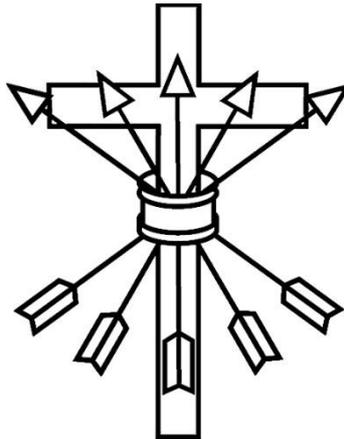


# WADDES DON CHURCH OF ENGLAND SCHOOL



## ADMISSIONS POLICY FOR SEPTEMBER 2026 – AUGUST 2027

<b>STATUS OF POLICY:</b>	<b>Statutory Policy</b>
<b>REVIEWED:</b>	
<b>COMMITTEE RESPONSIBLE:</b>	<b>Admissions Committee</b>
<b>GOVERNING BOARD APPROVAL:</b>	<b>11 December 2024</b>
<b>REVIEW DATE:</b>	<b>February 2026</b>

**ADMISSION ARRANGEMENTS FOR ADMISSION  
IN ACADEMIC YEAR SEPTEMBER 2026 – AUGUST 2027**

**CONTENTS**

SCHOOL ETHOS.....	3
PART A – ADMISSION TO ALL YEAR GROUPS EXCEPT THE SIXTH FORM .....	3
1. ADMISSION NUMBER .....	3
2. HOW TO APPLY.....	4
2.1 APPLICATIONS FOR ENTRY INTO YEAR 7 IN SEPTEMBER 2026 .....	4
2.2 IN-YEAR APPLICATIONS FOR ENTRY INTO YEARS 7 - 11.....	4
3. ALLOCATION OF PLACES .....	5
3.1 CHILDREN WITH AN EDUCATION HEALTH AND CARE PLAN (EHCP) .....	5
3.2 OVER-SUBSCRIPTION CRITERIA.....	5
4. FURTHER INFORMATION.....	8
4.1 DEFINITION OF A PARENT.....	8
4.2 DETERMINING RESIDENCE.....	8
4.3 CHURCH COMMITMENT .....	9
4.4 ADMISSION OUTSIDE NORMAL AGE GROUP .....	9
4.5 MULTIPLE BIRTHS.....	9
4.6 EXCEPTIONAL CIRCUMSTANCES.....	10
4.7 WAITING LISTS.....	10
4.8 FAIR ACCESS PROTOCOL.....	10
4.9 RIGHT OF APPEAL .....	10
4.10 NAMED CONTACT .....	11
PART B – ADMISSION TO THE SIXTH FORM .....	12
5. ADMISSION NUMBER .....	12
6. APPLICATION PROCESS.....	12
7. ENTRY REQUIREMENTS .....	13
8. OVERSUBSCRIPTION CRITERIA.....	14
9. ADMISSION OUTSIDE NORMAL AGE GROUP .....	15
10. RIGHT OF APPEAL .....	15
11. NAMED CONTACT .....	16

## **SCHOOL ETHOS**

We believe that the purpose of education is to enable all people to flourish individually and collectively so that they live a life of value. As a community, we strive to achieve these aims, believing genuinely and unequivocally in the capacity and potential of every child.

Our ethos is rooted and grounded in the Christian values of love, compassion, kindness and inclusion which foster dignity and respect for all. Students tell us that they feel safe at Waddesdon School. Self-confidence, self-belief and agency are nurtured through praise, encouragement, acknowledgement of success and celebration of achievement.

Our vibrant and positive culture enables our students to fulfil their potential as self-disciplined, responsible and productive citizens who are proud to claim that they are a part of the Waddesdon tradition, the 'Waddesdon Way'.

Standards and expectations are high and learning is developed through a broad range of engaging and rich educational opportunities. We are a dedicated and motivated staff who enable our students to work hard and achieve highly. However, our school cannot simply be measured by our outstanding outcomes alone; it is also measured by the development and character of our young people.

In determining the admission arrangements, the Governing Board has considered the guidance issued by the Diocese of Oxford. The current policy is based on community – expressed in terms of geography, family and church – as the Governing Board believes that this underpins the school's Christian ethos and values which are integral to the character and success of the school. For this reason we will continue to give those with a strong Christian church commitment an appropriate level of priority in the admissions criteria.

