St Saviour's Church of England Primary School
Verulam Avenue, Walthamstow, London E17 8ER
Telephone: 020 8520 0612
E-mail: st-saviours-school@genesistrust.net

FOR SCHOOL OFFICE USE ONLY	
DATE RECEIVED	
MINISTER'S REF.	
CATEGORY	

Admission Form for Reception 2027

Part 1 - To be completed by parents/guardians

Please complete (or tick) EACH SECTION OF PART 1 of this form using BLOCK CAPITALS and then pass the form to your Church Minister to complete PART 2, after which both parts should be returned to the school.

If you need help completing this form please contact the School Office on 020 8521 1066.

Child's Details

Surname		Christian Name(s)	
Sex	Male ☐ Female ☐	Date of Birth	
Name of Previous School:		Year Group:	
Does this child have a sibling who will be attending St Saviour's at the start of the term for which you are applying for entry?		Yes ☐ No ☐ Name:	
Are the parents of the child employed by of The C of E Federated Schools of St Mary's & St Saviour's in the following circumstances: a) Where the member of staff has been employed at the school for two or more years at the time at which the application for admissions to the school is made, and/or b) The member of staff is/has recruited to fill a vacant post for which there is a demonstrable skill shortage		Name School Position	
Does this child have a Statement of Special Educational Needs where St Saviour's VA Primary is named in the statement?		Yes ☐ No ☐	
Is this child looked after by the local authority?		Yes ☐ No ☐	
What is the name and postcode of your child's current school:			

Parent's/Carer's/Guardian's Details

Parent 1 Full name		Relationship to child (i.e. Father/Mother/ Carer/Guardian)	
Parent 1Address			
Parent 1 telephone number		Mobile	
Parent 1 email			
Parent 2 full name		Relationship to child (i.e. Father/Mother/ Carer/Guardian	
Parent 2 address (if different from above)			
Parent 2 telephone number		Mobile	
Parent 2 email			

Church Details (if appropriate)

Name of church currently attended by your family	
Address of church	
Name of Church Minister	
Address of Church Minister	
Telephone number of Minister	

Church Attendance Details

When there are more applications than places available the Governing Body will use your church attendance details to determine who is offered a place according to our admissions criteria.

- There are 4 ways to describe your relationship with a local Christian church for the last 2 years. Each has a brief description that is taken from nationally agreed criteria.
- A 'Christian Church' means a church which is affiliated to a recognised national body or organisation, as defined in your minister's reference. Please tick the box which best describes church attendance for each parent.
- If you have recently moved and were previously worshipping at a Christian church elsewhere, please ask the minister of that church to confirm you attendance details and indicate the date when you last attend worship in that place.

In Part 2 of this form your Church Minister will be asked to ratify or disagree with your statements below. The Minister's view will be he one followed by the admissions panel. Where attendance differs between parents, the higher parental attendance will be the one taken into account.

	Parent 1	Parent 2
Does not attend *a Christian church*		
Is 'known to the church' *- an occasional worshipper (1/2 times a year and/or involved in a non-worship activity, such as a uniformed or other church-based organisation)*		
Is 'attached to the church' *-' a regular but not frequent worshipper (e.g. one who usually attends monthly or is regularly involved in a weekday church activity including an element of worship)*		
Is 'at the heart of the church' *- a regular worshipper (one who worships usually twice a month)*		

Declaration – please sign

- This declaration must be signed by one of the parents named at the start of the form.
- I believe the information given above is true and correct.
- I understand that any statement subsequently revealed to be incorrect may affect the chances of my child being awarded a place.
- I understand that this is a Church of England School and consent to my child participating in all activities of the School including Religious Education and worship.

Signature	
Name (BLOCK CAPITALS PLEASE)	
DATE	

Thank you for completing this form

What to do next

1. Give **both parts** of this Application Form to your Church Minister and ask for PART 2 to be completed.
2. Return **both parts** of this Application Form to the school.
3. Please also provide copies your child's birth certificate, passport and a proof of address.

