The Aldgate School

ADMISSIONS POLICY FOR SEPTEMBER 2026-2027 AND IN-YEAR ADMISSIONS POLICY

The Aldgate School
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Our Vision

Every member of our school community will develop a questioning approach to faith, grounded in the principles of Christian hope, which prompts everyone to seize every opportunity for growth, to look beyond themselves and lovingly serve their community and the wider world.

Faith, hope and love abide, these three: and the greatest of these is love. 1 Corinthians 13:1

Our mission

At The Aldgate School we aim to provide an exceptional education for every child in a safe, stimulating environment where everyone is valued and respected. We believe education is a partnership between home and school. We encourage the spiritual development of the children and the knowledge of God and the world.

We provide:

- A stimulating, broad and balanced curriculum for every child.
- A religious education according to the principles and practices of the Church of England in a context where everyone is valued and respected.
- Excellent teaching and carefully targeted support to ensure every child is challenged to excel and achievements are celebrated.
- Staff development to ensure our staff are well trained.
- A safe, disciplined environment where all members of our school community are expected to treat each other with courtesy and respect.

Parents Right To Withdraw Pupils: Under the School Standards and Framework Act 1998 as amended by the Education Act 2002 parents have the right to withdraw their child/children from Worship and RE. Under Section 404 of the Education Act 1996 parents have the right to withdraw their child/ children from any part of the school's Sex Education programme (other than those in the Science National Curriculum). The Governors hope that parents, by choosing a Church of England for their child, will support the education provided and not withdraw their children.

THE ALDGATE SCHOOL ADMISSIONS POLICY FOR RECEPTION AND IN YEAR APPLICATIONS

For Academic Year 2026/2027

The Aldgate School is a Church of England Voluntary Aided primary school. The responsibility for the admission of pupils rests with the governing body. The school's current published maximum admission number is 30 children per class for Reception upwards. In our Nursery class we have an admissions number of 28 and a maximum class size of 34 (allowing space for the children in the Children's Centre all year-round provision. If this provision is not in place for the 2026/27 academic year the admissions number for the Nursery Class will be 30). These arrangements and the admissions criteria (below) are reviewed annually. When there are more applications than there are places available, the Governors will admit pupils according to the following criteria, which are listed in order of priority.

Priority will be given to children with Education, Health and Care Plans (EHCP) where this school is named in the plan.

1. Children 'Looked After' by a Local Authority, previously looked after children who left care under a child arrangement or special guardianship order, or those adopted from local authority care. This includes those who appear to have been in state care outside of England.
2. Children who will have a sibling attending the school in the academic year of admission.
3. Children whose parent(s) worship and have done so fortnightly and continuously and have done so for the previous two years, in the Parish Church of St Botolph's, Aldgate (equating to 26 times each year).

   NB: In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church has been available for public worship.

4. Children for whom this is the nearest Church of England school in order of proximity of home to school, measured in a straight line distance, whose parent(s) worship fortnightly and continuously in Anglican Churches or churches of other Christian denominations, (such denominations being members of Churches Together in Britain and Ireland (CTBI) and the Evangelical Alliance), and have done so for the previous two years.
5. Children who have a place in the Nursery Class, who are resident in the Admissions Priority Area (for Nursery admissions – children who have a place in the Children's Centre, who are resident in the Admissions Priority Area).
6. Children living in the Admissions Priority Area in order of proximity of home to school, measured in a straight line distance.
7. Children of members of staff if the staff member is filling a post for which there is a demonstrable skill shortage. Priority will be limited to one place for each form of entry in any year.
8. Any other children in order of proximity of home to school, measured in a straight-line distance.

Terminology, definitions and notes on the oversubscription criteria

a) If there are more applicants than places in any of the above categories, priority will be given to applicants living nearest the school, in order of proximity of home to school, measured in a straight line distance.
b) Highest priority will be given to 'Looked After' children and children who were previously 'Looked After'.
c) A Parent is a person who has parental responsibility for or is the legal guardian of the child.
d) Length of attendance at the church must be by the application closing date. If you are applying under criteria 3 or 4 a completed supplementary information form (SIF) should be sent to the school directly and you should obtain a receipt confirming the date the form was received by the school. You should contact the school if you do not receive a receipt within 10 school days as it may mean we have not received your SIF. If we do not receive your SIF by the deadline date, we will not be able to apply your application to criteria's 3 or 4 and will be applied to either criterion 6 or 8 as applicable instead.

e) The Aldgate School will use the City of London's Geographical Information System (GIS) to measure straight line distance to prioritise applicants for admission. The distance will be measured from the address point as indicated within the Local Land and Property Gazetteer (LLPG) to the address point of the school within the LLPG as a straight line. Measurements by alternative systems and/or to other points will not be taken into account in any circumstances. Where applicants have identical distance measurements, priority amongst them will be determined at random.

f) Sibling refers to brother or sister, adopted brother or sister, step brother or sister or foster siblings of the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as the sibling.

g) Children attending nursery class at The Aldgate School will not gain automatic entry into the reception class. Parents must re-apply for a reception class place.

