A guide for parents and carers on applying for a primary school place for the school year 2016–2017

If your child was born between 1 September 2011 – 31 August 2012 you need to apply for a school place by 15 January 2016.

www.bristol.gov.uk/schooladmissions
Bristol primary schools location map
Can be download from here: www.bristol.gov.uk/primaryadmissions
Selecting the school you would prefer your child to attend is an important and sometimes difficult decision. This booklet provides you with information to help you make your decision and guides you to sources of further information.

We have included details about the process to ensure that you can apply on-time, guidance on the admissions criteria used for oversubscribed schools, information about each school in Bristol with links to the school websites and guidance on the types of things you should consider when applying for a place.

We recommend that you visit the schools you are interested in to find out more. You can also find out useful information from school prospectuses and websites.

How to contact us

You can always contact the School Admissions Team for advice or visit the website

www.bristol.gov.uk/schooladmissions

School Admissions (Romney House)
PO Box 3176
Bristol BS3 9FS
t 0117 903 7694  f 0117 903 7710
e school.admissions@bristol.gov.uk

Please note:
The educational landscape of Bristol’s schools is changing fast. For the most up to date status of a school we recommend checking the individual school’s website.

Important dates for your diary

**Early September 2015**

The online application will be available for completion at www.bristol.gov.uk/schooladmissions

**Midnight 15 January 2016**

Closing date for applications. If you miss this date your application will be considered as ‘late’ and the likelihood of being offered a place at one of your preferred schools will be reduced.

**18 April 2016**

Offers of a primary/infant school place made to parents/carers resident in Bristol will be sent by first class post. If you applied online you will also be sent an email on the 18 April 2016

**3 May 2016**

Parents and carers must reply to offers by this date.

The table on page 6 gives more details of the process.
<table>
<thead>
<tr>
<th>Date</th>
<th>Key dates for parents</th>
<th>What the council is doing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning of September</td>
<td>Admissions system opens</td>
<td>Publicise the admissions deadline and who needs to apply</td>
</tr>
<tr>
<td>Beginning of September</td>
<td>Schools hold open days</td>
<td>Council receives applications</td>
</tr>
<tr>
<td>September/October</td>
<td>Closing date for reception applications</td>
<td></td>
</tr>
<tr>
<td>Midnight 15 January 2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td>By 1 February 2016</td>
<td></td>
<td>LA sends a report of applications received to other authorities</td>
</tr>
<tr>
<td>By 8 February 2016</td>
<td></td>
<td>LA sends a report of applications received to Academies, Voluntary Aided and Foundation schools</td>
</tr>
<tr>
<td>By 29 February 2016</td>
<td></td>
<td>Academies, Voluntary Aided and Foundation schools send a list of pupils offered/refused a place to LA</td>
</tr>
<tr>
<td>By 28 March 2016</td>
<td></td>
<td>Bristol LA informs other LAs of the initial outcome of applications made by their residents for schools in Bristol, and other LAs will give the outcome of Bristol residents being offered places in schools in their area</td>
</tr>
<tr>
<td>By 14 April 2016</td>
<td></td>
<td>All schools informed by LA of all final offers up to admission number and of refusals for oversubscribed schools</td>
</tr>
<tr>
<td>18 April 2016</td>
<td>Results of all on-time applications sent to parent/carers by 1st class post and email</td>
<td></td>
</tr>
<tr>
<td>3 May 2016</td>
<td>Deadline for parents to respond to offer</td>
<td></td>
</tr>
<tr>
<td>By 3 May and 17 May 2016</td>
<td>Deadline for on-time appeals for community and controlled schools to be lodged</td>
<td></td>
</tr>
<tr>
<td>By 23 May 2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Early June 2016</td>
<td>Parents hear about re-allocated places</td>
<td>Places which become available are re-allocated to children still seeking a place</td>
</tr>
<tr>
<td>End of June onwards</td>
<td>Appeals are heard</td>
<td></td>
</tr>
</tbody>
</table>
The terms and abbreviations used in this booklet can be unfamiliar to those not previously involved in the education system. These explanations may help.

<table>
<thead>
<tr>
<th>Term</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent/carer</td>
<td>This includes all those people who have parental responsibility for a child who fall under the definition of “parent” as set out in Section 576 of the Education Act 1996.</td>
</tr>
<tr>
<td>Child’s home address</td>
<td>This is the child’s permanent address where he or she resides with a person with parental responsibility or with a parent (as defined in Section 576 of the Education Act 1996).</td>
</tr>
<tr>
<td>School Admissions Code</td>
<td>Document giving legislative framework together with other statutory instruments admission authorities follow. Produced by the Department for Education.</td>
</tr>
<tr>
<td>Admission number</td>
<td>The admission number is the number of places that must be offered in each year group if there is sufficient demand for places. The number is calculated according to the physical capacity of the school. Once the admission number is reached, any further admissions would normally be by appeal.</td>
</tr>
<tr>
<td>Oversubscribed schools</td>
<td>This means that there have been more applications than there are available places.</td>
</tr>
<tr>
<td>Undersubscribed schools</td>
<td>This means that there have been fewer applications than there are available places within the admission number.</td>
</tr>
<tr>
<td>Oversubscription criteria</td>
<td>These are the policies that decide which children will be given priority where there are more applications than places.</td>
</tr>
<tr>
<td>Local Authority (LA)</td>
<td>Bristol City Council is the LA.</td>
</tr>
<tr>
<td>“Home” LA</td>
<td>This is the LA in which the child lives. Applications for Reception 2016/2017 must be made on the home LA common application form regardless of the school(s) applied for.</td>
</tr>
<tr>
<td>Children in Care/Looked after children</td>
<td>This means children who are in public care. The School Admissions Code has been amended to include children previously in care, defined as children who were previously in care, but immediately after being in care became subject to an Adoption Order, Child Arrangements Order or Special Guardianship Order. The School Admissions Code now gives both categories of children highest priority.</td>
</tr>
<tr>
<td>Private Fostering Arrangements</td>
<td>A child, under the age of 16 (under 18 if disabled) who is cared for and provided with accommodation by someone other than: A parent of his/hers; A person who is not a parent of his/hers but who has Parental Responsibility for him/her; A sibling; A close relative of his/hers, for example, aunt, uncle, stepparent or grandparent.</td>
</tr>
<tr>
<td>School</td>
<td>Description</td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Academies/Free schools</td>
<td>These schools are independent from the LA and are funded directly by Central Government.</td>
</tr>
<tr>
<td>Community schools</td>
<td>These schools are maintained fully by the LA.</td>
</tr>
<tr>
<td>Voluntary controlled schools</td>
<td>Sometimes referred to as controlled schools, management is shared between the LA and the Church of England.</td>
</tr>
<tr>
<td>Voluntary aided schools</td>
<td>Sometimes referred to as aided schools, these schools are either Church of England or Catholic, and responsibility for management is shared between the LA and the church but with the church playing a greater role.</td>
</tr>
<tr>
<td>Trust schools/Foundation schools</td>
<td>These are state funded Foundation schools supported by a charitable trust. It is made up of the school partners, working together for the benefit of the school.</td>
</tr>
<tr>
<td>Infant schools</td>
<td>These schools cover the Reception to Year 2 age groups. Many will also take younger children into designated nursery classes. Children from these schools normally transfer to the paired junior school, but may transfer to another junior school or the junior department of a primary school.</td>
</tr>
<tr>
<td>Junior schools</td>
<td>These schools cover the Year 3 to Year 6 age groups.</td>
</tr>
<tr>
<td>Primary schools</td>
<td>These schools cover the Reception to Year 6 age groups. Many will also take younger children into designated nursery classes. The term primary is also used to include infant, junior and primary schools.</td>
</tr>
</tbody>
</table>
How do I apply for a primary school place?

Please read the information in this guide carefully before submitting an application.

If your child was born between 1st September 2011 and 31st August 2012 you must make an application for a reception school place by **15th January 2016**.

If your child has a Statement of Special Educational Need/Education, Health and Care Plan then the application must be made through the LA’s Special Educational Needs Team.

If your child was previously looked after but has not yet been formally adopted by order of the court, the application must be made by the appropriate social worker.

Who do I make my application to?

All Local Authorities (LA) in England are required to have co-ordinated arrangements for Reception admission to school.

This means that the application must be submitted to the “Home” LA on the common application form (online or paper) regardless of where the schools applied for are situated. (“Home LA” means the LA where the Council Tax is paid or the LA responsible for collecting domestic refuse from your home.) For example:

- If you live outside Bristol but want to apply for a place at a Bristol school you need to apply by completing your home Local Authority’s common application form and submit it to your home LA.
- If you live in Bristol but want to apply for a school outside of Bristol you should complete the Bristol application form and include the school/schools in your three preferences. Different admission authorities have different admissions criteria so you are advised to check with the relevant LA if considering applying for a place outside Bristol.

How do I apply?

Online

Applications can be made online by visiting [www.bristol.gov.uk/schooladmissions](http://www.bristol.gov.uk/schooladmissions). This secure system is the preferred method of application because:

- the system helps you by checking for errors
- there is no risk that your application will be lost in the post
- it is quick and easy to do
- you will get an immediate email confirming that your application has been received
- you will receive email notification of the outcome of your application on the same day as the offer letters are posted
- The system is available 24 hours a day until the final submission time of midnight on 15th January 2016
- If you need to change your preferences for a school place it’s quick and easy to do – you just need to log into your application and make changes. Any changes must be made by the 15th January 2016 deadline date or your application will be considered ‘late’.

If applying online you may wish to make a note of your username and password here:

<table>
<thead>
<tr>
<th>Username:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Password:</td>
<td></td>
</tr>
</tbody>
</table>

On paper

Applications can also be made using a paper application form available from schools and from School Admissions.

School Admissions (Romney House), PO Box 3176, Bristol BS3 9FS  
t 0117 903 7694  f 0117 903 7710  e school.admissions@bristol.gov.uk

Supplementary forms

Some Aided schools, Foundation/Trust schools and Academies will also require applicants to complete a supplementary form in addition to the common application form to enable the governors to apply their admissions criteria. This should be returned to the school. Details can be found in individual school entries. If you do not complete a supplementary form for these schools your application cannot be considered against all of the relevant criteria and it may reduce your chances of being offered a place.
What date do I need to submit my application by?

All applications should be submitted by **midnight 15th January 2016**. Any application received after this date will be considered as ‘late’ unless accompanied by proof, which is accepted by the LA, to confirm it was submitted on time. For paper applications an example would be a post office document confirming postage prior to midnight on 15th January 2016.

For online applications this would be a copy of the email sent by the eAdmissions system confirming the submission of the application.

**Important points to remember**

- Parents/carers can express a preference for up to three schools in ranked order and it is advisable to put more than one preference, as we cannot always allocate a place at your highest ranked school. You are at a disadvantage if you only put one preference.
- You must use your child’s permanent home address as at 15th January 2016. The home address is considered to be where the child lives most of the time with his or her parent(s) or carer(s).
- It’s important to find out about the schools before completing your application by visiting them and looking at their prospectus and website.
- Parents/carers will receive a single offer of a school place.
- Offers of school places will be sent on the offer date of **18th April 2016**.
- Different admissions criteria may apply to different schools if they are not community schools so please read all the details carefully – you may need to complete a supplementary form.
- It is not always possible to offer your first preference of school and in some cases we are unable to offer any of your preferences. If this happens you will be offered an alternative school place. This may be further away than your preferred school(s) and you will be given the opportunity to go on the waiting list for your preferred school(s) or change your preference(s) to a new school or lodge an appeal.
- Please let us know if you change your address during the application process. Home to school distance is one of the criteria used for determining school places so it’s important we have the correct information to assess your application.

Please see table on page 6 for a summary of key dates you need to be aware of.

**What happens to my application?**

Once your application is received, after the closing date we will consider all your preferences and see if we can offer you a place at one of your preferred schools.

Applications for all schools are considered under an ‘equal preference system’. This means that all your preferences will be considered equally against the admission criteria regardless of your ranking. This does not mean we disregard your preferences; it means that in the event that you are unsuccessful in gaining a place at your first preference school, your second preference will not be treated less favourably just because you’ve placed it second.

If your child qualifies for a place at more than one school the highest ranked place available will be offered and lower ranked preferences withdrawn. If you are not offered a place at your highest ranking school, the alternative school may be one of your preferences or an alternative school with a place available.

Academies, Foundation schools and Aided schools and other local authorities will assess preferences made to these schools under their own admissions criteria (where applicable) and pass information back to Bristol City Council in order that Bristol School Admissions can consider all potential offers and offer a single school place to your child.

**What do I do when I receive an offer of a School Place?**

On 18th April 2016, the Local Authority will make an offer of one place at a primary school to the parents/carers of children due to start primary school in September 2016 and resident in the area.

If you are not offered a place at one of your preferred schools you will be offered a place at an alternative with an available place.
You can then accept the alternative school, go on a waiting list for your preferred school and/or lodge an appeal for a place. You will be given further information on what to do when you receive your offer letter.

If you decide to join a waiting list, the waiting list will remain in operation for Bristol Community Schools until 16th December 2016. Voluntary Aided and Foundation Schools and Academies and other Local Authorities will also maintain waiting lists to at least the end of term two but may decide to operate a list for longer than this.

You must respond to the offer of a place directly to the Local Authority by 3rd May 2016.

The offer may be withdrawn if you do not confirm your acceptance.

Responding to your school offer

If you have made an online, on-time application through the eAdmissions website you will be able to respond to the offer online, instead of returning a paper form by post. You will receive an email containing your offer of a school place on national offer day - 18th April 2016 for Reception offers.

What should I do once I receive my email?

The email will include a link to the eAdmissions website. Click on the link and log-in using the user ID and password you used to submit your application originally. If you forget your password, you can use the ‘Forgotten Password?’ link to have a new password sent to the email address you registered when making your application.

Once you’ve logged in you will see a summary of your application(s). Click on the ‘View Offer’ button to see the status of your school preferences then click on the ‘Respond To Offers Online’ button to enter your response. From there you can:

- Accept your offered school place
- Go on the waiting list for your preferred schools (if you weren’t offered a place at one of them)

If you wish to appeal against the decision of the admissions authority, you will need to complete an appeals form and return it by post. You can download and print out a form from our website or email us at school.admissions@bristol.gov.uk if you would like one sent to you.

What should I do if I applied using a paper application form?

If you submitted a paper application, then you will receive an offer of a school place via letter to your home address. These will be issued first class on national offer day. You will need to read the letter carefully, and send back the response form enclosed with your letter.

What happens if I apply after the 15th January 2016 deadline?

Any applications received after the submission date (Midnight 15th January 2016) will be regarded as “late” applications except in very exceptional circumstances. If you feel your circumstances are exceptional, please forward a letter of explanation with your completed application form. This includes any change of preference which is received after the submission date even if the original application was an “on-time” application.

For oversubscribed schools late applications received after submission date but before 1 September 2016 will be considered after the initial round of allocations together with original applicants refused a preference that have lodged a formal appeal or have asked to remain on a waiting list. In all cases the admissions criteria will be used to determine the allocation of any places that may become available within the school’s admission number. Any late applicants refused a preference will be informed that they can lodge a formal appeal and/or remain on a waiting list. There will be no priority given to the length of time an applicant has spent on the waiting list or indicated that they wish to appeal.

For undersubscribed schools, late applicants will be offered a school place on 18th April 2016 or as soon as possible after that date.
Who needs to apply for a reception school place?

If your child was born between 1st September 2011 and 31st August 2012 you need to apply for a school place by 15 January 2016 for class intake in September 2016. This applies even if you decide to defer your place to later in the school year (see below).

You still need to make an application if:
- Your child currently attends a nursery class or children’s centre place at your preferred school.
- You have an older child already attending the school.

What happens if I don’t want my child to start school in September but later in the school year?

Children who were born between 1st September 2011 and 31st August 2012 will be offered a school place from September 2016.

Legally children do not have to be in full-time education until the term after their fifth birthday. This is the compulsory school age. Parents/carers can request that the date their child is admitted to school is deferred until later in the school year or until their child reaches age 5 in that school year. The table sets out deferral dates. It is important to consider this decision carefully. The vast majority of children start in September and some parents consider it better for their child to start school then with others in their class to help their child settle in and adjust to school life.

Deferred admissions dates

If you decide to defer entry you must still apply for your place by 15th January 2016, to ensure a place at the school is kept open for your child.

You cannot defer entry to reception beyond term 5 (April after Easter). If the place has not been taken up by the beginning of Term 5 your place at the school will be lost, and you will need to put in a fresh application for a place in Year 1 at the school – however there is no guarantee of a place at your preferred school.

<table>
<thead>
<tr>
<th>Date of birth</th>
<th>Defer place until</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 September 2011 to 31 December 2011</td>
<td>Tuesday 3 January 2017</td>
</tr>
<tr>
<td>1 January 2012 to 31 August 2012</td>
<td>Monday 24 April 2017</td>
</tr>
</tbody>
</table>

Delayed admission

Children born between 1st April and 31st August do not have to start school until the following September. If you wish to delay your child’s entry you need to be aware that:
- You must make a fresh application for a Year 1 place.
- Your child will be joining in Year 1 and not reception.
- There is no guarantee that your preferred school will have a place in Year 1.

Summer Born Children

The term ‘summer born’ is used to refer to children born from 1 April to 31 August. These children are not required to start school until a full school year after the point at which they could first have been admitted. There is flexibility for parents who do not feel their child is ready to start school before compulsory school age. They may defer the date their child is admitted to school until later in the school year following their fourth birthday, providing they do not defer beyond the point at which they reach compulsory school age, or beyond the start of the final term of that school year.

Children born in the summer term, however, are not required to start school until a full year after the point at which they could first have been admitted – the point at which other children in their age range are beginning year 1. A parent may wish their child to be admitted to Reception, rather than year one, at this point, they may request that they are admitted out of their normal age group. If a parent requests their child is admitted out of their normal age group, the admission authority for the preferred school(s) must make a decision on the basis of the circumstances of the case and in the best interest of the child concerned.
Parental decision to delay their summer born child’s admission to school until compulsory school age

While most parents are happy for their child to start school in the September following their fourth birthday, some parents will have concerns about whether their child will be ready for school at this point, and will consider delaying their entry until compulsory school age. It is important that parents know all the options available to make an informed decision.

Teachers are skilled at differentiating the curriculum to meet a diverse range of needs. Before deciding to delay your child’s entry to school, we recommend that parents visit the schools they are thinking of applying for. The teachers will be able to explain the provision on offer to children in the Reception class, how it is tailored to meet the needs of the youngest pupils and how the needs of these pupils will continue to be met as they move up through the school. They may also be able to allay any concerns parents may have about their child’s readiness for school.

It is also important to note that, whether they attend a primary school or an early years setting during the academic year following their fourth birthday, children will receive the Early Years Foundation Stage curriculum which is largely based around learning through play.

How to make an application for summer born children to delay admission to school until compulsory school age

- Parent to make an application for their child’s normal age group by 15th January 2016, together with their written reasons for wishing to delay admission until their child is of compulsory school age.

- Parents will receive the response to their request before primary national offer day of 18th April 2016.

Please note, as per the School Admissions Code (Dec 2014) there is no right of appeal if your request to delay entry to school.

If the request is agreed, the application for the normal age group may be withdrawn before a place is offered. If the request is refused, a parent must decide whether to accept the offer of a place for the normal age group, or to refuse it and make an in-year application for admission to Year 1 for the September following the child’s fifth birthday.

Where a parent’s request is agreed, they must make a new application as part of the main admissions round the following year by the closing of 15th January 2017.

One admission authority cannot be required to honour a decision made by another admission authority on admission out of the normal age group. Parents, therefore, should consider whether to request admission out of the normal year group at all their preference schools, rather than just their first preference schools.

Children with a Statement of Special Educational Need/Education, Health and Care Plan

If your child has a Statement of Special Educational Need/Education, Health and Care Plan then the application must be made through the LA’s Special Educational Needs Team.

Those resident overseas at the date of application

Applications on behalf of children currently living outside the UK will not normally be considered until the children are resident in the country. Exceptions to this might be instances where the children are of parents returning from foreign postings, such as UK service personnel and other crown servants (including diplomats).
Infant and primary schools

Where there are more applications than places available at a Community or Controlled Schools, allocations will be made in the following order of priority as set out in sections 1, 2 and 3 below.

Initial allocations will involve only those applications received by the published closing date and accepted as ‘on-time’.

Priority is not given to first preferences. We aim to meet the highest preference possible for every applicant by applying the published oversubscription criteria equally to all applications for a school.

1. **Children in Care or children who were previously in Care but immediately after being in Care became subject to an Adoption Order, Child Arrangements Order, or Special Guardianship Order.**
   - Children in care are children who are in the care of a local authority or provided with accommodation by that authority in accordance with section 22 of the Children Act 1989.

2. **Siblings**
   - Where there are siblings in attendance at the preferred school or paired junior school and who will still be on roll in the year of entry.
   - Sibling refers to brother or sister, half brother or sister, step brother or sister or the child of the parent/carer’s partner where the child for whom the place is sought is living in the same family unit at the same address as that sibling.

3. **Geography – Children living closest to the school as measured in a direct line from the home address to the school.**
   - ‘Home Address: A child’s permanent home address, where he or she resides with a person with parental responsibility, or with a parent (as defined in Section 576 of the Education Act 1996). It is the address where the child spends the majority of their time. Documentary evidence may be required to confirm a child’s home address. If a child regularly lives at more than one address the admission authority will have to reach a conclusion about which address should be counted as the main address when allocating school places. This will normally be the address where the Child Benefit is paid and where the child is registered with a doctor.’

Home to school distances will be measured in a direct line from a point on the home address as held by the Local Authority to a point within the main school building using the Local Authority’s computerised mapping system.

**Tie-breaks**

Where there are more applications than there are places remaining within a particular category, siblings will be given priority. After this, direct line distance from home to school will be used as a tie-break.

Where two or more children live in a flat or other multi-home dwelling and it is not possible to determine which applicant lives closest to the preferred school as measured in a direct line from the building to the school; the available place(s) will be allocated by drawing lots. Any offer of a place determined by random allocation will be overseen by a member of staff from the Legal Division of Bristol City Council.

**Split Site Schools**

Where an additional site is opened for a school as part of expansion the home to school distance will be measured from a point equidistant between the two sites.

Schools with ‘split sites’ in September 2016 will be Ashton Gate Primary, Colston’s Primary, Holymead Primary School, St John’s C of E VC Primary, St Werburgh’s Primary and Southville Primary.

**Special Educational Needs**

Children with a Statements of Special Educational Need/Education, Health and Care Plan follow the transfer arrangements set out in the SEN Code of Practice and associated regulations and are not subject to the general admission arrangements.

Other children without a Statement of SEN/Education, Health and Care Plan will be subject to the general admission arrangements.
In Bristol there are a number of infant schools paired to junior schools. If your child attends an infant school they will leave at the end of year 2 and in paired infant and junior schools, they will normally transfer automatically between the two schools if this is the parent/carer’s wish.

This applies to the following schools

**Paired infant/junior schools with automatic transfer**
- Broomhill
- Elmlea
- Henleaze
- Sefton Park
- Summerhill
- Wicklea Academy

Parents/carers have the right to express a preference for a junior or primary school other than the ‘paired’ school. If a place at the preferred school is not available, parents/carers have the right to appeal to an Independent Panel.

Expansion of Chester Park Infant School and Chester Park Junior School

Plans are currently being developed to expand Chester Park Infant School and Chester Park Junior School. Further information regarding this will be published on the School Admissions website when available.

www.bristol.gov.uk/schooladmissions

**Chester Park Junior School**

Chester Park Infant school has 75 places in each year group, while Chester Park Junior school has 60.

Parents/carers must apply for a place at the Junior School or an alternative junior school using the common application form.

If you are transferring this year the deadline date for applications is **15th January 2016**.

If Chester Park Junior School is oversubscribed the published oversubscription criteria will apply. Details will be sent to you when your child is in Year 2 with full details of what to do and how the oversubscription criteria is applied.

Where there are more applications from children at the Infant school than places available at the Junior school, allocations will be made in the following order of priority as set out in sections 1, 2, 3 and 4 below.

Initial allocations will involve only those applications received by the published final submission date, 15 January 2016 and accepted as ‘on-time’.

1. **Children in Care or children who were previously in Care** but immediately after being in Care became subject to an Adoption Order, Child Arrangements Order, or Special Guardianship Order.

2. **Paired Infant and Junior schools** – 3 years attendance at the Infant School. Children who have attended the paired infant school for the full 3 years of infant education.

3. **Siblings** – Where there are siblings in attendance at the preferred school or paired infant school and who will still be on roll in the year of entry.

Sibling refers to brother or sister, half brother or sister, step brother or sister or the child of a parent/carer’s partner where the child for whom the place is sought is living in the same family unit at the same address as that sibling will be considered under this criteria. Evidence may be requested.

4. **Geography** – Children living closest to the school as measured in a direct line from the home address to the school. See page 13.
Home to school distances

Home to school distances will be measured in a direct line from a point on the home address as held by the Local Authority to a point within the main school building using the Local Authority’s computerised mapping system. The measurement point of the school will be point within the main school building as decided by the LA. Where a school has more than one site the distance will be measured to the site which the children would normally be expected to attend.

Tie-breaks

Where there are more applications than there are places remaining within a particular category, siblings will be given priority. After this, direct line distance from home to school will be used as a tie-break.

Where two or more children live in a flat or other multi-home dwelling and it is not possible to determine which applicant lives closest to the preferred school as measured in a direct line from the building to the school; the available place(s) will be allocated by drawing lots. Any offer of a place determined by random allocation will be overseen by a member of staff from the Legal Division of Bristol City Council.

Special Educational Needs

Children with a Statement of Special Educational Need/Education, Health and Care Plan follow the transfer arrangements set out in the SEN Code of Practice and associated regulations and are not subject to the general admission arrangements.

Other children without a Statement of Special Educational Need/Education, Health and Care Plan will be subject to the general admission arrangements.
Frequently asked questions

Does attendance in the nursery class give my child the right to a place in Reception at the same school?

Nursery class or Children's centre attendance is not taken into account when places are allocated for Reception. You must make an application.

Will I need to provide any evidence to support my application?

The LA reserves the right to require documentary evidence before accepting that information given in an application is genuine. The LA may consult with schools, other council departments, other admission authorities and the health authority or may ask parents to provide evidence. Examples of evidence that might be requested to support a sibling link (if the children do not live in the same household) include:

- Full birth certificates
- Court orders
- Home office documents
- Residence orders
- Parental responsibility orders

Please note: If it is found that a sibling currently at the school was offered a place on the basis of false information then for any further applications received, the Local Authority will discount the sibling link. Examples of evidence that might be requested to support an address include:

- A copy of a current utility bill and a copy of an end of account utility bill relating to the previous address.
- A copy of a solicitor’s letter giving details of Exchange of Contracts and a completion date together with proof of sale of the previous property.
- A copy of a rental agreement for a council/housing association property.

- A copy of a council tax statement and the previous council tax schedule showing cessation of liability.

Where an applicant knowingly or wilfully provides a false statement, e.g. false address, which would affect the success of an application, the applicant may be prosecuted under s5(b) of the Perjury Act 1911.

Can I apply for a church school?

Church schools are either voluntary controlled, voluntary aided or Academies. The LA is the admission authority for voluntary controlled schools and places at oversubscribed schools will be allocated in accordance with the admissions criteria given on page 13.

Admissions to voluntary aided schools and Academies are the responsibility of the governors. Details of admission arrangements to these schools are given on the individual school pages.

You should apply for a school place at any church school in Bristol using the common application form (online or paper) but you will be asked to complete a supplementary form for aided schools and some Academies to enable the governors to apply their admissions criteria.

What if my child has special educational needs?

For children without a Statement of Special Educational Need/Education, Health and Care Plan an application form should be completed and returned by the published closing date. The majority of children with special educational needs are able to have their needs met at any mainstream school. However, where a child has a Statement of Special Educational Need/Education, Health and Care Plan the LA will have to formally consult with the school to see whether the child’s needs can be met at that particular school. If the school can meet the child’s needs a Statement of Special
Educational Need/Education, Health and Care Plan is issued naming a school, the child will be admitted to that particular school. If a parent of a child with a Statement of Special Educational Need/Education Health and Care Plan wishes to appeal against a school named in the Statement, or the fact that no school is named, they will need to appeal to the Special Educational Needs and Disability Tribunal and not the local admissions Appeal Panel. Details of how to do this will be in the letter sent out with the Statement/Plan.

How does my home address affect my chances of being offered my preferred school?

There are normally enough places at a community or voluntary controlled school to offer to all those with a Statement of Special Educational Need/Education, Health and Care Plan where the school is named, children in care and those with siblings at the school. The next criterion to be considered is geography and this means that for the majority of parents the direct line distance between their home and the school will be the most relevant factor in determining whether or not their child qualifies for a place.

Voluntary aided schools and Academies admissions criteria may not give a similar weighting to your home address.

What do I do if I move house?

You should inform the LA immediately. We will require documentary evidence of your new address. If you move after you have made an application but before the places are allocated, this may affect the offer of a place. In these circumstances, you must contact the School Admissions Team to advise them of the change of address.

Do I have to apply for a school in my area?

You do not have to apply for a school in your area but home to school distance is often the deciding factor when places are allocated.

I don’t live in Bristol – can I still apply?

You can apply for a place at a Bristol school by completing your home Local Authority’s common application form available from the LA in which you live. Your LA will inform Bristol of the application and your application will be considered on the same basis as applications from within Bristol.

You are advised to also apply for a place within your own LA’s area, as we cannot guarantee to be able to offer you a school place.

I live in Bristol, how do I apply for a school outside of Bristol?

You should apply for school places outside of Bristol on the Bristol application form. You should be aware that dates and arrangements may vary from those used in Bristol.

You are advised to also apply for a place within Bristol, as the other Local Authority cannot guarantee to be able to offer you a school place.

Can the offer of a place be withdrawn?

The LA reserves the right to withdraw an offer of a place in certain limited circumstances. Examples include:

- Where a parent has given fraudulent or intentionally misleading information such as a false address.

You should be aware that by signing or submitting online the application or subsequent forms you are stating that the information given is true and accurate.

- Where a parent has not responded to an offer within a reasonable time.
- Where the offer was made as a result of an administrative error.
- Where the authority is able to meet a higher preference.
- Where the authority is able to meet the highest preference on the latest application.
- Where an applicant did not inform the LA of a change in circumstances such as a change of address, resulting in an offer of a school place being made on incorrect information.

If false information is provided on an application form before an offer of a school place has been made your application will be void. You could submit a further application if you wished to do so.

If this application is received after the closing date it will then be regarded as a ‘late’ application.

If it is found that a sibling currently at the school was offered a place on the basis of false information then for any further applications received the LA will discount the sibling connection.

**Will my child attend full-time at school straight away?**

Many schools use a phasing-in system where children attend on a part-time basis for some, or all, of the first term. You should check with schools about their individual arrangements.

**Can my child’s admission be delayed until after September?**

Yes you can. Please see page 11 for details.

**What are infant class size limits?**

Since September 2000 no infant class with a single teacher should contain more than 30 children. This may mean that children are refused places because their admission would mean more than 30 children in a class.

The class size limit does not mean that schools have to admit up to 30 children into each class. At some schools the size of classrooms and internal organisation may mean that classes have to be smaller than 30. There are no legal restrictions on the size of junior classes.

**Does every parent/carer who wants a school place for their child(ren) have to apply?**

Even if you already have an older child at school you must make an application for the younger child who is due to start school in September 2016. It is the parent’s responsibility to apply and you should not assume we know you have a child who needs a school place even when your child’s details have been given to a school.

**When should I apply?**

The final submission date set by the Government for applications for primary schools is 15th January 2016.

The online application system is available until midnight 15th January 2016. Paper forms must be submitted by this date.

All applications submitted by the 15th January 2016 are considered equally. There is no advantage in submitting your application early.

**Can I choose which school my child will attend?**

The law uses the word ‘preference’ rather than choice. Parents may express a preference for the school they would like their child to attend. The relevant admission authority must comply with this preference except in certain circumstances. Places will be offered up to the admission number.

Once these places have been filled using the published criteria further admissions may be refused on the grounds that:
to admit another child would prejudice the provision of efficient education or the efficient use of resources

to admit another child would prejudice the provision of efficient education or the efficient use of resources because qualifying measures would have to be taken in order to comply with infant class size limits

to admit another child would be contrary to statutory infant class size limits.

The LA must offer you a place at your preferred school if it is possible but you may not be offered that school if it is already full with children who have a stronger claim than your child’s.

Demand for places at particular schools varies from year to year and it is not possible to give firm indications of your chances of being offered a place. The fact that your neighbour’s children were given a place last year does not mean you will definitely get a place this year.

Further details of places offered at individual schools are shown in the school details, starting on page 26.

**How many places are available at each school?**

The admission number for each school is shown with the details of schools which start on page 26. This number indicates how many children can be accommodated in the school’s Reception year and takes account of the size of the school and the limits on infant class sizes. Where additional places are agreed with schools we will publish details on the website.

You should be aware that we are working with schools to secure additional places where these are required. Information on these additional places will be published on the website.

**Do I have to express more than one preference?**

You do not have to express more than one preference. We strongly advise that you name alternative second and third preferences so that we can take account of these if we are unable to offer your first preference.

Stating up to three preferences will in no way reduce the chance of being offered a first preference.

