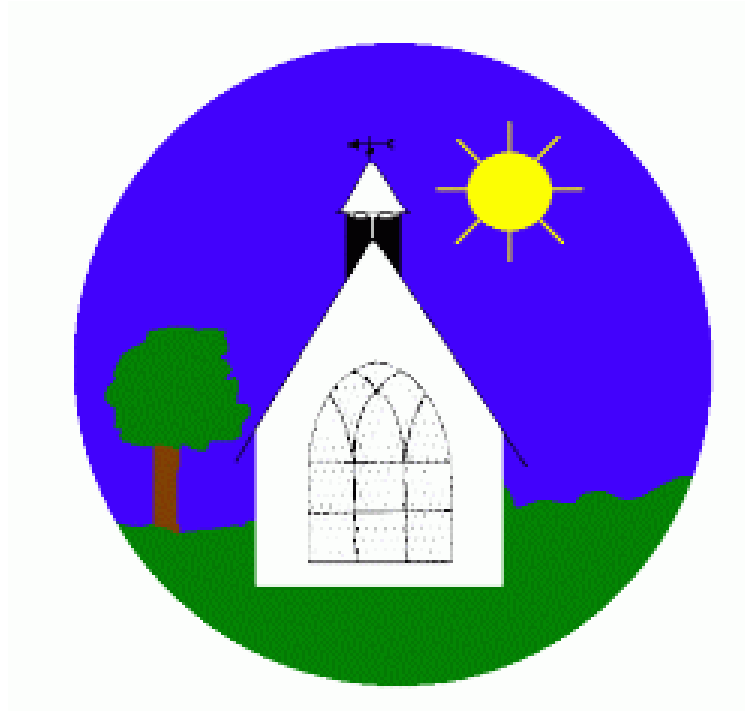




St. Michael's Woolmer Green C of E Primary School

'Shine as Lights in the World'

Admissions Policy

Supplementary Information Form 2024-2025

Date of review:

Date of next review:

Responsibility:

Classification:

14 December 2022

14 December 2023

Full Governing Body

Public

St Michael's Woolmer Green is a Church of England Voluntary Aided Primary School within the Ecclesiastical Parish of Welwyn and Woolmer Green which is part of the Diocese of St Albans. The Governing Body of the School is the Admission Authority and will admit up to the Planned Admission Number (PAN) of 30 children to the Reception class during each academic year. The Governing Body is required to abide by the maximum limits in Early Years Foundation Stages (EYFS) and Key Stage 1 (KS1) classes of 30 pupils per class.

Shine as Lights in the World is our school vision and we believe it is central to the care and protection of our children, our first and most important duty as educators. Our vision, which has been developed and widely shared with our whole community, makes protection and safeguarding everybody's responsibility. Our School adheres to the highest standards and adults model day-to-day fair and equal treatment so that all our children see in action that respect and dignity is about how we treat one another. **Our Golden Rule** is: We will treat one another in a fair and equal way and treat others in the way we wish to be treated.

Applicants **who are applying under Category 5** of the Admissions Policy must please ensure that this form is completed and signed by their Rector, parish priest or minister and returned back to the school office either in person, by post or by email (admin@woolmergreen.herts.sch.uk).

You are asked to complete and sign this form to assist Governors in ensuring that those most qualified for admission under Category 5 are properly considered. The relevant criteria (in priority order for the offering of places) are as follows:

Category 5: Children living outside the area as defined in Category 2, but where one or more of the child's parents/guardians have, at the time of application, and for a period of six months previously, attended public worship at a Church of England church at least once a calendar month. Applicants in this category are required to provide written evidence of this and hence are requested to complete the school Supplementary Information Form.

In the event that, during the six month period specified for attendance at worship, the church or place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of category 5 will only apply to the period when the church (or place of worship) or alternative premises have been available for public worship.

You are kindly requested to complete the following:

Name of child:

Name and address of Church attended by parents/guardians:

I confirm that we have regularly worshipped at the above church at least once in each calendar month for a minimum of 6 months prior to _____ (please insert date of application)

Parents/guardians signature:

Date:

Clergy are kindly requested to complete the following:

I confirm that this family has regularly worshipped at this church at least once in each calendar month for a minimum of 6 months prior to the date set out in the declaration above.

Name of Clergy and position in Church:

Contact telephone number:

Clergy signature:

Date:

To be completed by the Applicant:

I confirm that all the information I have provided on the form is correct. ☐

Signed:

Date:

