



HEADTEACHER  
**JONATHAN MILLER**  
 BSc (Hons) MA NPQH

THE MALL, KENTON, HARROW, HA3 9TE

## JFS ADMISSIONS POLICY 2016/17 ("the Policy")

The process for admissions to JFS is governed by regulations made under the School Standards and Framework Act 1998. All the processes described below are in accordance with that Act and have been agreed in consultation with the London Borough of Brent. The arrangements set out in this Policy apply to all students except those with Statements of Special Educational Needs. If your child has such a statement you do not apply for a place at the School under this policy. Instead, you must contact your local authority who will advise you on the procedure to follow.

### 1 ADMISSION TO YEAR 7 IN SEPTEMBER 2016

#### Number to be admitted

- 1.1 We have a Published Admission Number of 300 which means that we will admit 300 students in Year 7. This includes students with Statements of Special Educational Needs whose Statements name the School for the student. If 300 or fewer applications (including those stated children) are received, all those applying will be offered places. If we receive more than 300 applications, i.e. the School is over-subscribed, the following procedure is followed.

#### Oversubscription criteria

- 1.2 The over-subscription criteria are applied in the following order
- 1.2.1 Looked after children and previously looked after children who (in either case) meet the religious practice test (this involves achieving 3 points on the Certificate of Religious Practice). A looked after child is a child who is in the care of a local authority within the meaning of the Children Act 1989. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (under the terms of the Adoption and Children Act 2002) or became subject to a residence order or special guardianship order (under the terms of the Children Act 1989).
  - 1.2.2 Children who meet the religious practice test and who have accommodation provided for them by a Jewish care home or care organisation.
  - 1.2.3 Siblings who meet the religious practice test and whose sibling is on roll at the time of application or formerly attended JFS for a period of at least three consecutive terms within the 5 years preceding the proposed date of entry. For this purpose, the term 'siblings' means brothers and sisters, including half siblings, step siblings and adopted siblings but not any wider definition.
  - 1.2.4 The next 10 children who meet the religious practice test and who live nearest to the School. Those living closest will have higher priority. Distance will be calculated by a straight line measurement between the front door of the child's home address to the main entrance of the School using Brent Local Authority's computerised measuring system. For those applicants who live an equal distance from the School, places will be determined

by random allocation supervised by Brent Local Authority. Where a child lives with one parent for part of a week and with the other parent for the rest of the week, the permanent address for Distance Tie-Break purposes will be the address at which the child lives for the greater part of the school week, i.e. Monday to Friday. If the child lives equally with both parents at different addresses, the child's home address will be taken to be the address given on the Common Application Form (CAF) supplied by the relevant Local Authority.

1.2.5 Other children who meet the religious practice test.

1.2.6 Other looked after children and other previously looked after children.

1.2.7 Any other children.

1.3 If in any category there are more applicants than there are available places remaining, offers will be made by random selection which will be conducted in the presence of an independent scrutineer appointed by Brent Local Authority. If an offer is made under any category to someone who is a twin/triplet or from a multiple birth, an offer will also be made to the other sibling(s).

## **2 PROCEDURE FOR ADMISSION TO YEAR 7**

2.1 You must complete the Common Application Form (CAF) supplied by your Local Authority and name the School as one of your preferences. You must send the CAF to your Local Authority and not to the School. You will also be able to do this on-line.

2.2 If you wish to claim priority based on the oversubscription criteria you should complete a Supplementary Information Form (SIF) as well as a Certificate of Religious Practice for the School (CRP) and send them directly to the School no later than the date by which the CAF has to be returned to your Local Authority. The SIF and CRP must be marked for the attention of the Admissions Officer at the School. It is not compulsory to complete a SIF or submit the CRP but we cannot give your child priority consideration without it.

2.3 The School decides the order in which places are to be offered in accordance with the Admissions Policy but Brent Local Authority makes the offers, via your Local Authority, through the co-ordinated admissions process. Any offer of a place at the School must be accepted or rejected within a reasonable time frame or it may be withdrawn.

2.4 Unsuccessful applicants will be given the opportunity to go on the Waiting List. Places in Year 7 are offered from the Waiting List in accordance with the oversubscription criteria with random selection being used where there are more eligible applicants than there are places.

## **3. ALL OTHER ADMISSIONS (OTHER THAN FOR YEAR 7 OR SIXTH FORM IN SEPTEMBER 2016)**

3.1 All applications must be made directly to the School. An application is made by completing a SIF and a CRP which must be forwarded to the School. If no SIF or CRP is submitted the School will not be able to process the application. All applications will be considered by the Admissions Committee of the Governing Body and places will be offered if this will not prejudice efficient education of others at the School or the efficient use of resources. Where there are more applicants at any one time than there are places available, priority will be determined by applying the oversubscription criteria 1.2.1, 1.2.2, 1.2.5, 1.2.6 and 1.2.7 set out above. Where there are more applicants in any category than there are available places, random selection will be used.

3.2 A waiting list will be maintained for each year of entry. Parents will be invited each year to indicate whether or not they wish their child to remain on the Waiting List.