Allocations for all schools are made using an ‘Equal Preference’ system. This means that all preferences for all schools will be considered equally regardless of rank. Applicants will be offered a place at the highest preference school where they qualify for a place. Where more than one school could be offered, only the highest preference school will be allocated.

Within the Equal Preference system, all preferences are considered separately in accordance with the relevant admission authority’s policy. Only where more than one place can be offered, does the LA, in accordance with the co-ordinated scheme, consider the rank order of the preferences made by parents.

Applications for lower preference schools are then withdrawn to allow these places to be offered to other pupils.

**Can I change my preference?**

Yes you can – but you must make your change before the submission deadline date of 15th January 2016 or your application will be considered ‘late’.

A change of preference must be made in writing. If you have made an online application, it is possible to amend your application online before the closing date – you just need to log on with your email address and password and make any amendments you wish. If your amended preference is submitted after 15th January 2016 it will be treated as a ‘late’ application and may not be considered in the first round of allocations.
How will I know if the School Admissions Team has received my form?

Applications made online will be acknowledged by return email. If you submitted a paper application form we send an acknowledgement of receipt if you include a stamped addressed envelope.

How are places allocated?

If there are enough places then they will be offered to all applicants. If the school is oversubscribed all places are allocated in line with the relevant oversubscription criteria for the particular school.

Is a first come, first served system used to allocate places?

Applications are not ranked by the date on which they are submitted. All applications submitted by the national submission date of 15th January 2016 will be considered in the first round of allocations.

What if my application is submitted after 15th January 2016?

Your application may be disadvantaged and you may not be offered a place at your preferred school even where you have very strong reasons for your child attending the particular school.

Any application submitted after 15th January 2016 will be regarded as a ‘late application’. This includes any change of preference which is received after the closing date even if the original application was an on-time application. Places are not reserved for those who applied late and all places at your preferred school may already have been filled. Your application will be considered should places subsequently become available.

Are any places allocated after the initial round of offers?

Some parents offered places decide they no longer wish their child to attend the particular school. Any places that become available will be offered using the oversubscription criteria. The criteria will be applied to on-time applicants still seeking a place in the school, plus late applicants.

You should be aware that as ‘late applications’ are included your child’s name can move down as well as up a waiting list.

All available places at a school are allocated prior to any appeals being held for that school. Should any places become available following appeals, the place(s) will be offered using the oversubscription criteria applied to all on-time applicants seeking a place (including those applicants who may have had an appeal dismissed) and ‘late’ applicants. The waiting list for places will be maintained until 16th December 2016.

What can I do if my child is not offered a place at my preferred school(s)?

You will be offered a place at an alternative school by your home LA and can:

- Accept the alternative place.
- Ask about availability of places at alternative schools.
- Have your child’s name held on a waiting list for a place at your preferred school(s).
- Appeal to an independent appeal panel against the decision to refuse a place. Your child’s name will also be held on a waiting list.

Further details about the appeals procedure are given on page 21.
What happens if a place is not available at my preferred school(s)?

Where a child resides in Bristol with an application for Reception 2016/17 an alternative school will be offered if the LA is unable to offer any of your child preferences.

What if I am not prepared to accept the place offered?

You can opt to have your child’s name held on the waiting list for any places that become available. You also have the right to make an appeal to an independent appeal panel.

How do I appeal?

A form will be available on the School Admissions website for you to complete and return to the address given. Your completed form should include:

- Your contact details
- the name, address and date of birth of your child
- the name of the preferred school
- the reasons for your preference
- the grounds for your appeal.

For Bristol community and voluntary controlled schools you should send your appeal to School Admissions (Romney House), PO Box 3176, Bristol BS3 9FS and you will receive a written response at least seven days before your appeal hearing. For other schools the form will state the reply address.

Can I attend the appeal hearing?

Yes, you are encouraged to come and speak at the appeal hearing.

What does the appeal panel take into account?

There can be two types of appeal.

1. **Ordinary Prejudice Appeals (usually for Years 3–6)**

   This type of appeal is where the Authority is arguing that ‘compliance with the parents’ preference would prejudice the provision of efficient education or the efficient use of resources’. At the ordinary prejudice appeal, the Appeal Panel will take into account, in particular:

   - the preference you expressed
   - the arrangements for admission made by the authority.

   The independent panel is not bound by the Authority’s published criteria and has the power to make a place available even if the year group is full. The panel will, therefore, be able to take all your reasons for preference into account.

2. **Class Size Prejudice Appeals (usually for Reception and Years 1 and 2)**

   The other type relates to Infant Class Size. Following the introduction of class size limits, the authority does not have to meet parental preference if this would mean they have to take “qualifying measures” to comply with the statutory duty to limit infant classes with a single teacher to a maximum of 30. Qualifying measures include those such as:

   - employing an additional teacher
   - building an extra classroom
   - or even a reorganisation of classes either this year or in a subsequent year.

   In such cases, the Authority will argue class size prejudice.

At class size prejudice appeals, the appeal can only be upheld if an appeal panel is satisfied that:

a. That your child would have been offered a place if the admission arrangements had been properly implemented;

b. Your child would have been offered a place if the arrangements had not been contrary to the mandatory provisions in the School

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c. That the decision was not one which a reasonable admissions authority would make in the circumstances of the case.

‘Unreasonable’ here means that an admission authority’s decision is not rational in light of the admission arrangements in terms of its legal responsibilities or is outrageous in its defiance of logic. It is extremely difficult to win an Infant Class Size appeal on this ground.

Given the extremely limited grounds on which an appeal may be upheld, Infant Class Size Appeals are rarely successful. Parents/carers can find it frustrating when they realise that the powers of the panel are limited. We are therefore drawing this to your attention now, so you can make an informed choice about whether you wish to appeal or not. The purpose of this information is to explain clearly the role of the Appeal Panel and not in any way to discourage you from appealing, which of course is your legal right if you feel you have grounds to do so.

If we cannot offer you your preferred school, we will let you know into which category your appeal will fall. If we will be arguing class size prejudice, we will send you a detailed explanation of what this means.

What if my appeal is upheld?
The decision of the Appeal Panel is binding on the LA which means that, if the panel awards a place after hearing the appeal, we are obliged to offer a place even though the year group is full. The decision of the independent appeal panel can only be overturned by the courts.

What happens if my appeal is dismissed?
When an appeal is dismissed there is no automatic right to a second appeal. A second appeal can only be granted if a relevant and significant change in circumstances has occurred since the original appeal was heard. A significant change in circumstances would include:

(i) where a sibling has been offered a place or started at the preferred school since the original appeal. This information was not known at the time of the original hearing;

(ii) where you have moved house so that the home address is significantly closer to the preferred school;

(iii) where new evidence which could not have been introduced at the time of the original appeal hearing is introduced and supported by, for example, a letter from a doctor, psychologist or social worker.

The above are intended to act as guidelines for circumstances which may warrant a second appeal and are not exclusive. You may also request a second appeal if there are other reasons which you feel should be taken into account. All requests for a second appeal should be sent to School Admissions.

What happens if places become available in the year group at my preferred school?
If places become available after the start of the appeal hearings but before the decisions are made, they will be allocated in accordance with the published criteria to children whose parents have lodged a formal appeal or have decided to remain on the waiting list together with any late applications received.

If places become available after meetings of the independent appeal panel but before the end of December 2016, they will be allocated in accordance with the published criteria to children whose parents have an outstanding application for a place at the school.

From the start of January 2017, if you are still interested in a place if one becomes available, you will need to complete an ‘In-year’ application form.

Further details regarding in-year admissions can be found on page 23.

My preferred school is not a Bristol Community school – how do I appeal?
Appeal arrangements in respect of aided schools, foundation/trust schools, academies and schools in other LAs will be provided where your preference cannot be met.
Admissions during the school year (in-year admissions)

For admissions during the school year (referred to as “in-year admissions”) applications for
Community and Controlled Schools are made to
Bristol City Council School Admissions Team.

Applications for Voluntary Aided Schools,
Foundation /Trust Schools and Academies
should be made directly to the school, if the
Local Authority is not managing the admission
arrangements on behalf of the school/academy.
The school will apply their own admission
arrangements to determine whether an offer
can be made. The school must inform parents
of the outcome of their application within 20
school days, and if they are unable to offer a
place, they must notify the applicant of their
right of appeal. Some Academies have asked the
Council’s School Admissions Team to manage
their in-year admission requests. For the up to
date list of which Academies these are, please
check the admissions website or telephone the
admissions team who will be able to advise.

If a parent/carer has approached school/s
directly and have been unable to secure a place
at one of their preferred school/s because they
are full, parent/carers can apply to Bristol
School Admissions Team for guidance.

Applications of this type can be made online at
www.bristol.gov.uk/schooladmissions

Applications for Community and Controlled
Schools can be made online at www.bristol.gov.
uk/schooladmissions. Paper applications are
available from School Admissions or from the
schools. Parents/carers may express preferences
for up to three schools in ranked order.

No offer of a place in an oversubscribed year
group can be made without written evidence
of the Bristol address. Examples of evidence
required would be a solicitor’s letter confirming
Exchange of Contracts or a signed rental
agreement.

Applications for a child who does not hold EEA
citizenship currently living outside the UK will
not be considered until the child has arrived in
the UK.

For Community and Controlled Schools the LA
is the admissions authority and the published
admission arrangements for the LA will be used
to allocate places.

Where it is not possible to offer any of the
preferred schools, the LA will allocate a place at
an alternative school if child is without a school
place. Parents will have the right of appeal for a
place at the preferred school(s).

Any offer of a school place should normally be
taken up and the child placed on the school roll
within 10 school days from the date of the offer.

For Community and Controlled Schools the
LA will operate waiting lists for the remainder
of the academic year. If you wish to go on a
waiting list you will need to respond to the
letter refusing your child a school place within 2
school weeks. PLEASE NOTE: Failure to respond
within this time frame will mean that the child
will not be included on the waiting list. If a
place becomes available it will be allocated in
accordance with the published oversubscription
criteria, and not according to the length of time
an applicant has been waiting for a place.

For Voluntary Aided, Foundation/Trust Schools
and Academies waiting list positions please
contact the schools direct.

In very exceptional circumstances, the LA/school
may decide to refuse a place to a child where
the school is in challenging circumstances. In
these circumstances, the parent will be notified
of the decision to refuse a place.

If a child has a Statement of Special
Educational Need/Education, Health and Care
Plan the application must be made through
the Local Authority’s Special Educational
Needs Department, and not through School
Admissions. Where a school is named in the
child’s Statement of Special Educational Need/
Education, Health and Care Plan the admission
authority is legally required to admit the child
to the school. Any appeal concerning the school
named in the Statement/Plan is to the Special
Educational Needs and Disability Tribunal.
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<td>Whitehall Primary</td>
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<td>Wicklea Academy</td>
<td>123</td>
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</table>
Air Balloon Hill Primary

Head Teacher Rob Worsfold
Address Air Balloon Hill Primary School
Hillside Road, St George, Bristol BS5 7PB
Phone 0117 903 0077 | Fax 0117 903 0080
Email airballoonhillp@bristol-schools.uk

Status Community
Age range 4–11
Admission number 120
On time applications 1st, 2nd, 3rd 2015 238
Applications received late 21
No. of Sept 2015 places offered under each criterion
2 priority 1, 70 priority 3,
furthest distance: 2.11381 km
No. of Sept 2014 places offered under each criterion
2 priority 1, 48 priority 2, 68 priority 2,
49 priority 3, furthest distance: 0.736 km
Appeals lodged 2015 2
Appeals heard 2015 1
Appeals upheld 2015 0
Admission policy See page 13

Ashley Down Primary

Executive Head Teacher Laurence Pitt
Address Ashley Down Primary School
Downend Road, Horfield, Bristol BS7 9PD
Head of School Amy Sood
Phone 0117 377 2179 | Fax 0117 377 2180
Email ashley.down.p@bristol-schools.uk

Status Community
Age range 4–11
Admission number 60
Additional information Federated with Brunel Field Primary School (see page 36)
On time applications 1st, 2nd, 3rd 2015 179
Applications received late 4
No. of Sept 2015 places offered under each criterion
25 priority 2, 35 priority 3, furthest distance: 0.341 km
No. of Sept 2014 places offered under each criterion
27 priority 2, 23 priority 3, furthest distance: 0.445 km
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Ofsted said, “Pupils are happy and well cared for because of the caring and inclusive ethos, which is based upon the headteacher’s vision of equality of opportunity for all. Good links with parents ensure stakeholders’ satisfaction. Parents and carers are delighted with everything that the school provides. As one explained, ‘This is the best school in the neighbourhood, we have a fantastic headteacher and staff who look after our children as if they were their own’.”

Jan 2015 “This is a Good school with real strengths!”

“We are very happy with Ashley Down. The children feel special and the parents feel lucky.” Quote from our parent/carer annual survey.
**Ashton Gate Primary**

**Head Teacher** Susan Willson  
**Address** Ashton Gate Primary School  
Ashton Gate Road, Ashton Gate, Bristol BS3 1SZ  
t 0117 903 0236  f 0117 903 0237  
e ashton.gate.p@bristol-schools.uk  

**Status** Community  
**Age range** 4–11  
**Admission number** 120  

**Additional information**  
School is on split sites.  
Ashton Gate Road site - Reception, Year 1 and Year 2.  
Upton Road site - Year 3 to Year 6  
Upton Road, Ashton, Bristol, BS3 1QZ  

**On time applications 1st, 2nd, 3rd 2015** 225  
**Applications received late** 13  

**No. of Sept 2015 places offered under each criterion**  
No preferences refused on first round of allocations  
No. of Sept 2014 places offered under each criterion 42 priority 2, 49 priority 3, furthest distance: 0.797 km  

**Appeals lodged 2015** 0  
**Appeals heard 2015** 0  
**Appeals upheld 2015** 0  

**Admission policy** See page 13

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**Ashton Vale Primary**

**Head Teacher** Viv Champeney  
**Address** Ashton Vale Primary School  
Avebury Road, Ashton Vale, Bristol BS3 2QG  
t 0117 903 0383  f 0117 903 0384  
e ashton.vale.p@bristol-schools.uk  

**Status** Foundation  
**Age range** 4–11  
**Admission number** 30  

**On time applications 1st, 2nd, 3rd 2014** 56  
**Applications received late** 4  

**No. of Sept 2015 places offered under each criterion** 11 priority 2, 19 priority 3, furthest distance: 0.453 km  
**No. of Sept 2014 places offered under each criterion** 14 priority 2, 16 priority 3, furthest distance: 0.505 km  

**Appeals lodged 2015** 3  
**Appeals heard 2015** 1  
**Appeals upheld 2015** 0  

**Admission policy** See page 13

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“We are a friendly, community school, rural and yet urban, tucked away in Ashton Vale. Ashton Vale Primary is part of the South West Bristol Co-operative Learning Trust and as such we actively teach the co-operative values. The staff are committed to raising standards in a way that will give the pupils a love of learning and the ability to learn for life.”

Ashton Vale Primary School is an outstanding school providing a broad and balanced curriculum alongside high academic standards. We work hard to create a caring and purposeful learning community, where all pupils are happy, confident and reach their full potential.

‘Pupils make excellent progress during their time at school and their achievement is outstanding. All pupils, including disabled pupils and those with special educational needs, reach levels of attainment that are well above national averages.’ Ofsted 2012
Avon Primary

Head Teacher Jane Atkins
Address Avon Primary School
Barracks Lane, Shirehampton, Bristol BS11 9NG
 t 0117 903 0446 f 0117 903 0446
e avonp@bristol-schools.uk

Status Community
Age range 4–11
Admission number 60
On time applications 1st, 2nd, 3rd 2015 84
Applications received late 11
No. of Sept 2015 places offered under each criterion
No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion
No preferences refused at first round of allocations
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Avon Primary, set tucked away by the rugby club in Shirehampton, is a rapidly expanding school, with a fantastic new building and new facilities which opened September 2014.

We have a dedicated staff who are committed to raising standards. We aim to develop confident, motivated learners who are active local and global citizens through our exciting curriculum which uses the local area to the full to develop children’s knowledge and a passion to learn.

Avonmouth C.E. Primary School and Family Centre

Head Teacher Nicky McMahon
Address Avonmouth C.E. Primary School and Family Centre
Avonmouth, Bristol BS11 9LG
 t 0117 903 0280
e avonmouth.p@bristol-schools.uk

Status Controlled
Age range 3–11
Admission number 30
Nursery Class (Part Time) 30 FTE
On time applications 1st, 2nd, 3rd 2015 62
Applications received late 8
No. of Sept 2015 places offered under each criterion
11 priority 2, 19 priority 3, furthest distance: 1.867 km
No. of Sept 2014 places offered under each criterion
8 priority 2, 22 priority 3, furthest distance: 1.14 km
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

“Avonmouth CE Primary School places the child at the centre of all we do. We offer a warm, friendly and supportive environment in which Christian values are central to the school and its teaching. Children are encouraged to reach their full potential and we provide enriching activities to make the curriculum relevant and exciting.

All at Avonmouth Primary are proud of their school. We strive to help children develop their confidence and self-esteem and prepare them for the next step in their education and lives. We pride ourselves on being an inclusive school, where the uniqueness of each child is highly valued.”
Badock’s Wood Community Primary School and Children’s Centre

<table>
<thead>
<tr>
<th>Head Teacher</th>
<th>Zak Willis</th>
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<tbody>
<tr>
<td><strong>Address</strong></td>
<td>Badock’s Wood Community Primary School and Children’s Centre</td>
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<tr>
<td></td>
<td>Doncaster Rd, Southmead, Bristol BS10 5PU</td>
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<tr>
<td></td>
<td>t 0117 903 0050  f 0117 903 0051</td>
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<td>e <a href="mailto:school@badockswoodschool.co.uk">school@badockswoodschool.co.uk</a></td>
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<td><strong>Admission number</strong></td>
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<td><strong>Additional information</strong></td>
<td>Nursery Class and Children’s Centre</td>
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| **On time applications 1st, 2nd, 3rd 2015** | 34 |
| **Applications received late** | 10 |

| **No. of Sept 2015 places offered under each criterion** | No preferences refused at first round of allocations |
| **No. of Sept 2014 places offered under each criterion** | No preferences refused at first round of allocations |

Badock’s Wood Community Primary School and Children’s Centre is a growing and improving school, with a proven track record of raising standards for children and families in Southmead. Our established partnership with the children’s centre, which is under new leadership, allows our school to offer more services for the entire family.

| **Appeals lodged 2015** | 0 |
| **Appeals heard 2015** | 0 |
| **Appeals upheld 2015** | 0 |

**Admission policy** See page 13
Bannerman Road Community Academy
and Children’s Centre

Principal  Paula Shore

Address  Bannerman Road Community Academy
and Children’s Centre
All Hallows Road, Easton, Bristol BS5 0HR

  t  0117 377 2080  f  0117 377 2081
  e  bannermanrdp@bristol-schools.uk

Status  Academy
Age range 4–11
Admission number 45
Additional information  Children’s Centre
On time applications 1st, 2nd, 3rd 2015 96
Applications received late 16
No. of Sept 2015 places offered under each
criterion 14 priority 2, 31 priority 3, furthest
distance: 0.365 km
No. of Sept 2014 places offered under each
criterion Please contact the school for details.
Appeals lodged 2015 8
Appeals heard 2015 7
Appeals upheld 2015 0
Admission policy See page 13

Bannerman Road Community Academy and
Children’s Centre is an inclusive primary
school in Bristol and shares its setting with
the Children’s Centre providing education
and caring support for our children from
birth to 11 years old.

The two modern buildings in inner city
Easton are linked by play areas and our
developing landscaped areas are used in
forest school activities for all children.

We celebrate our diverse and multi-lingual
community and believe that all pupils
are entitled to high quality, engaging and
exciting teaching and learning. We have
high expectations and challenge everyone to
reach his or her full potential.
Executive Head Mike Colcombe
Head of School Gina Lewis
Address Barton Hill Academy
Queen Ann Road, Barton Hill, Bristol BS5 9TX
t 0117 903 0407 f 0117 903 0408
e bartonhillp@bristol-schools.uk
Status Academy
Age range 3–11
Admission number 90
Additional information Part of Growth in Learning Trust Nursery Class
On time applications 1st, 2nd, 3rd 2015 68
Applications received late 10
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Begbrook Primary Academy
Head Teacher Duncan Cruickshank
Address Begbrook Primary
Begbrook Drive, Stapleton, Bristol BS16 1HG
t 0117 903 0386 f 0117 903 0388
e begbrook.p@bristol-schools.uk
Status Academy
Age range 4–11
Admission number 90
Additional information Nursery Class
On time applications 1st, 2nd, 3rd 2015 142
Applications received late 8
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations
Appeals lodged 2015 1
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Begbrook Primary Academy is a great school – wonderful children, strong staff, fantastic buildings and grounds, and a very supportive community.

We are very proud of our children: they are always very interested in learning about everything, and this makes them a delight to teach. The behaviour of our children is excellent both in and out of class and they really enjoy their playtimes, especially when they get to play on the field.

We aim to provide a stimulating and rich education for each of our children from the minute they arrive in our care.
Our recent OFSTED report described Bishop Road as Outstanding and stated that ‘Bishop Road provides its pupils with an excellent all-round education’ (May 2011). Pupil attainment is one of the highest in the country and Bishop Road offers excellent opportunities to develop the ‘whole child’. We have a unique contextualised curriculum which incorporates a rich and rigorous experience, including many educational visits and history days. We also benefit from having a cooking room, climbing wall, school radio station, gym and school field. At the centre of the school’s achievement is the nurturing of children’s interest in reading and their narrative voice, developing children’s ability to make meaning. Our philosophy is that each child becomes knowledgeable, skilled and kind and develops a sense of purpose as they grow and mature.

At Blaise Primary & Nursery School we provide a secure and positive environment for children to learn, with high aspirations for every child. The school is set in beautiful grounds which are used well for play and outdoor learning. Latest Ofsted Report: Achievement of pupils – Outstanding Quality of teaching – Outstanding Behaviour and safety of pupils - Outstanding Leadership and management - Outstanding “Major strength of the school is the pupils’ excellent spiritual, social, moral and cultural development” (Ofsted Nov 2013)

We believe that Everyone Shines at Blaise so that all children can be successful, healthy, inspired, nurtured, empowered and skilled.
Brent Primary

Head Teacher Geraint Clarke
Address Brent Primary School
Brent Lane, Henbury, Bristol BS10 6RG
t 0117 353 2261 f 0117 353 2262
e brentyp@bristol-schools.uk
Status Community
Age range 4–11
Admission number 30
Additional information Linked to Brent and Henbury Children’s Centre
On time applications 1st, 2nd, 3rd 2015 139
Applications received late 15
No. of Sept 2015 places offered under each criterion 3 priority 1, 9 priority 2, 18 priority 3, furthest distance: 0.471 km
No. of Sept 2014 places offered under each criterion 1 priority 1, 15 priority 2, 14 priority 3, furthest distance: 0.395 km
Appeals lodged 2015 10
Appeals heard 2015 6
Appeals upheld 2015 0
Admission policy See page 13

Brent Primary is a small, friendly school with close links to the local community and very good parental support. The school is a popular choice in the area and a number of our parents are past pupils. There are seven classes, from Reception to Y6. We have a beautiful site and the children enjoy a number of outdoor activities.

Our motto is Learn Together: SHARE Success which makes clear links to the children’s curriculum and personal/social development. We are committed to raising standards and instilling in our children values which will support them as they develop into citizens for our future.

Bridge Farm Primary

Head Teacher Geoff Mason
Address Bridge Farm Primary School
East Dundry Road, Whitchurch Lane, BS14 0LL
t 0117 903 0420 f 0117 903 0421
e bridge.farm.p@bristol-schools.uk
Status Community
Age range 4–11
Admission number 90
On time applications 1st, 2nd, 3rd 2015 208
Applications received late 11
No. of Sept 2015 places offered under each criterion 1 priority 1, 43 priority 2, 46 priority 3, furthest distance: 1.545 km
No. of Sept 2014 places offered under each criterion 33 priority 2, 57 priority 3, furthest distance: 1.608 km
Appeals lodged 2015 2
Appeals heard 2015 1
Appeals upheld 2015 0
Admission policy See page 13

“Bridge Farm is an outstanding school... Attainment is high by the time pupils leave Bridge Farm and pupils achieve exceptionally well.” Ofsted 2013

We are a thriving and successful primary school at the heart of the community. At our school we value:

• The individual qualities of each child.
• Instilling a love of learning.
• Effective partnership with parents.
• Our role in the community.
• Education beyond the classroom.
As one of the genuinely all-through schools in Bristol, children may join us at any age between 3 to 16.

• All any parent wants from a school is for their child to thrive - to be happy, safe and learn well, which is why I enrolled my own daughter in the school this year.

• What we are doing at BLC is very special and we were delighted that this was recently recognized by Ofsted; but it is the positive feedback from students and families that we are most proud of.

Bridge Learning Campus is a large, well resourced school. It is light, airy, conducive to learning. We have extensive sports fields, great outside areas, plenty of IT facilities and even some old fashioned books. Our teachers are dedicated professionals, all committed to delivering the highest standards of education. We enjoy beautiful views over the city and back onto the Dundry Hills; it really is a fabulous location to spend the day learning.

“Achievement has risen rapidly since the start of this academic year as a result of the strong leadership and improvements in teaching.” Ofsted, March 2015

Academy leaders, the governors, the parents’ groups, others in the community and the pupils have worked to create successfully a strong ethos and sense of community in the academy. Staff and pupils are proud to be part of the academy.” Ofsted, March 2015

We invite potential new students and their families for personal tours around the school during lesson time, so that you can see us as we really are; please contact us to arrange.

As parents, we want the best quality of education for our children. At BLC we aim to deliver great outcomes regardless of children’s starting points: we ensure that the brightest students flourish; but we never forget that every child matters and never give up on anyone. We review the curriculum regularly to make sure children are learning everything they need to in order to progress academically, but also become good learners and happy youngsters.

“Behaviour in lessons and around the academy is good. Pupils of all ages get on well together and are safe.” Ofsted, March 2015

Our students are well behaved and supportive of each other; every visitor to the school comments on how warm and friendly the school is. Our expectations and standards are high and we will not compromise on these. There are many opportunities for children to collaborate together - through Houses, in their learning, clubs and societies. From this year we are home to Bristol Rugby Club’s Academy; we also share our site with the City of Bristol Gymnastics Centre. We have everything on our door step.

Come and learn for yourselves what BLC is really like.
Admission policy

When the Academy is oversubscribed and after places for children with Statement of Special Educational Need/Education, Health and Care Plan which name the Academy have been allocated, allocations will be made in the following order of priority:

1. A ‘looked after child’ or a child who was previously looked after but immediately after being looked after became subject to an Adoption Order, Child Arrangements Order or Special Guardianship Order.

2. Children with a sibling attending the Academy at the time of application. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

3. New Fosseway School @ The Bridge – siblings of children on roll at New Fosseway School, at the time of application.

4. Geography – children living closest to the Academy as measured in a direct line from the home address to the school.

Tie-breaks – Where there are more applications than there are places remaining within a particular category, the direct line distance from home to Academy will be used as a tie-break.

Broomhill Infant and Children’s Centre

Head Teacher Lesley Newman

Address Broomhill Infant & Children’s Centre
Fermaine Avenue, Brislington, Bristol BS4 4UY
0117 353 4440
broomhilli@bristol-schools.uk

Status Foundation
Age range 4–7
Admission number 60

Additional information Children’s Centre. Paired with Broomhill Junior School (see next entry) Part of a Co-operative Trust

On time applications 1st, 2nd, 3rd 2015 118
Applications received late 4
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations

Appeals lodged 2015 1
Appeals heard 2015 0
Appeals upheld 2015 0

Admission policy See page 13

“Broomhill Infant is a good school. Pupils make good progress in the Early Years Foundation Stage and in Key Stage 1.”
OFSTED July 2011

Apply online www.bristol.gov.uk/schooladmissions
### Broomhill Junior

**Head Teacher** Colin Thompson  
**Address** Broomhill Junior School  
Allison Road, Brislington, Bristol BS4 4NZ  
t 0117 977 5120  f 0117 977 5130  
e broomhill.j@bristol-schools.uk  

**Status** Community  
**Age range** 7–11  
**Admission number** 60  
**Additional information** Paired with Broomhill Infant School (see previous entry)  
Direct transfer of children from Infant to Junior School  
No. of Sept 2015 places offered under each criterion  No preferences refused at first round of allocations  
No. of Sept 2014 places offered under each criterion  No preferences refused at first round of allocations  
**Appeals lodged 2015** 0  
**Appeals heard 2015** 0  
**Appeals upheld 2015** 0

Broomhill Junior School aims to be  
• a place where all strive for excellence in learning, individually and as a community  
• a welcoming place that serves and supports our community  
• a place where special memories are created

We are very proud of our school, the achievements of the children and the quality of the day-to-day learning that takes place here. We have a hugely dedicated staff team and governing body who help support a very happy and successful school. Our latest Ofsted report said, **“Pupils are happy, confident and have positive attitudes towards their learning and each other”**.

### Brunel Field Primary

**Executive Head Teacher** Laurence Pitt  
**Head of School** Don Collins  
**Address** Arthur Milton Street, Bristol, BS7 9JT  
t 0117 353 2471  
e brunelfield.p@bristol-schools.uk  

**Status** Community  
**Age range** 4–11  
**Admission number** 60  
**Additional information** Federated with Ashley Down Primary School (see page 26)  
**On time applications 1st, 2nd, 3rd 2015** 215  
**Applications received late** 11  
**No. of Sept 2015 places offered under each criterion** 2 priority 1, 27 priority 2, 31 priority 3, furthest distance: 0.337 km  
**No. of Sept 2014 places offered under each criterion** 1 SEN, 1 priority 1, 29 priority 2, 29 priority 3, furthest distance: 0.490 km

**Appeals lodged 2015** 9  
**Appeals heard 2015** 6  
**Appeals upheld 2015** 0

**Admission policy** See page 13
Executive Principal  Simon Rowe
Assistant Principal  Heather Morris

Address  Burnbush Primary School
Whittock Road, Stockwood, Bristol BS14 8DQ
t  0117 353 3506  f  0117 353 3510
e  school@burnbushprimary.co.uk

Status  Proposed Academy conversion in October 2015

Age range  3–11 (Nursery for 3 year olds)

Admission number  30

Additional information  Nursery Class provision and Children’s Centre on site, with extensive grounds including a Forest Conservation Area and single age classes, 3 to 11. For more information please contact the school or Waycroft Multi Academy Trust.

Proposed Academy conversion in October 2015 to become part of the Waycroft Multi Academy Trust.

Waycroft MAT Admissions Policy will be applied after the date of academy conversion, details of Waycroft MAT Admissions Policy can be found at http://www.waycroftacademy.com/admissions-policy

On time applications  1st, 2nd, 3rd 2015  35
Applications received late  5

No. of Sept 2015 places offered under each criterion  No preferences refused at first round of allocations

No. of Sept 2014 places offered under each criterion  No preferences refused at first round of allocations

Appeals lodged  2015  0
Appeals heard  2015  0
Appeals upheld  2015  0

Living and Learning Together
Burnbush is a community of active and enthusiastic learners. The school works hard to provide a stimulating and attractive environment in which children can learn and adults can teach and support – all within an atmosphere of mutual respect. Much effort goes into ensuring that all children become confident and have high self-esteem.

The school strives to give children the best opportunities to help them achieve their potential and become the best they can be, whilst getting them to understand how important it is to be respectful and considerate members of the community.

Early in 2014 Waycroft Academy became Waycroft Multi Academy Trust and in September 2014 took over the management of Wicklea Academy, a school formerly known as St Anne’s Junior School. Wicklea Academy quickly moved out of ‘special measures’ and HMI praised the progress made when they revisited in January 2015. Wicklea and Waycroft Academies are run using the same curriculum planning, a ‘Building Learning Power’ approach to learning and a shared professional expertise across the two schools.

At the request of the DfE and Bristol LA, Waycroft MAT is now being considered to take over the management of a third school and expand the Multi Academy Trust. Burnbush Primary is that third school. Heather Morris will lead the school on a day to day basis, Simon Rowe will be the Executive Principal. In the near future Burnbush will be re-named and become Woodlands Academy.

This is an exciting time for Burnbush as the school adopts Waycroft and Wicklea expertise whilst retaining the qualities that make Burnbush distinct from other schools. In the near future Burnbush will be re-named and become Woodlands Academy. Please contact the school to arrange a visit, come and see what we have to offer.
Cabot Primary

Head Teacher Tom Burton

Address Cabot Primary School
Halston Drive, St Pauls, Bristol BS2 9JE
t 0117 377 2630  f 0117 377 2631
e cabot.p@bristol-schools.uk

Status Community

Age range 4–11
Admission number 30
On time applications 1st, 2nd, 3rd 2015 37
Applications received late 15
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion 1 priority 1, 19 priority 2, 10 priority 3, furthest distance: 0.458km
Appeals lodged 2015 3
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Cabot is a successful, high achieving primary school located in the heart of St Pauls, Bristol. It is a diverse and vibrant community with a rich and proud history. Our core values reflect our belief that education is often collaborative, based on great relationships and should prepare children for life. It underpins everything we do at Cabot.

In January 2015, Ofsted judged the school GOOD in all areas and reported the following comments.

‘A positive atmosphere for learning is created throughout the school, generated by warm and nurturing relationships with pupils.’