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Admission Form for Reception 2027
Part 2 – To be completed by the Church Minister

St Saviour's Governors have the responsibility to decide which children are admitted to the school each year. In order to assist us in our decision when the number of applications received exceeds the number of places available, we ask for a minister's reference to confirm the church allegiance and attendance of applicants. We would be very grateful if you would kindly answer the questions below. In the case of a child where parental involvement in your church varies markedly from one parent to the other, please answer the questions in relation to the parent who is more involved in Church life. Please note the definitions we use in our Admissions Policy are explained overleaf; please refer to them before completing the form

Should the Governors decide not to offer a place at the school to the child (for whatever reason), the parents do have the right of appeal against that decision. If such an appeal is lodged, you should be aware that the contents of this reference are likely to be disclosed both to the Appeal Panel and also to the parents. Thank you in anticipation of your co-operation in this matter.

Child's Full Name	
Name of your Church	

Is your Church part of a Church in membership of, or holding observer status with any of the following organisations? (please tick the appropriate response)

	YES	
Churches Together in England		*Please note: If none of the boxes to the left are ticked, this will be taken to indicate that **NO membership with any of the above bodies exists**, which may result in this application being categorised incorrectly*
The Evangelical Alliance		
Affinity (formerly The British Evangelical Council)		

	YES	NO
Can you confirm the declarations that have been made regarding Church attendance for the last 2 years by the family? (Please tick the appropriate box to the right and note the definitions we use are explained overleaf).		
If 'NO', please indicate why?		
Please state anything you wish to say in support of this application which has not been mentioned earlier that you feel the Governors ought to be aware of and which may help them in their decision:		

Signed	
Name (PLEASE PRINT)	
Date Signed	
Position Held	
Contact telephone number	

St Saviour's C of E Primary School

Admissions Policy Definitions

Please read these carefully before making statements in your reference.

As a popular and regularly oversubscribed school St Saviour's wants to be as clear as possible for parents and referees alike. To be fair and equitable to all families we have to be clear about what various terms mean. We understand that they may be used differently here than in other places.

1. The Definition of a Christian Church

St Saviour's welcome the diversity of Christian, and other, communities from which our children come. For the purposes of admissions, and in particular for confirming Church attendance we use national guidelines as to which wider organisations churches need to belong to/affiliate with in order to qualify as an appropriate reference for St Saviour's. This is in no way a comment upon other Christian churches who are not part of these networks, it is simply a fair and transparent classification of national recognition which assists our admissions code.

The three organisations are:

Churches Together in England	Churches Together in England 27 Tavistock Square, London WC1H 9HH Tel: +44 (0) 20 7529 8131 Fax: +44 (0) 20 7529 8134 www.churches-together.net
The Evangelical Alliance	The Evangelical Alliance 186 Kennington Park Road London SE11 4BT Tel: 020 7207 2100 (Mon - Fri, 9am - 5pm) Fax: 020 7207 2150 info@eauk.org
Affinity **(formerly The British Evangelical Council)**	Affinity, PO Box 246, Bridgend, CF31 9FD E-mail: admin@affinity.org.uk Telephone: 01656 646152

1. Church Attendance Definitions

All applicants are asked to identify themselves as being: known to the church; or attached to the church; or at the heart of the church. **The period in question would normally (we suggest) be the past two years.** Applicants new to the area would need to provide evidence from a previous church or churches.

An applicant '**known to the church**' would not be a frequent but probably an occasional worshipper, someone who is perhaps known through a family connection, or one or more of whose family would be involved in some church activity, such as a uniformed or other church organisation.

An applicant '**attached to the church**' would be a regular but not frequent worshipper, by which is meant (for example) one who usually attends a monthly family or church parade service or is regularly involved in a weekday church activity including an element of worship.

An applicant '**at the heart of the church**' would be a regular worshipper. We suggest that this might normally mean one who worships usually twice a month. To accommodate difficult patterns of work and family relationships account should be taken of week-day worship. The worshipper could be the child for whom application is made or one or both parents.