St Mary Redcliffe and Temple School

Admissions Policy for September 2027/28

Other than for the Sixth Form

1. Introduction

The arrangements and criteria listed below apply only for applications made in 2026/27 for the academic year starting in September 2027. They should not be regarded as binding for future years.

Complete this online Supplementary Application Form in addition to the Common Application Form (Local Authority) if you are applying under the faith oversubscription criteria:

- The online Common Application Form which must be returned to your home Local Authority. That is, the Local Authority area which serves the child's home address and where Council Tax is paid.
- The online Supplementary Application Form should be completed and submitted directly to St Mary Redcliffe and Temple School. This on-line form provides information which enables the Governors to allocate places in accordance with the oversubscription criteria in this Policy. This on-line form only needs to be completed if you are applying under the faith oversubscription criteria (criteria B and C as shown on page 4).

All applications for In-year* entry should refer to the In-Year Application Procedure.

2. Definitions

Closing Date	Completed online Supplementary Application Form must be submitted to the School by 31 October 2026.

Church	• A Church of England or other Anglican Church or • A Christian Church which is a member of Churches Together in England (or its partner bodies in Scotland, Wales & Ireland) or • A Church or congregation that can provide either evidence of membership of the Evangelical Alliance, or a statement of belief that is Trinitarian.
Home	The permanent place of residence of child and Parent/Carer*. Bristol will not accept more than one address as the child's home address. Where a child regularly lives at more than one address the Local Authority will have to reach a conclusion about which should be counted as the main address when allocating places, taking relevant evidence into account. Normally this will be the address where the child is registered with a medical GP. Where parents or carers are living separately and do not agree on the child's home address, they are urged to reach an agreement. If this does not happen evidence may be required by providing court documents or other legally binding documentation such a sworn affidavit confirming where the child resides for the majority of the school week. Where satisfactory evidence cannot be provided Bristol Local Authority will determine the address to be used for allocating a School place.
Parent/Carer	Includes either or both Parents/Carers* or a sole Parent/Carer*. Where only one of two Parent/Carers* satisfies the criterion, the application will be treated equally with applications where the criterion is satisfied by both Parents/Carers*. The reason for this is to ensure that children of separated or divorced Parents/Carers* are treated in the same way as a child, whose Parents/Carers* live together. The expression "Parent/Carer*" includes permanent legal carers but must relate to either a parent or a permanent legal carer, but not both.
Sibling	A Sibling* is a brother or sister, half-brother or half-sister or stepbrother or stepsister living in the same Home* and family unit.
	Full brothers/sisters are defined as children who have the same biological or adoptive Parents*. Half-brothers/sisters are defined as children who share only one biological or adoptive Parent*. Stepbrothers/sisters are defined as children who are not related biologically but are living in the same household. For the avoidance of doubt this does not include cousins, other family members or friends.

Looked After Children or previously Looked After Children*	Children in care or children who were previously in care. i. To a Local Authority in England and immediately after being in care who became subject to an adoption, child arrangement order, or special guardianship order. ii. Those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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). Definition Children in Care and Children Previously in Care i. Children in care are children who are in the care of a local authority or provided with accommodation by that authority under section 22 of the Children Act1989: 1989 Children's Act. ii. In relation to school admissions legislation a 'looked after child' is a child in public care at the time of application to a school. Applicants can provide evidence demonstrating their child was previously in care to an institution acting as a Local Authority, or an organisation that supports the best interests of the community/child. In the case of previously looked after children, admission authorities may request a copy of the adoption order, child arrangements order or special guardianship order and a letter from the local authority that last looked after the child, confirming that they were looked after immediately prior to that order being made, or such evidence that demonstrates a child was in state care outside of England prior to being adopted (In case of queries we refer to the wording and definitions of the DfE School Admissions Code (Referred to as Looked After Children. Page 10, Paragraph 1.7)
Term of Entry*	The Autumn term in which the applicant will start at the School.
In-year Application*	This is an application for a child to be admitted to the School at any time outside of the normal admissions round, i.e. at times other than the start of Year 7.

3. Published Admission Number

The PAN decided by the governors on the basis of the capacity of the School is 216. If there are 216 or fewer applications, all applicants will be admitted.

4. Children with Education, Health and Care Plans

If the School is named in the Education, Health and Care Plan, the child will be admitted.

5. Oversubscription Criteria

In the case of oversubscription, after the allocation of places to children with Education, Health and Care Plans, the remaining places will be allocated in the following order:

A Looked After* Children or previously Looked After* Children

B Church Applicants in order of priority (maximum 180, including applicants allocated under A above)
Applicants under this criterion will be grouped as in Note 1 overleaf and so must complete the online Supplementary Application Form.