‘A varied and interesting curriculum promotes pupils’ spiritual, moral, social and cultural development effectively. Pupils are well prepared for life in modern Britain.’

‘The school’s strong and successful commitment to ensuring that all pupils have equal opportunities to succeed is demonstrated by the good progress that all groups of pupils in the school are making.’

‘The behaviour of pupils is good. At times, their conduct is exemplary. Pupils of all ages prosper in the warm, happy and caring school atmosphere. They show respect for each other, and to adults and visitors.’

‘The school’s work to keep pupils safe and secure is outstanding’

‘Teaching is consistently good over time.’

‘Staff have warm, nurturing relationships with pupils which generate a positive atmosphere for learning.’
Executive Principal  Mr. Neil Blundell
Head Teacher  Mrs. Sara Yarnold

Address  Cathedral Primary School
Abbey House, College Square, Bristol, BS1 5TS
0117 353 2052
admin@cathedralprimary.org

Status  Free School
Age range  4–11
Admission number  30
On time applications 1st, 2nd, 3rd 2015 237
Applications received late 3

Allocation Summary for 2015
Admission Number 45: 2 children in care/previously in care, 11 siblings, 32 random allocation
Allocation Summary for 2014
1 child in care, 7 siblings, 23 random allocation

Appeals lodged 2015 8
Appeals heard 2015 6
Appeals upheld 2015 1

Admission arrangements

Applications for places at Cathedral Primary School are made in accordance with Bristol City Council’s Co-ordinated Admissions Scheme. Parents should complete the online Supplementary Application Form via the Cathedral Primary School website and the Common Application Form provided and administered by the applicant’s home Local Authority.

Open Sessions: Open events and tours will take place during the autumn 2015. Please check the school website or telephone the school for further details.

Cathedral Primary School opened under the Free Schools programme in September 2013 with one Reception Class intake of 30 pupils. Together with Bristol Cathedral Choir School, it forms a new family of schools for the city. Cathedral Primary School is in the heart of Bristol, providing opportunities for musically aspirant children and families, and giving an excellent and challenging personalised education. This education is based on Christian values within a supportive and caring family setting. Pupils come from a range of backgrounds and will aim to make the most of their talents - especially in music, art, dance, sport and drama - and each of them will develop high-level skills in literacy and numeracy. Our expectation is that they will develop leadership and confidence, and have ambitious and positive attitudes to learning. Above all, they should enjoy school and enjoy learning.

Procedures where Cathedral Primary School is oversubscribed

Where the number of applications for admission is greater than the Published Admissions Number (PAN), and after the admission of pupils with an Education, Health and Care Plan where CPS is named in the Plan, applications will be considered against the oversubscription criteria, in order, as set out below:

1.) Highest priority is given to looked after children and all previously looked after children. A ‘looked after child’ is a child who is in the care of a local authority or being provided with accommodation by a local authority in the exercise of their social services functions at the time of making an application to the school. This will include children who were previously looked after but ceased to be so because they were adopted or became subject to a child arrangements order or special guardianship order immediately following having been looked after child.

2.) Pupils who, on the date of admission, will have a sibling on the roll of Bristol Cathedral Choir School or Cathedral Primary School. The
term “sibling” means a full, half, adopted, step brother or sister, but not cousins or other family members, who will be living permanently with them at the same address at the date of their admission to Cathedral Primary School. The school may require proof of relationship and or proof of residence.

3.) Pupils for whom it is essential to be admitted to Cathedral Primary School because of special circumstances to do with significant medical or social needs. The application will need to be supported by a letter from a hospital consultant, social worker or similar professional. The information should demonstrate why “Cathedral Primary School is the only school that can meet the child’s needs”.

4.) Pupils who are sons/daughters of serving employees of Cathedral Primary School. This will include all staff, full and part time working 28 hours or more per week during term time and who have been employed permanently at the school for two or more years at the time at which the application for admission to the school is made, and or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

5.) Once the oversubscription criteria above, have been applied, the remainder of the places will be allocated by random allocation to those living in the following postcodes: BS1 to BS25, BS29 – 37, and BS40 – 49.

6.) In the event of any places still available these will be allocated by random allocation to those applicants living outside of the above postcode areas.
Chester Park Infant

Head Teacher  Susan Tyte

Address  Chester Park Infant School  Lodge Causeway, Fishponds, Bristol BS16 3QG  t 0117 377 3047  f 0117 377 3047  e  chesterparki@bristol-schools.uk

Status  Community  
Age range  4–7  
Admission number  75  
Additional information  Paired with Chester Park Junior School (see next entry). Not all children who attend the Infant School will be able to attend the Junior School, as the admission number is smaller. Proposed expansion under consideration. Information will be posted on School Admissions website once confirmed.  
On time applications 1st, 2nd, 3rd 2015 163  
Applications received late 17  
No. of Sept 2015 places offered under each criterion 30 priority 2, 45 priority 3, furthest distance: 1.399 km  
No. of Sept 2014 places offered under each criterion 35 priority 2, 40 priority 3, furthest distance: 1.185 km  

Appeals lodged 2015 2  
Appeals heard 2015 1  
Appeals upheld 2015 0  
Admission policy  See page 13

“The school is a nurturing and caring place. Pupils feel happy, safe and well cared for.” Ofsted January 2015  
“Pupils really enjoy their lessons and persevere with new learning.” Ofsted HMI inspector June 2015

Confident  
Happy  
Individuals  
Learning  
Developing and succeeding TOGETHER!
Chester Park Junior School is a vibrant; two form entry Junior School judged as ‘Good’ by Ofsted in 2012, serving the Fishponds area of East Bristol. There are many exciting things happening at the school and we are proud of our achievements.

With high expectations and a high level of pastoral care, we seek to educate the ‘whole’ child. We believe in giving all pupils the opportunity to flourish and achieve. We encourage all the pupils to become independent learners, proactive in their own learning. We celebrate successes gained both at home and at school.

The partnership between home and school is crucial and we encourage parents and carers to take an active part in the learning process.

Christ Church Primary School is a successful Academy in Clifton Village, close to Brunel’s Suspension Bridge, Bristol Zoo, and cultural amenities of Whiteladies Road and Park Street; offering unique opportunities for our children to learn about our city. Bristol University and Hospitals draw working families globally, resulting in a rich cultural diversity of children at the school. We are a church school with the parish actively involved in school life.

We endeavour to provide an outstanding, enriched, nurturing learning environment. We value parents as partners in the education of their children. We strive to ensure our children feel happy and safe, valued and respected, and are given challenging, interesting work.
Head Teacher  Maddy Kent

Address  Colston’s Primary School
18 Cotham Grove, Cotham, Bristol BS6 6AL
  t 0117 377 2610 f 0117 377 2611
  e office@colstonsprimary.co.uk

Status  Academy
Age range  4–11
Admission number  90
On time applications 1st, 2nd, 3rd 2015  175
Applications received late  15
No. of Sept 2015 places offered under each criterion  No preferences refused at first round of allocations
  No. of Sept 2014 places offered under each criterion  31 priority 2, 28 priority 2, furthest distance: 0.592 km
Appeals lodged 2015  0
Appeals heard 2015  0
Appeals upheld 2015  0
Admission policy  See page 13

Colston’s Primary School is a vibrant Co-operative Academy where children experience a rich and stimulating curriculum which encourages independence, confidence and a love of learning. The emphasis we place on valuing all children as individuals while encouraging collaboration, teamwork and mutual respect is reflected in our motto:  ‘Celebrating Diversity, Learning Together’

In September 2015 Colston’s Primary School will be operating from two sites: The Elmgrove site will provide a new purpose built early years environment for our Reception and Year 1 classes and the Cotham Grove site will provide upgraded accommodation and a unique learning environment for Years 2 – 6.

Ofsted (June 2014) commented that:
‘The school provides an engaging curriculum and a range of varied and memorable learning experiences. The wide variety of enrichment activities contribute strongly to pupils’ spiritual, social, moral and cultural development.’

‘The behaviour of pupils is good. Pupils of all ages are courteous to visitors, staff and each other. School values, such as ‘equality’ and ‘democracy’, are promoted across the school and contribute well to pupils’ good behaviour.’
Compass Point South Street Primary
and Children’s Centre

Head Teacher  Linda Brown

Address  Compass Point South Street Primary
South Street, Bedminster, Bristol BS3 3AU
0117 377 2340  0117 903 1507
compasspoint@bristol-schools.uk

Status  Foundation

Age range  4–11

Admission number  60

Additional information  Children’s Centre. The school will follow the Bristol Community School admission arrangements

On time applications 1st, 2nd, 3rd 2015  89
Applications received late  15

No. of Sept 2015 places offered under each criterion  No preferences refused at first round of allocations

No. of Sept 2014 places offered under each criterion  No preferences refused at first round of allocations

Compass Point is a growing primary school and children’s centre which is also part of the South West Bristol Co-operative Learning Trust. We are a School of Sanctuary and a Forest School with Healthy Schools Plus status. We are also proud of our Green Awards.

Appeals lodged 2015  0
Appeals heard 2015  0
Appeals upheld 2015  0

Admission policy  See page 13
The Dolphin School

Head Teacher Ms N Triggol

Address The Dolphin School
174 Cheltenham Road, Bristol, BS6 5RE
0117 942 4328
info@dolphinschool.bristol.sch.uk

Status Academy
Age range 4–11
Admission number 60
On time applications 149
Applications received late 5

No. of September 2015 places offered under each criterion 1 child in care/previously in care, 11 siblings, 19 area of first priority, 29 outside area of priority

No. of September 2014 places offered under each criterion Inner catchment 29; outer catchment 29; children of staff members 2

Appeals lodged 2015 1
Appeals heard 2015 0
Appeals upheld 2015 0

Admission policy

Procedures where The Dolphin School is oversubscribed

Where the number of applications for admission is greater than the PAN and after the admission of pupils with Statements of Educational Needs or Education, Health and Care Plans where The Dolphin School is named, the criteria will be applied in the order in which they are set out below. Please read in conjunction with the published Admissions Policy for 2016/17 entry

a) Equal priority will be given to:
   (i) children who are “looked after” children (within the meaning of the Children Act 1989) at the date that the relevant application for admission is made and who a local authority has confirmed will continue to be looked after in accordance with relevant legislation at the time they are admitted to The Dolphin School; and
   (ii) previously “looked after children” who are defined as children who were adopted (or made subject to child arrangement orders or special guardianship orders) immediately following having been looked after.

b) Children who, on the date of admission, will have an older sibling on the roll of

This new co-educational primary is part of the CGS Trust and benefits from specialist teaching in a range of subjects including Music, Maths, PE, Languages, and Science. The children benefit from using the CGS facilities including gym, sports courts, theatre and dining room. Construction has begun on a new 420 place school on an adjacent site.

We deliver an inclusive culture of learning where all children are challenged in their thinking, to achieve to the best of their abilities and strive to become lifelong learners.

Our education offering is predicted on literacy and language teaching, particularly reading; the school is committed to the importance of quality sports provision and using the City of Bristol to facilitate outstanding learning.

With a clear commitment to the value and benefits of learning outside of the classroom, we recognise the importance of forging links with businesses, charities and our local and global community in order to provide a wealth of ‘real life’ learning opportunities.

We value and celebrate the rich diversity of culture, race and beliefs within our school community and put a high emphasis on teaching the children in our care to respect and understand the privilege of being part of this.

Apply online www.bristol.gov.uk/schooladmissions
The Dolphin School. The term “sibling” is defined as a brother or sister, but not cousins or other family members, under one of the following categories, and who will be living permanently with them at the same address at the date of their entry to the School.

(i) Full
(ii) Half
(iii) Step
(iv) Adopted
(v) Fostered

c) Children who have a parent/carer who is a member of staff at The Dolphin School who has been employed for two or more years at the time at which the application for admission to the school is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

d) Children living in the Area of First Preference. In the event of oversubscription in this category, places would be offered to pupils who live closest to the school. This is measured in a direct line from a point on the home address to a central point within the main school building, using the Local Authority’s computerised mapping system. For multi-storey residences, such as blocks of flats, the front door of the block will be used as the measurement factor.

e) Where places are still available, these will be allocated to children living beyond the Area of First Preference. In the event of oversubscription in this category, places would be offered to pupils who live closest to the school. This is measured in a direct line from a point on the home address to a central point within the main school building, using the Local Authority’s computerised mapping system. For multi-storey residences, such as blocks of flats, the front door of the block will be used as the measurement factor.

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**Easton C of E Academy**

**Head Teacher** Peter Overton

**Address** Easton Church of England Academy
Beaufort Street, Easton, Bristol BS5 0SQ

**t** 0117 377 3070

**e** easton.p@bristol-schools.uk

**Status** Academy

**Age range** 4–11

**Admission number** 90

**Additional information** Nursery Class (age 3-4) / Resource Base for Communication Disorder (age 4-11).

**On time applications** 1st, 2nd, 3rd 2015 103

**Applications received late** 19

**No. of Sept 2015 places offered under each criterion** No preferences refused at first round of allocations

**No. of Sept 2014 places offered under each criterion** No preferences refused at first round of allocations

**Appeals lodged 2015** 0

**Appeals heard 2015** 0

**Appeals upheld 2015** 0

**Admission policy** See page 13

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Easton Church of England Academy is a rapidly growing school with a strong ethos of care and respect serving our local community in Easton. We are a fully inclusive school which is home to the Bristol Speech and Language Communication resource base. We value all our children equally; working hard to ensure their educational, social and emotional needs are met and that they are enabled to live life to the full. We are committed to working with parents and carers as valued partners in their children’s education and together we continually strive to become the best school we can be.
Elmlea Infant

Head Teacher Inge Fey
Address Elmlea Infant School, Elmlea Avenue, Westbury-on-Trym, Bristol BS9 3UU
Phone 0117 377 2352 Fax 0117 377 2353
Email elmleai@bristol-schools.uk
Status Community
Age range 4–7
Admission number 90
Additional information Paired with Elmlea Junior School (see next entry)
On time applications 1st, 2nd, 3rd 2015 270
Applications received late 8
No. of Sept 2015 places offered under each criterion 5 priority 1, 52 priority 2, 33 priority 3, furthest distance: 0.519 km
No. of Sept 2014 places offered under each criterion 49 priority 2, 41 priority 3, furthest distance: 0.624 km
Appeals lodged 2015 5
Appeals heard 2015 3
Appeals upheld 2015 0
Admission policy See page 13

Elmlea Infants’ School is a very happy, vibrant school with an enthusiastic, caring staff who are totally committed to the Aims and Values of the school. We provide a learning environment, which is stimulating, challenging and where children can have fun while they learn. We believe that it is important to ‘TAKE TIME TO BE A CHILD’

At Elmlea, we value the relationship we have with our parents/carers and ensure that they have the opportunity to take a full and active role in their child’s time with us. We believe Elmlea offers the highest quality infant education.

Elmlea Junior

Head Teacher Clare Galliers
Address Elmlea Junior School
The Dell, Westbury-on-Trym, Bristol BS9 3UF
Phone 0117 377 2266 Fax 0117 962 2134
Email info@elmleajunior.com
Status Academy
Age range 7–11
Admission number 90
Additional information Paired with Elmlea Infants’ school. Direct transfer from Elmlea Infant school to Elmlea Junior school. See Infant to Junior transfer below.
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0

Elmlea Junior School – Caring to Learn, Learning to Care
We are a successful and vibrant school, fostering a culture of caring and nurturing. All members of our school community work in partnership to achieve the best for each child. There is strong emphasis on challenging and supporting every pupil to discover and develop their talents, so they thrive and reach their full potential across the curriculum.

We aim for every child to enjoy their individual learning journey. School life is rich with a huge variety of activities and experiences. The breadth of opportunity develops curiosity and inspires.

Our pupils leave us as caring, happy, motivated and confident young people.

www.elmleajunior.com

Apply online www.bristol.gov.uk/schooladmissions
Admission policy

Responsibility

Elmlea Junior School’s governing body, in accordance with the School’s Academy status is responsible for admissions to the School.

Infant to Junior Transfer

Elmlea Junior School is paired with Elmlea Infants’ School. The two schools have an equal admission number of 90.

Year 2 children attending Elmlea Infants’ School in the summer term are offered a Year 3 place at the Junior School automatically. Year 2 parents are contacted to confirm acceptance of their places.

In-Year Admissions

Vacancies may occur for any year group at any time. Applicants should contact the school for details and complete the school’s application form.

If the school has places within the relevant year group, a place will be offered and admission will be arranged between the school and the applicant.

If a place is unavailable for the relevant year group, the school will add the new application to its waiting list of all applicants seeking a place. All applications will be ranked in line with the school’s oversubscription criteria and allocations will be made in accordance with it.

Priority will not be given on the basis simply of the date an application was added to the list.

Children who are the subject of a direction by the Local Council to admit or who are allocated a school in accordance with a Fair Access Protocol for school places will take precedence over those on the waiting list.

Oversubscription criteria

All applicants will be ranked in accordance with the criteria below given in order of priority:

Where the school is named in a child’s Statement of Special Educational Need/Education, Health and Care Plan, the Admission Authority is legally required to admit the child to the school. Such children will therefore be allocated places before the following criteria are applied.

i Children in Care or children who were previously in Care but immediately after being in care became subject to an adoption, child arrangements order or special guardianship order.

‘Children in Care’ are children who are in the care of a local authority or provided with accommodation by that authority in accordance with Section 22 of the Children Act 1989.

In certain circumstances, a Child in Public Care may be admitted to a school even though the school is fully subscribed in the relevant year group.

ii Children living outside Elmlea Junior School’s First Geographical Area, defined as the Bristol Neighbourhood Partnership Area 3.

iii Children living outside Elmlea Junior School’s First Geographical Area, defined as the Bristol Neighbourhood Partnership Area 3.

Prioritisation within Oversubscription Criteria Categories ii. and iii.

Applications within Priority Criteria ii. And iii will be prioritised as follows:

a) Children with a sibling attending Elmlea Junior or Infant school at the date of entry. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

b) Children living closest to the school, with priority being given to those who live nearest to the school in a direct line as the crow flies. Distances will be measured in a direct line from the Local Property Gazeteer point on the home address as held by Bristol City Council to a point within the main school building using a computerised mapping system.

Notes

Documentary evidence of current address or new address if applicable may be requested.

Where parents of a child do not live together and the child lives for part of the week with one parent and part with the other, the child’s address for school admission purposes is deemed to be the address where s/he normally spends the most nights in a week and from which s/he normally comes to school. Documentary evidence may be requested from the main ‘carer’ as defined in section 576 of the Education Act 1996.

For children living within Elmlea Junior School’s First Geographical Area only: Consideration may be given to accommodating families where there are siblings within the same year group (for example twins or triplets).

Tie-breaks

Random allocation will be used as a tie-break in any of the above categories to decide who has the highest priority for admission if the distance between two children’s homes and the school is the same. The process will be independently verified.

Further Information

Full Details of Elmlea Junior School’s Admission Arrangements are available from the school and Bristol City Council.
Fair Furlong Primary

Head Teacher Emma Drew

Address Fair Furlong Primary School
Vowell Close, Withywood, Bristol BS13 9HX
t 0117 377 2181 f 0117 377 2182
e fairfurlongp@bristol-schools.uk

Status Community
Age range 4–11
Admission number 60
Additional information Nursery Class
On time applications 1st, 2nd, 3rd 2015 118
Applications received late 9
No. of Sept 2015 places offered under each criterion 1 priority 1, 21 priority 2, 38 priority 3 furthest distance 1.311 km
No. of Sept 2014 places offered under each criterion 26 priority 2, 34 priority 3, furthest distance: 0.923 km
Appeals lodged 2015 1
Appeals heard 2015 1
Appeals upheld 2015 0
Admission policy See page 13

At Fair Furlong Primary School we provide a community in which children can feel secure, valued and happy because we believe that these are essential ingredients for purposeful learning to take place.

We strive for all-round success for our learners offering them opportunities to excel academically, socially and in a wide range of extra curricular activities. We have an exceptional record of achievement and enjoy working together with our families to ensure their children have a happy and successful time at our school.

Please visit our website for more information www.fairfurlong.bristol.sch.uk We very much welcome visits and look forward to meeting you and your child.

Fairlawn Academy

Head of School Julie Molesworth

Address Fairlawn Academy
Fairlawn Road, Bristol BS6 5JL
t 07920 592 658
e admin@fairlawn.bristol.sch.uk

Status Academy
Age range 4–11
Admission number 60
On time applications 1st, 2nd, 3rd 2015 55
Applications received late 10
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Fairlawn Academy is a new co-educational school located at the heart of its community. The school will offer an outstanding education within an environment that promotes enthusiasm, aspiration and high achievement. We place a strong emphasis on English, Mathematics, Science and Foreign Language and, as a member of the CGS Trust, the children will be taught by specialist teachers in these subjects as well as PE and Music.

Our aim is for all children to develop a deep and sustained passion for learning and the academic and character skills required to become confident individuals and active global citizens.
Filton Avenue Primary

Executive Head Teacher Anne Rutherford
Address Filton Avenue Primary School, Lockleaze Road, Horfield, Bristol BS7 9RP
t 0117 903 0302
Filton Avenue Primary School (Orchard Campus), Filton Road, Bristol BS7 0XZ
t 0117 377 2019
e info@filtonavenue.com
Status Academy
Age range 4–11
Admission number 120 (90 at Lockleaze Road, 30 at Orchard Campus)
Additional information Resource Base for Emotional and Behavioral Difficulties (7-11)

Please obtain a supplementary application form from the school if you wish to express a preference for which site your child will attend.
On time applications 1st, 2nd, 3rd 2015 149
Applications received late 23
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations

No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Fishponds Church of England Academy

Principal Mike Eatwell
Address Fishponds Church of England Academy
Fishponds Road, Fishponds, Bristol BS16 3UH
t 0117 903 0491  f 0117 903 0493
e fishpondsCEacademy@bristol-schools.uk
Status Academy
Age range 4-11
Admission number 60
Additional information Primary and Nursery
On time applications 1st, 2nd, 3rd 2015 109
Applications received late 13
No. of Sept 2015 places offered under each criterion 30 siblings, 2 regular worshippers, 28 in area furthest distance 1.059 km
No. of Sept 2014 places offered under each criterion 2 Children in Care, 23 siblings, 1 regular worshipper, 29 in area, 5 living closest, furthest distance: 1.425km
Appeals lodged 2015 7
Appeals heard 2015 3
Appeals upheld 2015 0

Fishponds CE Academy is a good school.’
‘Children make a very settled start to their schooling in both Nursery and Reception where routines are well established. They make good progress, and move onto Key Stage 1 with a significant improvement in their communication and language skills.’
‘The behaviour, both in and out of lessons, is good or better. As a result, there is a positive climate in both lessons and about the academy.’
‘Teachers have very positive relationships with the pupils. There is a good atmosphere in all classrooms with praise and encouragement used well to motivate pupils.’
Ofsted – rated ‘Good’ in every area in May 2014
‘Diversity is not viewed at Fishponds as an issue to be dealt with but rather as a strength which is embraced. The distinctiveness and effectiveness of Fishponds CE Academy as a Church of England academy are outstanding.’ SIAMs Church School Inspection – rated ‘Outstanding’ in November 2014
Admission policy

Introduction
Fishponds Church of England Academy is a large and thriving school in the centre of a diverse community. We welcome all who want to learn with us. This policy sets out how we will decide on admissions to the Academy in September 2016. It is important to us that our procedures are clear and fair.

Further information about the Academy is contained in the prospectus, on our website and from the School Office.

Admissions policy is set by the Local Board in conjunction with the Academy sponsor (see below under ‘admissions authority’). However the Academy uses the admissions service of Bristol City Council to help in the administration of the admissions process, including allocations, rankings and appeals.

Applications for a place at the Academy should be made to Bristol City Council on their common application form (CAF), either

- Online at www.bristol.gov.uk/schooladmissions or
- By completing a paper form and sending it to School Admissions (Romney House) PO Box 3176, Bristol, BS3 9FS.

Important note: applicants for ‘faith places’ must send their completed supplemental form only direct to the School Office in addition to applying on the CAF.

HOW PLACES ARE ALLOCATED

If the Academy is not oversubscribed all applicants will be offered a place.

The following criteria will be applied in the order in which they appear below should the number of applicants in any year group exceed the number of places available, having first deducted from the published admission number those children with a Statement of Special Educational Need/ Education, Health and Care Plan (see below under ‘Other Important Information/Special Educational Needs’). These criteria have been agreed between Members of the Local Board, the Academy sponsor and the Local Authority.

Please note that, following national guidelines, attendance at the Academy’s nursery is not a relevant criterion for a place under this policy either for the applicant or in the definition of sibling.

1. Looked After Children
are children who are in the care of the local authority as defined by section 22 of the Children Act 1989 and, as stated in the 2012 Code of Practice those who were previously looked after but are now adopted or are subject to a adoption order, child arrangements order or special guardianship order. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). In relation to school admissions a ‘Looked After child’ is only considered as such if the local authority confirms he or she will be in public care when he or she is admitted to school.

2. Siblings
Siblings of pupils who currently attend Fishponds Church of England Academy and who will still be on roll at the beginning of the school year in September 2016.

3. Faith Places
Members of the Local Board may allocate no more than eight places to children of parents/carers who are regular worshippers at the following places, in the following order of priority irrespective of where they live. The regularity of worship is confirmed by a confidential reference from the Minister or other responsible religious official.

- The parish churches of St. Mary and All Saints, Fishponds
- Other Anglican churches
- Another Christian church which is in membership of, or has observer status at Churches Together in Britain and Ireland
- Places of worship of other faith communities or the principal religions represented in England other than Christianity

Parents/carers applying under these criteria must complete the supplementary form (available from the School Office) in addition to the common application form. Should there be more than eight applicants for faith places, the Local Board Admissions Group will prioritise regular attendance in the first group, then the second group and so on. If spaces remain, attendance that is irregular in the first group will be allocated, then from the second group and so on.

4. Geography
In the event of oversubscription, priority will be given to those children living closest to the Academy as measured in a direct line from the home address to the Academy.

Home to Academy distances will be measured in a direct line from a point on the home address as held by the Local Authority to a central point within the main Academy building using the Local Authority’s computerised mapping system.

Tie-breaks
Where there are more applications than there are places remaining within a particular category, siblings will be given priority.

After this, direct line distance from home to the Academy will be used as a tiebreak. When the furthest distance to qualify for a place relates to
a household containing two or more children for whom applications are being made, a place might be offered to twins and children from multiple births. The remaining child(ren) will be considered under the sibling criterion if further places become available.

Where two or more children live in a flat or other multi-home dwelling and it is not possible to determine which applicant lives closest to the Academy, as measured in a direct line from the building to the Academy; the available place(s) will be allocated by drawing lots. Lots will be drawn by an appropriate person, independent of the admissions process at the school, nominated by the Diocese of Bristol Academies Trust (DBAT).

**Infant class size**

Infant classes must not contain more than 30 pupils with a single teacher. Additional children may be admitted under very limited exceptional circumstances. These children will remain an ‘excepted pupil’ for the time they are in an infant class or until the class numbers fall back to the current infant class size limit. The excepted children are twins and children from multiple births.

The Members of the Local Board Admissions Group will decide whether to admit an excepted pupil.

**WHAT HAPPENS NEXT?**

**Appeals**

Any child who is refused a place at the Academy has the right to appeal against this decision. An appeal form must be completed and returned to the Academy and will then be considered by an independent panel. Full details will be provided with the refusal letter.

**Late applications**

The closing date for applications for September 2016 entry is in January prior to the September of intake. The exact closing date is published on the Bristol City Council Website. Applications received after this date will be considered but only after all on-time applications have been processed.

**Waiting list**

The Academy will maintain a clear, fair and objective waiting list for at least the first term of the academic year. Each time a child is added, the list will be ranked again following the published oversubscription criteria. Priority will not be given to children based on the date either their application was received or their name was added to the list. Looked After children will take precedence over those on the waiting list.

**OTHER IMPORTANT INFORMATION**

**Admissions Authority**

The Diocese of Bristol Academy Trust (DBAT) is the admission authority, however DBAT have allocated administration of the agreed policy to the Local Board of the Academy. The Local Board will allocate places on the basis of their published admission arrangements only. Any decision to offer or refuse admission will be taken by the Members of the Local Board Admissions Group which is established by DBAT.

**Admission of children below compulsory school age and deferred entry to school**

All children will be admitted to the Academy in the September following their fourth birthday. However,

1. Parents can request in writing that the date their child is admitted to the Academy is deferred until later in the year or until the child reaches compulsory school age and
2. Parents can request in writing that their child takes up the place part-time until the child reaches compulsory school age.

Parents who are considering options 1 or 2 should discuss their concerns with their child’s Reception teacher and / or the Principal so that an informed decision can be made in the best interest of the child. The decision about whether 1 or 2 above can be accommodated is set by the Academy.

**N.B.** Places in the nursery class cease for all children in the September following their fourth birthday.

**Admission of children below compulsory school age and deferred entry to school**

All children whose Statement of Special Educational Need/Education, Health and Care Plan names the Academy will be admitted. Children with Statements of Special Educational Needs/Education, Health and Care Plan follow the transfer arrangements set out in the SEND Code of Practice and associated regulations and are not subject to the general admission arrangements. All other children must complete a Common Application Form.
Fonthill Primary

Head Teacher Mrs. Kathryn Absalom
Address Fonthill Primary School
Ascot Road, Southmead, Bristol BS10 5SW
t 0117 377 2550 f 0117 377 2551
e four.acres.p@bristol-schools.uk

Status Community
Age range 3–11
Admission number 30
On time applications 1st, 2nd, 3rd 2015 34
Applications received late 7
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

“Fonthill is a good school…. there are features of outstanding teaching. Pupils say they enjoy school, are keen to learn and take pride in their work. Pupils make good progress in reading, writing and mathematics”
Ofsted April 2014

We pride ourselves on being a school at the heart of our community that always puts the needs of our children first. We place a high priority on Literacy and Mathematical skills within a curriculum that is exciting and engaging. We work with parents to ensure all children achieve to the best of their ability ‘working together, achieving together’.

Four Acres Academy and Children’s Centre

Head Teacher Robert Lane
Address Four Acres Academy and Children’s Centre
Four Acres, Withywood, Bristol BS13 8RB
t 0117 903 0474 f 0117 903 0475
e four.acres.p@bristol-schools.uk

Status Academy
Age range 4–11
Admission number 45
Additional information Children’s Centre
On time applications 1st, 2nd, 3rd 2015 52
Applications received late 20
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations
Appeals lodged 2015 2
Appeals heard 2015 1
Appeals upheld 2015 0
Admission policy See page 13

“Pupils enjoy their lessons and are keen to show their knowledge and learn new skills.”
Ofsted February 2012

Four Acres Academy & Children’s Centre is located in an extensive green field site in Withywood. In our last Ofsted inspection we were graded as good in all areas, with a special mention to the quality of teaching and the care and guidance given to pupils. We offer a warm welcome to parents and children and value the contribution made by families to their children’s learning.
Frome Vale Academy

Principal: Mrs Janet Saunders
Address: Frome Vale Academy
Frenchay Road, Downend, Bristol BS16 2QS
Phone: 0117 353 2902  Fax: 0117 353 2906
Email: school@fva.cabot.ac.uk

Status: Academy
Age range: 4–11
Admission number: 60
Additional information: Children’s Centre
On time applications 1st, 2nd, 3rd 2015: 41
Applications received late: 6
No. of Sept 2015 places offered under each criterion: No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion: No preferences refused at first round of allocations
Appeals lodged 2015: 0
Appeals heard 2015: 0
Appeals upheld 2015: 0
Admission policy: See page 13

Frome Vale Academy is situated in beautiful grounds in Downend and is part of the Cabot Learning Federation.
In July 2014 when we had an Ofsted inspection which was judged us to be GOOD in ALL areas.
We are a Thrive academy and believe that every child needs to feel that they belong, that they matter, and that they are valued for their unique qualities.
We are excited about moving forward as an academy and are committed to providing a rich learning experience for the children to prepare them for the next stage of their education.

Glenfrome Primary

Head Teacher: Inger O’Callaghan
Address: Glenfrome Primary School
Cottisford Road, Eastville, Bristol BS5 6TY
Phone: 0117 377 2247  Fax: 0117 377 2248
Email: glenfromep@bristol-schools.uk

Status: Community
Age range: 4–11
Admission number: 60
On time applications 1st, 2nd, 3rd 2015: 66
Applications received late: 13
No. of Sept 2015 places offered under each criterion: No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion: No preferences refused at first round of allocations
Appeals lodged 2015: 0
Appeals heard 2015: 0
Appeals upheld 2015: 0
Admission policy: See page 13

Glenfrome is a friendly, vibrant, community focused school with beautiful grounds, situated in the heart of the city.
We are really proud of our values, our inclusive nature and our caring and creative pupils.
We teach our children about their rights and responsibilities to enable them to become true global citizens.
Together we are building a school with heart where your child will be valued for who they are, and where we will strive to enable them to be the very best that they can be.
To find out more give us a call to arrange a visit or take a look at our website.
Greenfield E-Act Primary Academy

Head of School Miss Kate Richardson
Address Greenfield E-Act Academy
Novers Lane, Knowle, Bristol BS4 1QW
 t 0117 377 2191  e reception@greenfelda-actacademy.org.uk
Status Academy
Age range 3–11
Admission number 60
Additional information Nursery Class.
Resource Base for Emotional and
Behavioural Difficulties
On time applications 1st, 2nd, 3rd 2015 56
Applications received late 24
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Hannah More Primary

Head Teacher Sue Ramsay
Address Hannah More Primary School
New Kingsley Road, St Philips, Bristol BS2 0LT
 t 0117 903 9936  f 0117 903 9937  e hannahmorep@bristol-schools.uk
Status Community
Age range 4–11
Admission number 60
On time applications 1st, 2nd, 3rd 2015 83
Applications received late 10
No. of Sept 2015 places offered under each criterion No preferences refused at first round
No. of Sept 2014 places offered under each criterion No preferences refused at first round
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13
At Hareclive Academy we seek to serve the local and wider community by offering children a caring and educationally rich learning environment in which to flourish as individuals and become increasingly valuable members of society. We have high expectations of our pupils and staff which support our traditional values where pupils must experience outstanding teaching. In return we expect high standards of behaviour and attendance. “Children make good, and often outstanding, progress from their starting points” Ofsted 2014

Hareclive Academy has fantastic facilities that include a climbing wall, sports hall, arts hall, football courts and the first purpose built Room 13 in the country.

