



School Admissions Consultation for School year 2023-24

The Governing Body of Emmanuel Church of England Primary School consulted for the **seven (7) weeks** (noting the statutory minimum period of **six (6) weeks**) between **Friday 19 November 2021** and **Friday 7 January 2022** continuously.

The details of the consultation and the proposals were published during that period on the school website, in newsletters to parents and carers and on the Emmanuel Church website. Other stakeholders were informed of this consultation on our behalf by the Admissions Team of the London Borough of Camden. The London Diocesan Board for Schools was also consulted as part of the Governors' statutory duty.

For both the Main School and Nursery Admissions Policies, the consultation was as follows:

- 1) To offer additional guidance for admissions out of normal year group (Main School only)
- 2) To clarify how Late Applications will be considered
- 3) Whether to prioritise children of Staff of Emmanuel C/E Primary School to encourage quality staff recruitment and retention
- 4) **Route A** Oversubscription Criteria:
 - a) Whether to consolidate and prioritise all Siblings applicants to emphasise the importance of family
 - b) Whether to include siblings of Emmanuel Church Members who have recently moved to the area
- 5) To clarify that applicants providing insufficient evidence for **Route A** applications will automatically be considered under **Route B**.
- 6) Whether to require children applying under the **Route B** sibling criterion to have had a sibling that also applied via **Route B**
- 7) To clarify when the Waiting List will be compiled and how it will be managed

Three (3) written responses were received as part of the consultation. The breakdown of these responses was as follows:

Proposed Amendment	Those in favour	Those against	Those abstaining / expressing no strong view either way
To offer additional guidance for admissions out of normal year group (Main School only)	1		2
To clarify how Late Applications will be considered	1		2
Whether to prioritise children of Staff of Emmanuel C/E Primary School to encourage quality staff recruitment and retention	2		1
Within the Route A Oversubscription Criteria: Whether to consolidate and prioritise all Siblings applicants to emphasise the importance of family	1		2
Within the Route A Oversubscription Criteria: Whether to include siblings of Emmanuel Church Members who have recently moved to the area	1		2
To clarify that applicants providing insufficient evidence for Route A applications will automatically be considered under Route B	1		2
Whether to require children applying under the Route B sibling criterion to have had a sibling that also applied via Route B		1	2
To clarify when the Waiting List will be compiled and how it will be managed	1		2

In response to consultation feedback, and in consultation with the Admissions Committee, the following clarifying Definition to the Admissions Policies was proposed for acceptance:

In all Routes

All definitions and criteria are derived from the School Admissions Code 2021 as determined necessary by the Governors of Emmanuel Church of England Primary School as set out in Section 1: Determining Admissions Arrangements.

In response to consultation feedback, and in consultation with the Admissions Committee, the following clarifying guidance to the Waiting List arrangements in the Admissions Policies was proposed for acceptance:

An offer will be made to the applicant at the top of the waiting list, subject to verification of current application details (Home^{vi} address and Supplementary Form for Route A and Home^{vi} address for Route B).

The Governors discussed the responses at their Finance and Admissions Committee meeting on 9 February 2022 and again at the Full Governing Body meeting on 22 February 2022, when the admissions policy for 2023-24 was determined by the whole Governing Body, as required by law. After discussion, in which the consultation and the issues raised were carefully scrutinised, the Governors determined the following policy amendments for 2023-24:

Proposed Amendment	Decision of the FGB
To offer additional guidance for admissions out of normal year group (Main School only)	Proposal Accepted
To clarify how Late Applications will be considered	Proposal Accepted
Whether to prioritise children of Staff of Emmanuel C/E Primary School to encourage quality staff recruitment and retention	Proposal Accepted
Within the Route A Oversubscription Criteria: Whether to consolidate and prioritise all Siblings applicants to emphasise the importance of family	Proposal Accepted
Within the Route A Oversubscription Criteria: Whether to include siblings of Emmanuel Church Members who have recently moved to the area	Proposal Accepted
To clarify that applicants providing insufficient evidence for Route A applications will automatically be considered under Route B	Proposal Accepted
Whether to require children applying under the Route B sibling criterion to have had a sibling that also applied via Route B	Proposal Rejected
To clarify when the Waiting List will be compiled and how it will be managed	Proposal Accepted
To add a clarifying definition referencing the School Admissions Code	Proposal Accepted
To add clarifying guidance to the Waiting List arrangements relating to current application details	Proposal Accepted

This decision of the Governing Body thus reflects the majority view expressed in the consultation, and further takes account of the considerations of staff, pupils, and other stakeholders as well as the Governors’ own strategic vision for the school.

The Governors will regularly review the admissions policy in the context of the school’s ethos and objectives, and seek to ensure that the policy best serves all of Emmanuel’s stakeholders, including current and future parents/carers, the wider community of West Hampstead, other Camden Schools, the London Borough of Camden and the London Diocesan Board for Schools.

The Governors would like to thank most sincerely all those who responded to this consultation and to assure them that all of the views expressed were carefully considered in determining the admissions policy of Emmanuel School for 2017-18.