



## **Proposals for Consultation**

### **2016-2017 Draft Admissions Policy for Reception Class and Years 1 to 6**

Krishna Avanti Primary School ("the School") as a state-funded school is part of the Avanti Schools Trust, a multi-sponsor/proposer of high quality education for all with a growing number of schools, including a voluntary-aided (VA) school, an academy, and two Free schools. The school started as a VA school and converted to an academy with a Hindu designation in 2012.

The Vision Statement of the School reflects its distinctive character which is to help children realise their spiritual, moral and academic potential in a welcoming, secure and supportive environment centred around loving service to Lord Krishna. The school enables pupils to enjoy learning, to develop character and competence, and to prepare for secondary education & the responsibilities of adult life as citizens of contemporary Britain.

All parents and carers as well as applicants are encouraged to give their full, unreserved and positive support for the aims and ethos of the School.

The School is a two form entry school although it will not be until 2019 when all classes from Year R to Year 6 will have two forms. In September 2013, two forms in the reception class were established with an intake of 60 pupils.

Kaps Harrow	2016-17	2017-18	2018-19	2019-20
R1	30	30	30	30
R2	30	30	30	30
Y1	30	30	30	30
Y1	30	30	30	30
Y2	30	30	30	30
Y2	30	30	30	30
Y3	30	30	30	30
Y3	30	30	30	30
Y4	30	30	30	30
Y4		30	30	30
Y5	30	30	30	30
Y5			30	30
Y6	30	30	30	30
Y6				30
Total number of Pupils	330	360	390	420

Parents should be aware that as a popular school, we receive more applications than the number of places available. Submission of an application does not guarantee the offer of a place at the School.

In accordance with the law, parents of children already attending our school's nursery class will need to apply for admission for a place in the Reception Class. Attendance at a school's nursery class does not guarantee admission to the Reception.

### **Admissions and Oversubscription Criteria**

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority:

1) All looked after children and All adopted children who were previously looked after (and children who leave care under a special guardianship or residence order) immediately following having been looked after.

2) Siblings of children who are attending the School at the start date of the new entrant

3) Ten children per year from practising Hindu families who worship regularly at ISKCON Bhaktivedanta Manor (Hillfield Lane, WD25 8EZ) using the following criteria in order of priority:

a) Families who have taken initiation (diksha) within ISKCON and are regularly attending Sanga (registered congregation programmes)

b) Families who are registered candidates for initiation within ISKCON and are regularly attending Sanga

c) Families who have taken initiation within ISKCON or who have graduated from an ISKCON gurukula

d) Families who worship at least monthly at Bhaktivedanta Manor temple

(Applicants applying under this criterion must complete the Bhaktivedanta Manor Form section of the SIF. If more applicants apply under this criterion than available places, then unsuccessful applicants will be considered under criterion 6 and ordered in accordance to distance to the school.)

4) Community places: Any ten children per year group based on distance criterion alone, irrespective of their faith (Applicants applying under this criterion are not required to complete a SIF.)

5) Children of staff will be given priority where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made.

6) Children from practising Hindu families (Applicants applying under this criterion must complete all sections of page 1 of the SIF)

7) Any other children

### **In-Year admissions**

Prior to September 2013, there were no community places (criteria 4 above) earmarked for applicants for admission to the Reception class. Therefore:

- For in-year vacancies occurring in classes enrolled to the Reception classes since September 2013, the above criteria will apply in its entirety in the same priority order as above and places will be offered to applicants on a 'like for like' basis;

- For in-year vacancies occurring in classes enrolled to Reception classes prior to 2013 when no community places were earmarked, the above criteria will still apply in the same priority order as above in allocating places to applicants except that the distance of residence of an applicant will become the proxy for the 'community' criteria above.

### **Tie-break**

In the event of there being insufficient vacancies to admit all applicants in any of the categories detailed above, priority will be given to children whose home address is the shortest distance from the centre point of the school site. Where two or more applicants live equidistance from the school and places cannot be offered to all children, the places will be offered using random allocation in the presence of an independent witness.

### **Twins and Multiple Birth**

In cases where only one place is available and twins (or other multiple birth children) tie for that place, both (or all) will be offered a place even if this exceeds the planned admission number.

### **Children with a Statement of Special Educational Needs**

The admission of children with a statement of Special Educational Needs is dealt with by a completely separate procedure. Details of this separate procedure are set out in the Special Educational Needs Code of Practice.