‘Pupils make rapid progress in all year groups and by the end of Year 6 their attainment in English and Mathematics is well above the national average. All groups of pupils make outstanding progress due to the very well planned curriculum focusing on the needs of each child’ OFSTED March 2013

No. of Sept 2014 places offered under each criterion 1 priority 1, 35 priority 2, 24 priority 3, furthest distance: 1.330 km

Appeals lodged 2015 3
Appeals heard 2015 1
Appeals upheld 2015 0

Admission policy See page 13
Henbury Court Primary Academy

Head Teacher Miss Jo Rice

Address Henbury Court Primary Academy
Trevelyan Walk, Henbury, Bristol BS10 7NY
t 0117 377 2196 f 0117 377 2197
e henbury.court.p@bristol-schools.uk

Status Academy
Age range 4–11
Admission number 60
On time applications 1st, 2nd, 3rd 2015 63
Applications received late 18
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Henbury Court Primary Academy is an inclusive and friendly school at the heart of the community. We have high expectations of our pupils and believe that every child in our school can contribute to society and succeed. We are ambitious for all pupils, regardless of their starting point. We are committed to working with families and other agencies in order to provide the best possible education.

We provide a safe, high quality learning environment where all pupils feel valued. The use of technology is promoted alongside life skills so that pupils are well equipped for the next steps in their education.
At Henleaze Infant School we aim to create a happy, lively atmosphere where children enjoy their learning, feel valued as an individual and enjoy coming to school. We work hard to help children develop a love of learning and strive to provide a rich and broad curriculum. We have high expectations of children’s social and academic development and their learning is well supported by our dedicated staff team and governors, as well as their enthusiastic parents.

In April 2011 the school received confirmation of the re-accreditation by Ofsted of our outstanding status. For more information, visit our website at: www.henleaze-inf.bristol.sch.uk

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Henleaze Junior School children are enthusiastic, polite and eager to learn. HIS staff are talented, committed and great team workers. Our parents want the best for their children and understand the importance of partnership between home and school. The Governors are dedicated to making sure the school maintains its reputation for excellence whilst striving to improve and move forwards. We have been judged “Outstanding” in three consecutive OFSTED inspections.

Henleaze Junior School is an independent academy.

Applications from schools other than Henleaze Infant School must be made to Henleaze Junior School on their official application form.
Holy Cross Catholic Primary

**Head Teacher** Tony Nicholas

**Address** Holy Cross Catholic Primary School
Dean Lane, Bedminster, Bristol BS3 1DB
t 0117 377 2199  f 0117 377 2375
e hollycrossp@bristol-schools.uk

**Status** Aided

**Age range** 4–11

**Admission number** 30

**Additional information** Please complete Supplementary Information Form

**On time applications 1st, 2nd, 3rd 2015** 81

**Applications received late** 11

**No. of Sept 2015 places offered under each criterion**
- No preferences refused at first round of allocations
- furthest distance: 0.474 km

**No. of Sept 2014 places offered under each criterion**
- No preferences refused at first round of allocations
- furthest distance: 0.460 km

**Appeals lodged 2015** 0

**Appeals heard 2015** 0

**Appeals upheld 2015** 0

**Admission policy**

Holy Cross is a Catholic voluntary aided primary school, which was established by the Church to serve the parish of Holy Cross.

"Holy Cross is a vibrant, family sized school that welcomes families from all backgrounds who would like their children to flourish in our wonderful community”

Ofsted November 2011

Apply online www.holycross.bristol.sch.uk
Governors will admit up to the admission number having considered the following criteria:

1. Children in care/previously in care who are baptised Catholics.
2. Children who are baptised Catholics and live in the Parish of Holy Cross.
3. Children who are baptised Catholics who live outside the Parish and who do not have a Catholic primary serving the Parish in which they live or at whose Parish school a place is not available.
4. Children in care/previously in care not included in categories 1, 2 and 3 for whom a place is requested by the relevant person/authority.
6. Children who will have a brother or a sister at the school at the time of their admission.
7. Children of other Christian faiths who live within the parish of Holy Cross and whose parents are members of their church and have the written support of their minister.
8. Catholic children who live outside the parish of Holy Cross and who fall outside category 2 or 3 above.
9. Other applicants not in the above categories. Baptismal certificates should be available for inspection by the Governing Body.

A map of the parish of Holy Cross is available at the school.

“**We are a vibrant split site primary school excited to be working and learning together following our vision of ‘Nurture, Inspire, Achieve’.”**

We nurture children through a safe, caring and supportive environment. We inspire children through creative, exciting learning experiences and we aim to enable every child to achieve their full potential.

When considering applications for places home to school distance will be measured from a point equidistant from both sites, Hollywood Road and Wick Road. Please refer to page 13 for further guidance.
Horfield C of E VC Primary

Head Teacher Jenny Taylor
Address Horfield C of E VC Primary
Bishop Manor Road, Westbury-on-Trym, Bristol BS10 5BD
t 0117 903 0041 f 0117 903 0042
e horfield.p@bristol-schools.uk

Status Controlled
Age range 4–11
Admission number 60
On time applications 1st, 2nd, 3rd 2015 150
Applications received late 6
No. of Sept 2015 places offered under each criterion 28 priority 2, 32 priority 3 furthest distance 0.488 km
No. of Sept 2014 places offered under each criterion 24 priority 2, 34 priority 3 furthest distance 0.636 km
Appeals lodged 2015 7
Appeals heard 2015 5
Appeals upheld 2015 0
Admission policy See page 13

Our school is recognised as a really good school with outstanding pupil behaviour, leadership and management. The school is known for its excellent arts and sports provision with a clear focus on the academic, pastoral and spiritual development of all pupils. In March 2012, Ofsted confirmed that children benefit hugely from a wealth of vibrant and challenging curriculum experiences including opportunities to sing and play in the school’s choirs and orchestra. Pupils are justifiably proud of their school. Our recent Statutory Inspection of Anglican Schools report described the school as Outstanding and celebrated our “inclusive caring and friendly community”.

Hotwells Primary

Head Teacher Annie Butler
Address Hotwells Primary School
Hope Chapel Hill, Hotwells, Bristol BS8 4ND
t 0117 903 0044
e hotwellsp@bristol-schools.uk

Status Academy
Age range 4–11
Admission number 30
On time applications 1st, 2nd, 3rd 2015 90
Applications received late 3
No. of Sept 2015 places offered under each criterion 15 priority 2, 15 priority 3 furthest distance: 0.760 km
No. of Sept 2014 places offered under each criterion 17 priority 2, 13 priority 3 furthest distance: 0.325 km
Appeals lodged 2015 2
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Hotwells is an outstanding school. Our vision statement: ‘learning to bring out the best in everyone’ sums up everything we believe in. We achieve high academic standards and at the same time, nurture and develop our children’s creative talents. We are a ‘Rights Respecting School’ and are committed to teaching our children to respect themselves, each other and the diverse world we live in.
Ilminster Avenue E-Act Academy

Head of School  Hilary Dunford

Address  Ilminster Avenue E-ACT Academy
Ilminster Avenue, Knowle West, Bristol BS4 1BX
  t 0117 903 0261  f 0117 903 0260
  e admin@ilminsteravenuee-actacademy.org.uk

Status  Academy
Age range  4–11
Admission number  50
On time applications 1st, 2nd, 3rd 2015  60
Applications received late  22
No. of Sept 2015 places offered under each criterion  No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion  No preferences refused at first round of allocations
Appeals lodged 2015  0
Appeals heard 2015  0
Appeals upheld 2015  0
Admission policy  See page 13

Ilminster Avenue E-Act Academy aims to develop independent, resilient and resourceful learners. The academy does this by:

• Providing the best teaching.
• Delivering a broad and balanced curriculum which is relevant to children in Knowle West.
• Encouraging independence.
• Developing a good working relationship with parents and carers.
• Creating an ethos where everyone is valued.

The Kingfisher School

Head of School  Mr Justin Vafadari

Address  The Kingfisher School
Lichfield Road, St Anne’s Park, Bristol BS4 4BJ
  t 0117 377 3185  f 0117 377 3186
  e info@thekingfisher.co.uk

Status  Academy
Age range  3–11
Admission number  30
Additional information  Children’s Centre
On time applications 1st, 2nd, 3rd 2015  38
Applications received late  9
No. of Sept 2015 places offered under each criterion  No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion  No preferences refused at first round of allocations
Appeals lodged 2015  0
Appeals heard 2015  0
Appeals upheld 2015  0
Admission policy  See page 13

Respect, responsibility, resilience and curiosity. The school is part of the Colston’s Girls’ School Trust (CGS Academy Trust) and benefits from many shared resources – especially excellent specialist subject teaching from the outstanding Colston’s Girls’ School.
Little Mead Primary Academy

Head Teacher Barbara Daykin

Address Little Mead Primary Academy
Gosforth Road, Southmead, Bristol BS10 6DS
0117 377 3279 f 0117 377 2172
e little.mead.p@bristol-schools.uk

Status Academy
Age range 4–11
Admission number 60
Additional information Nursery Class
On time applications 1st, 2nd, 3rd 2015 102
Applications received late 9
No. of Sept 2015 places offered under each criterion
27 priority 2, 33 priority 3 furthest distance: 1.061 km
No. of Sept 2014 places offered under each criterion
1 priority 1, 26 priority 2, 33 priority 3 furthest distance: 1.017 km

Appeals lodged 2015 3
Appeals heard 2015 1
Appeals upheld 2015 0
Admission policy See page 13

Little Mead Primary Academy is an inclusive and collaborative school with ambition for every child and where every child matters. All our pupils are nurtured and encouraged so that they can:

• Develop a passion for learning and make excellent progress.
• Become confident, ambitious, and excited to try new things.
• Be responsible citizens with respect for the local and global community.
• Know the value of their environment and understand how to care for it.
• Understand how to build and sustain positive relationships.
• Understand how to stay safe.
• Have the aspiration and skills to continue learning beyond school.

We offer a creative, vibrant curriculum that equips our learners for the next stage of their education. We are an ‘I Can’ school, and believe that every child has the potential to shine. Our children are happy and hard working, check out our website for details, or ring to arrange a visit anytime.

Appeals lodged 2015 4
Appeals heard 2015 2
Appeals upheld 2015 0
Admission policy See page 13
Luckwell Primary

Head Teacher: Kevin Jones
Address: Luckwell Primary School
Luckwell Road, Bristol BS3 3ET
t 0117 353 3382 f 0117 353 3385
e luckwell.p@bristol-schools.uk

Status: Foundation
Age range: 4–11
Admission number: 30
On time applications 1st, 2nd, 3rd 2015: 135
Applications received late: 3

No. of Sept 2015 places offered under each criterion:
- 2 priority 1
- 15 priority 2
- 13 priority 3
furthest distance: 0.339 km

No. of Sept 2014 places offered under each criterion:
- 13 priority 2
- 17 priority 3
furthest distance: 0.427 km

Appeals lodged 2015: 0
Appeals heard 2015: 0
Appeals upheld 2015: 0

Admission policy: See page 13

This is a good school. Lessons are imaginative, well planned and the work is challenging. Pupils demonstrate very positive attitudes towards learning. A strength is the way in which they are encouraged to share their own expertise with others, which helps to develop their self-confidence and independence. Pupils are consistently polite and demonstrate high levels of care towards each other. OFSTED January 2013

May Park Primary

Head Teacher: Mr Paul Bull
Address: May Park Primary School
Coombe Road, Eastville, Bristol BS5 6LE
t 0117 903 0075
e may.park.p@bristol-schools.uk

Status: Community
Age range: 3–11
Admission number: 120

Additional information: Nursery Class
On time applications 1st, 2nd, 3rd 2015: 133
Applications received late: 19

No. of Sept 2015 places offered under each criterion:
- No preferences refused at first round of allocations

No. of Sept 2014 places offered under each criterion:
- No preferences refused at first round of allocations

Appeals lodged 2015: 0
Appeals heard 2015: 0
Appeals upheld 2015: 0

Admission policy: See page 13

The sun shines brightly on May Park! But just in case it rains, Maria also made an umbrella!

May Park Primary school is unique in a number of wonderful ways. We continue to increase our pupil numbers to a capacity of 870 by September 2017. This will make us as big as many secondary schools! We are diverse and inclusive.

Where else in the world could you hear 37 different languages spoken and meet with people from 20 different countries? We are building global citizens, free from prejudice and misconceptions. May Park children are supported to be curious, confident and resilient and to build their learning power through being respectful and inspired, experiencing success and being enthusiastic.
Welcome to The Merchant’s Academy Primary. I am delighted to introduce you to our vibrant, positive and purposeful Academy committed to ensuring all our young people are successful and happy during their time with us and are ready for their lives beyond. We work with our children to ensure they:

- Reach the highest standards
- Have exceptional opportunities
- Receive outstanding care, guidance and support
- Progress successfully to secondary and ready to go to the best universities and the best jobs.

This is a stimulating, caring and orderly environment in which to learn and grow where each individual has respect for themselves and others. We have the highest standards and work with our young people to ensure they achieve more than they ever thought possible.

(c) Children with a sibling attending the Academy at the time of application. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, step brothers or sisters and foster brothers and sisters.

2.2 Late applicants will be dealt with in accordance with the procedures set down by Bristol Local Authority as part of their co-ordinated scheme.

2.3 If false or misleading information is used to gain entry to the Academy, the offer of a place may be withdrawn.
2.4 Confirmation of address. Home addresses supplied to the Academy will be confirmed with each applicant’s nursery or primary school or by other means. In case of dispute, parents will be asked to provide appropriate documentary evidence to confirm address and residence. If false or misleading information is used to gain entry to the Academy, the offer of a place may be withdrawn.

2.5 Once the statutory oversubscription criteria have been applied, the additional criteria relevant to each phase will be adopted.

Nursery and Primary Phase
2.6 Priority for admissions will be given to children who live nearest to the Academy as the crow flies. Distances are measured from the main entrance of the child’s home to the main entrance of the relevant phase.

3. Waiting lists
3.1 Where in any year the Merchants’ Academy receives more applications for places than there are places available, a waiting list will be maintained by the Academy from 1 September to 31 October of the year to which the allocation applies. Any parent will be able to ask for his or her child’s name to be placed on the waiting list, following an unsuccessful application.

3.2 A child’s position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in Section 2. Where places become vacant they will be allocated to children on the waiting list in accordance with the published Oversubscription Criteria.

3.3 Children who are the subject of a direction by the Secretary of State to admit, or are allocated to the Academy in accordance with Bristol Local Authority’s In-Year Fair Access Protocol, will be given precedence over children on the waiting list.

4. In-year admissions
4.1 The Academy will consider all such applications and if the year group applied for has a place available, a place will be offered. If the Academy feels unable to admit a child with challenging behaviour outside the normal admissions round, even though places are available, it must refer the case to the local authority under the Fair Access Protocol. If a place is not available, the parent can ask for his or her child’s name to be added to the waiting list, as described in Section 3.

5. Appeals
5.1 Parents who are not offered a place for their child have the right to appeal to an independent appeals panel. Parents wishing to appeal should obtain an appeal form from the Academy. The form should be sent to the Clerk to the Appeal Panel, c/o Merchants’ Academy, within 14 days of the date of the letter confirming the Academy’s decision not to offer a place. Should an appeal be unsuccessful, the Governing Body will not consider further appeals within the same academic year unless there have been significant or material changes in the child’s circumstances.
Millpond Primary

Head Teacher Mary Wyatt

Address Millpond Primary School
Baptist Street, Baptist Mills, Bristol BS5 0YR
t 0117 377 3085 f 0117 377 3086
e school@millpondprimary.org

Status Community
Age range 4–11
Admission number 60
Additional Information Nursery Class
On time applications 1st, 2nd, 3rd 2015 76
Applications received late 6
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations of allocations
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Minerva Primary Academy

Head Teacher Gemma Jackson

Address Minerva Primary Academy
The Greenway, Fishponds, Bristol BS16 4HA
t 0117 377 2990 f 0117 377 2991
e info@mpa.cabot.ac.uk

Status Academy
Age range 3–11
Admission number 60
Additional Information Nursery Class
On time applications 1st, 2nd, 3rd 2015 42
Applications received late 10
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Learning is our business! To be successful, we believe children need to be happy, engaged and enjoy their learning. We help all our children to be successful during their journey with us. Our focus on the growth mindset enables all children to develop motivation and determination because we believe that success comes from our effort and attitude - not just our intelligence. Therefore there are no limits as to what we can achieve. Millpond is a school family to which we are all very proud to belong. Come and join us!

‘In lessons pupils demonstrate positive attitudes to learning and say they enjoy school and appreciate the efforts teachers take to make learning fun.’

‘All groups of pupils, including those with disabilities or identified with special educational needs, are making good progress, relative to their starting points, in developing their basic skills.’

‘The school has made good progress in providing improved opportunities for pupils to develop their reading, writing and mathematical skills throughout the curriculum.’ Ofsted March 12
Oasis Academy Bank Leaze

Head Teacher  Mr Peter Knight
Address  Oasis Academy Bank Leaze
Corbet Close, Lawrence Weston, Bristol BS11 0SN
  t 01275 894 580
  e info@oasisbankleaze.org

Status  Academy
Age range  3–11
Admission number  30
Additional information  Nursery Class
On time applications  1st, 2nd, 3rd 2015  48
Applications received late  10
No. of Sept 2015 places offered under each criterion  1 priority 1, 9 priority 2, 20 priority 3
Furthest distance  2.012 km
No. of Sept 2014 places offered under each criterion  No preferences refused at first round of allocations
Appeals lodged 2015  0
Appeals heard 2015  0
Appeals upheld 2015  0
Admission policy  See page 13

Oasis Academy Connaught

Executive Principal  George Franks
Associate Principal  Rachel Bowen
Address  Oasis Academy Connaught
Melvin Square, Knowle West, Bristol BS4 1NH
  t 01275 894 590
  e info@oasisconnaught.org
twitter  @oasisconnaught

Status  Academy
Age range  3–11
Admission number  50
Additional information  Nursery Class
On time applications  1st, 2nd, 3rd 2015  59
Applications received late  13
No. of Sept 2015 places offered under each criterion  No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion  No preferences refused at first round of allocations

Oasis Academy Bank Leaze is, and very much wants to be, part of your community. At Oasis Academy Bank Leaze, we believe that the children are at the heart of our Academy and the Academy is at the heart of our community. We have high expectations of our students, so you can be proud of their achievements, their learning and who they discover themselves to be during their time here. We cultivate a culture where there are no excuses and no islands, where we will help your child through their learning, with clear pathways and objectives for them to succeed.

Dedicated to providing high quality education in a warm welcoming environment Oasis Academy Connaught prides itself on valuing each individual child. Children are made to feel special and take pride in their learning across the curriculum. In addition as part of the South Bristol Oasis Hub Connaught truly is a community school offering a range of activities for the whole family.

Appeals lodged 2015  0
Appeals heard 2015  0
Appeals upheld 2015  0
Admission policy  See page 13

Apply online  www.bristol.gov.uk/schooladmissions
Oasis Academy Long Cross

Executive Principal Matt Butler
Principal Mrs Julia Dauban
Address Oasis Academy Long Cross
Long Cross, Lawrence Weston, Bristol BS11 0LP
t 0117 903 0333 f 0117 903 1477
e longcross@oasislongcross.org
Status Academy
Age range 4–11
Admission number 60
Additional information Children’s Centre
On time applications 1st, 2nd, 3rd 2015 67
Applications received late 27
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Oasis Academy Marksbury Road

Executive Principal George Franks
Address Oasis Academy Marksbury Road,
Marksbury Road, Bedminster, Bristol, BS3 5LD
t 0117 312 6500
e info@oasismarksburyroad.org
twitter @oasismarksbury
Status Academy
Age range 4–11
Admission number 60
On time applications 1st, 2nd, 3rd 2015 37
Applications received late 13
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Oasis Academy Long Cross is part of the Oasis family. Oasis Academies have a very strong set of values. These are inclusion, equality, perseverance, hope and healthy relationships. These values are at the core of the school. At Oasis Long Cross our vision is that children will gain the confidence, independence and a full range of skills to equal anyone. This will be achieved through; strong links with home, a high quality, welcoming, safe teaching and learning environment and teachers who have a thorough understanding of the next steps children should make. The curriculum promotes enjoyment and love of learning.

Oasis Academy Marksbury Road is part of the Oasis family in South Bristol. The Academy has a brand new building with top quality facilities including; media rooms, cookery room, MUGA and library. The Academy opened in 2015 with one class of children and will grow yearly. Our Academy vision, building and achieving excellence for all, reflects the high quality education that we offer.
Welcome to Oasis Academy New Oak!

OANO is a friendly and welcoming Academy, which has a happy and positive learning environment. Located in Hengrove, we pride ourselves in offering a stimulating, caring and supportive provision, which enables all young people to thrive and achieve their full potential. OANO is an inclusive Academy which works hard to ensure that every child feels part of our learning community; our standards are high and learning is fun, and through and excellent provision and strong partnerships between home and school we aim to deliver an outstanding education for all.
1. Admission policy Our Lady of the Rosary is a Catholic Voluntary Aided Primary School, which was established by the Church to serve the parishes of Our Lady of the Rosary in Lawrence Weston, St Antony’s in Henbury and Sacred Heart in Westbury-on-Trym. The Governing Body, acting in accordance with the School Admissions Code, the Clifton Diocesan Policy Statement and in consultation with the Bristol Local Authority, and in accordance with the Local Authority’s Fair Access Protocol, is responsible for the admission of pupils. A map of the parish boundaries prepared by the Diocese is available for inspection at the School Office, and will be posted on the School’s website when it becomes available in digital format.

2. Ethos We are an inclusive school following the teachings of the Catholic Church. We ask all those that apply for a place here to respect the ethos of the School and its importance to the School community. This does not affect the right of those who are not of the faith of this School to apply to be considered for a place at the School.

3. Published Admission Numbers The maximum admission number for all year groups, including Reception, is 30. Applications for the Reception Class should be made to the Local Authority via the Common Application Form by 15 January 2016.

Online applications preferred on www.bristol.gov.uk/schooladmissions, a copy of the application form will be available from the School office. Parents applying on faith grounds are also requested to complete the Supplementary Information Form which is available from the School website or the School office. This should be returned directly to the School and not the Local Authority, together with documentary evidence (copy baptismal certificates, etc.) by 15 January 2016. It is not a requirement to complete this Supplementary Information Form. However, in the event that the School is oversubscribed (i.e. more applications than places available), the form is used by the Governors to apply their faith criteria. If the Supplementary Information Form is not completed and submitted to the School on time, then failure to provide the additional information may result in the application being considered under a lower priority ranking.

4. Children with Statements of Special Educational Needs or Education, Health and Care Plans (EHCP). There is a different procedure for admission to school for children with Statements of Special Educational Needs or an EHCP. This is administered by the Local Authority in whose area the family lives. The LA is responsible for issuing
the Statement/EHCP and consulting parents/carers and the Governing Body of the School, if a preference has been made for the School, before the school is named in the Statement/Plan. Following the consultation, if the School is named then Children with a Statement/EHCP will be given first priority.

5. Oversubscription Criteria In the event of oversubscription (i.e. more applications than places available) places will be offered in accordance with the following order of priority:

5.1 Baptised Looked After and Previously Looked After Children, who live in the parishes of Our Lady of the Rosary in Lawrence Weston, St Antony’s in Henbury and Sacred Heart in Westbury-on-Trym.

5.2 Baptised Catholic children who will have a sibling in the school at the time of admission.

5.3 Children who are baptised Catholics and who live in the parishes of Our Lady of the Rosary in Lawrence Weston, St Antony’s in Henbury and Sacred Heart in Westbury-on-Trym.

5.4 Looked After and Previously Looked After Children, who are not Baptised Catholics, for whom a place is requested by the relevant person/authority, and who live in the parishes of Our Lady of the Rosary in Lawrence Weston, St Antony’s in Henbury and Sacred Heart in Westbury-on-Trym.

5.5 Baptised Catholic children who live outside the parishes mentioned above and who do not have a Catholic primary school serving the parish in which they live.

5.6 Children who have a sibling at the school at the time of their admission.

5.7 Children of other Christian denominations as listed in Churches together who live within the parishes mentioned above.

5.8 Non baptised children of a Catholic parent who live within the parishes mentioned above.

5.9 Any other children.

In categories 5.1, 5.2, 5.3, 5.5 baptismal certificates of the child must be provided. In category 5.7 a baptismal certificate or equivalent or letter from their minister must be provided. In 5.8 the baptismal certificate of the parent must be provided.

6. Tie Breaker Where the number of applications in any category (above) exceeds the number of places available in that category, the initial allocation of places will be equal between the three parishes. Places offered within each parish will be determined by distance between home and school. Distance information is provided to the School by the Local Authority’s computerised mapping system, which calculates the distance measurement in a straight line from the child’s home address to the main entrance of the School.

Those living nearest to the school by this measure will have priority in that parish. The home will be defined as the place where the child resides for the majority of the time during the term time, or where Child Benefit is paid, or where the child is registered with a doctor (in the case of any conflicting information in determining a home address, the decision will be at the discretion of the Governing Body Admissions Panel).

In the event of more than one child living at the same address or at an equal distance from the school random allocation will be used. The available place(s) will be allocated by the drawing of lots. Lots will be drawn by an independent person from the Diocese in the presence of the Admissions Panel.

In the event that any parish has insufficient applications to satisfy its allocation in a particular category, their ‘surplus’ will be shared equally with the other parishes, and if the surplus cannot be split equally the determination of which parish shall receive the additional allocation shall be at the discretion of the Admissions Panel.

7. Waiting Lists A waiting list of unsuccessful and late applicants not accepted as ‘on time’ will be held by the School until the end of Term 1 21st October 2016. If places become available, offers will be made in accordance with the order of priority in section 4 above. Applicants are re-ranked when a place becomes available and therefore, their position on the list may change. The waiting list for the Reception Class will be maintained until 31 December 2016 and then discarded.

8. In-Year Applications In-Year application forms are available from the school office. Applications which are made during the year for any year group will be considered by the Admissions Panel. If there are any vacancies the applications will be considered against the criteria listed above. The Admission Number for all year groups is 30 and the Governors will not exceed this number.

9. Late Applications Applications received after the closing date but before the offer of places is made by the Local Authority will be considered in accordance with the priorities in 4 above if, in the opinion of the Admissions Panel, there were exceptional grounds for applicants not being able to meet the required deadlines. For example in the case of military personnel, or medical reasons related to a parent/carer which are evidenced by a doctor’s letter.

10. Appeals Procedure Parents have the right of appeal against the refusal by the Governing Body to admit their child. All Appeals must be made in writing to the Clerk to the Governors at the school within 20 school days of receiving the letter of refusal. Appeals will be arranged by the Diocesan Department for Schools and Colleges.
and conducted in accordance with the School Admission Appeals Code.

11. Admission Below Compulsory School Age
Children for the Reception Year are normally admitted in the September following their fourth birthday. However, a Parent/Carer may request to defer the date their child is admitted to the School until later in the School year but not beyond the point at which they reach compulsory school age or, for children born between 1 April and 31 August, not beyond the beginning of the final term of the School year for which the offer was made; and where a Parent/Carer wishes, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

12. Admission Outside of Normal Age Group
Admissions outside the normal age group will be considered on the basis of the circumstances of each case, and the advice of specialist advisers and other relevant professionals will be sought as appropriate.

Definition
Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/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. Looked After Children are children who are (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22 (1) of the Children Act 1989) at the time an application to a school is made, and Previously looked after children are children who were Looked After, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).

In the case of children of multiple births, the Governing Body will admit all where the alternative would be to split them in the case of oversubscription. Baptised Catholic Children in the context of the Admissions Policy means a child baptised as a Roman Catholic in a Church which is in Communion with the See of Rome. Christian, in the context of the Admissions Policy, includes (inter alia) Orthodox Churches not in Union with the See of Rome, as well as Churches that are Members of the Churches Together in England The Policy was determined (i.e. ratified) by the Governing Body on 15th April 2015.
Parson Street Primary

Head Teacher  Mark Lacey

Address  Parson Street Primary School
Bedminster Road, Bedminster,
Bristol BS3 5NR

Tel  0117 903 0226  Fax 0117 903 0230

Email  office@parsonstreet.com

Status  Academy
Age range  4–11
Admission number  60
Additional information  Nursery Class

On time applications 1st, 2nd, 3rd 2015  144
Applications received late  6

No. of Sept 2015 places offered under each criterion  27 priority 2, 33 priority 3 furthest distance: 0.662 km
No. of Sept 2014 places offered under each criterion  1 SEN, 3 priority 1, 35 priority 2, 21 priority 3 furthest distance: 0.304 km

Appeals lodged 2015  4
Appeals heard 2015  2
Appeals upheld 2015  0

Admission policy  Policy can also be found via our website.

Parson Street Primary School is recognised as a good school that makes outstanding provision for the care, guidance and support of its pupils. With a large Nursery, Parson Street admits children from across the area into its Reception classes each year. The school’s motto statement is ‘Live and Learn!’ Children are encouraged to enjoy life to the full and to recognise the importance of learning throughout their lives. When applying for Parson Street, one parent was heard to say: ‘I wouldn’t want my child to go anywhere else!’ Children thrive on the learning opportunities they are presented with - in a recent learning review one said: ‘ We love learning because the teachers make it fun and interesting so we can engage in it’. 

Admission policy

Introduction
Applications to attend Parson Street Primary School are welcomed from all families. The school has a Published Admission Number (PAN) of 60 pupils for entry to Reception classes. Entry to our Nursery is via a separate admissions process available from the office. Parson Street Primary School is its own admissions authority and the Governors of the School are responsible for their own Admission Policy. Arrangements are in line with the Admissions Code of Practice and the Bristol City Council Co-ordinated Admissions Schemes.

The School will follow the guidance and procedures as set out by Bristol City Council who retain a co-ordinating role. This policy sets out the criteria for admissions should the school be oversubscribed.

General Guidelines
• Applications for places at Parson Street Primary School will be made in accordance with Bristol City Council’s (BCC) co-ordinated admission arrangements. Information about Parson Street Primary School will be included in their starting school information packs.

• The School will use the timetable specified by BCC each year, published annually to parents and carers for the admission of pupils to primary schools.
• Parson Street Primary School is a non-selective school for local children.
• The admission number for each year of entry to the School is 60. This means that all applications will be agreed until the admission number is reached.

Where there are more applications than places available at Parson Street Primary School, the school will admit any child where the school is named in a Statement of Special Educational Need/Education, Health and Care Plan (ECHP). The remaining allocations will be made in the following order of priority as set out in sections 1, 2, and 3 below.

Initial allocations will involve only those applications received by the published closing date and accepted as ‘on time’. Priority is not given to first preferences. Bristol City Council aim to meet the highest preference possible for every applicant by applying the published oversubscription criteria equally to all applications for a school.
1. Children in Care or children who were previously in Care but immediately after being in Care became subject to an adoption, child arrangements order, or special guardianship order.

- Looked After Children who are in the care of a local authority or provided with accommodation by that authority in accordance with section 22 of the Children Act 1989.

2. Siblings

- Where there are siblings in attendance at the preferred school and who will still be on roll in the year of entry.
- Sibling refers to brother or sister, half brother or sister, step brother or sister or the child of the parent/carer’s partner where the child for whom the place is sought is living in the same family unit at the same address as that sibling.

3. Geography

Children living closest to the school as measured in a direct line from the home address to the school.

- The home address is where the child spends the majority of the time and is living with the person who has parental responsibility and is the main ‘carer’ as defined in section 576 of the Education Act 1996 (documentary evidence may be requested). If a child regularly lives at more than one address the LA will have to reach a conclusion about which should be counted as the main address when allocating places. This will normally be the address where the Child Benefit is paid and where the child is registered with a doctor.

Home to school distances will be measured in a direct line from a point on the home address as held by the Local Authority to a central point within the main school building using the Local Authority’s computerised mapping system.

Tie-breaks

Where there are more applications than there are places remaining within a particular category, siblings will be given priority. After this, direct line distance from home to school will be used as a tie-break. When the furthest distance to qualify for a place relates to a household containing two or more children for whom applications are being made (e.g. twins), the place will be offered to one child. The remaining child(ren) will be considered under the sibling criterion if further places become available.

Where two or more children live in a flat or other multi-home dwelling and it is not possible to determine which applicant lives closest to the preferred school as measured in a direct line from the building to the school; the available place(s) will be allocated by drawing lots. Any offer of a place determined by random allocation will be overseen by a member of staff from the Legal Division of Bristol City Council.