C Faiths Other than Christian (maximum 4 places)
Applicants under this criterion need to be practising adherents of Buddhism, Hinduism, Islam, Judaism or Sikhism.
Applicants under this criterion will be grouped as in Note 1 overleaf and so must complete the online Supplementary Application Form.

D Additional Local Applicants (maximum 32 places)
Applicants who live within 500 metres of the School who are not already included in previous categories.

Applicants under this criterion need not complete the online Supplementary Application Form. However, they are advised to do so, if they also wish to be considered as Church* applicants or Other Faith* applicants.

E Other Applicants
If any of the places available under criteria A and B combined (maximum 180) or criterion C (maximum 4) or criterion D (maximum 32) are not filled, these places will be reallocated in criterion order (B to E), until each group reaches its maximum.

6. Tiebreakers

- First priority in each category will be given to applicants with siblings* already at the School who will still be attending the School on the date of proposed admission. These applications will be ordered by distance
- Second priority in each category will then be given to children living closest to the School – see Note 2 overleaf. Applications with equal distance will not be split.

Tied applicants in any category will not be split; both will be awarded a place, and this action in itself will not impact numbers offered in other categories.

The above priority order also applies to each of the groups in Note 1 overleaf.

7. Notes

1. Church Applicants and Other Faith Applicants
Church applicants and other faith applicants will be considered by the Governors and placed in Groups on the basis of information provided on the online Supplementary Application Form as confirmed by Church/Place of Worship* representatives, as follows:

Group 1: The child is a member of Group 1 if the Parent/Carer* and/or the child are very regular worshippers. This means normal attendance for worship at a Church/Place of Worship* is three or more times a month for a minimum of the last three years.

Group 2: The child is a member of Group 2 if the Parent/Carer* and/or the child are regular worshippers. This means normal attendance for worship at a Church/Place of Worship* is two or more times a month for a minimum of the last two years.

Group 3: The child is a member of Group 3 if the Parent/Carer* and/or the child are occasional worshippers. This means normal attendance for worship at a Church/Place of Worship* is a minimum of four times in the past year.

'Worship' in the above includes Sunday services, weekday services, Sunday School or other faith development groups on a Sunday or any other day. It does not include worship during normal school activities.

'Minimum of years': Parents/Carers* should calculate the minimum number of years' attendance as including the period up to the day before the specified closing date for submission of the online Supplementary Application Form.

In the event that during the period specified for attendance at worship the Church, or, in relation to those of other faiths, relevant Place of Worship, has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the Church or, in relation to those of other faiths, relevant Place of Worship or alternative premises have been available for public worship.

2. Distance

Home to School distances will be measured in a direct line from a point on the home address as held by the Local Authority, defined in the Local Land and Property Gazetteer, to a defined point within the Main School building using the Local Authority's computerised mapping system.

3. Multiple Births

It is the policy of the Governing Body not to separate twins or other multiple birth children living at the same address.

4. Waiting List

Applicants who are refused a place as a result of oversubscription will be placed on a waiting list, to be kept until 31 December in the year of entry.
Children will be drawn in accordance with the oversubscription criteria to fill vacancies that arise. In- Year applications waiting lists will be terminated annually on 31 July, and in this instance, a new application needs to be made each year.

5. Sixth Form

Please contact the School directly for our Admissions Policy for the Sixth Form.

6. Other Points to Note
Information on any application form must be complete, truthful and accurate. If an application is fraudulent or deliberately misleading, any place offered is likely to be withdrawn. A place is unlikely to be withdrawn for these reasons once a child has started at the School.

7. Out of Year Group Applications
Applicants who are seeking a place in a year group which is not consistent with their chronological age group, should make a written request to the School Governors via the School address. Each case will be considered on its own merits, in line with the guidance in the admissions code.

The decision to offer a place to an applicant is entirely that of the Governing Body. Applicants will be notified by their home Local Authority (LA) in writing. Offer and refusal letters will be issued by the LA on behalf of the Governors on 1 March 2025 or the next available working day.

A refusal letter will be sent in respect of all unsuccessful applications and information regarding the right to appeal will be included with it. Unless there are significant and material changes in the circumstances of the Parent/Carer*, child or School relevant to a further application, such application cannot be considered in the course of the same academic year and so no fresh appeal can be made. The Governors and School must not be lobbied individually in relation to specific applications and appeals. Any representations must be in writing. The representations will be passed to the Appeals Panel.

If a place is offered, the Parent/Carer must either accept or refuse that offer within 14 days. Where, following reminders, the Parent/Carer does not respond to an offer within a further 14 days, the Parent/Carer will be deemed to have declined it.

The School has a Race Relations and Equal Opportunities Policy and this may be viewed on request. Please see definitions of any terms followed by an asterisk (*) on page 2 of the Admissions Policy.