### **Hindu and Bhaktivedanta Manor Places**

Bhaktivedanta Manor is the UK Headquarters of ISKCON. It helped to establish the school and is represented on the iFoundation as the approved religious body for the section 48 inspections of the quality and effectiveness of religious education in the school. As part of its role, the iFoundation assists with setting the ethos of the School and nominates a Governor to the School Governing Body. Priority is therefore given for ten places out of the sixty in each year to children who worship with their families at Bhaktivedanta Manor. The process for allocating these places is defined in the admission criteria.

Evidence of Hindu practice or attendance and of regular worship at Bhaktivedanta Manor (if claimed) is provided by applicants on the Supplementary Information Form.

Applicants must complete the relevant parts of the form and then ask an authorised officer at their local temple or at Bhaktivedanta Manor (as the case may be) to countersign the form. Some higher years will remain one form of entry with thirty places each until 2019 when the school has its full quota of two forms in place. Therefore, only five places out of the thirty in each year would be allocated to children who worship with their families at Bhaktivedanta Manor.

### **In-Year Admissions**

Applications for In-Year admissions are made directly to the Council using a common application available from Harrow Council. If more applications are received than there are places available then applications will be ranked by the governing body in accordance with the oversubscription criteria. If a place cannot be offered at this time then you may ask us for the reasons and you will be informed of your right of appeal. 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. Names are removed from the list at the end of each academic year and a renewed application may be made by the parents if they wish to continue seeking a place at the school. When a place becomes available the governing body will inform Harrow Council that the school is making an offer.

### **Fair Access Protocols**

The school is committed to taking its fair share of children who are vulnerable and/or hard to place as set out in locally agreed protocols. Accordingly, outside the normal admissions round the governing body is empowered to give absolute priority to a child where admission is requested under any local protocol that has been agreed by both the I-Foundation and the governing body for the current school year. The governing body has this power even when admitting the child would mean exceeding the published admission number.

### **Admission Procedure for a Place in Reception September 2016**

- a) Although not part of the procedure applicants are encouraged to attend Open Days before applying.
- b) Applicants must complete the Local Authority (LA) "Common Application Form" (CAF) that must be returned to the LA. They must also complete a Supplementary Information Form (SIF) if wishing to apply for a place on the basis of Hindu practice or attendance or for a Bhaktivedanta Manor place (BMF).
- c) The SIF must be returned to the School office and not the LA by the published closing date for receipt of applications.
- d) The CAF and SIF forms can be obtained from Access Harrow at the Harrow Civic Centre, online at [www.harrow.gov.uk/schooladmissions](http://www.harrow.gov.uk/schooladmissions) and the School office. The SIF form can also be obtained online at [www.avanti.org.uk/kapsharrow](http://www.avanti.org.uk/kapsharrow)
- e) Applications must be submitted no later than the date specified for the return of the LA's CAF.
- f) Applications received after the closing date will be considered after those received on time.
- g) Offers of Reception places will be sent to applicants from Harrow LA.
- h) Unsuccessful applicants will be placed on a waiting list for each year group. If a place becomes available this will be allocated using the School's admissions policy and oversubscriptions criteria. This will be revised annually. Waiting list is maintained for each sub category, and a place is offered to the next child on the waiting list from which the vacancy would have arisen. In case of no one on waiting list in that category, then allocation starts from priority wise category as listed in the over subscription criteria.
- i) Unsuccessful applicants have the right to appeal and information will be sent with the decision letter from Harrow Local authority.

### **Interpretation of the terms used in the Admissions Policy and Oversubscription Criteria**

**Looked after Children** - A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school.

Under the terms of the Adoption and Children Act 2002. See Section 46 (adoption orders).

Under the terms of the Children Act 1989. See Section 8 which defines a 'residence order' as an order settling the arrangements to be made as to the person with whom the child is to live.

See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

**Sibling** - A child's brother or sister living at the same address. This includes a child's half brother or sister, adopted/foster brother or sister and step brother or sister or children living within a single family unit of co-habiting adults. However this will not apply where the older child will leave school before the younger one starts.

**Practicing Hindu Family** - Members of the family who follow one or more of the following practices. Worship, Festivals, Pilgrimage, Rites of Passage and Dharma as defined by the Heart of Hinduism website <http://hinduism.iskcon.org/practice>. Heart of Hinduism is an educational resource that explains Hindu tradition in clear terms. It is produced by practitioners of the tradition and is meant for all who wish to broaden their knowledge of Hindu tradition.

**Family** - For the purpose of defining when a child is from a practicing Hindu family, relevant family members will only include parents/carers/guardians who have the lawful authority to submit an application for a school place for the child, and are doing so.