Distances will be measured in a straight line from the child’s home address to the school, using the Local Authority’s computerised measuring system.

Special Educational Needs

Children with Statements of Special Educational Needs or Education, Health and Care Plans follow the transfer arrangements set out in the Special Educational Needs and Disability (SEND) Code of Practice and associated regulations and are not subject to the general admission arrangements. Other children without these provisions in place will be subject to the general admission arrangements.

Late Applications

Applications received after the closing date given above will not be considered until all on-time applications have been assessed according to the priority criteria below.

In-year Admissions

The Local Authority is responsible for co-ordinating all in-year admissions for Parson Street Primary School. An application form will need to be completed for children wishing to apply after the normal admissions round, or for years other than Reception. This form must be completed and returned to the Local Authority. The Local Authority will forward any applications to the School to consider against the aforementioned criteria. The School informs the Local Authority whether or not they have places available and offer is able to be made. The Local Authority will then inform the parent / carer of the decision on behalf of the School.

Waiting Lists

Where a place at Parson Street Primary School cannot be offered, parents / carers will be able to request that their child’s name is placed on a waiting list. Where an application is received, the child’s name will be retained on the waiting list until the end of the academic year. If a place becomes available at the school, the place will be offered in accordance with the published oversubscription criteria and not the length of time a child’s name has been on a waiting list. Names will be removed from the list if requested or if the offer of a place that becomes available is not accepted. Positions on waiting lists may change due to new applications received.

Placing a child’s name on a waiting list does not affect the parents’ right of appeal against an unsuccessful application.

Out of Chronological Age Group Request

Parents have the right to request an out of chronological age group request. For example if their child is a summer born child, or due to medical reasons. Request should be made in writing, and each request will be looked at individually. The Admissions Authority will confirm in writing if this has been accepted or declined. Please note there is no right of appeal.

Appeals Procedure

Parents have a right of appeal to an independent panel against any decision regarding the admission of their child. Information about the appeal procedure will be provided where a place at Parson Street Primary School has been refused.

Apply online www.bristol.gov.uk/schooladmissions
At Perry Court Primary our aim high philosophy encourages pupils to be aspirational in both their learning and their lives. We enable pupils to think and act independently, responsibly and considerately. Primary schooling is the beginning of lifelong learning and as such we endeavour to ensure that the curriculum is enjoyable and meets the needs of all our children. We offer numerous opportunities to support learning inside and outside the classroom, making full use of educational visits and our extensive school grounds, to ensure that the teaching of core and foundation subjects is both meaningful and interesting.

Redfield Educate Together Primary Academy is committed to:

- Placing the child at the centre of the education process
- Respecting and celebrating the different and unique identities of all
- An educational philosophy that promotes the values of justice, equality and human rights for children and challenges injustice and unfair discrimination
- Providing children with the knowledge, skills, dispositions and attitudes that they need to make informed moral decisions and preparing them to become caring members of society
- Empowering children to take an active part role in society and in the stewardship of the environment

These commitments are reflected in our motto, ‘Learn Together to Live Together.’
**St Anne’s Infant**

**Head Teacher** Mary-Jane Hinchliffe  
**Address** St Anne’s Infant School  
Bloomfield Road, Brislington, Bristol BS4 3QJ  
t 0117 903 1435  f 0117 903 1436  
e school@stannesinfants.co.uk  
**Status** Foundation (Co-operative Trust)  
**Age range** 4–7  
**Admission number** 90  
**Additional information** Nursery Class. Paired with Wicklea Academy  
**On time applications 1st, 2nd, 3rd 2015** 200  
**Applications received late** 10  
**No. of Sept 2015 places offered under each criterion** No preferences refused at first round of allocations  
**No. of Sept 2014 places offered under each criterion** 42 priority 2, 48 priority 3 furthest distance: 0.976 km  

Children are at the heart of everything we do. We strive to nurture and develop not only the academic skills of reading, writing and maths but also give them experiences and opportunities they will never forget. Come and see for yourself, visits are always welcome.

**Appeals lodged 2015** 0  
**Appeals heard 2015** 0  
**Appeals upheld 2015** 0  
**Admission policy** See page 13

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**St Barnabas C of E VC Primary**

**Head Teacher** Jilly Pridmore  
**Address** St Barnabas C of E VC Primary School  
Albany Road, Montpelier, Bristol BS6 5LQ  
t 0117 377 2391  f 0117 377 2392  
e stbarnabasp@bristol-schools.uk  
**Status** Controlled  
**Age range** 4–11  
**Admission number** 30  
**On time applications 1st, 2nd, 3rd 2015** 63  
**Applications received late** 10  
**No. of Sept 2015 places offered under each criterion** No preferences refused at first round of allocations  
**No. of Sept 2014 places offered under each criterion** 15 priority 2, 15 priority 3 furthest distance: 0.731 km  
**Appeals lodged 2015** 0  
**Appeals heard 2015** 0  
**Appeals upheld 2015** 0  
**Admission policy** See page 13  

“An extremely strong sense of community is central to the caring ethos within St Barnabas. Pupils’ behaviour and attitudes to their learning are good. They feel very safe and demonstrate a high level of respect for the staff and each other. The curriculum is wide and exciting. It focuses closely on the pupils’ interests and backgrounds, and provides outstanding links with both the local community and the wider world”  
OFSTED 2013
This is an outstanding Catholic school. The ethos of high expectation and the will to provide the best possible learning experience for pupils is shared by all and driven by Governors and school leaders alike. Relationships at all levels are outstanding so that staff and pupils feel encouraged and supported in all aspects of their work. Pupils know that the excellent relationships they have are influential in their personal and moral development'. Ofsted, 2012

6.10 Other applicants not in the above categories. (3)

No. of Sept 2014 places offered under each criterion

6.2 7 baptised catholic children who have a sibling at St Bernadette School (at the time of application) and who reside in the parishes of St Bernadette, St. Gerard Majella or Sacred Heart

6.3 1 baptised catholic children who have a sibling at St Bernadette School (at the time of application) and who reside outside the parishes of St Bernadette, St. Gerard Majella, Knowle or Sacred Heart, Chew Magna

6.4 10 baptised catholics living in the parishes of St Bernadette, Whitchurch, St Gerard Majella or Sacred Heart

6.5 2 baptised catholic children who live outside the parishes of St Bernadette, Whitchurch, St Gerard Majella, Knowle or Sacred Heart, Chew Magna

6.7 5 children who will have a sibling (as defined below) at the school at the time of their admission

6.8 Children of other Christian faiths who live within the parishes of St. Bernadette, Whitchurch, St. Gerard Majella, Knowle or Sacred Heart, Chew Magna. (3)

6.9 Children of other faiths who live within the parishes of St. Bernadette, Whitchurch, St. Gerard Majella, Knowle or Sacred Heart, Chew Magna and have the written support (as defined below) of their minister or equivalent. (0)
6.8 2 Children of other Christian faiths who live within the parishes of St. Bernadette, Whitchurch, St. Gerard Majella, Knowle or Sacred Heart, Chew Magna

6.10 3 other applicants not in the above categories

Appeals lodged 2015 1
Appeals heard 2015 0
Appeals upheld 2015 0

Admission Policy

1. Introduction St Bernadette Primary School is a Catholic voluntary aided primary school, which was established by the Church to serve the parishes of St. Bernadette, Whitchurch, St. Gerard Majella, Knowle and Sacred Heart, Chew Magna. A map of the appropriate parishes is available for viewing on request from the school office. The purpose of this policy is to ensure that the Governors acting as the admission authority undertake admissions in a fair and equal manner in line with the school’s trust deed and Catholic ethos. This policy has been drawn up according to the Code of Practice and in consultation with Clifton Diocese and the Local Authority. However, the Governors are the admissions authority for the school.

2. Admission Numbers The Published Admissions number for each year group including Reception is 30 and in accordance with Infant class size legislation the Governors are not in a position to breach their admissions number of 30 for Reception or key stage one. Exceptions to this are
- Children whose twin or sibling from a multiple birth is admitted otherwise than as an excepted pupil
- within reasonable capacity military personnel posted to the area after the due deadline and who have the correct documentation to confirm this.

3. Application and Admission for Reception Pupils are usually admitted in the September of the school year in which they reach their fifth birthday. In certain circumstances, admission may be deferred until they reach compulsory school age (5 years), or for children born between 1 April and 31 August, not beyond the beginning of the final term of the school year for which the offer was made. If parents wish a deferment, they should indicate so when accepting the offer of a place and discuss options open to them with the school.

Applications for a place at the school should be made using the Home Local Authority’s Common Admissions form and must be returned to the Schools Admissions (Romney House) PO Box 3176, Bristol, BS3 9FS by 15th January 2016. In order to assist the Governors in applying their oversubscription criteria, applicants applying on faith or sibling criteria should also complete the schools supplementary information form obtainable directly from the school. This should be returned directly to the school by 1st March 2016 with any appropriate and necessary documentation.

After the agreed Local Authority deadline, the Local Authority will inform the Governors of all applications and the Governors will then allocate places accordingly. In the event of oversubscription, the Governing Body will apply its criteria as listed below and notify the Local Authority of its decisions. The Local Authority acting on behalf of the Governors will then notify parents on 16th April 2016 (or next working day) of the outcome.

4. Late Applications for Reception Admissions Applications received after the closing date given in 3 above but before the offer of places is made by the Governing Body will not be considered in the first round of allocations unless, in the opinion of the Admission Committee, there were exceptional reasons for applicants not being able to meet the required deadlines i.e. as in the case of military personnel, medical reasons related to a parent evidenced by a doctor’s letter.

5. Children with Education, Health and Care Plans or Statements of Special Educational Needs There is a different procedure for the admission to school for children with an Education, Health and Care Plan (previously known as a Statement of Special Educational Need): it is administered by the Local Authority in whose area the family lives. The Local Authority is responsible for issuing the EHCP and consulting parents and the governing body of the school, if a preference has been made for the school, before the school is named in the Plan. Once the school is named then children with a Statement/Plan are given first priority unless contested by the Governing Body.

6. In the event of Oversubscription (i.e. more applications than available places) places will be offered in accordance with the following criteria:

6.1 Looked After Children and previously Looked After children who are baptised Catholics

6.2 Baptised Catholic children who have a sibling at St Bernadette School (at the time of admission) and who reside in the parishes of St. Bernadette, St. Gerard Majella or Sacred Heart.

6.3 Baptised Catholic children who have a sibling at St Bernadette School (at the time of admission) and who reside outside the parishes of St. Bernadette, St. Gerard Majella or Sacred Heart.

6.4 Baptised Catholics living in the parishes of St. Bernadette, Whitchurch, St. Gerard Majella, Knowle or Sacred Heart, Chew Magna.

6.5 Baptised Catholic children who live outside the parishes of St. Bernadette, Whitchurch, St. Gerard Majella, Knowle or Sacred Heart, Chew Magna.

6.6 Looked After and previously Looked After Children for whom a place is requested by the relevant person/authority.
6.7 Children who will have a sibling (as defined below) at the school at the time of their admission.

6.8 Children of other Christian faiths, as listed by ‘Churches Together’, who live within the parishes of St. Bernadette, Whitchurch, St. Gerard Majella, Knowle or Sacred Heart, Chew Magna and have a statement of membership (as defined below) from their minister or equivalent.

6.9 Children of other faiths (as defined below) who live within the parishes of St. Bernadette, Whitchurch, St. Gerard Majella, Knowle or Sacred Heart, Chew Magna and have the written support (as defined below) of their minister or equivalent.

6.10 Other applicants not in the above categories.

In Categories 6.1, 6.2, 6.3, 6.4, 6.5, 6.8 and 6.9 a copy of a valid baptismal certificate or equivalent validation must be sent to the school, who may also request sight of the original.

Definitions

(a) Brother and sister are defined as children who share one natural parent, step brother or sister, or have been legally adopted or fostered into the family

(b) Looked after children, as defined by Section 22 of the Children Act 1989 and as stated in the 2012 Code of Practice, those who were previously looked after but are now adopted or are subject to a child arrangements order or special guardianship order.

(c) A statement of membership by a faith leader – that confirms that the applicant is an affiliated member of the said faith.

7. Tiebreakers When applications in any category exceed the number of places available priority will be given to:

(a) Children living closest to the school (see distance measurement below)

In the event of two or more children living the same distance from the school, then

(b) The drawing of lots will be undertaken by an Officer of Clifton Diocese.

Home to school distances will be measured in a direct line from a point on the home address as held by the Local Authority to a central point within the main school building using the Local Authority’s computerised mapping system

8. Waiting List A waiting list of unsuccessful applicants for our Reception class will be held by the school (as admissions authority) until December 31st 2016. Each added child requires the list to be ranked again in line with the published oversubscription criteria.

9. In-Year Applications Applications that fall outside the normal admissions round should be made directly to the school using either the Local Authority’s Common Application form and/or the school’s own application form. In order to assist the Governors in applying their oversubscription criteria, applicants should also complete the supplementary information form obtainable directly from the school. This should be returned directly to the school with any appropriate and necessary documentation.

The Governors have agreed that the admissions number for all year groups is 30. Waiting lists will be held until the end of the academic year and reviewed every time a place becomes available.

10. Appeals Procedure Parents have the right to appeal against the refusal by the Governing Body to admit their child, and should put their appeal in writing to the Clerk to the Governors care of the school within 20 school days of receiving the letter of refusal. Appeals will be arranged by the Diocesan Department for Schools and Colleges and conducted in accordance with the Code of Practice on School Appeals.

10. Applications for 2014/15

In March 2014 the Governors considered 67 applications and allocated places as follows:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Number of Applications</th>
<th>Number of offers</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>6.2</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>6.3</td>
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</tbody>
</table>
Admission policy

1. Introduction

St. Bernard’s is a Catholic voluntary aided primary school, which was established by Clifton Diocese to serve the parish of St Bernard. The purpose of this policy is to ensure that the Governors acting as the Admission Authority undertake admissions in a fair and equal manner in line with the school’s trust deed and Catholic ethos.

We are an inclusive school following the teachings of the Catholic Church. We ask all those that apply for a place here to respect the ethos of the School and its importance to the School community.

This does not affect the right of those who are not of the denomination/faith of this School to apply to be considered for a place at the School.

This policy has been drawn up according to the Code of Practice December 2014 and in consultation with Clifton Diocese and the Local Authority.

2. Admission numbers

The Admission number for Reception is 30 and in accordance with Infant Class Size legislation the Governors are not in a position to breach their admissions number of 30 for Reception or key stage one. Exceptions to this are:

- multiple birth if it would mean splitting children because one would be the 31st child
- within reasonable capacity military personnel posted to the area after the due deadline and who have the correct documentation to confirm this.

3. Application and admission for Reception

Pupils are normally admitted in the September of the school year in which they reach their fifth birthday. However they are not required to attend school until the beginning of the term in which they reach compulsory school age. If parents wish a deferment they should indicate so when accepting the offer of a place.

Applications for a place at the school should be made using the Bristol Local Authority’s Common Admissions form and must be returned to Schools Admissions (Romney House), PO Box 3176, Bristol, BS3 9FS by 15th January 2016.

In order to assist the Governors in applying their oversubscription criteria applicants should also complete the schools supplementary information form.
obtainable directly from the school. This should be returned directly to the school by 15th January 2016 with any appropriate and necessary documentation. It is not a requirement to complete this Supplementary Information Form. However, in the event that the School is oversubscribed (i.e. more applications than places available); the form is used by the Governors to apply the faith criteria that will determine the allocation of places, as set out below. If the Supplementary Information Form is not completed and submitted to the School on time, then the failure to provide the additional information may result in the application being considered under a lower priority ranking.

After the agreed Local Authority deadline the Local Authority will inform the Governors of all applications and the Governors will then allocate places accordingly. In the event of oversubscription, the Governing Body will apply its criteria as listed below and notify the Local Authority of its decisions. The Local Authority acting on behalf of the Governors will then notify parents on 18th April 2016 of the outcome.

4. Late applications for Reception admissions

Applications received after the closing date but before the offer of places is made by the Local Authority will be considered in accordance with the priorities in 8 below if, in the opinion of the Admissions Panel, there were exceptional grounds for applicants not being able to meet the required deadlines. For example in the case of military personnel or medical reasons related to a parent/carer which are evidenced by a doctor’s letter. Applicants will be re-ranked and their position on the list may change. This does not prevent parents/carers from exercising their right to appeal against the decision not to offer a place.

5. Admission below compulsory school age

Children for the Reception Year are normally admitted in the September following their fourth birthday. However, a Parent/Carer may request to defer the date their child is admitted to the School until later in the School year but not beyond the point at which they reach compulsory school age or, for children born between 1 April and 31 August, not beyond the beginning of the final term of the School year for which the offer was made; and where a Parent/Carer wishes, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

6. Admission outside of normal age group

Admissions outside the normal age group will be considered on the basis of the circumstances of each case, and the advice of specialist advisers and other relevant professionals will be sought as appropriate.

7. Children with Statements of Special Educational Needs / Education, Health and Care Plans (ECHP)

There is a different procedure for the admission to school for children with a Statement of Special Educational Need / Education, Health and Care Plan: it is administered by the Local Authority in whose area the family lives. The Local Authority is responsible for issuing the Statement/Plan and consulting parents and the governing body of the school, if a preference has been made for the school, before the school is named in the Statement/Plan. Once the school is named then children with a Statement/Plan are given first priority.

8. In the event of oversubscription

(i.e. more applications than available places) places will be offered in accordance with the following criteria.

i. Children who are looked after and previously looked after and who are baptised Catholics

ii. Baptised Catholics living in the parish of St Bernard.

iii. Children who are looked after and previously looked after for whom a place is requested by the relevant person/authority

iv. Children who will have a sibling (as defined below) at the school at the time of their admission.

v. Baptised Catholic children living outside the Parish of St Bernard’s

vi. Pupil premium pupils and service premium pupils within the parish of St Bernard’s

vii. Nursery children eligible for the early years pupil premium or service premium within the parish of St Bernard’s

viii. Children of other Christian denominations as listed in Churches Together who live within the parish of St Bernard
ix. Children of a member of Staff  
x. Other applicants not in the above categories.

In Categories 6i, 6ii, and 6v, the valid baptismal certificate or equivalent validation must be sent to the school by the 15th January 2016. If possible the Supplementary Information Form should be used, but this is not compulsory.

Definitions
(a) Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/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.
(b) Looked After Children are children who are (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22 (1) of the Children Act 1989) at the time an application to a school is made, and Previously looked after children are children who were Looked After, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).
(c) In the case of children of multiple births, the Governing Body will not split them when one would be the 31st child
(d) Baptised Catholic Children in the context of the Admissions Policy means a child baptised as a Roman Catholic in a Church which is in Communion with the See of Rome.
(e) Christian, in the context of the Admissions Policy, includes (inter alia) Orthodox Churches not in Union with the See of Rome, as well as Churches that are Members of the Churches Together in England
(f) Children of any member of staff - the staff member has been employed for 2 or more years at the time of application or as a result of them being recruited into a post for which there is a demonstrative skills shortage.

9. Tie-breakers
If there are more children in any category than available places then a tie-breaker will be held. Priority will be given by random selection of applicants within that category by the drawing of lots undertaken by a person independent of the Admissions process witnessed by the Admissions Committee.

10. Waiting list
A waiting list of unsuccessful applicants for Reception will be held by the School until 31st December 2016 and then discarded. Applicants are re-ranked when a place becomes available and their position on the list may change.

11. In-year applications
Applications which are made during the year for any year group will be considered by the Admissions Panel.
Applications should be made using either the Local Authority’s Common Application form or directly to the School.
If there are any vacancies the applications will be considered against the criteria listed above.

12. Appeals procedure
A Parent/Carer has the right to appeal against the refusal by the Governing Body to admit their child, and should put their appeal in writing to the Clerk to the Governors care of the school within 20 school days of receiving the letter of refusal. Appeals will be arranged by the Diocesan of Clifton Department for Schools and Colleges and conducted in accordance with the Code of Practice on School Appeals.

This Admissions Policy was determined by St Bernard’s Governing on 4th February 2015
The Admissions Policy was sent to the Diocese of Clifton and Bristol Local Authority on 5th February 2015
This Admissions Policy conforms to Bristol Local Authority Fair Access Policy.
St Bonaventure’s Catholic Primary

Head Teacher Lucille Charles

Address St Bonaventure’s Catholic Primary
Egerton Road, Bishopston, Bristol BS7 8HP
  t 0117 353 2830  f 0117 353 2874
  e st.bonaventures.p@bristol-schools.uk

Status Aided
Age range 4–11
Additional information Please complete Supplementary Information Form

On time applications 1st, 2nd, 3rd 2015 113
Applications received late 18
No. of Sept 2015 places offered under each criterion  No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion  No preferences refused at first round of allocations
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0

Admission policy

1. Admissions Authority
   St Bonaventure’s is a Catholic Voluntary Aided Primary School, established to serve the parishes of St Bonaventure’s and the Sacred Heart. The Governing Body, acting in accordance with the School Admissions Code and the Clifton Diocesan Policy and in consultation with Bristol Local Authority and in compliance with the Bristol Local Authority’s Fair Access Protocol, is responsible for the admission of pupils.

2. Ethos
   St Bonaventure’s is an inclusive school following the teachings of the Catholic Church. We ask all applying for a place here to respect the ethos of the School and its importance to the School community. This does not affect the right of those who are not of the faith of this School to apply to be considered for a place here.

3. Published Admissions Number (PAN)
   A maximum of 60 children will be admitted to the Reception Year for St Bonaventure’s for the 2016/2017 academic year. Children for the Reception Year are normally admitted in the September of the school year after they are 4 but they have the right to defer entry until the term after their 5th birthday. A parent/carer may not defer admission beyond the academic year for which the original application was accepted. Therefore, any Reception places applied for within this academic year must be taken up by the child by 24 April 2017 (the beginning of Term 5).

Summer born children whose parent/carer does not wish them to start school until the term after their 5th birthday will have to make a separate in-year application for Year 1 for the following academic year unless there is a
professional agreement that joining a lower year group is in the best interests of the child in which case a common application form will have to be completed for admission to reception in the academic year 2017/2018. Where a parent/carer wishes, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

4. Application Procedure

Applications for a Reception place at St Bonaventure’s should be made to your home local authority. If you reside in Bristol apply on Bristol Local Authority’s Common Application Form and sent to:

Schools Admissions (Romney House),
PO Box 3176, Bristol, BS3 9FS

Applications may also be made online at: www.bristol.gov.uk/schooladmissions

Bristol Local Authority will send details of those children whose parent/carer have expressed a preference for St Bonaventure’s to the School’s Governing Body.

All applicants wishing to apply on faith or sibling grounds are requested to also complete a St Bonaventure’s Supplementary Information Form and return it to the School at the time of their application to the Local Authority with a copy of the baptismal certificate or equivalent validation as appropriate (originals should be made available on request - please do not send original documentation). Proof of the child’s birth date may be requested after a place has been offered. The Supplementary Information Form is available from the School Office or can be downloaded from the School’s website at www.st-bonaventures.bristol.sch.uk/. The form is used by the Governors to apply the oversubscription criteria listed in Section 7 below in the event of oversubscription. It is not compulsory to complete the Supplementary Information Form.

Bristol Local Authority will notify parents/carers of the outcome of the application on behalf of St Bonaventure’s on 16 April 2016 or the next working day.

The application and the Supplementary Information Form for Reception must be received by 15 January 2016.

5. Children with Statements of Special Educational Needs Or Education, Health and Care Plans (EHCP)

There is a different admissions procedure for children with Statements of Special Educational Needs or an EHCP. This is administered by the Local Authority in whose area the family lives. The Local Authority is responsible for issuing the Statement/ EHCP and consulting parents/carers and the Governing Body of the School – if a preference has been made for the School – before the School is named in the Statement/EHCP. The School will respond to such requests between 5 and 10 working days. Once the School is named then children with a Statement or EHCP are given first priority.

6. Waiting List

A waiting list for Reception will be held by the school until 31 December 2016 and then discarded. If places become available they will be offered in accordance with the order of priority set out in Section 7 below. Applicants are re-ranked when a place becomes available and their position on the list may change up or down. Late applications will only be considered in the second round (i.e. after on time places have been allocated in accordance with the criteria) unless there is a compelling reason for being late (e.g. a family bereavement).

7. Oversubscription Criteria

In the event of oversubscription (i.e. more applications than available places) places will be offered strictly in accordance with the following order of priority:

a) Children with a Statement of Special Educational Needs or an Education, Health and Care Plan which names St Bonaventure’s Catholic Primary School, Bristol.

b) Looked after and previously looked after children baptised in the Catholic faith residing in the parishes of St Bonaventure’s and the Sacred Heart for whom a place is requested by the relevant person or authority. A map of each parish is available from the School website or the School Office.

c) Children baptised in the Catholic faith residing in the parishes of St Bonaventure’s and the Sacred Heart. A map of each parish is available from the School website or the School Office.

d) Looked after and previously looked after children for whom a place is requested by the relevant person or authority.

e) Siblings of children currently attending St Bonaventure’s School at the date of the applicant’s admission.

f) Other children baptised in the Catholic faith who do not have a Catholic primary school serving their parish.
g) Children of a Christian faith residing in the parishes of the Sacred Heart and St Bonaventure’s.

h) Other children baptised in the Catholic faith who are not in categories (b) (c) or (f) above.

i) Other children not in the above categories who reside in the parishes of St Bonaventure’s and the Sacred Heart.

j) All other applicants.

In categories (b), (c), (f) and (h) above, a copy of a valid baptismal certificate or evidence of baptism from the parish in which the child was baptised should be sent to the School (using the Supplementary Information Form if possible but not compulsory). The School may request sight of the original.

In category (g) above, validation signed by the priest, minister or leader of their place of Christian worship acknowledging that the child is a member of the said church or faith and is known to him/her should be sent to the School (using the Supplementary Information Form if possible but not compulsory).

8. Tie-Breaker

Where decisions between children within one of the above categories have to be made, preference will be given to those living nearest the School, where distance is measured in a straight line from the front door of the child’s home address (including flats) to the main entrance of the School using the Local Authority’s computerised mapping system. In the unlikely event of the distance between two children’s homes and the School being the same, random allocation will be used, which will be supervised by the Diocese.

9. Preceding Academic Year

The following table shows the categories in which children have been admitted to the School for the preceding academic year. There were no appeals for places for the academic year 2015/16. This is provided for information purposes only as trends may vary from year to year.

* This category was not specified as a specific category in 2015/16, although these applicants would still have had first priority.

** This former category J is no longer used but in 2015/16 related to applicants not in any of the above categories attending St Bonaventure’s Pre-School at the time of the application.

<table>
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<td>C</td>
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<td>I</td>
<td>8</td>
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</tr>
<tr>
<td>J**</td>
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<td>0</td>
</tr>
<tr>
<td>“K” (now J – all other applicants)</td>
<td>43</td>
<td>0</td>
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10. Appeals Procedure

A parent/carer has the right of appeal where they have been unsuccessful in securing a place at the School. All appeals must be made in writing to the Clerk to the Governors of St Bonaventure’s School within 20 working days of the letter of refusal. Appeals will be arranged by the Diocesan Department for Schools and Colleges and conducted in accordance with the School Admission Appeals Code (2012 edition).

12. Multiple Births

The Governing Body is mindful of its responsibility not to breach the School’s admission number. However, where multiple birth siblings would be split as a result of one being the 31st, the School will breach its admissions numbers as permitted by the Admissions Code for excepted pupils.

12. In-Year Applications

The process for entry into Years 1 to 6, or for families moving into the St Bonaventure’s and Sacred Heart parishes during the academic year must be made directly to the School using the School’s own application form together with necessary documentation. These applications will be considered as they are received. The appeals procedure is as in Section 10 above. Forms are available from the School website or the School Office.

Definitions

In the context of this Admissions Policy, a child baptised in the Catholic faith means a child baptised as Roman Catholic whose parent/carer can produce their baptismal certificate or evidence of baptism from the parish in which the child was baptised.

In the context of this Admissions Policy, Christian includes Orthodox Christian and those Christians of the Inter Faith Network for the UK.
A child reaches **compulsory school age** on the prescribed day following his or her 5th birthday (or on his or her 5th birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August.

**Home address** means the address where the child lives for the majority of the time during school term time.

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 the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school and includes those who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements or special guardianship order.

**Sibling** refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the children of the parent’s/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 term summer born children relates to all children born from 1 April to 31 August. These children reach **compulsory school age** on 31 August following their 5th birthday (or on their 5th birthday if it falls on 31 August).

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**St George C of E Primary**

**Head Teacher** Shireen Hayes

**Address** St George C of E Primary School  
Queen’s Parade, Brandon Hill, Bristol BS1 5XJ  
t 0117 377 2480  f 0117 377 2481  
e st.george.p@bristol-schools.uk

**Status** Controlled

**Age range** 4–11

**Admission number** 15

**On time applications 1st, 2nd, 3rd 2015** 18

**Applications received late** 5

**No. of Sept 2015 places offered under each criterion**  
No preferences refused at first round of allocations

**No. of Sept 2014 places offered under each criterion**  
No preferences refused at first round of allocations

**Appeals lodged 2015** 0

**Appeals heard 2015** 0

**Appeals upheld 2015** 0

**Admission policy** See page 13

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At St George we encourage a happy and calm working environment supported by a talented team of staff and Governors.

“The Early Years Foundation Stage team uses its excellent knowledge and understanding of how young children learn to make sure activities are meaningful but fun. The regular checks on their development are perceptive and contribute to parents’ observations of how well the children are doing.

Pupils look out for each other and help with school rules. Respect and tolerance toward each other are evident. They respect each other’s differences encouraged to do so by the inclusive attitudes of all staff.”
St John's C of E VC Primary

Head Teacher Justin Hoye

Mainsite address St John’s C of E VC Primary School
Worrall Road, Clifton, Bristol BS8 2UH
t 0117 903 0251
Infant address Lower Redland Road, Bristol, BS6 6SU
t 0117 353 2090
e office@stjohnsprimary.org.uk

Status Voluntary Controlled
Age range 4–11
Admission number 75
Additional information St. John’s is an expanding school. A brand new site opened in September 2013 on Lower Redland Road for all our infant pupils (age 4-7) and we have enhanced facilities at now junior site on Worrall Road.

On time applications 1st, 2nd, 3rd 2015 163
Applications received late 20
No. of Sept 2015 places offered under each criterion
No preferences refused at first round of allocations.
No. of Sept 2014 places offered under each criterion
37 priority 2, 38 priority 3 furthest distance: 0.636 km
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

St John’s Church of England Primary School is outstandingly effective. Children make an excellent start to school because of the exceptional provision in the Early Years Foundation Stage. Pupils achieve very well in the rest of the school because of outstanding teaching. Pupils’ excellent personal development and well-being are a direct result of the outstanding care, guidance and support coupled with the rich and stimulating curriculum.”

Ofsted
St. Joseph’s Catholic Primary is a voluntary aided school serving the Parish of St Joseph’s in the Diocese of Clifton and the community of Fishponds.

**Head Teacher** Matthew Condon

**Address** St Joseph’s Catholic Primary School
Chatsworth Road, Fishponds, Bristol BS16 3QR

- **t** 0117 377 2160
- **f** 0117 377 2161
- **e** st.joseph.s.p@bristol-schools.uk

**Status** Aided

**Age range** 4–11

**Admission number** 30

**Additional information** Please complete Supplementary Information Form

**On time applications 1st, 2nd, 3rd 2015** 84

**Applications received late** 8

**No. of Sept 2015 places offered under each criterion**
- 18 baptised catholic in parish,
- 2 not baptised but born of catholic parents who live within the parish,
- 1 baptised catholic outside parish,
- 4 Children who have siblings at St Joseph’s School (still on the school roll at the time for which admission is sought). In the event of over subscription siblings will be ranked in accordance with the published criteria,
- 2 Children of other Christian denominations who live within the parish of St Joseph and where the parent is a practising member of another church and can supply a written reference from their Minister,
- 4 Other applicants not in the categories above.

**No. of Sept 2014 places offered under each criterion**
- 25 baptised catholic in parish,
- 2 not baptised but born of catholic parents who live within the parish,
- 3 baptised catholic outside parish

**Appeals lodged 2015** 1

**Appeals heard 2015** 1

**Appeals upheld 2015** 0

**Admission policy**

Saint Joseph’s is a Voluntary Aided School which was established by the Roman Catholic Church to serve the parish of St Joseph.

The admission number for 2016 is 30 per year group, this includes Reception and is also in accordance with current Infant Class Size legislation. The Governors are not in a position to breach the admission number of 30 for Reception nor Key Stage One classes. The exceptions to this are: a) in the case of multiple birth if it means separating a child because one would be the 31st child and b) within reasonable capacity, military personnel posted to the area after the due deadline and have the correct documentation to confirm this.

Reception pupils are normally admitted in September of the school year in which they reach their fifth birthday, however, they are not required to do so until the beginning of term AFTER their fifth birthday, and so, in appropriate cases, admission may be deferred. This should be indicated when accepting the offer of a place in order to assist the school.

Applications for admissions should be made on the Local Authority common application form. Forms are available from the school office, the Local Authority or online: www.bristol.gov.uk/schooladmissions

Reception Year applications MUST be returned directly to the Local Authority by **15th January 2016** at this address: School Admissions (Romney House), PO Box 3176, Bristol BS3 9FS.

