

**ST. PETER'S DROITWICH C OF E ACADEMY  
SUPPLEMENTARY INTERNAL SORTING FORM FOR ADMISSION IN ACADEMIC  
YEAR 2025/2026**

Applicant's Name(s).....
Applicant's Address..... .....
Tel No.....
Child's Surname.....
Child's First Names.....
Date of Birth.....Age on admission.....
Child's Address (if different to applicant's)..... .....
Tel. No. (if different to applicant's).....

I/We.....and.....being the parent(s)/guardian(s) of the above named child, have applied for his/her admission to St. Peter's Droitwich C of E Academy using the Local Authority Admissions Form.

For the purposes of applying the oversubscription criteria, I/we have made the application under the following criteria: *(Please read our Admissions Policy carefully and tick any box that applies to you.)*

- 1. 'Looked after' children and previously 'Looked after' children and children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.**

A 'Looked after child' has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (eg children with foster parents) at the time of making the application to the school. A 'Previously looked after child' is a child who immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order and includes those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted. This will also include privately fostered children.

- 2. Siblings.** Children who have a sibling at the school at the time of application. The term sibling includes half-siblings (that is children who share one birth parent), step-siblings, fostered and legally adopted children. They must also be living at the same primary residence (as defined in Notes).

- 3. Denominational.** Children whose parent(s)/carer(s) are faithful and committed worshippers, this means attending any of the following at least twice a month for a minimum period of six months (once a month for Blaze (previously known as Messy Church) prior to application:

- a) the Droitwich Spa Church of England churches comprising St Peter de Witton, St Augustine's, St Andrew's, St Nicholas' or St Nicholas' Blaze (previously known as Messy Church).
- b) any other Church of England church, and for whom this is the nearest Church of England school.
- c) one of the other Christian Congregations in the town of Droitwich Spa that is a member of Churches Together in Droitwich Spa (as defined in Notes).

For the purposes of criterion 3, a letter of support from their parish priest, minister or church leader must accompany the application confirming attendance of any of the named churches at least twice a month for a minimum period of six months prior to application.

- 4. **Catchment.** Children whose primary residence is, on the closing date for applications, in the catchment area of the school. Details of the catchment area are available from the school.

If there are more applications than places under any of criteria 1 to 5, places will be allocated to those children whose primary residence is nearest to the school by the shortest straight line distance.

Pupils who live nearest to the school by the shortest straight line distance. The measurement will be taken using the GeoCode Points for each property and the Geocode point for the school. The Rivers MAT Trustees will utilise the Local Authority software package called Arcview GIS to determine distance. Ordnance Survey supplies the co-ordinates that are used to plot an address within this system.

(In the event of equi-distance applicants, any place will be allocated by random selection (lottery). Someone totally independent of the Rivers MAT Trustees will supervise this process).

- 5. **Distance.** Children whose primary residence is nearest to the school by the shortest straight line distance.

**Notes:**

**Primary Residence**

For the purposes of this admissions policy, "primary residence" is considered to be the permanent, only or main residence of a child. Documentary evidence may be required. Where care is split equally, the address to be used for the purpose of allocating a place must be stated on the application forms.

**Churches Together in Droitwich Spa**

Applications are welcome from members of any churches that comprise Churches Together in Droitwich Spa. The current Churches Together in Droitwich are the following churches: Droitwich Baptist Church, Emmanuel Church (Assemblies of God), Droitwich Methodist Church, Sacred Heart and St Catherine of Alexandria Roman Catholic Church, and Droitwich Salvation Army Church.

This is a supplementary sorting form and parent(s)/guardian(s) must also complete the necessary form from the Local Authority. For EYFS New Starters an online application needs to be completed at <https://www.worcestershire.gov.uk/schooladmissions> or for In Year applications [www.worcestershire.gov.uk/inyearapplications](http://www.worcestershire.gov.uk/inyearapplications)

**Signed:**.....**and**.....

**Date:**.....