Other information and policy

h) **Fraudulent Information**: If the allocation of a place has been made on the basis of fraudulent or intentionally misleading information, the governors reserve the right to withdraw the place.

i) **Applicants must apply through their home local authority for places in the Reception class or above**: The application deadline date for September Reception admissions is 15 January 2026.

j) **Applicants must apply directly to the school for places in the Nursery class.** The application deadline date for September admissions to the Nursery is 15th February 2026. The application form can be found on the website or by contacting the school office.

k) **There is only one intake in September per year** and it is the policy of the Governors for admission to the Nursery and Reception Classes in September only.

l) **Tie Break**: In the case where there are several applicants for one place, distance from home to school will be used to resolve the tie break using the method detailed above (e). Where two or more applicants have the same distance, random allocation in the presence of an independent witness will be used.

m) **Infant Class Size**: Infant classes (those where the majority of children will reach the age of 5, 6 or 7 during the school year) must not contain more than 30 pupils with a single school teacher. However, under exceptional circumstances the school will be able to exceed this number in cases where one twin or multiple birth sibling is ranked at number 30.

n) **Split Residency**: Where a child lives with parents with shared responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child's residence is split equally between both parents, then parents will be asked to determine which the residential address is for the purposes of admission to school. If the residence is not split equally between both parents, then the address used will be the address where the child spends the majority of the school week.

o) **Supplementary Information Form**: If applicants are applying for a school place under criteria 3 or 4 of the oversubscription criteria, they should also complete a Supplementary Information Form (available from the school) so that the governors may consider their application fully and must return it to the school office by 15 January.

p) **In-Year Admissions**: Applicants must complete the School's In-Year application form. In-Year application form and name The Aldgate School as one of their preferences. Places cannot be offered if there are no vacant places available within the year group however, you have the right to appeal any decision. You will be offered the opportunity of being placed on a waiting list. This waiting list will be maintained by the governing body in the order of the oversubscription criteria and not in the order in which the applications are received. When a place becomes available the governing body will decide who is at the top of the list so that the LA can inform the parent that the school is making an offer.

q) **Late Applications**: Late applications will only be considered after all on-time applications have been processed.

r) **Waiting List**: Children who are not offered a place can be put on the waiting list by contacting the school.

s) **Proof of Home Address**: Proof of permanent home address will be required and will include current council tax statements, child benefit letter or any other documentation considered appropriate. Documents will only be used for the purpose of verifying an applicant's home address.

t) **Independent Admissions Appeal Committee**: Parents who are not offered a place for their child in the Reception Class (30 places) are entitled to appeal under the School Standards and Framework Act 1998. The appeals panel will consider all the following matters, 1) whether the admission of an additional child/additional children would breach the infant class size limit; 2) whether the admission arrangements (including the area's co-ordinated admission arrangements) complied with the mandatory requirements of the School Admissions Code and Part 3 of the School Standards and Framework Act 1998; 3) whether the admission arrangements were correctly and impartially applied in the case(s) in question; and 4) whether the decision to refuse admission was one which a reasonable admission authority would have made in the circumstances of the case.

u) **If parents would like to make an appeal**, the published appeals timetable sets out the appeals process and is available to view from The Aldgate School's website https://www.thealdgateschool.org/key-information-1/admissions

v) **Admission of children outside their normal age group**: If you would like your child to be educated outside their normal age group the governing body will consider your request according to your child's circumstances. You must state clearly why you feel admission to a different year group is in your child's best interest and provide evidence to support this. Parents are advised to contact the school at the earliest opportunity for advice.

w) **Part time places**: The typical arrangements are for all Reception age children to attend their reception class full-time throughout the year. Where parents wish, they can request in writing that their child may attend part-time until - but not beyond - the point at which they reach compulsory school age.