Places will be offered by the Local Authority on behalf of the Governors of the school on 18th April 2016.

Additional Information Forms, which are available from the School office, should be completed by those parents/carers who wish their application to be considered under religious and/or sibling criteria so that the Governors can consider them for admission. In the case of a Reception class place, these must be returned to the school by 15th January 2016.

In the case of a Reception place, applications received AFTER the Local Authority closing date will be regarded as ‘late’ applications and will be considered AFTER offers made to those who applied on time.
A waiting list will be held in accordance with current Government Policy. Should places become available subsequently offers will be made by the Governors in accordance with the following criteria:

1. Looked after children and previously Looked After Children, including adopted children, who are baptised in the Catholic faith for whom a place is requested by the relevant person/Authority.
   **A copy of a valid Baptismal Certificate must be available for all baptised children.**

2. Children who are baptised in the Catholic faith and reside in the parish of St Joseph. (Map available from the school office on request).
   **A copy of a valid Baptismal certificate must be available for inspection for all baptised children.**

3. Looked after and previously Looked after children, including adopted children, for whom a place is requested by the relevant person/Authority.

4. Children who are not baptised at the time of application but born of Catholic parent/s who live within the parish of St Joseph.
   **A copy of a valid baptismal certificate from the Catholic parent is required.**

5. Baptised catholic children who live outside the parish of St Joseph.
   **A copy of a valid Baptismal certificate must be available for inspection for all baptised children.**

6. Children who have siblings at St Joseph’s School (still on the school roll at the time for which Admission is sought). In the event of oversubscription siblings will be ranked in accordance with the published criteria.

7. Children of other Christian denominations who live within the parish of St Joseph and where the Parent is a practising member of another church and can supply a written reference from their Minister.
   **Valid Baptismal certificates must be available for inspection for all baptised children.**

8. Other applicants not in the categories above.

If all information is equal **within** a category, priority will be given to:

a) Children who have a sibling at the school at the time of admission.

b) Children who live nearest to St Joseph’s measured by the computerised mapping system administered by the Local Authority.

c) Where two or more children live in a flat or other multi-dwelling and it is not possible to determine which applicant lives closest to the school as measured by the computerised mapping system administered by the Local Authority the available place(s) will be allocated by the drawing of lots by an independent person not connected with the school and witnessed by a member of the Admission Panel.

**Admissions committee**

An Admissions Committee consisting of at least three governors will be appointed by the governors each year to administer the governors’ policy and will convene to determine the offer or refusal of a place.

**In-year applications**

Applications which fall outside the normal admission rounds should be made **directly to the school** on the Local Authority common application form which is available from the school office or the Local Authority. If you wish to apply on faith and/or sibling grounds an Additional Information form should be completed and submitted to the school for consideration by the Governing Body in accordance with the Admission Policy. The Governing Body, as the admissions authority for St Joseph’s Catholic Primary School will notify the Local Authority of any applications received and their outcomes. Parents will be informed of any decision by the Governing Body.

**Appeals procedure**

Parents have the right to appeal against the refusal by the Governing Body to admit their child. Parents should put the appeal in writing to the Governing Body (for the normal admission round) via the Clerk to the Governors at the school **within 20 days of receiving the letter of refusal of a place**. Appeals will be arranged by the Diocese of Clifton Department for Schools and Colleges and conducted in accordance with the Statutory Code of Practice. The result of the appeal will be binding on all parties.
Infant Class Size appeals
Statutory limits on class sizes mean that infant classes with a single qualified teacher cannot contain more than 30 pupils without taking ‘relevant measures’ to comply with the statutory duty to limit infant class sizes to a maximum of 30 pupils. Relevant measures includes for example:
• Employing an additional teacher
• Building an extra classroom
The infant classes at St Joseph’s are organised with a maximum of 30 pupils in each year group so appeals for the infant classes will be heard on the basis of ‘class size prejudice’. An appeal panel can only uphold an appeal in these circumstances if:
a) the admission procedures were applied wrongly,
   OR
b) it was unreasonable to turn down the applicant given the circumstances. The law defines ‘unreasonable’ as being completely illogical or not based on the facts of the case.

Children with Statements of Special Educational Need/Education, Health and Care Plan
There is a different procedure for the admission to school for Statemented children and children with an Education, Health and Care Plan. For other children with Special Needs the normal procedures apply.

Definitions
Siblings  For the purpose of this policy siblings will be defined as children who share one common parent/guardian.

Looked After Children and Previously Looked After Children  Looked after children and previously looked after children are defined as children who are in the care of a Local Authority as defined by Section 22 of the Children Act 1989 and as stated in the 2012 Code of Practice as those who were previously looked after but are now adopted or are subject to a Child Arrangements Order or special guardianship order.

St Mary Redcliffe C of E VC Primary

Head Teacher  Emma Payne

Address  St Mary Redcliffe CE VC Primary School
Windmill Close, Windmill Hill, Bristol BS3 4DP
0117 353 4760  0117 353 4762
st.mary.redcliffe.p@bristol-schools.uk
twitter@StMaryRedPrim

Status  Controlled
Age range  4–11
Admission number  60

Additional information  Nursery Class

Applications received late  12

No. of Sept 2015 places offered under each criterion
26 priority 2, 34 priority 3 furthest distance 0.556 km

No. of Sept 2014 places offered under each criterion
1 priority 1, 24 priority 2, 35 priority 3 furthest distance: 0.671 km

Appeals lodged  2015  7
Appeals heard  2015  6
Appeals upheld  2015  0

Admission policy  See page 13

We serve the wonderful communities of Windmill Hill, Redcliffe, Victoria Park, Bedminster, Totterdown and beyond. Our school is vibrant, friendly and diverse; we welcome every child as we ‘Aspire, Learn and Achieve Together’. Our “pupils thrive in their learning and in their spiritual, moral, social and cultural development”. (Ofsted 2012). Take a look at our website www.stmaryredcliffeprimary.co.uk or contact us to arrange a visit. We look forward to meeting you.
St Michael’s on the Mount C of E VC Primary  www.stmichaelsonthemount.bristol.sch.uk

Head Teacher Stuart McClelland

Address St Michael’s on the Mount C of E VC Primary School, Park Lane, St Michael’s Hill, Bristol BS2 8BE
t 0117 903 0434
e st.michael.p@bristol-schools.uk

Status Controlled
Age range 4–11
Admission number 30
On time applications 1st, 2nd, 3rd 2015 43
Applications received late 7
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations

Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0

St Michael’s on the Mount Primary School is an inner city Church of England Primary School serving a diverse cultural and religious intake. Children travel from various areas of Bristol due to the school’s reputation for care, guidance and the development of the whole child. We pride ourselves on our positive relationships with all the children in our care and we place a great deal of importance on children feeling safe, respected and listened to by all our staff.

St Nicholas of Tolentine Catholic Primary  www.stnicholas.bristol.sch.uk

Head Teacher Jackie McCarthy

Address St Nicholas of Tolentine Catholic Primary Pennywell Rd, Lawfords Gate, Bristol BS5 0TJ
t 0117 377 2260  f 0117 377 2260
e st.nicholas.p@bristol-schools.uk

Status Academy
Age range 4–11
Admission number 30
Additional information Please complete Supplementary Information Form. In-year admissions to be made directly to the school from September 2014.
On time applications 1st, 2nd, 3rd 2015 60
Applications received late 3
No. of Sept 2015 places offered under each criterion 10 Children who are baptised in the Catholic Faith and live in the parish of St Nicholas of Tolentino, 6 Children who are not baptised at the time of application but born of Catholic parent/s who live within the parish of St Nicholas of Tolentino, 6 Children who have a brother or sister at the school at the time of their admission, 2 Children of other Christian Faiths who live in the parish of St Nicholas of Tolentino and whose parents are members of their church and have a signed statement by their minister,

‘Overall, St Nicholas of Tolentine is an outstanding Catholic school. It is led by a strong, dynamic Headteacher, well supported by the Deputy and whole staff team who work together extremely well.’ (Ofsted, 2011)

‘St Nick’s’ is a small, successful primary school in the heart of Bristol. We have small classes, and 100% good and outstanding teaching. As a result our standards are high and all children make excellent progress. We offer our pupils a wide range of quality extra-curricular opportunities, e.g. all KS2 pupils learn a musical instrument and take part in a sports club.

1 Children of other Faiths who live in the parish of St Nicholas of Tolentino, 5 Other applicants not in the above category (as more applications than places were available in this category, priority was given to children who live nearest to St Nicholas of Tolentino, measured by the computerised mapping system administered by the Local Authority)
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations

Appeals lodged 2015 1
Appeals heard 2015 0
Appeals upheld 2015 0

Admission policy
St Nicholas of Tolentine is a Catholic voluntary aided primary school which became an Academy in 2012. The school was established by the Church to serve the parish of St Nicholas of Tolentine. Governors will admit up to the admission number having considered the following criteria:
1. Looked After Children who are baptised Catholics and previously in care.
2. Baptised Catholic children who live in the parish of St Nicholas of Tolentine.
3. Baptised Catholic children who live outside the parish of St Nicholas of Tolentine and who do not have a Catholic primary school serving the parish in which they live or at whose parish school a place is not available.
4. Looked After Children for whom a place is requested by the relevant person/authority and previously looked after.
5. Children of (a) Catholic parent(s) who live within the parish of St Nicholas of Tolentine.
6. Children who will have a brother or a sister at the school at the time of their admission.
7. Children of other Christian denominations who live within the parish of St Nicholas of Tolentine and whose parents are members of their church and have the written support of their minister.
8. Children of other faiths living within the parish of St Nicholas of Tolentine whose parents desire that their children be educated within a Christian environment.
9. Other applicants not in the above categories.
In Categories 1, 2 and 3 Baptismal certificates should be available for inspection.
A map of the parish of St Nicholas of Tolentine is available at the school.

St Patrick’s Catholic Primary

Head Teacher Mrs M Marshall B Ed Hons (NPQH)
Address St Patrick’s Catholic Primary School
Blackswarth Road, Redfield, Bristol BS5 8AS
  t 0117 377 2387  f 0117 377 2388
  e school@stpatricksbristol.org.uk

Status Academy
Age range 4–11
Admission number 30
Additional information Please complete Supplementary Information Form
On time applications 1st, 2nd, 3rd 2015 126
Applications received late 9
No. of Sept 2015 places offered under each criterion 19 baptised Catholics with siblings attending St Patrick’s Catholic Primary who attend St Patrick’s Church weekly and 11 baptised Catholics who attend St Patrick’s church weekly.
No. of Sept 2014 places offered under each criterion 8 baptised Catholics with siblings attending St Patrick’s Catholic Primary who attend St Patrick’s Church weekly, 8 baptised Catholics who attend St Patrick’s Church weekly, 13 baptised Catholics who attend St Patrick’s Church monthly.
Appeals lodged 2015 7
Appeals heard 2015 7
Appeals upheld 2015 1

Admission policy
The school serves the parish of St Patrick’s. It was built by parishioners and opened in 1933 and is very much part of the Parish Community.

Oversubscription Criteria
Where more applications are received than there are places available, places will be offered in the following order of priority:

1. Baptised Catholic Looked After and Previously Looked After Children
A copy of the child’s baptismal certificate must be provided with the application. Where the baptismal certificate has been mislaid, a copy must be obtained from the church where the baptism took place.
Children under this category will be allocated places by reference to the location of the child’s home address, with those living nearer the school receiving higher priority.

Apply online www.bristol.gov.uk/schooladmissions
2. Baptised Catholic Children of a Parent who attends St Patrick’s Church, or who attends any other Catholic Church located within a 10 mile radius of the School which does not have its own Designated Catholic Infant or Primary School

This category includes children who have a parent who has attended either St Patrick’s Church or any other Catholic Church as defined above within the twelve month period immediately preceding the application deadline. For the purpose of this category, a “Catholic church” will also include a church in communion or union with Rome (see Appendix 2).

A copy of the child’s baptismal certificate must be provided with the application. Where the baptismal certificate has been mislaid, a copy must be obtained from the church where the baptism took place.

Children under this category will be offered places in the following order of priority:

2.1 Children who will have a sibling at the school at the date of their admission

In order to be considered under this sub-category, parents must ensure that the name of the sibling is clearly stated in the Common Application Form submitted to the local authority. Failure to do so will result in the child being placed in a sub-category with lower priority.

Places under this sub-category will be offered by reference to the location of the child’s home address, with those living nearer the school receiving higher priority.

For the avoidance of doubt, although children falling within this category must have a parents who has attended Sunday Mass at either St Patrick’s Church or another Catholic Church as defined above on at least one occasion in the twelve month period immediately preceding the application deadline to fall within this category, their level of attendance at Sunday Mass will not be taken into account in relation to this sub-category.

2.2 Children of a Parent who has attended Sunday Mass during the twelve month period immediately preceding the application deadline:

2.2.3 Weekly (at least 75% of all Sundays);
2.2.4 Monthly (at least 25% of all Sundays);
2.2.5 Occasionally (on at least one Sunday, but less than 25% of all Sundays).

The level of attendance at Sunday Mass of the parent must be confirmed in the Priest/Minister Reference Form.

In each of sub-categories 2.1 and 2.2.3, 2.2.4 & 2.2.5, places will be allocated by reference to the location of the child’s home address, with those living nearer the school receiving higher priority.

3. Other Baptised Catholic Children

This category includes all children who have been baptised Catholic who do not fall within oversubscription categories 1 or 2. For the purpose of this category, children baptised at a church in communion or union with Rome will be included (see Appendix 2).

A copy of the child’s baptismal certificate must be provided with the application. Where the baptismal certificate has been mislaid, a copy must be obtained from the church where the baptism took place.

Children under this category will be offered places in the following order of priority:

3.1 Children who will have a sibling at the school at the date of their admission

In order to be considered under this sub-category, parents must ensure that the name of the sibling is clearly stated in the Common Application Form submitted to the local authority. Failure to do so will result in the child being placed in a sub-category with lower priority.

Places under this sub-category will be offered by reference to the location of the child’s home address, with those living nearer the school receiving higher priority.

For the avoidance of doubt, the level of attendance at Sunday Mass of a parent will not be taken into account in relation to this sub-category.

3.2 Children of a parent who has attended Sunday Mass during the twelve month period immediately preceding the application deadline:

3.2.3 Weekly (at least 75% of all Sundays);
3.2.4 Monthly (at least 25% of all Sundays);
3.2.5 Occasionally (on at least one Sunday, but less than 25% of all Sundays);

The level of attendance at Sunday Mass of the parent must be confirmed in the Priest/Minister Reference Form.

3.3 All other Children who have been baptised Catholic

This sub-category includes all children who have been baptised Catholic who will not have a sibling at the school at the date of
admission, and whose parents have not attended Sunday Mass within the twelve month period immediately preceding the application deadline.

Children will be sub-categorised in the following order of priority:

3.3.1 Children whose home address is located within the parish boundary (see Appendix 1);
3.3.2 Children whose home address is located outside of the parish boundary (see Appendix 1);

In each of sub-categories 3.1, 3.2, 3.3.1 and 3.3.2, places will be offered by reference to the location of the child’s home address, with those living nearer the school receiving higher priority.

4. Looked After and Previously Looked After Children who are Not Baptised Catholic

Children under this category will be offered places by reference to the location of the child’s home address, with those living nearer the school receiving higher priority.

5. Children who are Members of Other Christian Denominations

This category includes children who are of a Christian denomination not in communion or union with Rome (see Appendix 2) and who have a baptismal, christening or dedication certificate or, where such a service is not offered by that denomination, whose membership has been confirmed by their priest or minister.

A copy of the child’s baptismal, christening or dedication certificate, or a Priest/Minister Reference Form confirming membership, must be provided with the application. Where the certificate has been mislaid, a copy must be obtained from the church where the ceremony took place.

Children under this category will be offered places in the following order of priority:

5.1 Children who will have a sibling at the school at the date of their admission

In order to be considered under this sub-category, parents must ensure that the name of the sibling is clearly stated in the Common Application Form submitted to the local authority. Failure to do so will result in the child being placed in a sub-category with lower priority.

Places under this sub-category will be offered by reference to the location of the child’s home address, with those living nearer the school receiving higher priority.

For the avoidance of doubt, although children falling within this category must be confirmed members of other Christian denominations, their parents’ level of attendance at Sunday services will not be taken into account in relation to this sub-category.

5.2 Children of a parent who has attended a Sunday church service during the twelve month period immediately preceding the application deadline, in the following order of priority:

5.2.3 Weekly (at least 75% of all Sundays);
5.2.4 Monthly (at least 25% of all Sundays);
5.2.5 Occasionally (on at least one Sunday, but less than 25% of all Sundays).

The level of attendance at Sunday services of the parent must be confirmed in the Priest/Minister Reference Form.

5.3 All other children who are members of other Christian denominations

This sub-category includes all other children who are members of a Christian denomination not in communion or union with Rome who will not have a sibling at the school at the date of admission, whose parents have not attended a Sunday service within the twelve month period immediately preceding the application deadline.

Children will be sub-categorised in the following order of priority:

5.3.1 Children whose home address is located within the parish boundary (see Appendix 1);
5.3.2 Children whose home address is located outside of the parish boundary (see Appendix 1);

In each of sub-categories 5.1, 5.2, 5.3.1 and 5.3.2, places will be offered by reference to the location of the child’s home address, with those living nearer the school receiving higher priority.

6. All Other Children

This category will include children of any other faith, or of no faith.

Children under this category will be offered places in the following order of priority:

6.1 Children who will have a sibling at the school at the date of their admission

In order to be considered under this sub-category, parents must ensure that the name of the sibling is clearly stated in the Common Application Form submitted to the local authority. Failure to do so will result in the child being placed in a sub-category with lower priority.
Places under this sub-category will be offered by reference to the location of the child’s home address, with those living nearer the school receiving higher priority.

For the avoidance of doubt, although children falling within this category must be confirmed members of other Christian denominations, their parents’ level of attendance at Sunday services will not be taken into account in relation to this sub-category.

6.2 All other children
Children will be sub-categorised in the following order of priority:

6.2.1 Children whose home address is located within the parish boundary (see Appendix 1);
6.2.2 Children whose home address is located outside of the parish boundary (see Appendix 1);

In each of sub-categories 6.1, 6.2.1 and 6.2.2, places will be offered by reference to the location of the child’s home address, with those living nearer the school receiving higher priority.

Appendix 1 is the map of the Parish boundaries of St Patrick’s Church which is available on the school website or from the school office.

Appendix 2 – Catholic Churches in Communion or Union with Rome

Churches in Communion with Rome

Personal Ordinariate
Baptised children of a parent who is a member of the Ordinariate established under The Apostolic Constitution Anglicanorum Coetibus of November 4th 2009 will be given equal preference to that offered to children baptised in a Catholic church. It is important to note that these children may have been baptised in the Church of England.

Oriental Rite (or Eastern Catholic) Churches in Union with Rome

Alexandrian
Coptic Catholic Church
Ethiopian Catholic Church (‘Gheez rite’) (Includes Eritrean Catholic Church)

Antiochian (West Syrian)
Syrian Catholic Church
(Syro-)Maronite Catholic Church
Syro-Malankar Catholic Church

Armenian
Armenian Catholic Church

Chaldean (East Syrian)
Chaldean Catholic Church
Syro-Malabar Catholic Church

Constantinopolitan (Byzantine)
Albanian (Byzantine) Catholic Church
Belarussian Catholic Church
Bulgarian (Byzantine) Catholic Church
Georgian Catholic Church
Greek (Hellenic) Catholic Church
Greek-Melakite Catholic Church
Hungarian (Byzantine) Catholic Church
Italo-Albanian (Byzantine) Catholic Church
Church of the Byzantines of the Diocese of Krizevci (Krizevci Catholic Church)
Macedonian Catholic Church
Romanian (Greek) Catholic Church

Russian Catholic Church
Ruthenian (Byzantine) Catholic Church

Slovak (Greek) Catholic Church
Ukrainian (Greek) Catholic Church

Parents should note that there are a number of Eastern Orthodox Churches with similar names to Catholic churches and other churches in communion or union with Rome which are not, in fact, in communion or union with Rome. Children who are members of these churches will be placed into category 5 rather than category 3.
Head Teacher Mrs Carol Burns

Address SS Peter and Paul RC VA Primary School
Aberdeen Road, Redland, Bristol BS6 6HY
  t 0117 903 0070  f 0117 903 0071
  e st.peter.paul.p@bristol-schools.uk

Status Aided
Age range 4–11
Admission number 30
Additional information Please complete Supplementary Information Form
On time applications 1st, 2nd, 3rd 2015 79
Applications received late 2
No. of Sept 2015 places offered under each criterion 1 baptised child in care, 13 baptised catholic in parish, 5 siblings, 6 baptised catholic out of parish, 1 baptised child of other Christian denomination, 4 children who did not fall into any listed category
No. of Sept 2014 places offered under each criterion 1 SEN, 1 baptised child in care, 14 baptised catholic in parish, 8 siblings, 5 baptised catholic out of parish
Appeals lodged 2015 2
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy
SS Peter & Paul is a Catholic voluntary aided primary school, which was established by the Church to serve the parishes of SS Peter & Paul and St Mary on the Quay.
Governors will admit up to the admission number having considered the following criteria:
1 Children in Care who are baptised in the Catholic faith for whom a place is requested by the relevant person/authority and previously in care.
2 Children who are baptised in the Catholic faith, who reside in the parishes of SS Peter & Paul or St Mary on the Quay.
3 Children in care/previous in care for whom a place is requested by the relevant person/authority.
4 Children who have siblings at SS Peter & Paul School (still on the school roll at the time for which admission is sought).
5 Children who are baptised in the Catholic faith, who reside in other parishes.
6 Children who are not baptised at the time of application, but born of a Catholic parent(s)
7 Baptised children of other Christian denominations who practise infant baptism (Christian defined as someone who believes in the incarnation and resurrection of Jesus Christ) who reside in the parishes of SS Peter & Paul or St Mary on the Quay, whose parents are certified by their minister as being practising members of their church (written support from their minister is required).
8 Children of other Christian denominations who do not practise infant baptism (Christian defined as someone who believes in the incarnation and resurrection of Jesus Christ) who reside in the parishes of SS Peter & Paul or St Mary on the Quay, whose parents are certified by their minister as being practising members of their church (written support from their minister is required) and seek a Catholic education for their child.
9 Children who are not baptised, at the time of application, but born of a Catholic parent(s) who live outside the parishes of SS Peter & Paul or St Mary on the Quay. A baptismal certificate from the Catholic parent is required.
10 Any other applicants who do not fall into the above categories.

At SS Peter & Paul Primary we are conscious of the necessity to provide our pupils with a broad and balanced curriculum and constantly review and evaluate the achievements of the school. We aim to provide both high academic standards and a good faith basis. SS Peter & Paul strives to achieve its aims through a strong partnership between governors, staff, children, parents and Parish. Most of our governors are parents or past parents and members of our Church community. We believe that this improves the level of co-operation and the sense of shared commitment and responsibility.

A map of the parishes of SS Peter & Paul and St Mary on the Quay is available for inspection at the school.

Baptismal certificates must be available for inspection for all baptised children.
St Peter’s Church of England VC Primary

Head Teacher Livvy Sinclair-Gieben

Address St Peter’s Church of England VC Primary School, Ellfield Close, Bishopsworth, Bristol BS13 8EF
t 0117 377 2186 f 0117 377 2187 e st.peters.p@bristol-schools.uk

Status Controlled
Age range 3–11
Admission number 60
Additional information We have a 60 place Nursery Class. Please contact the school directly if you would like your child’s name added to the waiting list. Nursery places consist of 15 hours offered over 2 1/2 days
On time applications 1st, 2nd, 3rd 2015 144
Applications received late 7
No. of Sept 2015 places offered under each criterion 32 priority 2, 28 priority 3 furthest distance: 0.632 km
No. of Sept 2014 places offered under each criterion 25 priority 2, 35 priority 3 furthest distance: 1.261 km
Appeals lodged 2015 6
Appeals heard 2015 5
Appeals upheld 2015 0
Admission policy See page 13

Our school is an extremely successful primary school located in South Bristol. All of our children are encouraged to aim for excellence and to fulfil their individual potential – academically, socially and personally. OFSTED came to visit us in December 2012 and rated our school and Nursery as OUTSTANDING in all areas.

“St. Peter’s Primary School is a very special place to learn, grow and develop. It is held in high affection and regard by many - pupils, teachers, parents, the church and the local community” Parent of child at St.Peter’s CE VC Primary School.
Head Teacher Mary Barnard

Address St Pius X Catholic Primary School
Gatehouse Ave, Withywood, Bristol BS13 9AB

Status Aided
Age range 4–11
Admission number 30

Additional information Please complete Supplementary Information Form

On time applications 1st, 2nd, 3rd 2015 22
Applications received late 9
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations

Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0

Admission policy

Definitions of terms used in this policy are set out at the end.

1. St Pius X is a Catholic voluntary aided primary school, which was established by the Church to serve the parish of St Pius X. The governing body, acting in accordance with the School Admissions Code of Practice, the Clifton Diocesan Policy Statement and in consultation with Bristol Local Authority, is responsible for the admission of pupils.

2. The Admission Number (AN) for each year group including Reception Class is 30 pupils. This limit may be exceeded if there are applications for siblings who are from multiple-births or if there is an application from a family where either parent is currently serving in the British armed forces. Pupils are normally admitted in the September of the school year in which they reach their fifth birthday. However they are not required to attend school until the beginning of the term after their fifth birthday and so, in appropriate cases, admission may be deferred until the beginning of the Spring and Summer Terms. If parents wish a deferment they should indicate so when accepting the offer of a place.

Parents will need to supply a suitable proof of age for the child (e.g. birth certificate, passport).

Reception and admissions

3. Applications for a place at the school should be made on Bristol Local Authority’s (Bristol LA) common admissions form and sent to Schools Admissions Department (Romney House), PO Box 3176, Bristol BS3 9FS. In order to assist the school, applications for Reception Class must be made by midnight on 15th January 2016. Alternatively applications may be made online at www.bristol.gov.uk/schooladmissions. Bristol LA will then send details of those children whose parents have expressed a preference for St Pius X to the Clerk to Governors at the school. The Governing Body will seek the additional information necessary, (e.g. baptismal certificates/details, letters from priests/ministers of religion), through completion of an additional information form (available from school), to apply the oversubscription criteria listed under section 5 of this policy.

For a Reception Class place this information must be received at the School by 5 pm on 15th January preceding the September when a place is requested at the latest.

In the event of oversubscription, the Governing Body will apply its stated criteria to the applicants, rank them in order and notify the LA of its decisions. Bristol LA will then notify, on behalf of the governors of St Pius X, those parents who have successfully gained a place for their child at the school on 18th April 2016. Those that have not will be offered a place at an alternative school by the LA.
4. A waiting list of unsuccessful applicants for Reception Class will be held by the school until the end of term 2 in the academic year and then discarded. If places become available at the school before then, offers will be made in accordance with the order of priority in paragraph 5 below.

5. In the event of oversubscription (i.e. more applications than available places) places will be offered in accordance with the following order of priority:

5.1 **Children in Care who are baptised Catholics.**

5.2 Baptised Catholic children who live in the parish of St Pius X.

5.3 Baptised Catholic children who live outside the parish of St Pius X and who do not have a Catholic primary school serving the parish in which they live.

5.4 Children in Care for whom a place is requested by the relevant person/authority.

5.5 Children of a Catholic parent(s) who live within the parish of St Pius X (evidenced by a baptismal certificate).

5.6 Children who will have a sibling at the school at the time of their admission.

5.7 Children of other Christian denominations who live within the parish of St Pius X and where a parent is a member of their church evidenced by a written reference from their minister, which will include confirmation that the family/child is known to them. (see paragraph 3 above).

5.8 Baptised Catholic children who live outside the parish of St Pius X and who fall outside Category 5.3 above.

5.9 Other applicants not in the above categories.

In categories 5.1, 5.2, 5.3 and 5.8, baptismal certificates should be available for inspection.

A copy of the baptismal certificate should be submitted with the additional information form.

A map of the parish of St Pius X is available at the school on request.

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6. **Tie-breakers**

When applications within categories above exceed the number of places available, priority will be given in sequence to:

6.1 Baptised Catholic children.

6.2 Children who have a sibling at the school at the time of their admission.

6.3 Children who live nearest to the school.

6.4 Random allocation (drawing of lots) by an independent officer.

7. **Casual (in-year) applications**, i.e. those which fall outside the normal admissions round, will be considered by the Admissions Committee against the criteria listed in paragraph 5 above. The application procedure is made as described in paragraph 2 above except that forms should be submitted to the school.

8. **Late Applications**

Applications for Reception Class received after the closing date given in 3 above but before the offer of places is made by the Governing Body will be considered in accordance with the procedure stated in the common admission arrangements for Bristol LA.
9. **Appeals procedure**
   Parents have the right to appeal against the refusal by the Governing Body to admit their child, and should put their appeal in writing to the Governing Body (for the normal admissions round) **via the Clerk to the Governors** at the school (for in-year applications within 20 days of receiving the letter of refusal). Appeals will be arranged on behalf of the Governing Body by the Clifton Diocese Department for Schools and Colleges and conducted in accordance with the Code of Practice on School Appeals.

10. **Children with Statements of Special Educational Need/Education, Health and Care Plan**
    There is a different procedure for the admission to school for children with Statements of Special Educational Needs/Education, Health and Care Plans: it is administered by the local education authority (LA) in whose area the family lives. The LA is responsible for issuing the Statement/Plan and consulting parents and the governing body of St Pius X, if a preference has been made for the school, before the school is named in the Statement/Plan.

**Definitions:**
(a) ‘Sibling’ is defined as children who share one natural parent; a step brother or sister; those who have been legally adopted or fostered into the family; or the child of the parent 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.

(b) ‘Children in Care’ - Children who are in the care of local authorities as defined by section 22 of the Children Act 1989. In relation to school admissions legislation a ‘child in care’ is only considered as such if the local authority confirms he or she will be in public care when he or she is admitted to a school. This definition will also include children who have been adopted but who were previously in care.

(c) ‘Parents’ – a parent is any person who has parental responsibility for, or is the legal guardian of, the child.

(d) ‘Distance’ – is measured by taking a straight line from the front door of the child’s home address (including flats) to the school, using the Bristol LA computerised measuring system. Those living closer to the school will receive higher priority.

(e) ‘Baptised Catholic’ – is one who:

(i) Has been baptised into full communion with the Catholic Church by the rites of baptism of one of the various ritual churches in communion with the See of Rome. Written evidence of this baptism will be required by the school and can be obtained by recourse to the Baptismal Registers of the Church in which the Baptism took place

or

(ii) Has been validly baptised into a separated ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their baptism and reception into full communion with the Catholic Church will be required by the School and can be obtained by recourse to the Register of Receptions or in some cases a sub section of the baptismal registers of the church in which the Rite of Reception took place.
**St Teresa’s Catholic Primary**

**Head Teacher** Amanda Pritchard

**Address** St Teresa’s Catholic Primary School Bristol
Luckington Road, Monks Park, Bristol BS7 0UP

 **t** 0117 903 0412 **f** 0117 903 0413

 **e** school@stteresas.org.uk

**Status** Academy

**Age range** 4–11

**Admission number** 30

**Additional information** Please complete Supplementary Information Form

**On time applications 1st, 2nd, 3rd 2015** 57

**Applications received late** 2

**No. of Sept 2015 places offered under each criterion**

- 12 Baptised Catholic children who have a sibling at St Teresa’s school and who reside in the parishes of St Teresa’s or St Vincent’s.
- 11 Baptised Catholic Children who reside in the parishes of St Teresa’s or St Vincent’s.
- 4 Baptised Catholic children who reside outside the parishes of St Teresa’s and St Vincent’s.
- 1 Children of another Christian faith who have a sibling at St Teresa’s Primary School and have the written support of the appropriate minister of religion of proof of Baptism.
- 2 Children not in categories 1 - 11 or those for whom a supplementary form has not been submitted.

**No. of Sept 2014 places offered under each criterion**

- 11 Baptised Catholic with sibling in parish, 10 Baptised Catholic in parish, 3 Baptised Catholic with sibling outside parish, 2 baptised of other Christian faith, 2 children category 12

**Appeals lodged 2015** 1

**Appeals heard 2015** 0

**Appeals upheld 2015** 0

St Teresa’s is a mixed Catholic Primary School that has a capacity of 210 pupils with year groups of 30 pupils each. St Teresa’s serves families within the Diocese of Clifton including parts of Bristol and South Gloucestershire. Our core mission is to provide a Catholic education that inspires our school family to excellence in all our God given talents, where we let our lights shine for all to see.

We are committed to help pupils we serve maximise their education opportunity by using the resources at our disposal as efficiently and effectively as possible. Our school vision is ‘inspiring each other to excellence in the light of Christ’.

The school which has an improving and now excellent reputation for it’s academic performance was judged by Ofsted as a good school and the Diocese to be an outstanding school in our Section 48 inspection.

**Admission policy**

Our schools is owned and supported by the Catholic Church in the Diocese of Clifton and also supported by Bristol Local Authority.

When considering admission applications, the Governors Admissions Committee will prioritise the children in the following order:

4.1 Looked After, or previously Looked After Children who are baptised Catholics for whom a place is requested by the relevant person / authority.

4.2 Baptised Catholic children who have a sibling at St Teresa’s Catholic Primary School and who reside in the parishes of St Teresa Lisieux and St Vincent De Paul.

