The Bishop Wand Church of England School
Admissions Criteria, September 2017

The Governing Body has responsibility for admissions at the School and in the School year beginning September 2017 will admit 180 students to Year 7.

Governors will give top priority to Looked after Children and Previously Looked after Children. Children with a statement of special educational need naming The Bishop Wand School are automatically given a place at the School.

The Bishop Wand Church of England School operates an equal preference system. In the event of over subscription the governors will apply the following criteria in numerical order.

**Criterion 1**
**Looked after and Previously Looked after Children**

Children who are registered as being in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989(a) eg. fostered or living in a children’s home, at the time of application; and

Children who have previously been in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989(a) and who have left that care through adoption, a child arrangements order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Families Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989)

**Criterion 2**
**Children of practising members of The Church of England who live within the Catchment**

‘Practising’ to be evidenced by at least 1 parent/carer and/or child, who is a worshipping member of The Church of England community at least monthly for a continuous period of 12 months prior to application as agreed by the incumbent.

**Criterion 3**
**The applicant has siblings\(^1\) who are still on roll at the School at the time of application**

\(^1\) A sibling will be considered to be a brother or sister (that is, another child of the same parents, whether living at the same address or not), a half-brother or half-sister or a step-brother or step-sister or an adoptive or foster sibling, living at the same address.

**Criterion 4**
**Children of practising members of other Christian churches\(^2\) who live within the Catchment**

‘Practising’ to be evidenced by at least 1 parent/carer and or child, who is a worshipping member of the Christian community at least monthly for a continuous period of 12 months prior to application as agreed by the church leader.

\(^2\) Christian Churches means churches affiliated to ‘Churches Together in Britain and Ireland’, ‘Evangelical Alliance’ or the equivalent ecumenical partnership in the Spelthorne, Hampton or Hounslow Deaneries

**Criterion 5**
**Children of practising members of other World faiths\(^3\) who live within the Catchment**

‘Practising’ to be evidenced by at least 1 parent/carer and or child who is a worshipping member of the faith community at least monthly for a continuous period of 12 months prior to application as agreed by the faith leader.

\(^3\) World Faiths mean Bahai, Buddhism, Hinduism, Islam, Judaism, and Sikhism

**Criterion 6**
**Any other applicant who live within the Catchment**

**Criterion 7**
**Children of practising members of The Church of England who live outside the Catchment**

‘Practising’ to be evidenced by at least 1 parent/carer and or child, who is a worshipping member of The Church of England community at least monthly for a continuous period of 12 months prior to application as agreed by the incumbent.
Criterion 8
Children of practising members of other Christian churches who live outside the Catchment

‘Practising’ to be evidenced by at least 1 parent/carer and or child, who is a worshipping member of the Christian community at least monthly for a continuous period of 12 months prior to application as agreed by the church leader.

2 Christian Churches means churches affiliated to ‘Churches Together in Britain and Ireland’, ‘Evangelical Alliance’ or the equivalent ecumenical partnership in the Spelthorne, Hampton or Hounslow Deaneries

Criterion 9
Children of practising members of other World faiths who live outside the Catchment

‘Practising’ to be evidenced by at least 1 parent/carer and or child who is a worshipping member of the faith community at least monthly for a continuous period of 12 months prior to application as agreed by the faith leader.

3 World Faiths mean Bahai, Buddhism, Hinduism, Islam, Judaism, and Sikhism

Criterion 10
Any other applicant who lives outside the Catchment

The Catchment

The catchment area is defined as the Borough of Spelthorne, the London Borough of Richmond (north of the Thames) and the Feltham, Hanworth and Bedfont parishes in the London Borough of Hounslow. To determine whether you live within the catchment area please visit the School website or contact the School.

Admissions Process

In determining admission to the School the Governing Body will use the following process:

- In the first instance criterion 2 and criterion 4 to 6 will be applied to all applicants living in the catchment area as defined above. Siblings as determined by criterion 3 will be considered regardless of where they live. Applicants applying under criterion 2, 4 or 5 will need to complete a Supplementary Information and Priest/Minister/Faith Leader Reference Form and submit to the School as part of the application process.

- Once all applicants living in the catchment area and siblings as determined by criterion 3 have been considered, criterion 7 to 10 will be applied to those living outside the catchment area as defined above. Applicants applying under criterion 7, 8 or 9 will need to complete a Supplementary Information and Priest/Minister/Faith Leader Reference Form and submit to the School as part of the application process.

- If there are fewer places than applicants in criteria 2 to 10 those living nearest to the School will be given priority. The distance is measured in a straight line from the address point of the pupil’s house, as set by Ordnance Survey, to the School. This is calculated using the Admission and Transport Team’s Geographical Information System. Where two or more applicants share priority for a place, eg where two applicants live equidistant from the School, Governors will draw lots to determine which applicant should be given priority.

Twins, Triplets or Children from other Multiple Births

If a final place at school is going to be offered to a child who is one of twins, triplets or multiple births, Governors will draw lots to determine which child should be given priority. If twins, triplets and so on are at the top of the waiting list and only one place is available, the other sibling(s) will remain at the top of the waiting list until they can be offered a place, even if another child moves into the area with a higher priority in Criterion 2 to 6. Please note that in all circumstances applications in respect of Looked after Children and Previously Looked after Children will take absolute priority.

Waiting List

A waiting list of unsuccessful applicants will be compiled and ranked according to the published criteria. This waiting list will be dissolved on 31st July following the September entry to which this list applies.
**Late Applications**

For secondary School transfer from primary school into Year 7, applications received after the published closing date will be considered in accordance with the home Local Authority’s co-ordinated admission scheme.

**In-Year Admissions**

Applications for In-Year admissions will be made directly to the School. If a place is available and there is no waiting list then the School will communicate the governors’ offer of a place to the family. If more applications are received than there are places available then applications will be ranked by the governing body in accordance with the oversubscription criteria. If a place cannot be offered at this time then you may ask us for the reasons and you will be informed of your right of appeal. You will be offered the opportunity of being placed on a waiting list. This waiting list will be maintained by the governing body in the order of the oversubscription criteria and not in the order in which the applications are received. Names are removed from the list at the end of each academic year. When a place becomes available the governing body will decide who is at the top of the list and inform the parent/carer if the school is in a position to make an offer.

**Admission into Sixth Form**

There will be 200 places available for allocation across Years 12 and 13 and priority will be given to those applicants already attending The Bishop Wand Church of England School provided that they have the necessary academic standard relative to the courses applied for, as stipulated in the Sixth Form Prospectus.

However, of the 200 places available 15 places will be available for external candidates in Years 12 and 15 in 13 and applicants who are not already at the School will be allocated places provided that they have the necessary academic standard relative to the course applied for, as stipulated in the Sixth Form Prospectus and according to the same criteria as those applying for places in Year 7.

**Right of Appeal**

If the applicant does not receive the offer of a place at the School there is a right of appeal to the Independent Appeal Committee details of which can be obtained from the School or the Surrey County Council Appeals Service.