In dealing with applications for admission Governors will have full regard to equal opportunities legislation.

## **PART A – ADMISSION TO ALL YEAR GROUPS EXCEPT THE SIXTH FORM**

### **1. ADMISSION NUMBER**

The Published Admission Number (PAN) for entry to Year 7 in September 2026 is 145.

## 2. HOW TO APPLY

### 2.1 APPLICATIONS FOR ENTRY INTO YEAR 7 IN SEPTEMBER 2026

Applications for entry into Year 7 in September 2026 will be processed in accordance with the Buckinghamshire Co-ordinated Scheme for Secondary School Admission, subject to the terms of this Admissions Policy. In the event of conflict between the provisions of the Scheme and the provisions of this Policy, the Policy will take precedence. Applicants **must** complete and return **to the Local Authority** the application form for the home local authority in whose area they are currently residing.

The closing date for receipt of applications (**'the closing date'**) by the Local Authority for admission into Year 7 in September 2026 will be **31 October 2025**. Applications received by the Local Authority after this date but by 31 December 2025 will be processed as late applications and dealt with after those received by the closing date. Applications received by the Local Authority after 31 December 2025 will not be processed until after allocation day (1 March 2026).

Applicants seeking a catchment place **must** complete the school's supplementary catchment form A (available on the school website) and return it and accompanying evidence **directly to the school no later than the closing date**.

Applicants under one of the church criteria **must** complete the school's supplementary church commitment form B (available on the school website) and return it **directly to the school no later than the closing date**. The form must be completed by their vicar, priest or minister.

### 2.2 IN-YEAR APPLICATIONS FOR ENTRY INTO YEARS 7 – 11

In-year applications received for entry into Years 7 - 11 will be considered on the basis of any available vacancies at the time of application and the over-subscription criteria. **Applicants must apply directly to the school for an in-year application form. Applicants must also complete and return the supplementary catchment and church commitment forms and supporting documentation, if appropriate, before the application can be considered.**

### **3. ALLOCATION OF PLACES**

#### **3.1 CHILDREN WITH AN EDUCATION HEALTH AND CARE PLAN (EHCP)**

Children who have an EHCP naming the school are admitted under separate statutory procedures prior to the allocation of places to other applicants, and the number of places available within the PAN will be reduced accordingly.

#### **3.2 OVER-SUBSCRIPTION CRITERIA**

In the event that the number of applications exceeds the PAN, over-subscription criteria will be applied in the following priority order:

**1. Looked-after children and children who were previously looked after, including those children who appear to have been in state care outside England, but ceased to be so as a result of being adopted.<sup>1</sup>**

**2. Children who are resident in the catchment area**

The child must be resident in the catchment area at the date of application **and** at the date of admission. A copy of the catchment area map can be found on the school website. It largely includes the parishes of Waddesdon, Quainton (including part of Carters Lane, Lower Pitchcott), Edgcott, Grendon Underwood, Ludgershall, Kingswood, Woodham, Wotton Underwood, Westcott, Ashendon, Upper Winchendon and part of Fleet Marston.

An application will only be considered under this criterion if the Supplementary Information Form A (Catchment Addresses only) and supporting documentation is received by the school by the closing date (in respect of applications for Year 7 in September 2026), or (in respect of in-year applications) with the application form.

**3. Children with a strong connection to the school**

In order to fall within this criterion, applicants must have:

---

<sup>1</sup> A 'looked after child' is a child who is (a) in the care of a local authority in England, or (b) being provided with accommodation by a local authority in England in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989). Previously looked after children are children who were looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order), as well as those who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted.

- a. a sibling already on roll in Years 7-10 at Waddesdon CE School at the time of application who is expected to still be on the roll on the date of admission of the younger child<sup>2</sup>; or
- b. a parent<sup>3</sup> who has been employed by Waddesdon CE School for a minimum of three years at the date of application and is expected to be still employed by the school at the date of admission<sup>4</sup>.

