

Nishkam School West London - Determined Admission Arrangements Reception Year and Year 7 2018.

School name	Nishkam School West London		
School address	Syon Lane, Osterley, TW7 5PN		
Head teacher	Ms Funmi Alder	Tel no:	0203 141 8760
Principal	Mr Thomas Cragg		
Contact for Admissions	Ishwinder Kaur Mahon	Tel no.:	0203 141 8760
Admission Number	100		

School Statement	<p>The Nishkam School West London (NSWL) is an exceptional state-funded independent school for North West London. It is a non-selective, inclusive school for both boys and girls aged 4 – 19 years. NSWL is a Sikh ethos multi-faith school open to all. The school is a member of the multi-academy trust of schools known as the Nishkam School Trust (NST).</p> <p><u>NST School Vision</u> To empower children with values to enable them to excel academically and spiritually, enabling them to serve humanity selflessly (<i>Nishkam</i>) with an abundance of love, compassion and forgiveness.</p> <p><u>Sikh ethos</u> Encourages pupils to practice their own faith whilst learning about major world religions and supporting others to practice their respective faiths.</p> <p><u>Multi-faith approach</u> Encourages and supports pupils of all faiths and none in a context of shared values.</p> <p>At NSWL we believe that all pupils can succeed when given outstanding teaching, pastoral care and family support. We offer academic excellence with faith inspired values. The overall Nishkam approach to education can be summarised as: “More than Academic Excellence, More than a School, More than Self”.</p> <p><u>More than Academic Excellence.</u> We offer excellence in education and inspire in children a passion for lifelong learning. We provide learning experiences which build character and responsibility. We offer an enhanced National Curriculum to prepare children for secondary education and promote their well-being.</p> <p><u>More than a School.</u> We work to foster communities which actively support children throughout life, both within and beyond then School gates. We work with parents, families and guiding institutions to ensure children are surrounded by positive role models and mentors. These partnerships will help ensure children grow up happy, healthy and well educated.</p> <p><u>More than Self.</u> The Nishkam School is driven and sustained by the principle of being '<i>nishkam</i>' – a mind-set to serve others without expectation of reward or recognition. Our experience shows that this selfless practice promotes humility and can unlock great potential to transform ourselves</p>
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	and the world around us.
Background	<p>Applications are welcome from pupils of all faiths and none. Offers will be made according to the over-subscription criteria set out below.</p> <p>The Sikh <i>Dharam</i> (faith, religion) is emphatic about respecting all religions and beliefs, and does not seek to convert others.</p> <p>The school has a strong Sikh ethos multi-faith approach, promoting respect for all religions and faiths. Further details of the school's ethos and values are available on the school website: www.NishkamSchoolTrust.org</p>
Overview of Admissions Process	<p>How to apply in September 2018</p> <p>The NSWL admissions process is administered by the London Borough of Hounslow through the "pan-London Co-ordinated Admissions Scheme."</p> <ul style="list-style-type: none"> • All applicants must apply to the Local Authority in which they live by completing the Reception Common Application Form (R-CAF) - also known as the Local Authority Preference Form (LAPF). • Applicants applying for any faith place must also complete the Supplementary Information Form (SIF) and return it to the School. • Those applying for an open place just need to complete the local authority form. <p>The appropriate form/s must be received on time by the local authority and school respectively. Late applications will be considered as 'In-Year Application'.</p> <p>Full details and key dates are provided by each local authority. Many LAs only accept online applications. It's important to understand your LAs admissions guidance, which is available on their website and in Council Offices (for example: For Hounslow Borough Council please see: https://www.hounslow.gov.uk/info/20026/school_admissions)</p> <p>How to make an In-Year application</p> <p>Applications made outside the normal admissions round (called "In-Year" admissions) are made using the local authority 'In-Year' application form which must be returned to local authority.</p> <p>Applicants applying for any faith place must also complete the Supplementary Information Form (SIF) and return it to the school.</p> <p>If a place is available and there is no waiting list then the School will admit the new applicant. If more applications are received than there are places available then all applications on the waiting list will be ranked in accordance with the over subscription criteria.</p>
Children with a statement of special educational needs	Any child with a Statement of Special Educational Needs or a Health, Education and Care Plan is required to be admitted to the school that is named in the Statement. This gives such children overall priority for admission to the named school. This is not an over-subscription criterion.
Over subscription	<p>Where the number of applications received is equal to or fewer than the published admissions number, all applicants will be offered a place without being ranked.</p> <p>Where the number of applications is greater than the published admission number, all applications will be ranked using the over subscription criteria set out below.</p> <p>All applicants for the Faith category who are not offered a place under that category will automatically be considered within the open category according to the over subscription</p>