4.3 Baptised Catholic children who have a sibling at St Teresa’s Catholic Primary School and reside outside the parishes of St Teresa Lisieux and St Vincent De Paul.
St Ursula’s E-ACT Academy

Principal  Mrs Tracy French
Address  St Ursula’s E-ACT Academy
Brecon Road, Westbury-on-Trym, Bristol BS9 4DT
  t  0117 962 2616
  e  office@stursulase-actacademy.org.uk

Status  Academy
Age range  4–11
Admission number  90
On time applications 1st, 2nd, 3rd 2015 272
Applications received late 15
No. of Sept 2015 places offered under each criterion 34 priority 2, 56 priority 3 furthest distance: 2.592 km
No. of Sept 2014 places offered under each criterion 1 SEN, 35 priority 2, 54 priority 3 furthest distance: 2.59 km
Appeals lodged 2015 4
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy  See page 13

St Ursula’s is a three form entry academy based in Westbury-on-Trym. We are situated in extensive and attractive grounds. The academy offers a broad curriculum to a high standard and has a community of enthusiastic staff. We welcome visits from prospective parents and offer a friendly, hard working and challenging academy environment.

4.4 Baptised Catholic children who reside in the parishes of St Teresa Lisieux and St Vincent De Paul.
4.5 Looked After, or previously Looked After Children for whom a place is requested by the relevant person / authority.
4.6 Baptised Catholic children who reside outside the parishes of St Teresa Lisieux and St Vincent De Paul
4.7 Children of another Christian faith who have a sibling at St Teresa’s Catholic Primary School and have the written support of the appropriate minister of religion or proof of Baptism.
4.8 Children of other Christian faiths whose parents wish them to be educated at St Teresa’s Catholic Primary School and have the written support of the appropriate minister of religion or proof of Baptism.
4.9 Children of non-Christian faiths who have a sibling at St Teresa’s Catholic Primary School, whose families are members of their religious community and have the written support of the appropriate minister of religion.
4.10 Children of non-Christian faiths whose families are members of their religious community and have the written support of the appropriate minister of religion.
4.11 Children not in the above categories who have a sibling at St Teresa’s Catholic Primary School.
4.12 Children not in categories 4.1 - 4.11 or those for whom a supplementary form has not been submitted.
St Werburgh’s Primary

**Head Teacher** Claire Banks

**Address**
Main School
James Street, St Werburgh’s, Bristol, BS2 9US
Annex
Mogg Street, St Werburgh’s, Bristol, BS2 9UB

**t** 0117 903 1466  **f** 0117 903 1463  **e** st.werburghs.p@bristol-schools.uk

**Status** Community

**Age range** 4–11

**Admission number** 56

**On time applications 1st, 2nd, 3rd 2015** 154

**Applications received late** 16

**No. of Sept 2015 places offered under each criterion**
- 1 priority 1
- 12 priority 2
- 43 priority 3

**Furthest distance:** 0.859 km

**No. of Sept 2014 places offered under each criterion**
- 10 priority 2
- 46 priority 3

**Furthest distance:** 1.319 km

**Appeals lodged 2015** 6

**Appeals heard 2015** 4

**Appeals upheld 2015** 1

**Admission policy** See page 13

St Werburgh’s Primary School is a popular Community School for children aged 4 –11 years. It opened in September 1999 and is situated in a central area of the city of Bristol called St Werburgh’s. Some children also come to St Werburgh’s Primary School from the adjacent areas of Easton, St Paul’s, and Montpelier. The school reflects the wide range of cultures present in the community. Due to the popularity of our school the local authority has funded the expansion to allow us to accommodate 2 classes. The Foundation and KS1 classes are located in our newly refurbished annex.

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School of Christ the King Catholic Primary

**Head Teacher** Matthew Condon

**Address** School of Christ the King Catholic Primary
Hartcliffe Rd, Filwood Park, Bristol BS4 1HD

**t** 0117 966 4844  **f** 0117 963 1949  **e** christ.the.king.p@bristol-schools.uk

**Status** Aided

**Age range** 4–11

**Admission number** 30

**Additional information** Please complete Supplementary Information Form

**On time applications 1st, 2nd, 3rd 2015** 41

**Applications received late** 8

**No. of Sept 2015 places offered under each criterion**
- 10 Baptised catholic in parish
- 1 child of baptised catholic parents in the parish
- 10 siblings
- 1 baptised catholic outside parish
- 8 other applicants not in the above categories

**No. of Sept 2014 places offered under each criterion**
- No places refused on first round of allocations

**Appeals lodged 2015** 0

**Appeals heard 2015** 0

**Appeals upheld 2015** 0
Admission policy

1. Introduction
School of Christ the King Primary School is a Catholic voluntary aided primary school, which was established by the Church to serve the parish of Christ the King. The school is relatively small where every child is treated as an individual and is sustained by a warm ethos, and outstanding spiritual environment. Christian faith and values are at the heart of the school.

A map of the parish is available for viewing on request from the school office. The purpose of this policy is to ensure that the Governors acting as the admission authority undertake admissions in a fair and equal manner in line with the school’s trust deed and Catholic ethos. This policy has been drawn up according to the Code of Practice and in consultation with Clifton Diocese and the Local Authority. However, the Governors are the admissions authority for the school.

2. Admission Numbers
The Published Admissions number for each year group including Reception is 30 and in accordance with Infant Class Size Legislation the Governors are not in a position to breach their admissions number of 30 for Reception or key stage one.

3. Application and Admission for Reception
Pupils are usually admitted in the September of the school year in which they reach their fifth birthday. In certain circumstances, admission may be deferred until they reach compulsory school age (5 years), or for children born between 1st April and 31st August, not beyond the beginning of the final term of the school year for which the offer was made. If a parent/carer wishes a deferment they should indicate so when accepting the offer of a place and discuss options open to them with the school.

Children born in the summer and whose parents do not wish them to start school until the term after their fifth birthday will have to make a separate in-year application for Year 1 for the following academic year unless there is a professional agreement that joining a lower year group is in the best interests of the child in which case a common application form will have to be completed for admission to Reception in the academic year 2017/2018.

Parents/carers can also request that their child attends part-time until the child reaches compulsory school age. Where a child attends school part-time, this would normally be for five morning sessions or five afternoon sessions each week as agreed with the individual school.

Applications for a place at the school should be made using the Home Local Authority’s Common Admissions form and must be returned to the Schools Admissions Department (Romney House), Bristol City Council, PO Box 3176, Bristol BS3 9FS by the 15th January 2016. In order to assist the Governors in applying their oversubscription criteria, applicants applying on faith or sibling criteria should also complete the schools supplementary information form obtainable directly from the school. This should be returned directly to the school by 1st February 2016 with any appropriate and necessary documentation.

After the agreed Local Authority deadline, the Local Authority will inform the Governors of all applications and the Governors will then allocate places accordingly. In the event of oversubscription, the Governing Body will apply its criteria as listed below and notify the Local Authority of its decisions. The Local Authority acting on behalf of the Governors will then notify parents/carers on 16th April 2016 (or next working day) of the outcome.

4. Late Applications for Reception Admissions
Applications received after the closing date given in 3 above but before the offer of places is made by the Governing Body will not be considered in the first round of allocations unless, in the opinion of the Admission Committee, there were exceptional reasons for applicants not being able to meet the required deadlines i.e. as in the case of military personnel, medical reasons related to a parent/carer evidenced by a doctor’s letter.

5. Children with Education, Health and Care Plans or Statements of Special Educational Needs
There is a different procedure for the admission to school for children with an Education, Health and Care Plan (previously known as a Statement of Special Educational Need): it is administered by the Local Authority in whose area the family lives. The Local Authority is responsible for issuing the EHCP/Statement and consulting parent/carer and the governing body of the school, if a preference has been made for the school, before the school is named in the Plan/Statement. Once the school is named then children with an EHCP or Statement are given first priority unless contested by the Governing Body.

6. In the event of oversubscription (i.e. more applications than available places) places will be offered in accordance with the following criteria:

6.1 Looked After Children and previously Looked After children who are baptised Catholics
6.2 Baptised Catholic children who live in the parish of School of Christ the King
6.3 Baptised Catholic children who live outside the parish of School of Christ the King and who do not have a catholic primary school serving the parish in which they live
6.4 Looked after and previously looked after children for whom a place is requested by the relevant person/authority

6.5 Children of a baptised Catholic parent/carer who lives within the parish of School of Christ the King (evidenced by a baptismal certificate)

6.6 Children who will have a sibling at the school at the time of their admission

6.7 Children of other Christian denominations as listed by Churches together and who live within the parish of School of Christ the King and where a parent is a member of their church evidenced by a statement of membership from their minister or baptismal certificate or dedication certificate, which will include confirmation that the family / child is known to them. (See paragraph 3 above)

6.8 Baptised Catholic children who live outside the parish of School of Christ the King and who fall outside category 6.3 above

6.9 Children of baptised Catholic parent/carer who live outside the parish of School of Christ the King evidenced by the parent/carers’ certified baptismal certificate

6.10 Other applicants not in the above categories

In Categories 6.1, 6.2, 6.3, 6.5, 6.8 and 6.9 a copy of a valid baptismal certificate or equivalent validation must be sent to the school, who may also request sight of the original.

Definitions

(a) Brother and sister are defined as children who share one natural parent, step brother or sister, or have been legally adopted or fostered into the family

(b) Looked after children, as defined by Section 22 of the Children Act 1989 and as stated in the 2012 Code of Practice, those who were previously looked after but are now adopted or are subject to a child arrangements order or special guardianship order.

(c) A statement of membership by a faith leader – that confirms that the applicant is an affiliated member of the said faith and has known them for a period of at least 1 year. This statement must be written on appropriate church or equivalent headed paper.

7. Tie-Breakers

When applications in any category exceed the number of places available priority will be given to:

(a) Baptised Catholic children

(b) Children who have a sibling at the school at the time of their admission

(c) Children who live nearest to the school

(d) Random allocation (drawing of lots) which will be supervised by the Diocese

Home to school distances will be measured in a direct line from a point on the home address as held by the Local Authority to a central point within the main school building using the Local Authority’s computerised mapping system.

8. Waiting List

A waiting list of unsuccessful reception applicants will be held by the school (as admissions authority) until December 31st 2016. Each added child requires the list to be ranked again in line with the published oversubscription criteria.

9. In-Year Applications

Applications that fall outside the normal admissions round should be made directly to the school using either the Local Authority’s Common Application form and/or the school’s own application form. In order to assist the Governors in applying their oversubscription criteria, applicants applying on faith grounds and siblings should also complete the school’s supplementary information form obtainable directly from the school. This should be returned directly to the school with any appropriate and necessary documentation.

The Governors have agreed that the admissions number for all year groups is 30. Waiting lists will be held until the end of the academic year 31st July 2017 and reviewed every time a place becomes available. Once offered a place the parent/carer must accept the offer by no later than 2 weeks after the date of the offer letter.

10. Appeals Procedure

Parent/carer has the right to appeal against the refusal by the Governing Body to admit their child, and should put their appeal in writing to the Clerk to the Governors care of the school within 20 school days of receiving the letter of refusal. Appeals will be arranged by the Diocesan Department for Schools and Colleges and conducted in accordance with the Code of Practice on School Appeals.
Sea Mills Primary School and Children’s Centre

Head Teacher Kirsteen Craig

Address Sea Mills Primary School and Children’s Centre, Riverleaze, Sea Mills, Bristol BS9 2HL
t 0117 903 0088 f 0117 903 0085
e seamills.p@bristol-schools.uk

Status Community
Age range 4–11
Admission number 30
Additional information Nursery Class. Linked to Sea Mills Children’s Centre
On time applications 1st, 2nd, 3rd 2015 71
Applications received late 18
No. of Sept 2015 places offered under each criterion 13 priority 2, 17 priority 3 furthest distance: 1.289 km
No. of Sept 2014 places offered under each criterion 1 priority 1, 9 priority 2, 20 priority 3 furthest distance: 1.468 km
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

At Sea Mills Primary School children develop high aspirations and skills to reach their full potential.
Together as a school community we provide opportunities for children to:
• Take responsibility for their actions and learning
• Show respect for themselves and others
• Understand, respect and celebrate differences
• Show wisdom through making good choices
• Be in a safe and nurturing environment
• Build their self-esteem and be happy
• Gain skills and knowledge
• Be independent
Ofsted graded Sea Mills Primary School as good in February 2013.

Sefton Park Infant

Head Teacher Jan Lonsdale

Address Sefton Park Infant School
Ashley Down Road, Ashley Down, Bristol BS7 9BJ
t 0117 377 3290 f 0117 377 3292
e seftonpark@bristol-schools.uk

Status Community
Age range 4–7
Admission number 60
Additional information Nursery Class. Paired and federated with Sefton Park Junior School (see next entry)
On time applications 1st, 2nd, 3rd 2015 165
Applications received late 18
No. of Sept 2015 places offered under each criterion 23 priority 2, 37 priority 3 furthest distance: 2.117 km
No. of Sept 2014 places offered under each criterion 30 priority 2, 30 priority 3 furthest distance: 0.730 km
Appeals lodged 2015 1
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Sefton Park is a caring community. We have a shared vision, aims and values for our school and these underpin our determination to provide the very best education for the children in our care. The quality of relationships between teaching and non-teaching staff, parents, pupils and governors is a strength of the school.
We are proud of our academic standards, encouraging pupils of all abilities to achieve their very best. We strive to offer a broad and balanced education incorporating a range of exciting and challenging learning opportunities.
Our School Slogan is “Being and Doing our very Best”
Sefton Park Junior

Head Teacher Jan Lonsdale
Address Sefton Park Junior School
Ashley Down Road, Ashley Down, Bristol BS7 9BJ
t 0117 377 2555 f 0117 377 3292
e seftonpark@bristol-schools.uk

Status Community
Age range 7–11
Admission number 60
Additional information Paired and federated with Sefton Park Infant School (see previous entry), Direct transfer from Sefton Park Infant School
No. of Sept 2015 places offered under each criterion No preferences refused at first round
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 14

Shirehampton Primary

Head Teacher Louisa Munton
Address Shirehampton Primary School
St Mary’s Walk, Shirehampton, Bristol BS11 9RR
t 0117 903 1447
e shirehamptonp@bristol-schools.uk

Status Community
Age range 2–11
Admission number 60
Additional information Under 3’s and Nursery
On time applications 1st, 2nd, 3rd 2015 118
Applications received late 18
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion 1 SEN, 20 priority 2, 39 priority 3 furthest distance: 0.882km
Appeals lodged 2015 0
Appeals heard 2015 0
Appeals upheld 2015 0
Admission policy See page 13

Shirehampton Primary School welcomed their most recent Ofsted visit on 28 February and 1 March 2013, where the school was judged to be at least good in all areas. Strong provision and good teaching ensure all pupils start school well and across the school, in all year groups, most groups of pupils make better progress than typically expected. Ofsted commented that teaching across the school was at least good and in some cases outstanding and the range of activities provided interested pupils greatly. The inspectors noted that in lessons there are high expectations and a brisk pace which engages and excites pupils but also allows for speculation, reflection and consolidation. Behaviour around the school and in lessons is good and a major factor in the good progress that is made by pupils.
Southville Primary

Head Teacher Sandie Smith
Address Southville Primary School
Merrywood Road, Southville, Bristol BS3 1EB
t 0117 377 2671 f 0117 377 2671
e southvillep@bristol-schools.uk

Status Community
Age range 4–11
Admission number 90
Additional information The school expanded to a 3 form intake of 90 pupils from September 2014. Key Stage 2 moved to a new building in Myrtle Street in September 2015.

On time applications 1st, 2nd, 3rd 2015 206
Applications received late 18
No. of Sept 2015 places offered under each criterion No preferences refused at first round of allocations
No. of Sept 2014 places offered under each criterion No preferences refused at first round of allocations
Appeals lodged 2015 0
Appeals heard 2015 0

Steiner Academy Bristol

Principal Angie Browne
Address Steiner Academy Bristol
St Matthias Campus, Oldbury Court Road,
Fishponds, Bristol, BS16 2JP
t 0117 909 3455
e admin@steineracademybristol.org.uk

Status Academy
Age range 4–16
Admission number 52
Additional information For September 2016 admissions, the Academy will be part of Bristol City Council’s co-ordinated admissions arrangements for Reception entry. The academy will act as its own admission authority for in-year admissions.
All applications for Reception 2016 must be made via your home local authority. For other primary year groups applications must be made direct to the academy.

Open Sessions
General Open Mornings - Dates To be confirmed, please check Academy’s website for information.

Our children say:
• We have friendly teachers and other grown ups who make learning fun
• Lots of different activities to enjoy like music, art, cycling, Science week, Literacy and Maths weeks
• The clubs are brilliant and we have lots of equipment to play with in the playground at lunchtime
• Our adventure playground is fantastic and we love climbing in it

Appeals upheld 2015 0
Admission policy See page 13

Apply online www.bristol.gov.uk/schooladmissions
Admissions Policy for September 2016 entry

Steiner Academy Bristol offers an education that is creative, engaging and environmentally conscious. Our vision is for a school in which children can fully experience childhood; think independently, clearly and considerately; observe the world perceptively; and act with creativity, courage and self-determination.

Steiner Academy Bristol is an all-through school, for children aged 4-16. When the school reaches full capacity it will have 624 pupils in two classes for each year.

We are part of a group of Steiner Academies, state-funded schools that build on the ideas of Steiner education with a commitment to diversity and accessibility.

Introduction

Steiner Academy Bristol is an all-through school catering for 4-16 year olds. Our vision is for a nurturing, creative and environmentally-conscious school that combines the values of Steiner education with an inclusive and community-centred ethos.

Steiner Academy Bristol is committed to straightforward, open, fair and transparent admissions arrangements and the school will act fully in accordance with the School Admissions Code, the School Admissions Appeals Code and admissions law as they apply to academies.

Steiner Academy Bristol’s admissions policy has been chosen as part of the ethos and vision of our school as a community in itself and as part of the local community. Priority for siblings and for children of staff, and a ‘nearest first’ tie-breaker, are intended to support a school that is connected to its local area and that has a strong internal community.

1 Admissions arrangements

For September 2016, Steiner Academy Bristol will have a published admission number (PAN) of 52 for Reception.

For September 2016 admissions, the Academy will be part of Bristol City Council’s coordinated admission arrangements for Reception but will act as its own admissions authority for in-year admissions.

All applications for Reception for September 2016 must be made via Bristol City Council.

Applications must also be made online at: www.bristol.gov.uk/schooladmissions

2. Consideration of applications

The Admissions Committee will consider all applications for places. All children with Statements of Special Educational Needs or Education, Health and Care plans in which Steiner Academy Bristol is named will be offered places before the over-subscription criteria are considered.

When fewer applications than the published admission number or Admission Limit for any Year Group are received, the Academy will offer places to all those who have applied.

When the number of applications is greater than the published admissions number, applications will be prioritised according to the following over-subscription criteria in the order given:

1 Looked-after children or children who were looked-after but ceased to be so because they were adopted, made the subject of a child arrangements order or a special guardianship order

2 Children of the Founding Directors (See Note 1 below)

3 Children of members of staff (See Note 2 below)

4 Children with a sibling on roll at the Academy at the time of application (see Note 3 below).

- A sibling is a full, adopted, half or step brother or sister, including a full, adopted, half or step brother or sister living at a different address.

- Foster children will count as a brother or sister to those living within the foster household or, where appropriate, the natural parental home address.

- Where applications are received from families with multiple birth siblings (twins, triplets, etc.) and a place can be offered to one of the siblings, places will be offered to the other siblings wherever possible, including offering place(s) above the published admission number;

- Where simultaneous applications are made for two or more children who are not multiple birth siblings, the application will not be considered under the sibling criteria.
5 Children who qualify for Pupil Premium at the time of application and whose home address is within two miles of the main school gate as measured in a straight line using a Geographical Information System (GIS) (see Note 4 below).

6 Children not satisfying a higher criterion.

**Note 1** The Secretary of State has approved derogation from the Schools Admissions Code to allow this criterion. A list of the Founding Directors is available on the school website.

**Note 2** In this policy a ‘member of staff’ is defined as being one recruited by Steiner Academy Bristol to fill a post for which there is a demonstrable skill shortage, employed on a salaried contract with working hours that exceed 0.4 Full Time Equivalent (FTE)

**Note 3** A sibling on roll is one who already attends the school. Siblings of those who have been offered places but who have not yet started to attend the school are not covered by this criterion.

**Note 4** Pupil Premium is an additional funding allocation for disadvantaged children. To be eligible for Pupil Premium, the child’s parent(s) or guardian(s) must be receiving one of the following benefits at the time of application:

- Income Support
- Income based Job Seeker’s Allowance
- Employment & Support Allowance (must be Income Related and not Contribution Based)
- Child Tax Credit with no Working Tax Credit and where the household income is less than £16,190. You do not qualify if you are in receipt of Working Tax Credit unless you are newly unemployed, when you remain eligible for four weeks.
- Guarantee Pension credit
- NASS cards & Immigration papers

Evidence of both eligibility for Pupil Premium and of home address will be required at the time of application.

2.1 Tie-Breaker

Where the Published Admission Number is reached part way through any criterion, places will be allocated in priority order up to the published admission number to those children living nearest to the school by straight line measurement between the main gate of the school and the door of the child’s home as plotted on a Geographical Information System (GIS).

For 2016 Admission, the main gate of the school is the gate to the school car park that opens onto College Road.

A child’s home is defined as the address at which the child is normally resident. Where a child lives at more than one address, the address will be where the child lives for the majority of the time. Where the child lives at more than one address and spends equal time at both, the home address will be counted as that at which the child is registered with their GP.

Where two or more children are assessed as exactly equal and it cannot otherwise be determined which child has the higher priority for a school place or a position on a waiting list, the order of priority will be determined by the drawing of lots for these children. This will be undertaken on the school premises by a person entirely independent of the Admissions Committee and with no current connection to the school. The Chair of Governors or nominated governor will observe this process.

3. Waiting lists

Waiting lists will be kept where there are more applications than places available. It is open to any parent or carer to ask for his or her child’s name to be placed on a waiting list, following an unsuccessful application. A child’s name on the list is ranked according to the above over-subscription criteria, and will be kept so long as there is at least one name on a list. When places become vacant they are allocated to children on the waiting list in accordance with the over-subscription criteria.

4. In-year admissions

The Academy will consider all such applications and admit the child if the year group applied for has a place available. If more applications are received than there are places available, the over-subscription criteria above shall apply.

5. Special education needs

All pupils with statements of Special Educational Needs or Education, Health and Care (EHC) Plans where Steiner Academy Bristol is named on the statement will be admitted.
6. Admission Appeals

Parents will have the right of appeal to an Independent Appeal Panel if they are not satisfied with an admission decision of Steiner Academy Bristol. The Appeal Panel will be independent of the Academy and will consist of four members, a clerk; a chair; a lay person; and someone with experience in education. The Appeal Panel will be appointed by the Governors of the Academy.

The arrangements for appeals will be in line with the Code of Practice on School Admission Appeals and will be reviewed and published annually before admissions are taken.

Parents will normally have 20 days after notification of an admissions decision in which to lodge an appeal. The notification of admissions decisions will include the reasons for refusals and information on the right of appeal and the appeals process.

Appeal Forms will be available on the Academy’s website, www.steineracademybristol.org.uk
Paper forms will be available on request by writing to the address given above.

Parents wishing to appeal against an admission decision by Steiner Academy Bristol should send a completed form to the appeal panel at the address given on the appeal form.

Parents will be given 14 days’ notice of the appeal hearing.

Other documents may be submitted in support of an appeal and must be supplied to the Appeal Panel not less than 7 days before the appeal hearing.

We are a very successful school in the north of the city. In April we converted to an Academy and currently have approximately 400 pupils on roll. We have close links with our local church, St Mary’s. Our school vision is that within the Christian ethos of our church school we will inspire our children to be happy and healthy individuals, enthusiastic and successful learners and caring and responsible citizens.

Our school values help guide us on a day to day basis and our “Elli” learning dimensions help us all strive to be effective life-long learners.

For more details please see our website www.stokebishop.bristol.sch.uk or call the school and arrange a visit.
Would you like your child to attend a school where...

- Behaviour is outstanding (Ofsted 2013)
- All pupils make good progress throughout the school (Ofsted 2013)
- Where children receive specialist teaching in Spanish, Dance, Drama, Gymnastics, Music and P.E.
- The achievement of children in the Early Years, including their personal and social development, is outstanding (Ofsted 2012)
- Teachers are particularly skilled in planning work at the right level for all pupils (Ofsted 2013)
- There are extensive green spaces and excellent play facilities
- The school is open for all children from 8.15 a.m. to 4.00 p.m. with an after school club providing care through to 5.30 p.m.
- If the answer to these questions is ‘yes’, please visit us at Stoke Park Primary School.
Summerhill Infant School sits in the heart of St George, providing a first rate education for the diverse community we serve. Our school motto 'Rise to each challenge – Shine with success' encapsulates our school aims and beliefs. We work hard to offer each child a creative, culturally rich, stimulating and personalised curriculum. Our Staff are dedicated and highly trained ensuring each child develops a love of education for their life-long learning journeys. We pride ourselves on our warm, welcoming atmosphere and the positive partnerships we have with Pupils, Parents/Carers and our wider community. If, as prospective Parents/Carers, you would like to visit the school please contact the school to arrange an appointment to experience at first hand our friendly school.

Summerhill Academy is a three-form entry junior school taking children from ages 7 to 11 in St George, Bristol. It is an vibrant, multi-cultural school with over 300 children on roll. At Summerhill Academy we promote a caring family atmosphere for all our children where parents are actively encouraged to be involved at all levels of school life. We have good links with Summerhill Infant School, which helps to ensure a smooth transition from Key Stage 1 to Key Stage 2. We are proud to be part of the Cabot Learning Federation, whose aim is to provide an outstanding education for all the pupils within the federation.
Upper Horfield Community Primary

**Head Teacher** Mr Tim Seddon

**Address** Upper Horfield Community Primary
Sheridan Road, Horfield, Bristol BS7 0PU

| t | 0117 903 1281 |
| f | 0117 903 1280 |
| e | upperhorfieldp@bristol-schools.uk |

**Status** Community

**Age range** 4–11

**Admission number** 30

**Additional information** Children’s Centre

**On time applications** 1st, 2nd, 3rd 2015 49

**Applications received late** 6

**No. of Sept 2015 places offered under each criterion** No preferences refused at first round of allocations

**No. of Sept 2014 places offered under each criterion** No preferences refused at first round of allocations

**Appeals lodged 2015** 0

**Appeals heard 2015** 0

**Appeals upheld 2015** 0

**Admission policy** See page 13

Upper Horfield is a small school with a big heart! We offer our children a rich and varied curriculum where they are encouraged to cultivate their curiosity and to push the boundaries of their learning. Our children achieve well academically and through a caring and nurturing environment, they make excellent personal progress.

“A very positive atmosphere permeates the school and relationships are exceptionally strong”  OFSTED 2010

Two Mile Hill Primary

**Head Teacher** Jan McAII

**Address** Two Mile Hill Primary School
The Kingsway, Kingswood, Bristol BS15 8AA

| t | 0117 903 1932 |
| f | 0117 903 1949 |
| e | two.mile.hill.p@bristol-schools.uk |

**Status** Community

**Age range** 4–11

**Admission number** 90

**On time applications** 1st, 2nd, 3rd 2015 172

**Applications received late** 10

**No. of Sept 2015 places offered under each criterion** No preferences refused at first round of allocations

**No. of Sept 2014 places offered under each criterion** No preferences refused at first round of allocations

**Appeals lodged 2015** 0

**Appeals heard 2015** 0

**Appeals upheld 2015** 0

**Admission policy** See page 13

Two Mile Hill is a successful, expanding school where children are encouraged and nurtured to exceed their potential. Our pupils are well behaved and motivated. They make good progress throughout the school.

**Admission policy** See page 13
Wansdyke Primary

Head Teacher: Adam Smith

Address: Wansdyke Primary School, School Close, Rookery Way, Whitchurch, Bristol BS14 ODU

- Telephone: 0117 903 0218
- Fax: 0117 903 0219
- Email: wansdyke.p@bristol-schools.uk

Status: Community

Age range: 4–11

Admission number: 30

On time applications: 1st, 2nd, 3rd 2015: 92

Applications received late: 1

No. of Sept 2015 places offered under each criterion:
- 23 priority 2, 37 priority 3
- Furthest distance: 0.649 km

No. of Sept 2014 places offered under each criterion:
- 24 priority 2, 36 priority 3
- Furthest distance: 0.770 km

Appeals lodged 2015: 4
Appeals heard 2015: 0
Appeals upheld 2015: 0

Admission policy: See page 13

Wansdyke Primary is a small, friendly school with big ideas! The foundations of our school community are based firmly in the recognition of respect for each other, equality for all and the development of an emotionally literate environment. We feel that in a setting where children feel personally supported and safe, they will also be able to reach their full learning potential and achieve excellence. This belief is reflected in our vision statement, ‘Learning Side by Side. Rising from Strength to Strength’.

In February 2010, Ofsted commented: ‘Pupils’ behaviour is good and, in those lessons that are lively and engaging, often exemplary.’

Victoria Park Primary

Head Teacher: Jack Lacey

Address: Victoria Park Primary School, Atlas Road, Bedminster, Bristol BS3 4QS

- Telephone: 0117 903 0343
- Fax: 0117 903 0345
- Email: Victoriaparkp@victoriaparkprimary.co.uk

Status: Community

Age range: 4–11

Admission number: 60

On time applications: 1st, 2nd, 3rd 2015: 221

Applications received late: 13

No. of Sept 2015 places offered under each criterion:
- 23 priority 2, 37 priority 3
- Furthest distance: 0.649 km

No. of Sept 2014 places offered under each criterion:
- 24 priority 2, 36 priority 3
- Furthest distance: 0.770 km

Appeals lodged 2015: 4
Appeals heard 2015: 0
Appeals upheld 2015: 0

Admission policy: See page 13

Victoria Park Primary School is a vibrant and happy school. Children enjoy coming to school and we strive to make their school experience positive and inspiring. Our strong ethos of care and support was commented on in our recent Ofsted inspection. We have a broad and exciting curriculum which ensures children have lots of opportunities to apply their learning and make the most of local resources.
Waycroft Academy is a vibrant two form entry school for 3-11 year olds with spacious grounds. It is a large school with a small school ethos where children love to learn. Waycroft provides a broad and exciting curriculum which encourages all talents to be nurtured and which results in high standards being achieved year on year. As a ‘Rights Respecting School’ all adults and children understand the importance of valuing and inspiring each other within a stimulating, caring and friendly environment.

…..*this remarkable school is outstanding in every respect*. Ofsted January 2007

Early in 2014 Waycroft Academy became Waycroft Multi Academy Trust and in September 2014 took over the management of Wicklea Academy, a school formerly known as St Anne’s Junior School. Wicklea Academy quickly moved out of ‘special measures’ and HMI praised the progress made when they revisited in January 2015. Wicklea and Waycroft Academies are run using the same curriculum planning, a ‘Building Learning Power’ approach to learning and a shared professional expertise across the two schools.

At the request of the DfE and Bristol LA, Waycroft MAT is now being considered to take over the management of a third school and expand the Multi Academy Trust. Burnbush Primary is the third school, to be renamed Woodlands Academy.
The closing date for applications (which must be submitted to the Local Authority on the Common Application Form) will be 15th January 2016.

Anyone wishing to apply for a Reception place at Waycroft Academy who does not live in Bristol must do so on their home authorities application form. Your LA will inform Bristol of your application.

By 28th March 2016 Bristol will inform other authorities of the initial outcome of applications from their residents.

The LA will draw up a list of children who will be admitted to Waycroft Academy checking that parents are given their highest possible preference. If the Academy is oversubscribed Bristol will use the oversubscription criteria as specified later in this policy.

The LA will send offer letters to parents on 18th April 2016 on behalf of the Academy.

By 3rd May 2016 parents or carers must have accepted or refused the offer of a place at Waycroft Academy by responding directly to the LA.

LA will exchange information with the academy and other LAs on late applications, on-time applications still seeking a place and places not accepted - (15th January – 17th May 2016)

June & July 2016 onwards: appeals

Any change in preference received before the closing time and date will override all previous applications which will be withdrawn.

Late applications

Applications received after the closing date given above will not be considered until all on-time applications have been assessed according to the priority criteria below.

Oversubscription criteria for Waycroft Academy

The admission number for each year of entry to the School is 60. This means that all applications will be agreed until the admission number is reached. If a year group is over-subscribed a set procedure will be followed to ensure places are allocated fairly.

The oversubscription criteria are as follows:

1. Children in public care, or those previously looked after or who have a Statement of Special Educational Needs/Education Health and Care Plan that names the school.
2. Any children who have a brother or sister already at the school who will still be on roll in the year of entry.
3. Children living closest to the school as measured in a direct line from the home address to the school.

Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/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.

Multiple births

The School will endeavour to admit siblings born at the same time (eg twins, triplets etc). If necessary the school will admit over its PAN to accommodate such children. Only where this would create an Infant Class Size in excess of 30 in Years Reception, Year 1 and 2 year groups will this procedure not be followed. In such circumstances if there are fewer available spaces than the number of children, offers will be made for the elder/est child(ren) up to the PAN. However, the children will be offered an alternative school by the LA to which they can all/both be admitted.