**4. Children where a parent has a strong commitment to the Church of England (measured on the basis of attendance at church services twice a month for the three years preceding the date of application)**

Applications under this criterion will be considered in the following priority order:

- a. those with a sibling already on roll in Years 11 and 12 at the time of application and who are expected to still be on the roll on the date of admission of the younger child; then
- b. those without a sibling at the school (as defined by criterion 3)

An application will only be considered under this criterion if the Supplementary Information Form B (Church Commitment Form) completed by the minister is received by the school by the closing date (in respect of applications for Year 7 in September 2026), or (in respect of in-year applications) with the application form.

**5. Children where a parent has a strong commitment to a church of another Christian denomination<sup>5</sup> (measured on the basis of attendance at church services twice a month for the three years preceding the date of application)**

---

<sup>2</sup> For the purposes of this policy, a sibling is defined as a brother or sister with one or more parents in common (including an adopted child) or the son or daughter of the cohabiting partner of the applicant's parent, in each case who permanently live at the applicant's home address and are being brought up as part of the same core family unit as siblings. For the avoidance of doubt, the sons and daughters of extended family members (e.g., cousins) and friends will not be 'siblings' for the purpose of this policy, even where they permanently live at the same home address as the applicant

<sup>3</sup> For the purpose of this criterion, a child of a staff member can be their natural or adopted child, whether they live with the staff member or elsewhere; and/or their step-child or child of their cohabiting partner, where they live and sleep at the staff member's home address for more than 50% of their time from Sunday to Thursday night during term time.

<sup>4</sup> For inclusion in this criterion, the staff member must be employed by the school on a full- or part-time basis on a permanent contract. Those on a fixed term contract, a contract for services or employed on a casual basis are not eligible.

<sup>5</sup> Churches of another Christian denomination are churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and

Applications under this criterion will be considered in the following priority order:

- a. those with a sibling already on roll in Years 11 and 12 at the time of application and who are expected to still be on the roll on the date of admission of the younger child; then
- b. those without a sibling at the school (as defined by criterion 3)

An application will only be considered under this criterion if the Supplementary Information Form B (Church Commitment Form) completed by the minister including a declaration that the church is of a Christian denomination is received by the school by the closing date (in respect of applications for Year 7 in September 2026), or (in respect of in-year applications) with the application form.

## 6. Children with exceptional circumstances

Children who have exceptional educational, medical or social reasons for gaining a place at the school which are supported by written evidence from at least one independent professional explaining the particular reasons why Waddesdon CE School is the **only school** which can meet their needs and difficulties, and why they cannot attend their catchment school.

## 7. All other applications

Any application not falling into one of the previous criteria will be considered under this criterion.

### **Deciding Factor:**

**Where the number of eligible applicants within an over-subscription criterion exceeds the number of places available, places will be allocated by reference to the distance of the child's home address to the school entrance gate, with those living closest receiving higher priority.**

We use straight line distance for admission purposes. This is the distance from the address point of the child's normal home address, as set out by Ordnance Survey, to the nearest open school gate available for pupils to use.

We use a computerised system administered by Buckinghamshire Council to measure straight line distance.

The point we measure to at your child's address is determined by the Ordnance Survey ADDRESS-BASE which is an Ordnance Survey data product that provides a National

---

Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above.

Grid coordinate and a unique reference for each postal address in Great Britain that is on the Royal Mail's Post Office Address File.

In the event of a tie in distance, both children will be admitted but this will not constitute an increase in the admission number and the first vacancy created will not be filled.

#### 4. FURTHER INFORMATION

Applicants are advised to read the Buckinghamshire Council guide 'Moving up to Secondary School'. The school will generally follow the terms and definitions used in that guide, unless this Policy provides for different terms and definitions, in which case this Policy will take precedence.

##### 4.1 DEFINITION OF A PARENT

A parent is defined in law (Education Act 1996) as either:

- Any person who has 'parental responsibility' (defined in the Children Act 1989) for the child or young person; or
- Any person who has care of the child or young person

If two parents with parental responsibility live at different addresses, the parent to whom the Child Benefit is paid should make the application with the full knowledge and consent of the non-resident parent. If Child Benefit is not received, then the parent living at the address at which the child is registered with a GP should make the application, or failing that, then the parent with whom the child spends the greater proportion of the school week from Sunday evening to Thursday evening. We may ask for evidence if circumstances have changed in the past 18 months. Please see the information about residence below.