	criteria for that category.
Over subscription Criteria	<p>Where the number of applicants is greater than the published admission number, up to 50% of places will be offered to each of the following two categories.</p> <p><u>Category 1 – Faith based places</u> Faith based applicants will be ranked in the following order.</p> <p>Priority Faith-based places</p> <ol style="list-style-type: none"> i. Looked After or Previously Looked-After Children¹ – applying for a faith place. ii. Siblings² – applying for a faith place. iii. Children of staff³ – applying for a faith place. <p>Remaining Faith-based places will be allocated in the following order.</p> <ol style="list-style-type: none"> i. Child (and/or parent/s or guardian/s) is/are <i>Amritdhari</i>⁴ (formally initiated) Sikhs. ii. <i>Keshdhari</i> Sikh child (has uncut hair). iii. Child (and/or parent/guardian) is/are baptised (or formally initiated) in their respective religion. <p><i>All applicants applying under the Faith category will need to provide confirmation of religious initiation or practice by completing the Supplementary Information Form (SIF) and ensuring sections B or C are countersigned by an appropriate religious official or authorised signatory from an appropriate place of worship. The SIF can be obtained from the school or the school website.</i></p> <p><u>Category 2 – Open Places</u> Open place applicants will be ranked in the following order.</p> <p>Priority Open places</p> <ol style="list-style-type: none"> i. Looked After or Previously Looked After Children¹. ii. Siblings². iii. Children of staff³. <p>All other open place applicants will be ranked by proximity to the School using the distance data supplied by the Local Authority.</p>
Under-subscription and over-subscription within a category	<p>The following process will be followed when the ‘faith’ and ‘open’ place categories are undersubscribed or oversubscribed.</p> <ol style="list-style-type: none"> a. <u>Undersubscription within a category</u> If the school is undersubscribed within a category, additional offers will be made to children from the other category until the admission number of 50 is met or all applicants have been offered a place. b. <u>Oversubscription within a category or sub-category</u> Where the number of applications is greater than the admission number, all applications will be ranked using the oversubscription criteria set out above. Thereafter, all other applications will be ranked using proximity to the school based on the distance data provided by Hounslow Local Authority.
Tie break	If a tie-break is necessary due to applicants living equidistant from the school, the relevant applicants will be ranked using a computerised random number generator programme.

Waiting list	The school will maintain a waiting list until the end of the first academic term of the school year. Places will be allocated using the over-subscription criteria. When a new child is added the list to be ranked again in line with the over-subscription criteria.
Appeals	Appeals against a decision not to offer your child a school place are administered by the School Admissions and Appeals Team, London Borough of Hounslow. Details about making an appeal are available on the following link: http://www.hounslow.gov.uk/index/education_and_learning/schools_and_colleges/admissions/schoolappeals.htm
Definitions	<p>¹“A Looked After Child is a child who is in the care of a local authority or is being provided with accommodation by a local authority as set out in s22(1) of the Children Act 1989. A Previously Looked After Child is a child who immediately after being looked after became subject to an adoption, special guardianship or child arrangements order.</p> <p><i>In the case of previously looked after children, admission authorities may request a copy of the adoption order, child arrangements order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.</i></p> <p>²“Sibling”. Where a child has a brother/sister, half brother/sister (where the children share one common parent), step brother/step sister or fostered/adopted sibling living at the same home address (i.e. the genuine <i>principal place of residence where they normally and regularly live</i>) and who will be still attending Nishkam School West London in September 2018.</p> <p><i>(Where parents have a shared responsibility for a child and the child lives with both parents for part of the school week, then the home address will be determined as the address where the child lives for the majority of the school week (i.e. three out of the five days). Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes.)</i></p> <p>³Staff. Children of staff who have been employed at the school or Nishkam School Trust for at least two years at the time at which the application for admission to the school is made, or a member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.</p> <p>⁴ <i>Amritdhari</i> (initiated) Sikh is defined in these arrangements as those who have undergone the <i>Khanda-ki-Pahul Amrit Sanchar</i> initiation.</p> <p>⁵‘Compulsory school age’ is reached on the first day of term after a child’s fifth birthday (or on the child’s fifth birthday if it falls on the first day of term).</p>

Specific guidance for admission to Reception only:

<p>Summary of compulsory school age⁵ and options for starting school.</p>	<p>All parents must apply to enter the Reception Class in September after the child's fourth birthday. Although most children start school at this age the School Admissions Code provides some flexibility for parents who feel their child is not ready to start school in September following their fourth birthday. However, all children must start school when they have reached compulsory school age⁵ after their fifth birthday. The options and procedures for deferring or delaying admission are summarised below.</p> <p>After receiving an offer to start school full time from the September after a child's fourth birthday parents may then write to the Head teacher to request to defer or delay the start, or to request to start on a part-time basis. The criteria and procedure for the various options are given below.</p>
<p>Deferring entry to Reception Year - options.</p>	<p><u>Option 1:</u> Defer starting Reception Year up until the child reaches compulsory school Age⁵ (the first day of term following the child's fifth birthday). After a school place has been offered parents will need to write to the Head teacher to arrange the deferred start date. The school place will then be held until the first day of the spring or summer term as appropriate.</p> <p><u>Option 2:</u> Start part time until the child reaches compulsory school age⁵. After a school place has been offered parents will need to write to the Head teacher to request a part time start. The Head teacher will plan how to fit the part time admission into the organisation of the school.</p> <p><u>Option 3:</u> Defer entry until after the compulsory school age⁵, so as to start school in September after the fifth birthday. Once a school place has been offered parents will need to write to the Head teacher to request the deferred start date. However, the school place would <u>not</u> be held open for them for a whole year. Parents would need to make a new application for a place in the following September's intake. This would be for a Year One place, because their child would have missed the Reception Year.</p> <p>If such parents believe that their child should start in the Reception Year instead, a year later than the child was due to start, this is called a delayed start. The procedure for requesting a delayed start is described in the section below.</p>
<p>Delaying Reception Year admission or educating children outside their chronological age group.</p>	<p>Parents may request that their child is held back from joining the correct year group for their age and start Reception class a year later.</p> <p>Such parents should still apply for a school place for the September following their child's fourth birthday. After receiving an offer of a school place parents would request their child to be educated outside their normal age group and be admitted to the Reception Class a year later. Parents would need to outline the reasons for making the request. However, parents do <u>not</u> have the right to insist that their child is admitted late. Each application will be considered on its own merits by the School and the decision confirmed to the parents.</p> <p>A statutory right of appeal will be given upon refusal if no place has been offered in any school year.</p>

* A Supplementary Information Form (SIF) is used by the Nishkam School West London.