



St John of Jerusalem  
Church of England Primary School

# **Governors' Admissions Policy**

**September 2026 – July 2027**

## **Our School Vision and Values**

Our Christian faith underpins the life of the school, and through God's enduring love, we create a nurturing and caring environment where our pupils develop in body, mind and spirit. Through love, patience and kindness, our children are encouraged to learn and grow together to realise their full potential.

**"I can do all things through Him who strengthens me."**

Philippians 4:13

**Through our School Values, we foster:**

**The Love of learning,**

**love for one another and**

**love for God**

St John of Jerusalem Church of England Primary School has a distinctive Christian character and ethos and provides an inclusive, caring and supportive environment where children learn and flourish. This is driven by our school's distinctive Christian vision.

St John of Jerusalem COE School in the parish of South Hackney (Diocese of London) will admit the following numbers of children each year:

1. A total of 25 places in the Nursery Class
2. A total of 30 children in the Reception Class
3. There will be one intake per year

**The admission numbers and admission dates were agreed upon in consultation with the Local Authority. All children who attend the nursery will be required to complete an application form, as there is no automatic transfer from the Nursery to Reception.**

#### **Admission criteria for oversubscribed classes**

In the event that the school is oversubscribed in any one-year group, the Governor's Admissions Committee will apply the following criteria in order of priority to reach a decision about a child's admission to the school:

#### **Children with an Education, Health and Care Plan**

Children for whom the school has been named in an Education, Health and Care Plan (EHCP) will be admitted to the school and will count against the planned admission number.

01. A looked-after child or a child who was previously looked after. Previously looked after children are children who were looked after, including children in state care outside of England, but ceased to be so because they were adopted (or became subject to a child arrangement order or special guardianship orders). A looked-after child is a child who is (a) in the care of a local authority or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see definition in section 22 (1) of the Children Act 1989)
02. Children whose Parent/s or Carer/s\* are regular worshippers (at least once every three weeks, for one year) at St John of Jerusalem Church.
03. Children who have siblings\*\* attending St John of Jerusalem CE Primary School and will continue to do so at the time of attendance.
04. Children whose Parent/s or Carer/s\* are regular worshippers (at least once every three weeks, for one year) at Hackney Church (St John at Hackney), St Barnabas Church, St Michaels and All Hallows Church, St John on Bethnal Green and St James- the-Less Church and for whom this is their nearest church school.
05. Children whose Parent/s or Carer/s\* are regular worshippers (at least once every three weeks, for one year) at a listed member of Churches Together in England. The distance will be measured in a straight line from the child's home address (including flats) to the school's main entrance (on Primrose Square), using the Local Authority's computerised measuring system. Those living closer to the school will receive a higher priority and for whom this is their nearest church school.
06. Children whose Parent/s or Carer/s\* are regular worshippers (at least once every three weeks, for one year) of major world faiths and for whom this is their nearest church school.
07. Children who do not meet the criteria.

## Notes

In the event of over-subscription in all the above criteria, the distance from home to the school will determine the child's admission. The distance will be measured in a straight line from the child's home address (including flats) to the school's main entrance, on Primrose Square, using the Local Authority's computerised measuring system. Those living closer to the school will receive the higher priority. If two applicants live the same distance, the allocation will be determined by lottery, which will be carried out by the Admissions Committee in the presence of an independent witness.

If you are making your admissions application in relation to criteria points 2, 4, 5, and 6, please ensure you provide the Supplementary Information Form (SIF) as confirmation of Church/other faith membership duly signed by your Vicar, Pastor or Religious Leader.

Any child who attends a place of worship will only be considered if the admission authority can satisfy themselves that the faith leader supports the applicant as someone who is regarded as a committed member of the faith and has confirmed regular worship on the Supplementary form. Should the form not be received by the school office within the same deadline as the admissions form, this will reduce the possibility of the child's admission being accepted.

## Waiting list

The school maintains a waiting list, and children are ranked on the list in accordance with the school's oversubscription criteria. The list is maintained by the Local Authority for one term, after which it will be maintained by the school. We will contact you on a regular basis to enquire whether you want your child to remain on the waiting list.

## Explanation of terms used in the document

### Multiple Births

If only one place is available for more than one child, who are twins or of multiple births within the same family, the Governing Body will establish if the school is able to admit above numbers. If this is not possible, the allocation of the place will be determined by lottery, which will be carried out by the Admissions Committee in the presence of an independent witness.

### Oversubscription Criteria

\*Parent/Carer – A parent or carer is any person who has parental responsibility for or is the legal guardian of the child. Where admission arrangements refer to "parents' attendance at church", it is sufficient for just one parent to attend.

\*\*Siblings refers to brother or sister, half brother or sister, adopted brother or sister, stepbrother or sister, or the child of the parent or carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

## The Process for Requests for Admission out of the Normal Age Range

- Parents/carers may wish to provide evidence to support your request from relevant professionals working with your child/family that demonstrate why it is in your child's best interest to be placed outside their normal age-appropriate cohort.
- *Please note:* Before deciding on admission on an end-of-year transfer the Governors Admission Committee will consider any evidence from professionals (letter or report), and infant class size capacity. A decision will be made on a case-by-case basis in the child's best interest.

### **Deferred Entry**

- Parents who wish to defer their child's place into the reception class or for their child to attend part-time until later in the year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year should refer to the guidance in "Hackney's Primary Schools" Admissions Guide for Parents available at <https://education.hackney.gov.uk>

### **In Year Application Process**

- In-Year Applications are made to Hackney Education in accordance with the In-Year scheme of coordination. The governing body decides which children can be offered places. If there is a waiting list, then applications will be ranked by the Governing Body in accordance with the oversubscription criteria and offers made by Hackney Education on behalf of the governing body.