St Cyprian's Greek Orthodox Primary Academy

ΠΑΝΤΑ ΙΣΧΥΩ ΕΝ ΤΩ ΕΝΔΥΝΑΜΟΥΝΤΙ ΜΕ ΧΡΙΣΤΩ ΙΝΑ ΑΡΙΣΤΕΥΩ

I AM STRONG THROUGH JESUS CHRIST

TO THE BEST THAT I CAN BE

ADMISSIONS POLICY 2026
RECEPTION
IN YEAR

Revised: December 2024

Reviewed and ratified by Full Governing Body:

Date: 11/12/24

Signed:

Name: LEONIE FERNANDES

Position: Chair of Academy Trust

ADMISSION OF PUPILS: YEAR 2026

Mission Statement

The aim of St. Cyprian's Greek Orthodox Academy is to provide its children with a primary education of the highest quality in a supportive learning environment, through the National Curriculum in the core subjects, enriched by the progressive learning of the Greek Language, culture and Christian Orthodox religion. The children of St Cyprian's Greek Orthodox School will be equipped with the knowledge, skills and spirituality to enable them to achieve their full potential and to prepare them to contribute positively to the challenges of a diverse multi-cultural society.

Admission Policy Statutory School Age (Reception)

The school can have up to 30 boys and girls in any one year group.

Boys and girls will be admitted at age four at the beginning of the school year following their fourth birthday.
Children with Special Educational Needs must be taken into account when determining and applying a schools admission number. Accordingly, if a child with an Education, Health & Care Plan is admitted to the school during a normal admission round they will be counted towards the admission number when considering if there is a place available for another child without an Education, Health & Care Plan. All children whose Education, Health & Care Plan names the school must be admitted.
In the event of the number of applications for admission exceeding the number of places available, the Governing Body will apply the following oversubscription criteria in the order set out below, in order to decide which children to admit:

1) Looked after children and all previously looked after children, including those children who appear (to the admissions authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted (see note 1)
2) Children with one or more parents who worship monthly at a Greek Orthodox Church
3) Children with one or more parents whose Greek Orthodox religion has lapsed or who do not worship on a monthly basis
4) Children with one or more parents who worship monthly at other Christian Orthodox churches
5) Children with one or more parents who worship monthly at a Catholic or Church of England Church
6) Children with one or more parents who worship monthly at a Christian church.
7) Any other children.

If an application is made under the "looked –after" criterion, it must be supported by a letter from the relevant Local Authority (Children's Services) Department.

Note 1
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 arrangement order or special guardianship order, immediately after being looked after.
If an application is made under the 'looked after' criterion, it must be supported by a letter from the relevant Local Authority Children's Services Department. If applying under the

'previously looked after' criterion, a copy of the adoption or special guardianship order must be supplied.
Looked after children are defined as children in public care at the date on which the application is made. 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.

Waiting Lists and Deferred Entry

Waiting lists for each year group will be maintained for one term in the academic year of admission.

Parents of children who are offered a place at the school before they are of compulsory school age may defer their child's entry until later in the school year. The place will be held for the child and not offered to another child. Parents may not however, defer entry beyond the beginning of the term after the child's fifth birthday, not beyond the academic year for which the original application was accepted.

Tie Breaker
In the event that the number of applications exceeds the places available within any of the above categories, random allocation will be used to decide between applications. This process will be independently verified.

Appeals

Parents who have been unsuccessful in their application have the right to appeal against the decision of the Governing Body. Parents are informed of their right to appeal in their letter and all forms and additional letters etc must be received by the school by the date stated. Parents may also request that their application is kept on file until a place becomes available. The school will hold its waiting list for a minimum of one term. During this time the pupil must remain on the roll of another school. When a place becomes available, all current applications for a place in the year group will be considered in accordance with the criteria of the Admission policy.

The school will not, therefore, maintain an ordered waiting list. Information can be provided to parents about the order of priority of applications being held at a particular time but no guarantee can be given that higher order applications will not be received by a time a place becomes available.

Parents are reminded that children are admitted on the Admission Policy and the Admission Criteria in place at the time of the child's consideration for admission to the school.

Under our Admissions Procedure parents will be sent a supplementary information form, in the academic year preceding the proposed year of entry, which they are strongly advised to complete.

In Year Admissions

To apply for a place at the school parents need to complete two (2) separate forms:

Form 1: Local Authority

(i). Apply to the Academy using the Application form or In-Year Application form. These are available on-line via http://www.croydon.gov.uk on the school admissions page.

(ii). The school office will progress the admission with Croydon.

Form 2: St. Cyprians Supplementary

(iv). Collect the Supplementary Information Form from the school office or download from the website admissions page.

(v). Complete and return to the school office.

Note:
The supplementary form seeks information which is not collected on the LA application form but which is needed by the school to enable the school to make a decision on your application.

Completion of a Supplementary Form is not mandatory. However, without it the school will not be able to apply the admission criteria and the application will be considered under the "any other child" category, i.e. lowest ranking of entry prioritisation.

Applications received after the published deadline will be considered 'late' and therefore ranked after on time applications.

Admission of children outside their normal age group

Parents may request that their child is exceptionally admitted outside their normal age group. The admission authority will decide whether or not the individual child's circumstances make this appropriate on educational grounds.

All requests to educate a child outside their normal year group should include a written explanation of why this is necessary and where applicable, evidence of the child's circumstances from a relevant professional detailing the child's educational need which makes education outside the normal age group necessary.

Decisions are made on the basis of the circumstances of each case and in the best interest of the child. This includes taking account of the following:

- Parents views
- Information relating to the child's academic, social and emotional development, where relevant
- Medical history and the views of a medical professional
- Any previous history of being educated outside of their normal age group
- If the child may naturally have fallen into a lower age group if it were not for being born prematurely
- Views of the Headteacher of the school concerned