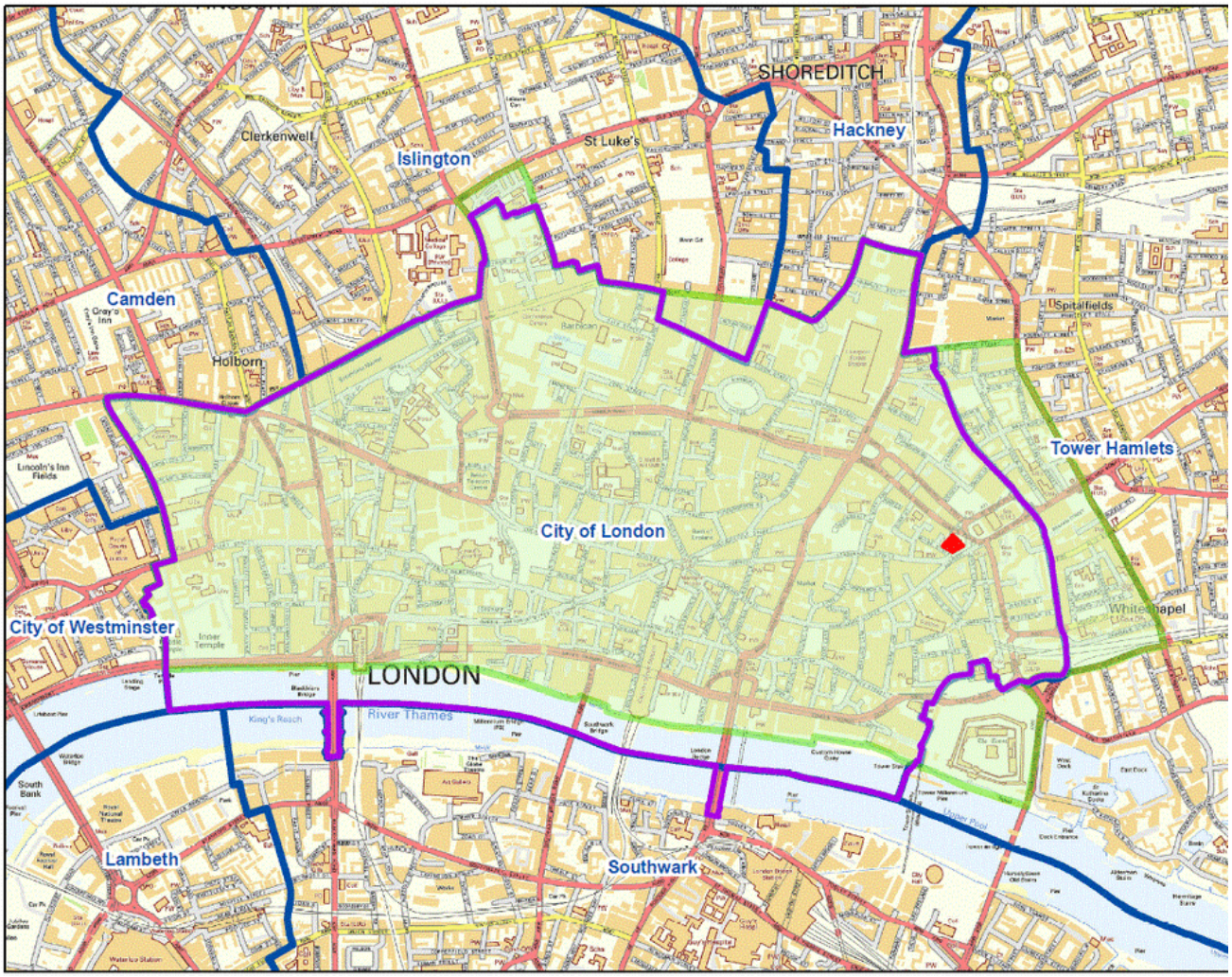
x) **Deferred entry**: While most parents are happy for their child to start school in the September following their fourth birthday, some parents will have concerns about whether their child will be ready for school at this point, and will consider deferring their entry until compulsory school age. Before deciding to defer their child's entry to school, we would recommend that parents discuss this matter with school. Deferred entry only applies up to time that your child is of statutory school age – the term after a child turns 5 or the beginning of the summer term for summer born children.

y) **Applications to the Child and Family Centre:** This policy does not apply to children requiring places in the Child & Family Centre, which has a separate admissions policy. A copy of the application form is available from the school website.

z) **Admissions Priority Area (see over):** The governing body have determined the following admissions priority area for the school which will be used in relation to oversubscription criteria 6. A more detailed map can be found on our school website- www.thealdgateschool.org

Admissions Priority Area

The governing body have determined the following admissions priority area for the school which will be used in relation to oversubscription criteria 6. A more detailed map can be found on our school website- www.thealdgateschool.org
The school is represented by the red square on the map.


SHOREDITCH
Hackney
Clerkenwell
Islington
St Luke's
Camden
Holborn
Spitalfields
Tower Hamlets
City of London
City of Westminster
LONDON
River Thames
Lambeth
Southwark