Please Note: Home address

The home address given on the application form must be the address where the child resides for most of the week with his or her parent or carer. Where a child has a joint address, then the address where the child Tax Credit is paid will be taken as the child’s home address. Evidence may be required in this instance.

IMPORTANT INFORMATION: False information will jeopardise your child’s placement.

Applications at other times of the year (in-year applications)

The Local Authority is responsible for coordinating all in-year admissions for Waycroft Academy. An application form will need to be completed for children wishing to apply after the normal admissions round, or for years other than Reception. This form must be completed and returned to the Local Authority. The Local Authority will forward any applications for the School to the Governing Body to consider against their oversubscription criteria. The Governing Body considers this within a required timescale and informs the Local Authority of the decision. The Local Authority will then inform the parent/guardian of the decision on behalf of the School. Parents/carers applying for places in an...
oversubscribed school will be informed of their right of appeal.

**Waiting lists**
Where a place at Waycroft Academy cannot be offered, parents/carers will be able to request that their child’s name is placed on a waiting list.

Where an application is received the child’s name will be retained on the waiting list until the end of the academic year. If a place becomes available at the school, the place will be offered in accordance with the published oversubscription criteria and not the length of time a child’s name has been on a waiting list. Names will be removed from the lists if requested or if the offer of a place that becomes available is not accepted. Positions on waiting lists may change due to new applications received.

Placing a child’s name on a waiting list does not affect the parents’ right of appeal against an unsuccessful application.

**Appeals procedure**
Parents have a right of appeal to an independent panel against any decision made by the governors regarding the admission of their child. Information about the appeal procedure will be provided where a place at Waycroft Academy has been refused.

Please read in conjunction with Bristol City Council Admissions Policies which give further information including when the academy has the right to withdraw an offered place.

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**Westbury-on-Trym C of E Academy**

**Head Teacher** Cathy Milton

**Address** Westbury-on-Trym C of E Academy  
Channells Hill, Westbury-on-Trym, Bristol BS9 3HZ  
t 0117 377 2605  f 0117 377 2606  
e info@westburyontrym.academy

**Status** Academy  
**Age range** 4–11  
**Admission number** 60  
**On time applications 1st, 2nd, 3rd 2015** 193  
**Applications received late** 10  
**No. of Sept 2015 places offered under each criterion** 23 priority 2, 37 priority 3  
furthest distance: 0.682 km  
**No. of Sept 2014 places offered under each criterion** 19 priority 2, 40 priority 3  
furthest distance: 0.600 km  
**Appeals lodged 2015** 3  
**Appeals heard 2015** 0  
**Appeals upheld 2015** 0  
**Admission policy** See page 13

The governors, staff and children offer a warm welcome to you and your child at Westbury-on-Trym Church of England Academy. We believe that our Academy offers a very distinctive and Christian ethos with a clear vision for excellence, which is shared by all the staff who work here. Staff and Governors work relentlessly to deliver a high quality education to all the children here, within a caring and stimulating environment.
At Westbury Park School we value and respect everyone. As a learning community we challenge and inspire one another, developing confidence to make positive choices in a changing world, so that “together we discover tomorrow.”

We believe that all children should be happy, safe and secure, respectful of those around them and in every possible way should make the most of their varied talents, skills and interests. Above all we have a hard working, dedicated team of teachers and support staff who provide the school with a positive, caring atmosphere. We look forward to welcoming prospective parents to see the school in action. The school became an academy in 2012 in order to take advantage of the freedoms this gives us.

At Westbury Park School we value and respect everyone. As a learning community we challenge and inspire one another, developing confidence to make positive choices in a changing world, so that “together we discover tomorrow.”

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Admission policy

West Town Lane Academy is its' own admissions authority, however will follow the guidance and procedures as set out by Bristol City Council who will retain a coordinating role. This policy sets out the criteria for admissions should the school be oversubscribed.

Guidelines

• Applications for places at the Academy will be made in accordance with Bristol City Council’s (BCC) coordinated admission arrangements. Information on the Academy will be included in their starting school information packs.
• The Academy will use the timetable specified by BCC each year and published annually to parents & carers for admissions of pupils to primary schools.
• WTL Academy is a non selective school for local children. If the Academy is oversubscribed, priority will be given to students with Statement of Special Educational Need/ Education, Health and Care Plan where the Academy is named on the Statement/Plan. The remaining places will then be offered in the order of priority below:
  • Children who are in public care and previously in care.
  • Children who have a sibling already attending the school and will continue to do so on the date of admission.
  • Children who live closest to the school, using a straight line distance from the Academy to the child’s home address.
  • WTL will co-ordinated admissions in-year, and will make admissions decisions based on the above criteria.
  • Parents/ carers who are not offered a place for their child will be entitled to appeal to an independent appeals panel under the provisions of the School Standards & Framework Act 1998.
• Appeals should be made in writing to the Academy, and further guidance is available from the main office.
• It should be noted that planned admission levels are currently different in school for different year groups following the decision to expand. Children beginning school following their 5th birthday from September 2016 with have an admission level of 90, whilst children who joined the school before this time have a level of 60.

Conclusion

It is important that the criteria for admission to the Academy is transparent and in line with Bristol City Council. The criteria set out above will ensure that admission arrangements are clear to all parties and comply with current legislation.
Head Teacher Sarah Allen

Address Whitehall Primary School
Johnson Road, Whitehall, Bristol BS5 9AT
 t 0117 377 3087  f 0117 377 3088
e whitehall.p@bristol-schools.uk

Status Community
Age range 4–11
Admission number 90
On time applications 1st, 2nd, 3rd 2015 250
Applications received late 20
No. of Sept 2015 places offered under each
criterion 4 priority 1, 33 priority 2, 53 priority 3
furthest distance 0.496 km

No. of Sept 2014 places offered under each
criterion 1 SEN, 35 priority 2, 24 priority 3
furthest distance 0.281 km

Appeals lodged 2015 11
Appeals heard 2015 7
Appeals upheld 2015 0
Admission policy See page 13

We have a highly dedicated team of staff who are committed to providing an excellent education to our children. Our Ofsted inspection in March 2013 graded us as ‘Outstanding’ in all areas.

‘Pupils receive high-quality support from teachers and teaching assistants, who closely match their work to their individual learning needs. As a result all groups of pupils make excellent progress.’

‘A caring and nurturing atmosphere is evident throughout the school and contributes well to pupil’s outstanding behaviour, safety and spiritual, moral and cultural development.’

Ofsted 2013
Living and Learning Together

Early in 2014 Waycroft Academy became Waycroft Multi Academy Trust and in September 2014 took over the management of Wicklea Academy, a school formerly known as St Anne’s Junior School. Wicklea Academy quickly moved out of ‘special measures’ and HMI praised the progress made when they revisited in January 2015. Wicklea and Waycroft Academies are run using the same curriculum planning, a ‘Building Learning Power’ approach to learning and a shared professional expertise across the two schools.

At the request of the DfE and Bristol LA, Waycroft MAT is now being considered to take over the management of a third school and expand the Multi Academy Trust. Burnbush Primary is the third school, soon to be re-named Woodlands Academy.

Please contact the school to arrange a visit, come and see the wonderful opportunities Wicklea Academy is able to offer children.
## Specialist provision for primary age

### Autistic Spectrum Condition (ASC) provision

<table>
<thead>
<tr>
<th>School name and address</th>
<th>Headteacher</th>
<th>Additional information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resource base attached to: Merchant’s Academy</td>
<td>Julie Hearne</td>
<td></td>
</tr>
<tr>
<td>ASC class attached to: Oasis Academy New Oak</td>
<td>Vicky Boomer</td>
<td>Places for up to 12 children</td>
</tr>
<tr>
<td>Ilminster Avenue Specialist Nursery School and Children’s Centre Ilminster Avenue, Knowle West, Bristol, BS4 1BX t 0117 903 0255 e <a href="mailto:ilminsteravenuen@bristol.gov.uk">ilminsteravenuen@bristol.gov.uk</a></td>
<td>Hilary Dunford</td>
<td>21 places for children aged 3–7 years with severe/complex/profound learning difficulties and children on the autistic spectrum.</td>
</tr>
<tr>
<td>Oasis Academy Long Cross (Nursery – Year 2)</td>
<td>Julia Dauban</td>
<td></td>
</tr>
<tr>
<td>Barton Hill Academy &amp; Specialist Children’s Centre (Nursery - Year 2)</td>
<td>Gina Lewis</td>
<td></td>
</tr>
<tr>
<td>There is also provision for ASC at: Briarwood School Kingsweston School New Fosseway School Knowle DGE see below</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Complex Learning Difficulties

<table>
<thead>
<tr>
<th>School name and address</th>
<th>Headteacher</th>
<th>Additional information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kingsweston School Napier Miles Road, Kingsweston, Bristol BS11 0UT t 0117 903 0400 f 0117 903 0397 e <a href="mailto:enquiries@kingsweston.bristol.sch.uk">enquiries@kingsweston.bristol.sch.uk</a> w <a href="http://www.kingsweston.bristol.sch.uk">www.kingsweston.bristol.sch.uk</a></td>
<td>Neil Galloway</td>
<td>The school also has provision for autism spectrum disorder with a resource base attached to Shirehampton Primary School. The school also has co-located base for children with ASC at Oasis Brightstowe site for pupils aged 11-16.</td>
</tr>
</tbody>
</table>
## Complex Learning Difficulties – continued

<table>
<thead>
<tr>
<th>School name and address</th>
<th>Headteacher</th>
<th>Additional information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Knowle DGE</strong></td>
<td>Darren Ewings</td>
<td>The school caters for Social, Emotional and Behavioural Difficulties and Moderate Learning Difficulties (or complex needs) with challenging behaviour. The school also offers places for children with ASC and has a vocational sixth form provision.</td>
</tr>
<tr>
<td>Leinster Avenue, Knowle, Bristol BS4 1NN</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone: 0117 353 2011</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fax: 0117 353 2012</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email: <a href="mailto:knowle-dge@bristol.gov.uk">knowle-dge@bristol.gov.uk</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Website: <a href="http://www.knowle-dge.bristol.gov.uk">www.knowle-dge.bristol.gov.uk</a></td>
<td></td>
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</tbody>
</table>

## Severe Learning Difficulties

<table>
<thead>
<tr>
<th>School name and address</th>
<th>Headteacher</th>
<th>Additional information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Briarwood School</strong></td>
<td>David Hussey</td>
<td>Primary site is at Briarwood. Co-ordinated Secondary site is on Bristol Metropolitan site. The school also has provision for autism spectrum condition.</td>
</tr>
<tr>
<td>Briar Way, Fishponds, Bristol BS16 4EA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone: 0117 353 2651</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fax: 0117 353 2658</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email: <a href="mailto:briarwood@bristol.gov.uk">briarwood@bristol.gov.uk</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Website: <a href="http://www.briarwood.bristol.gov.uk">www.briarwood.bristol.gov.uk</a></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| **New Fosseway School** | Shan Wynne-Jones | The school is co-located on the site of Bridge Learning Campus. The school also has provision for autism spectrum condition. |
| Bridge Learning Campus, Teyfant Road, Hartcliffe, Bristol BS13 0RG |              |                        |
| Phone: 0117 903 0220    |              |                        |
| Fax: 0117 903 0221      |              |                        |
| Email: scevely@bridgelearningcampus.com |              |                        |
| Website: www.newfossewayschool.bristol.gov.uk |              |                        |

## Physical Impairment/ Severe Learning Difficulties/ Profound and Multiple Learning Difficulties

<table>
<thead>
<tr>
<th>School name and address</th>
<th>Headteacher</th>
<th>Additional information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Claremont School</strong></td>
<td>Alison Ewins</td>
<td>The school also has co-located secondary provision including a sixth form at Redland Green site. The school has places for children who have profound and multiple learning difficulties, with complex medical needs.</td>
</tr>
<tr>
<td>Henleaze Park, Westbury-on-Trym, Bristol BS9 4LR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone: 0117 353 3622</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fax: 0117 353 3623</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email: <a href="mailto:claremont.sp@bristol.gov.uk">claremont.sp@bristol.gov.uk</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Website: <a href="http://www.claremontspecial.bristol.gov.uk">www.claremontspecial.bristol.gov.uk</a></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Specialist provision for primary age continued**

### Hearing Impairment

<table>
<thead>
<tr>
<th>School name and address</th>
<th>Headteacher</th>
<th>Additional information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Elmfield School for Deaf Children</strong></td>
<td>Babs Day</td>
<td>Secondary site is located within Fairfield High School. The school is able to meet the needs of children who have a learning impairment and offer BSL teaching.</td>
</tr>
<tr>
<td>Greystoke Avenue, Westbury-on-Trym, Bristol BS10 6AY</td>
<td></td>
<td></td>
</tr>
<tr>
<td>t 0117 903 0366</td>
<td></td>
<td></td>
</tr>
<tr>
<td>f 0117 903 0370</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Text access:</strong> 07891 898188</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Minicom:</strong> 0117 903 0373</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>e</strong> <a href="mailto:info@elmfield.bristol.sch.uk">info@elmfield.bristol.sch.uk</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>w</strong> <a href="http://www.elmfield.bristol.sch.uk">www.elmfield.bristol.sch.uk</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Resource base attached to:</td>
<td>Jo Rice</td>
<td></td>
</tr>
<tr>
<td><strong>Henbury Court Primary School</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trevelyan Walk, off Marmion Crescent, Henbury, Bristol BS10 7NY</td>
<td></td>
<td></td>
</tr>
<tr>
<td>t 0117 377 2196</td>
<td></td>
<td></td>
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<tr>
<td>f 0117 377 2197</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>e</strong> <a href="mailto:henbury.court.p@bristol.gov.uk">henbury.court.p@bristol.gov.uk</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>w</strong> <a href="http://www.henburycourtprimary.co.uk">www.henburycourtprimary.co.uk</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Resource base attached to:</td>
<td>Vicky Boomer</td>
<td></td>
</tr>
<tr>
<td><strong>Oasis Academy New Oak</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walsh Avenue, Hengrove, Bristol BS14 9SN</td>
<td></td>
<td></td>
</tr>
<tr>
<td>t 0117 903 0203</td>
<td></td>
<td></td>
</tr>
<tr>
<td>f 0117 9030205</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>e</strong> <a href="mailto:new.oak.p@bristol.gov.uk">new.oak.p@bristol.gov.uk</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>w</strong> <a href="http://www.henburycourtprimary.co.uk">www.henburycourtprimary.co.uk</a></td>
<td></td>
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</tbody>
</table>

### Speech and Language Condition

<table>
<thead>
<tr>
<th>School name and address</th>
<th>Headteacher</th>
<th>Additional information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resource Base attached to:</td>
<td>Peter Overton</td>
<td></td>
</tr>
<tr>
<td><strong>Easton CE Primary School</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beaufort Street, Easton, Bristol BS5 0SQ</td>
<td></td>
<td></td>
</tr>
<tr>
<td>t 0117 377 3070</td>
<td></td>
<td></td>
</tr>
<tr>
<td>f 0117 377 3071</td>
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</tr>
<tr>
<td><strong>e</strong> <a href="mailto:easton.p@bristol.gov.uk">easton.p@bristol.gov.uk</a></td>
<td></td>
<td></td>
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<tr>
<td><strong>w</strong> <a href="http://www.easton.ceeaston@bristol.gov.uk">www.easton.ceeaston@bristol.gov.uk</a></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Social, Emotional and Behavioural Difficulties

<table>
<thead>
<tr>
<th>School name and address</th>
<th>Headteacher</th>
<th>Additional information</th>
</tr>
</thead>
</table>
| **Resource base (Years 3-6) attached to:** **Filton Avenue Primary**  
Lockleaze Road, Horfield, Bristol BS7 9RP  
t 0117 903 0305  
f 0117 903 0089  
e filton.avenue.j@bristol.gov.uk | Anne Rutherford | |
| **Resource Base (Years 2-6) attached to:** **Greenfield E-Act Primary Academy**  
Novers Lane, Novers Park, Bristol BS4 1QW  
t 0117 377 2191  
e greenfield.p@bristol.gov.uk | Kate Richardson | |
| **Knowle DGE**  
Leinster Avenue, Knowle, Bristol BS4 1NN  
t 0117 353 2011  
f 0117 353 2012  
e knowle-dge@bristol.gov.uk  
w www.knowle-dge.bristol.sch.uk | Darren Ewings | The school caters for Social, Emotional and Behavioural Difficulties and Moderate Learning Difficulties (or complex needs) with challenging behaviour. |
| **Woodstock School**  
Rectory Gardens, Henbury, Bristol BS10 7AH  
t 0117 377 2175  
f 0117 377 1277  
e Woodstock.sp@bristol.gov.uk  
w www.woodstock.bristol.sch.uk | Les Haines | |
| **Notton House School**  
28 Notton, Lacock, Wiltshire SN15 2NF  
t 01249 730 407  
f 01249 730 007  
e admin.notton.house.sp@bristol.gov.uk  
w www.nottonhouse.bristol.sch.uk | Peter Evans | Boys only. Y5 upwards. Residential. |
## Pupil referral unit

<table>
<thead>
<tr>
<th>Pupil Referral Unit</th>
<th>Head/Manager</th>
<th>Additional information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Key Stage II Pupil Support Centre</strong></td>
<td>To be confirmed</td>
<td>Enquiries - Kassim Hanid</td>
</tr>
<tr>
<td>t 0117 353 3815</td>
<td></td>
<td></td>
</tr>
<tr>
<td>For further information please contact</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BCC School Admissions</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Bristol Hospital Education Service</strong></td>
<td>Jim Bowyer</td>
<td>BHES provides a short term education intervention service to</td>
</tr>
<tr>
<td>Fairfield Resource Centre, Fairfield Road,</td>
<td></td>
<td>students whose serious illness prevents them from attending</td>
</tr>
<tr>
<td>Montpelier, Bristol, BS6 5JW</td>
<td></td>
<td>school. Referrals are taken from consultants providing ongoing</td>
</tr>
<tr>
<td>t 0117 377 2377</td>
<td></td>
<td>health care programmes to the student referred.</td>
</tr>
<tr>
<td>f 0117 377 2380</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e <a href="mailto:bhesadmin@bristol.gov.uk">bhesadmin@bristol.gov.uk</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>St Matthias Park Pupil Referral Unit</strong></td>
<td>Aileen</td>
<td></td>
</tr>
<tr>
<td>Alexandra Park, Fishponds</td>
<td>Morrison</td>
<td></td>
</tr>
<tr>
<td>Bristol, BS16 2BG</td>
<td></td>
<td></td>
</tr>
<tr>
<td>t 0117 903 1320</td>
<td></td>
<td></td>
</tr>
<tr>
<td>f 0117 903 1321</td>
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</tbody>
</table>
Support with travel between home and school (Bristol schools only)

Have you thought about how your child will travel to school?

When you are choosing your child’s school have you thought about how your child will travel to school?

- Will they walk, cycle with friends or family members?
- Is there a public transport option?

Please remember that if you choose a school that you will have to drive to, you might consider whether you will still want to/be able to drive your child to school in seven years time... driving to school is a long term commitment.

If parents/carers choose to send their child to a school other than the nearest appropriate school parents/carers must take full responsibility for the cost and arrangements of their child’s travel to and from school.

Some children are entitled to support with travel by law, where they attend the nearest educational setting, as determined by the Local Authority, and the distance between home address and educational setting is over the statutory walking distance.

The “statutory walking distances” are:

- two miles or more for pupils under eight years of age
- three miles or more for pupils aged eight or over.

The “statutory walking distance” will be measured along a route that a child might reasonably be expected to walk to school (accompanied as necessary) from their home and to return along at the end of the school day.

Children aged 8 but under 11 from low income families will have support with travel where they live more than two miles from their nearest available school with places in the relevant year group.

Children aged 11 to 16 from low income families will have travel support made to one of their three nearest schools within the Local Authority (or places other than a school at which they might receive education), where they live more than 2 miles, but less than 6 miles from that school.

Where a parent/carer has expressed a preference for a school, and that preference is based on the parent’s religion or belief, then a child aged 11 to 16 from a low income family must also have travel arrangements made for them to the nearest suitable school preferred on grounds of religion or belief, where they live more than two miles, but not more than 15 miles from that school.

Low income families are defined as those who are entitled to free school meals or those who are in receipt of their maximum level of Working Tax Credit.

A child’s ‘home’ is the place where s/he is normally resident.

Please be advised that if a pupil is offered a place in any school this does not guarantee that they will be entitled to travel support.

- Children who walk to school are fitter, have better developed social skills, are more familiar with their surroundings, have better road sense and arrive at school more relaxed and ready to learn.
- Your active involvement with your child’s education has a far greater impact on their achievement than the school you choose.1
- Parents/carers want ‘A good school locally’. By choosing a local school and taking an active part in your child’s education, you are likely to achieve better results for your child as well as delivering a healthy and sustainable community.

1. Please be advised that if a pupil is offered a place in any school this does not guarantee that they will be entitled to travel support.

Applying online www.bristol.gov.uk/schooladmissions
Unless the primary school\(^2\) you choose is less than 1km (a 15 to 20 minute walk) from your home, you will probably drive your child to school. **What schools are within walking distance of your home?**

If all Bristol parents/carers chose to send their children to their nearest school we would see car use fall, saving tonnes of carbon dioxide per year.

Consider the cost of driving your child to school. Current figures put the average cost at £930 per year! \(^1\)

Where walking, cycling or public transport are not feasible, car sharing may be an option. This can save time and money and helps cut traffic congestion and air pollution as well as being sociable for children.

Every school has a customised school travel map that shows the safe walking and cycling routes as well as the local bus stops serving each school. You can download maps for every school at the following link: [www.betterbybike.info/school-travel-maps](http://www.betterbybike.info/school-travel-maps)

If you are interested in encouraging walking, cycling or bus use, then please speak to the Headteacher who will able to explain the School Travel Plan to you. Alternatively you can contact the Sustainable School Travel Team at Bristol City Council: lorna.england@bristol.gov.uk

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**Home to School Travel Team**

e home.school.travel@bristol.gov.uk
t 0117 903 7672

[www.bristol.gov.uk/schooltravel](http://www.bristol.gov.uk/schooltravel)

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\(^1\) The impact of parental involvement, parental support and family education on pupil achievement and adjustment. DfES 2003

\(^2\) The walk distance for secondary school is 2 km.

\(^3\) AA and DfT figures for standing cost, fuel (at 117p per litre!) and drivers non working time.
All children in Reception, Year 1 and Year 2 are entitled to free school meals under the government scheme ‘Universal Infant Free School Meals’.

If you have a child who is in Reception, Year 1 or Year 2 this can save you up to £400 a year and ensure your child is eating a healthy, balanced meal every day, regardless of your income or eligibility for benefits.

**Attract up to £1,300 additional funding for your child’s school if you apply for free school meals.**

It is important to note that if you are in receipt of one the following benefits, your child’s school may be eligible to receive Pupil Premium for your child:

- Income Support
- Income-based Jobseekers Allowance
- Income-related employment and support allowance
- Support under part VI of the Immigration and Asylum Act 1999
- the Guarantee element of State Pension Credit
- Child Tax Credit (provided you’re not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit

Pupil Premium is additional funding given to the school to support children whose families are on a low income. The Government awards schools £1,300 per Pupil Premium child in Reception, Year 1 and Year 2. This funding is used to support your child in education.

The school cannot receive this crucial additional funding unless you make an application.

**How to Apply**

Online – use our eFree School Meals Service to make an application online:
www.bristol.gov.uk/fsm

Paper Application – download an application from our webpage.

If you wish to make an application for Free School Meals for a child who is not in Reception, Year 1 or Year 2 please see the following page.
You should qualify for free school meals if you receive:

- Income Support.
- Job Seekers Allowance (Income based). If you received contribution based you are not entitled to free school meals.
- Child Tax Credit* – but are not entitled to Working Tax Credit and your annual income (as assessed by the Inland Revenue) does not exceed £16,190.
- The ‘Guaranteed Element’ of Pension Credit.
- **If you receive any amount of working tax credit you are not entitled to free school meals no matter what your annual income is.**
- Income Related Employment and Support Allowance. If you have received any contribution based employment support allowance you are not entitled to FSM.

Children who receive a qualifying benefit in their own right are also eligible to receive free school meals.

* **Note:** Where a parent is entitled to Working Tax Credit during the four-week period immediately after their employment ceases, or after they start to work less than 16 hours per week, their children are entitled to free school meals.

How to apply

To apply for Free School Meals for a child attending an academy, please contact the relevant academy directly for information on how to apply. For all other Bristol schools applications can be made via the Local Authority. **Apply online** – New Free School Meals applications and renewals can be made online using our Free School Meals service at: [www.bristol.gov.uk/fsm](http://www.bristol.gov.uk/fsm)

Submitting your application online has numerous benefits over a paper form:

- Our checking system must be able to confirm your Free School Meals eligibility automatically, eliminating the need for you to send benefits documentation by post.
- You’ll receive confirmation when your application has been received by the Free School Meals Team.
- The Free School Meals service will check for errors in your application and help resolve them.
- Your application will be received immediately and provided there are no issues with your application, the appropriate school(s) could be informed of your eligibility within one hour.
- There’s no risk of your application getting lost in the post.
- Log back in at any time to update your information or renew your application, without having to complete a whole form.

To apply by post please download a form from the Free School Meals web page or request one from your child’s school.

**Free School Meals Team (Romney House)**

PO Box 3176,
Bristol, BS3 9FS

e free.school.meals@bristol.gov.uk
t 0117 903 7990 (10am - 4pm)
Every day counts – support your child to achieve their best

All parents/carers should be aware of the need for their child to attend regularly and on time to achieve their best. It is important parents and carers understand their responsibilities and the consequences of their child having unauthorised absence from school.

Why attend every day?

Good school attendance gives your child the opportunity of success and helps develop skills for life. Your child should attend school every day unless there is an unavoidable cause like illness. Missing school damages a pupil’s learning and their grades (research shows 17 days of school missed often leads to a drop of a GCSE grade), disrupts routines and can make pupils vulnerable to crime. Pupils should never miss school for reasons like shopping, birthdays or to wait in for a repair person.

Missing school seriously affects life opportunities.

Why are penalty notices issued?

Parents/carers commit an offence if a child doesn’t attend school regularly and the absence is not agreed by the school (unauthorised). In some cases unauthorised absence may result in prosecution under Section 444 of the Education Act 1996. The Anti Social Behaviour Act 2003 introduced Penalty Notices as an alternative to prosecution. A Penalty Notice does not require a court appearance, but still aims to improve attendance.

How much is a penalty notice?

From 1st September 2013 it will be £60 if payment is made within 21 days. £120 if paid after this but within 28 days.

When will they be used?

When the school agrees for your child to miss school in advance or accepts your explanation, absence is ‘authorised’. All other absence is ‘unauthorised’.

Penalty Notices may be used where absence is unauthorised, for example when:

- a parent has taken their child on holiday during term without authorisation, especially when this means pupils miss exams, ie SATs, GCSEs or their attendance does not meet the level required by the school
- enquiries at school after a truancy sweep show the pupil’s absence at that time as unauthorised
- pupils are regularly late for school after the register has closed
- a pupil has between 8 and 20 unauthorised absences in a 10 week period.

What should I do if my child is truanting?

If your child is truanting you can:

- talk to them to find out why
- meet with a member of school staff to discuss the situation and look for solutions
- contact the Education Welfare Service for advice and guidance
- try to understand what is happening for your child and help them resolve the problem. Education is key to their future success so it’s important to solve issues as quickly as possible.

What should I do if my child is off school?

- Telephone the school as early as possible on the first morning of their absence to give the reason. Keep the school regularly updated about your child’s absence, including informing them when your child will be back.
Check with the school what work your child will need to catch up on due to their absence and try to ensure your child is supported to do this work as soon as they can.

You may be asked to provide some form of confirmation about your child’s illness (such as a medical appointment card or prescription/medication) if your child is regularly absent due to illness or dental/medical appointments.

Make routine dentist and doctor appointments after school or during holidays. If you have to make an appointment during school time, help your child to be at school for most of the day and let the school know about the appointment. If they attend school before going to the appointment they will receive a present mark, but if they don’t, it will be recorded as an authorised absence. Always make sure your child returns to school immediately after their appointment to keep their lost learning to a minimum.

Holidays in term time are not normally authorised. In exceptional circumstances ask permission from the Headteacher and check the school policy.

If I get a penalty notice and don’t pay, what happens?

You have up to 28 days from receipt to pay the Penalty Notice in full. If full payment is not received within this time the local authority is required under the Act to commence proceedings in the Magistrates Court for the original offence of unauthorised absence by your child.

If proven, this can result in fines of up to £1,000 and/or a range of disposals such as Parenting Orders or Community Sentences. If found guilty the parent will have a criminal record.

Can I get help if my child is not attending regularly?

Yes, your child’s school and the Education Welfare Service will give you advice and support if you need help with your child’s attendance. It is very important that you speak with the school at the earliest opportunity if you have any worries at all about securing your child’s attendance.

Can I be prosecuted if I pay the penalty notice but my child is still missing school?

Not for the period included in the Penalty Notice, payment discharges your liability in this respect. However, it may be the case that a prosecution might be considered for further periods of unauthorised absence not covered by the Penalty Notice, depending upon the circumstances. If this is an issue, it is vital that you work closely with your child’s school and support agencies such as Education Welfare.

You must inform the school if you are moving house and your child will stop attending the school. The school will need you to confirm the date you are moving, where you are going to and what arrangements you will be making for your child’s education.

Education Welfare Service: t 0117 352 1438

Apply online www.bristol.gov.uk/schooladmissions
Term and holiday dates 2016/17

**Term 1**
Thursday 1 September to Friday 21 October 2016

**Term 2**
Monday 31 October to Friday 16 December 2016

**Term 3**
Tuesday 3 January to Friday 10 February 2017

**Term 4**
Monday 20 February to Friday 7 April 2017

**Term 5**
Monday 24 April to Friday 26 May 2017

**Term 6**
Monday 5 June to Friday 21 July 2017

**Schools will also be closed for the following public holidays:**
- Christmas Day 25 December 2016
- Boxing Day 26 December 2016
- New Year’s Day Holiday 1 January 2017
- Good Friday 14 April 2017
- Easter Monday 17 April 2017
- Early May Bank Holiday 1 May 2017
- Spring Bank Holiday 29 May 2017
- Summer Bank Holiday 28 August 2017

**Important:**
Some academies do not follow these terms dates. Please confirm with the individual academy for confirmation of their term dates.

Please contact schools for confirmation of when they will be closed to pupils for professional staff development (inset days).
Availability of information
This booklet is available online at www.bristol.gov.uk/schooladmissions and a copy is available for inspection at all public libraries in Bristol. Additional copies may be obtained from School Admissions.
This information is correct at the time of going to press (September 2015).
Information about individual schools such as performance data and recent Ofsted reports can be accessed via the appropriate links on the Bristol City Council website www.bristol.gov.uk. Information about school performance tables can also be accessed at www.education.gov.uk/performancetables. Recent school inspection reports can be viewed at www.ofsted.gov.uk/reports or by visiting schools individual websites.

Useful contacts
School Admissions Team
School Admissions (Romney House), PO Box 3176, Bristol BS3 9FS
t 0117 903 7694 f 0117 903 7710 e school.admissions@bristol.gov.uk
www.bristol.gov.uk/schooladmissions

Special Educational Needs Team (Parkview)
PO Box 3176, Bristol, BS3 9FS
t 0117 922 3700 f 0117 903 7691 e sen@bristol.gov.uk

Family Information Service
t 0845 129 7217 e askcyps@bristol.gov.uk
www.bristol.gov.uk/familyinformationservice
The Family Information Service offers impartial information and guidance on a full range of childcare and children’s services and resources across Bristol.

Bath & North East Somerset Council
Admissions and Transport Section, PO Box 25, Riverside, Temple Street, Keynsham, Bristol BS31 1DN
t 01225 394 312 e admissions_transport@bathnes.gov.uk
www.bathnes.gov.uk

North Somerset Council
School Admissions and Transport Team, Town Hall, Wallisctoe Grove Road, Weston super Mare BS23 1UJ
t 01275 884 078 e admissions@n-somerset.gov.uk
www.n-somerset.gov.uk/education/schools/admissions

South Gloucestershire Council
Admissions and Transport Team, Department for Children, Adults & Health PO Box 298, Civic Centre, High Street, Kingswood, Bristol, BS15 0DQ
t 01454 868008 e cis@southglos.gov.uk
www.southglos.gov.uk

Supportive Parents
3rd Floor, Royal Oak House, Royal Oak Avenue, Bristol BS1 4GB
t 0117 989 7725 e support@supportiveparents.org.uk
www.supportiveparents.org.uk
Offers information, help and support to parents of children with Special Educational Needs

Department for Education
Castle View House, East Lane, Runcorn, Cheshire WA7 2GJ
t 0370 000 2288 e enquiries@education.gov.uk
www.education.gov.uk

Ofsted
Piccadilly Gate, Stone Street, Manchester M1 2WD
t 0300 123 1231 e enquiries@ofsted.gov.uk
www.ofsted.gov.uk

Office of the Schools Adjudicator
Mowden Hall, Staindrop Road, Darlington DL3 9BG
t 01325 735303 e osa.team@osa.gsi.gov.uk
www.education.gov.uk/schoolsadjudicator

Advisory Centre for Education (ACE)
United House, North Road, London N7 9DP
e enquiries@ace-ed.org.uk
www.ace-ed.org.uk