**Distance** - Measured in a straight line from home to the centre point of the school site, using the Local Authority's computerised mapping system based on Ordnance Survey data. The journey is measured from the address point for the home address to the centre point of the school site.

**Home Address** - 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 residential address should be used for the purpose of admission to school. If no joint declaration is received where the residence is split equally by the closing date for applications, the home address will be taken as the address of the parent who receives child benefit. In cases where parents are not eligible for child benefit the address will be that of the parents where the child is registered with the doctor. 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.

### **Interpretation of terms used in Bhaktivedanta Manor Oversubscription Criteria and Bhaktivedanta Manor Form**

**Initiated Family**- A family in which parent(s) / parent carer(s)/ legal guardian(s) have accepted shelter of a bonafide ISKCON guru and committed to follow the principles laid down by the authorities within ISKCON.

**Sangas (registered congregational programmes)**- Regular congregational spiritual development meetings (usually held weekly/ fortnightly/ monthly) led by an experienced practising devotee recognized by the local temple.

**'Regular attendance'**- 'attendance' at the temples/ sanga groups are not register based and traditionally conformed by Minister of Religion or Senior Management or Temple Council. Frequency of attendance should be atleast 1 month.

**Registered Candidates for Initiation**- Local temple maintains a regular register of practicing devotees who aspire to get initiated and hence follow the prescriptive rules for same (four regulative principles and chant 16 rounds of Hare Krishna Maha mantra).

**Graduation from ISKCON Gurukul** – Graduation record from the local ISKCON temple run independent school (Gurukul).



**Supplementary Information Form (SIF)**

Applications submitted on the basis of Hindu faith should be accompanied by this Supplementary Information Form. This form is to be completed by both the parent/guardian and the recognized temple representative, acting as referee.

Sibling Application Yes / No If yes please specify Sibling Name ..... and Year .....

**Please tick one:**

- This is to support an application for a Nursery place
- This is to support an application for a Reception place
- This is to support an application for an In year application for Year \_\_\_\_\_

**Section 1 (To be completed by the parent/guardian)**

Name of child:..... Date of Birth of child: .....

Address of the child (including postcode):  
.....  
.....

Contact number (s): .....

Email: .....

I parent/guardian.....confirm the above information is correct.

Relationship to Child:.....

Signature: .....

**Section 2 (To be completed by a local temple)**

Please tick the box below as appropriate:

- I am confidently aware that the family are practising Hindus and regularly attend the Temple i.e. they follow all the key tenets of the faith as practised by our Temple

**Section 3 (To be completed by a local temple)**

I certify that the above information is correct.

\*Full name:.....Position: .....

Name and address of temple: .....

Contact number: .....

Email: .....

Date: ..... Signature: .....

Official temple stamp:

\*N.B. School may check with temple priest if not registered as an authorised signatory with the school.

Please return the completed form to: Admissions, Krishna Avanti School, Camrose Avenue, Edgware, HA8 6ES



## Bhaktivedanta Manor Form (BMF)

Applications submitted on the basis of Criteria 3 of the School's Admissions Policy should submit this form along with a completed Supplementary Information Form. Applications that do not result in a place under Criteria 3 will automatically be considered in accordance with the oversubscription criteria.

Sibling Application Yes / No If yes please specify Sibling Name ..... and Year .....

**Please tick one:**

- This is to support an application for a Nursery place
- This is to support an application for a Reception place
- This is to support an application for an In year application for Year \_\_\_\_\_

**Section 1 (To be completed by the parent/guardian)**

Name of child:..... Date of Birth of child: .....

Address of the child (including postcode):  
.....  
.....

Contact number (s): .....

Email: .....

I parent/guardian.....confirm the above information is correct.

Relationship to Child:.....

Signature: .....

**Section 2 (To be completed by Bhaktivedanta Manor) Please tick only one box as appropriate:**

- a) Families who have taken initiation (diksha) within ISKCON and are regularly attending Sanga (registered congregation programmes)
- b) Families who are registered candidates for initiation within ISKCON and are regularly attending Sanga
- c) Families who have taken initiation within ISKCON or who have graduated from an ISKCON gurukula
- d) Families who worship at least monthly at Bhaktivedanta Manor temple

**Section 3 (To be completed by Bhaktivedanta Manor)**

I certify that the applicant qualifies for the category as ticked above.

\*Full name:.....Position: .....

Name and address of temple: .....

Contact number: .....

Email: .....

Date: ..... Signature: .....

Official temple stamp:

\*N.B. School may check with temple priest if not registered as an authorised signatory with the school.

Please return the completed form to: Admissions, Krishna Avanti School, Camrose Avenue, Edgware, HA8 6ES