



**ROSH PINAH PRIMARY SCHOOL
GLENGALL ROAD
EDWARE MIDDX HA8 8TE
020 8958 8599**

Admissions Criteria for Reception Year 2017

The Rosh Pinah Primary School is a Scopus Jewish Day School. The religious character of the School is that of Modern Orthodox Judaism, as described in more detail in the statement of the School's ethos which can be found on the school's website. We ask all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the right of the parents who are not of the faith of the school to apply for and be considered for a place here.

The school is unable to offer places to children without an application to the London Borough of Barnet. The School's own certificate of Religious Practice (CRP) must be completed and submitted to the school. Eligibility is determined by reference to information contained in the CRP.

If a CRP is not provided and signed by the applicant's parent or guardian the application will not be considered.

In order to make an application to the school you will need to complete and return to your Local Education Authority, a Co-ordinated Application Form under the Co-ordinated Admissions Scheme (CAF) and return to the School office, the School's Certificate of Religious Practice (CRP) and the School's Supplementary Information Form (SIF).

The School's criteria give preference to those applicants with 6 points on the CRP ranked in order of date of confirmed application by Rosh Pinah Primary School. In the event of over-subscription, the over-subscription criteria give preference to children who have attained and verified six (6) points on the School's Certificate of Religious Practice (CRP).

It is important to understand that places will be offered in accordance with the co-ordinated admissions scheme and not by the School. The School will admit 60 children to the Reception Year. The School is unable to offer places to children without an application to the London Borough of Barnet. The School's own certificate of Religious Practice (CRP) and Supplementary Information Form (SIF) must be completed and submitted to the school by the closing date 15th January 2017. The Local Authority's form (CAF) must be returned to the Local Authority by 15th January 2017. Eligibility is determined by reference to information contained in the CRP.

There is NO Guarantee or right to a place in the Reception year following attendance at the Rosh Pinah Nursery.

Incomplete applications will not be considered.

Application Process:

In order to make an application to the School you will need to complete and return to your Local Education Authority, a Co-ordinated Application Form under the Co-ordinated Admissions Scheme (CAF), and return to the School office, the School's Certificate of Religious Practice (CRP) and the School's Supplementary Information Form (SIF) by 15th January 2017 .

Pupils with a Statement of Special Educational Needs: Children with a statement of special educational needs (or an Education, Health and Care plan) which names the school will be admitted.

This procedure is run by the Local Authority and if a child with a statement of special educational needs (or an Education, Health and Care plan) is placed in the school via the Local Authority before the normal admission offers are made, the number of places may be reduced.

The over-subscription criteria gives preference to children who have attained and verified six (6) points on the School's Certificate of Religious Practice (CRP).

In the event of over-subscription, places will be offered in accordance with the following criteria:-

1. Looked after or previously Looked after children, who ceased to be Looked after because they were adopted (or became subject to a residence order or special guardianship order) with 6 points on the CRP. "Looked after" children is defined by reference to footnote 16 to paragraph 1.7 of the Admissions Code.
2. Those applicants with Siblings already at the School and the Sibling(s) is/are due to continue to attend the School after the applicant enters the School, who have 6 points on the CRP.
3. Children of staff, where the member of staff has been employed by the School for longer than 2 or more years at the time at which the application for admission to the school is made, who have 6 points on the CRP.
4. Applicants with 6 points on the CRP whose primary residence is nearest to the School's main gate measured as set out in the Guidance Notes.

If there are any places remaining then the following criteria will be applied.

5. Those looked after or previously Looked after children, who ceased to be Looked after because they were adopted (or became subject to a residence order or special guardianship order) with 3 points on the CRP. "Looked after" children is defined by reference to footnote 16 to paragraph 1.7 of the Admissions Code
6. Those applicants with Siblings already at the School and the sibling(s) is/are due to continue to attend the School after the applicant enters the School, who have 3 points on the CRP.

7. Those applicants with 3 points on the CRP whose primary residence is nearest to the School's main gate measured as set out in the Guidance Notes.

If there are any places remaining they will be allocated as follows:

8. Those looked after or previously Looked after children, who ceased to be Looked after because they were adopted (or became subject to a residence order or special guardianship order) not of faith. "Looked after" children is defined by reference to footnote 16 to paragraph 1.7 of the Admissions Code.
9. Those applicants with Siblings already at the school and the Sibling(s) is/are due to continue to attend the School after the applicant enters the School, not of faith.
10. Those applicants not of faith whose primary residence is nearest to the School's main gate measured as set out in the Guidance Notes.

