child concerned when prioritising admission applications at the preferred school. Where the parent/carer wishes qualifying evidence to be taken into account for more than one of the schools named above, a separate SIF must be completed for each school.

Please be aware that if this SIF is submitted by email, this is an open platform and not encrypted and therefore yours and your child's personal details may not be secure.

**Part 1**

This SIF relates to the School Admission Application Form submitted on behalf of:	
<b>Child's DOB (date/month/year):</b>	<b>Child's Full Name:</b>
<b>School applied for:</b>	

**Part 2**

<b>Name of Vicar or Faith Leader completing this SIF (print):</b>	
<b>Church or place of worship:</b>	

**Statement (Please delete or cross through incorrect statement):**

I confirm that the child named in Part 1 of this SIF and/or their parent(s)/primary carer(s) has attended a service of worship at St John's Church or St Francis Church at least once per month for the six months immediately prior to the completion of this SIF and therefore qualifies the requirements of the appropriate faith criterion (**criteria number: 3**) contained in the Oversubscription Criteria published for the stated school.

**OR**

I confirm that the child named in Part 1 of this SIF and/or their parent(s)/primary carer(s) has attended a service of worship at a Christian Church within the parishes of St John & St Francis at least once per month for the six months immediately prior to the completion of this SIF and therefore qualifies the requirements of the appropriate faith criterion (**criteria number: 4**) contained in the Oversubscription Criteria published for the stated school.

NB In the event that during the period specified for attendance at worship the church 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 alternative premises have been available for public worship.

**Signed:**

**Date of signature:**

**Supplementary Information Form (SIF) for:**  
**St Mary and St Peters Church School**

**Note:** The oversubscription criteria for the following Bath and Wells Multi Academy Trust schools include one or more faith criterion relating to the regular attendance at a Church or other place of worship: **St Mary and St Peters Church School**, Copse Lane, Ilton, Ilminster, Somerset, TA19 9EX.

This Supplementary Information Form (SIF) must be used where a parent/carer chooses to provide qualifying evidence in support of a School Admission Application for one of the above schools. In the event of the school applied for being oversubscribed with applications, the published oversubscription will be applied and all applications placed in ranked priority order. If, in these circumstances, a parent/carer would like a child in their care to be assessed against an applicable faith criterion, this SIF must be completed by the Vicar or Faith leader and signed and submitted by letter post or email directly to the school concerned before **15 January 2023**. Failure to submit a completed SIF by this deadline will mean that the relative faith criterion cannot be taken into account for the child concerned when prioritising admission applications at the preferred school. Where the parent/carer wishes qualifying evidence to be taken into account for more than one of the schools named above, a separate SIF must be completed for each school.

Please be aware that if this SIF is submitted by email, this is an open platform and not encrypted and therefore yours and your child's personal details may not be secure.

**Part 1**

This SIF relates to the School Admission Application Form submitted on behalf of:	
<b>Child's DOB (date/month/year):</b>	<b>Child's Full Name:</b>
<b>School applied for:</b>	

**Part 2**

<b>Name of Vicar or Faith Leader completing this SIF (print):</b>	
<b>Church or place of worship:</b>	
<p><b>Statement:</b> I confirm that the child named in Part 1 of this SIF and/or their parent(s)/primary carer(s) is a practicing Christian or a member of another faith who attends a registered place of worship at least once per month for the six months immediately prior to the completion of this SIF and therefore qualifies the requirements of the appropriate faith criterion (<b>criterion number: 3</b>) contained in the Oversubscription Criteria published for the stated school.</p> <p>NB 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.</p>	
<b>Signed:</b>	<b>Date of signature:</b>

**Supplementary Information Form (SIF) for:**  
**St Vigor and St John Church School**

**Note:** The oversubscription criteria for the following Bath and Wells Multi Academy Trust schools include one or more faith criterion relating to the regular attendance at a Church or other place of worship: **St Vigor & St John Church School**, Wells Road, Chilcompton, Radstock, BA3 4EX.

This Supplementary Information Form (SIF) must be used where a parent/carer chooses to provide qualifying evidence in support of a School Admission Application for one of the above schools. In the event of the school applied for being oversubscribed with applications, the published oversubscription will be applied and all applications placed in ranked priority order. If, in these circumstances, a parent/carer would like a child in their care to be assessed against an applicable faith criterion, this SIF must be completed by the Vicar or Faith leader and signed and submitted by letter post or email directly to the school concerned before **15 January 2023**. Failure to submit a completed SIF by this deadline will mean that the relative faith criterion cannot be taken into account for the child concerned when prioritising admission applications at the preferred school. Where the parent/carer wishes qualifying evidence to be taken into account for more than one of the schools named above, a separate SIF must be completed for each school.

Please be aware that if this SIF is submitted by email, this is an open platform and not encrypted and therefore yours and your child's personal details may not be secure.

**Part 1**

This SIF relates to the School Admission Application Form submitted on behalf of:	
<b>Child's DOB (date/month/year):</b>	<b>Child's Full Name:</b>
<b>School applied for:</b>	

**Part 2**

<b>Name of Vicar or Faith Leader completing this SIF (print):</b>	
<b>Church or place of worship:</b>	
<p><b>Statement:</b> I confirm that the child named in Part 1 of this SIF and/or their parent(s)/primary carer(s) is a practicing Christian or a member of another faith who has attended a registered place of worship at least a registered place of worship at least once within the past 12 months immediately prior to the completion of this SIF and therefore qualifies the requirements of the appropriate faith criterion (<b>criterion number: 3</b>) contained in the Oversubscription Criteria published for the stated school.</p> <p>NB 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.</p>	
<b>Signed:</b>	<b>Date of signature:</b>