



Admissions Policy for Central CE Academy 2018-19

The Diocese of Chichester Academy Trust is the admission authority for the academy. The trust delegates admission decisions to the Central CE Academy Local Governing Body [LGB] who are responsible for admissions to Central CE Academy and have agreed with West Sussex County Council to admit up to 90 pupils each September.

As part of the Diocese of Chichester, the Trust is a Church of England academy. It is therefore expected that all parents/carers making applications for a place for their child will actively support the Christian ethos of the academy.

When there are more applicants than places available, the LGB will admit pupils according to the criteria below, which are in order of priority:

1. Looked after children, or previously looked after children who ceased to be so because they were adopted (or became subject to a residency order or special guardianship order).
2. Other children who have a sibling*** in the academy at the time of admission.
3. Other children who live in the Parishes of Chichester and whose parents/carers are regular* worshipping members of a Christian church.**
4. Other children who live in the Parishes of Chichester.
5. Other children who live in the Deanery of Chichester, and whose parents are regular* worshipping members of a Christian church.**
6. Other children who live in the Deanery of Chichester.
7. Other children who live beyond the Deanery of Chichester and whose parents are regular* worshipping members of a Christian church.**
8. Other children.

*Regular' is defined as attendance at church twice monthly or more, for one year.

**Christian church is defined as one that is a full member of the Churches Together in Britain and Ireland, or the Evangelical Alliance.

For all applications made under criteria 3, 5 and 7, the parent/carer must complete and return to the academy a 'supplementary information form' supporting their application by the closing date for applications.

***A sibling is a full, half or step brother or sister living permanently in the same household, including an adoptive or foster brother or sister.

When deciding between applicants who have equal entitlement under the above criteria, the following priorities will be used:

- a. children whose parents/carers apply for admission on grounds of significant medical or psychological reasons that are supported by appropriate written medical or psychological evidence.
- b. children who live nearest to the academy in a straight line. This will be measured from the academy to home address using Ordnance Survey address data.

Tie Breaker

In the event of two applications for a place being equal, the allocation of the place will be by random allocation, overseen by a person independent of the academy and the Trust.

Children refused a place can, at their parent/carer's request, be put on a waiting list where priorities will also be determined by the criteria set out above. Children are kept on this list until December 31st at the earliest and for a maximum of six months.

Late applications are considered after applications received by the specified deadline.

The Parishes of Chichester are:-

- St George in Donnington
- St George in Whyke
- St Pancras
- St Paul
- St Wilfrid
- and the Cathedral Close.

Maps showing the boundary of the Parishes of Chichester and the Deanery of Chichester can be inspected at the academy.

Reference to parents/carers includes legal guardians and includes either both parents or a sole parent, and where only one of two parents satisfies the criterion, the application will be treated equally with applications where the criterion is satisfied by both parents.

Parents/carers whose children are not offered an academy place are entitled to appeal to an independent Admission Panel under the provision of the Academy Standards and Framework Act (amended by the Education Act 2002).

Parents/carers wishing to appeal should do so in writing to the Clerk to the Appeal, via the academy, within 21 days from the notification of the decision not to admit.

Children attending Rumboldswyke Infant and Lancastrian Infant schools will receive application forms from WSCC direct.

All other applicants may request forms directly from Central CE Academy or from West Sussex Pupil Admissions Office, who may be contacted on 01903 839207.

NB: Failure to complete a form may result in a place not being offered if the academy is oversubscribed with children of parents/carers who have completed an application form.