Once all available places have been allocated, a waiting list will be held. The following criteria will be applied to the waiting list:

- a) First priority to those applicants with SIX (6) points on the CRP who have a Sibling already at the School and the Sibling(s) is/are due to continue to attend the School during the School's academic year, ranked in order of the shortest to the furthest distance between the applicant's primary residence and the School's main gate measured as set out in the Guidance Notes.
- b) Second priority to those applicants with SIX (6) points on the CRP, ranked in order of the shortest to the furthest distance between the applicant's primary residence and the School's main gate measured as set out in the Guidance Notes.
- c) Third priority to those applicants with THREE (3) points on the CRP who have a Sibling already at the School and the Sibling(s) is/are due to continue to attend the School during the School's academic year, ranked in order of the shortest to the furthest distance between the applicant's primary residence and the School's main gate measured as set out in the Guidance Notes.
- d) Fourth priority to those applicants with THREE (3) points on the CRP, ranked in order of the shortest to the furthest distance between the applicant's primary residence and the School's main gate measured as set out in the Guidance Notes.
- e) Fifth priority to those applicants of no faith who have a Sibling already at the School and the Sibling(s) is/are due to continue to attend the School during the School's academic year, ranked in order of the shortest to the furthest distance between the applicant's primary residence and the School's main gate measured as set out in the Guidance Notes.
- f) Sixth priority to those applicants of no faith, ranked in order of the shortest to the furthest distance between the applicant's primary residence and the School's main gate measured as set out in the Guidance Notes.

Please see Guidance Notes for further clarification.

Guidance Notes:

“Primary residence” means the address which the child lives at during the school week. In cases of split residence it means the address at which the child spends most nights during the week. Subject to this definition the school applies the rules and criteria of Barnet LBB, as set out in Barnet’s applicable guide to school admissions. Proof of residence is required before the offer of a place is confirmed.

“Siblings” includes half-siblings, step-siblings and adopted siblings, whether or not they live at the same address. It does not include more distant relations who live at the same address.

“School” means Rosh Pinah Primary School, i.e. for children from Reception to Year 6.

Distance Measurement: All distances to be measured hereunder will be measured by the shortest route using the London Borough of Barnet’s School’s Admissions team measurement tool.

Tie Break: If the number of applicants in any category exceeds the number of places available, places will be offered according to the distance of the child’s primary residence from the School’s main gate. If two or more applicants have equal priority, having met all the criteria, and there is no difference in distance as electronically measured, the offer of a place will be the subject of a random allocation by lottery observed by an independent person.

Pupils with a Statement of Special Educational Needs: The admission of pupils with a Statement of Special Educational Needs (or an Education, Health and Care plan) is dealt with by a completely separate procedure and outside of the normal admissions round. Details of this separate procedure are set out in the *Special Education Needs Code of Practice*. This procedure is run by the Local Authority and if a child with a Statement is placed in the school via the Local Authority before the normal admission offers are made, the number of places may be reduced.

Multiple Births: When the oversubscription criteria are applied to applications made on behalf of twins or other multiple births, the London Borough of Barnet will select in a random order and places will be offered accordingly. This could result in one (or more) children in a family being offered a place but no other(s). Where relevant, the remaining child/ren would be retained automatically on the waiting list and would have priority should any vacancies arise at the school.

Waiting List: To be on the waiting list, the CAF, SIF and CRP must have been completed and returned to Barnet and the School as indicated. The waiting list will be kept in ranked order as prescribed by the criteria set out above. In other words applicants with 6 points on the CRP will have priority to those with 3 points on the CRP. Those with 3 points on the CRP will have priority over other applicants on the waiting list. Within each category the distance criteria described above will apply. The school will hold the waiting list until the last day of the School’s academic year 2017/18. If a place becomes available after being refused by an applicant, it shall be offered to the next applicant on the waiting list.

Appeals: Parents have the right to appeal against the refusal to admit a child to the School. This should be done in writing to the Clerk to the Appeals Committee at the School and received within 20 School Days from the date of notification of an unsuccessful application. Further Details regarding the appeals process can be found on the school website.

In Year Fair Access: The Admissions Forum may require the school to admit a child exceptionally, either outside the normal admissions arrangements or in excess of the published admission limit, in order to protect the interests of vulnerable children and those with challenging behaviour. These pupils will be shared between school in ways that are fair, objective and transparent.

Mid-Year Admissions: The School is generally heavily over-subscribed. However applications can be made at any time (please see separate criteria and CRP application form on the School website) and there is an appeals procedure if it has not been possible to offer a place at that time. This should be done in writing to the Clerk to the Governors within three weeks of the notification of the refusal of a place.

Change of Address: If the offer has been made on a geographical basis; it is conditional upon your still being resident at the application address at the beginning of the Autumn Term 2017 and may be withdrawn if you move further away from the School.

Errors: If an offer has been made as a result of a processing error, or on the basis of incorrect information, it will be withdrawn.