##### 4.2 DETERMINING RESIDENCE

Please refer to the Buckinghamshire Council guide 'Moving up to Secondary School'. Proof of address at the date of application **and** the date of admission will be required. Any change of address after the application for admission being submitted **must** be notified to Buckinghamshire Council and the school immediately. **If proof is not provided or incorrect information is given about addresses, any place offered may be withdrawn.**

### **4.3 CHURCH COMMITMENT**

Church commitment is measured on the basis of attendance by a parent at church services as confirmed by the minister. Applicants are asked to hand the form directly to their minister with a pre-paid envelope so they can return it directly to the school. The form requires the minister to confirm that a parent has attended church services at least twice a month for **the 3 years preceding the date of application.**

Where a parent has attended more than one church during the period, several forms can be submitted and the minister of each church should indicate the period for which they can confirm attendance at services.

### **4.4 ADMISSION OUTSIDE NORMAL AGE GROUP**

Requests for admission outside of the normal age group must be made to the Governance Professional (clerk@waddesdonschool.com) together with all relevant information as soon as possible so that a decision in principle can be reached before any deadlines. **PLEASE NOTE** that such a request is not an application for admission, which should be submitted in the normal way.

The Governing Board will make decisions on these applications based on the circumstances of each case and in the best interests of the child concerned. This will include having regard to the parents' views; the child's academic, social and emotional development; relevant medical history and the views of medical professionals; whether previously educated out of their normal age group; whether the child may naturally have fallen into a lower age group if it were not for being born prematurely; and the Headteacher's views.

### **4.5 MULTIPLE BIRTHS**

Where an application is being submitted for a child who has a sibling application **in the same year group** it will be the policy of the Governing Board not to offer a place to one child without the sibling(s) of the same age group. In these circumstances Governors may determine to exceed the number of places temporarily on the understanding that this will not create a new admission number and as soon as children leave they will revert to the published number.

#### **4.6 EXCEPTIONAL CIRCUMSTANCES**

You **must** tell us that you would like us to look at your application under this criterion and send supporting evidence from an independent professional (such as a doctor, health visitor or Education Welfare Officer). The evidence must clearly show why the school is the **only** suitable school for your child and what difficulties there would be if your child went to a different school. You should submit your supporting evidence direct to the school by the closing date (in respect of applications for Year 7 in September 2026), or with the application form (in respect of in-year applications).

In order to agree an application under this rule, we will need to see evidence to confirm the following three statements to be true:

1. The applicant has clearly explained why this school above any other would be the most appropriate for their child to attend
2. The applicant has provided independent evidence that clearly supports their claim that this school would be the most suitable for their child
3. There is no other school that could reasonably be expected to meet the child's needs

#### **4.7 WAITING LISTS**

A waiting list is maintained in respect of each year group which is ranked in accordance with the over-subscription criteria above and each time a child is added to the list, it is ranked again in line with the published over-subscription criteria. Applicants will be placed on a waiting list and the school will periodically seek confirmation that parents wish a child to be kept on the waiting list.

#### **4.8 FAIR ACCESS PROTOCOL**

The School participates in the Fair Access Protocol of Buckinghamshire Council. Children qualifying under the Fair Access Protocol may be offered a place even if there are no places available in the relevant year group and also take priority for admission over any child on the waiting list.

#### **4.9 RIGHT OF APPEAL**

All unsuccessful applicants have the right to appeal to an independent appeal panel. The decision of the appeal panel is binding on the school and the applicant. The school's

independent appeal panel is convened by the Oxford Diocesan Board of Education. Appeal forms should be obtained from, and returned to, the school.

#### **4.10 NAMED CONTACT**

All initial enquiries about admission should be made to the Admissions Officer, Mrs Nicola Ready, in the main school office (01296 651382).

## **PART B – ADMISSION TO THE SIXTH FORM**

### **5. ADMISSION NUMBER**

Current Year 11 students are not admitted under this policy as they are already on the roll and will simply transfer to Year 12 if they meet the minimum entry requirements and have confirmed that they wish to by enrolling for Year 12 upon receipt of their GCSE results.

Governors have determined that the Published Admission Number (PAN) for Year 12 is 40. It may be possible to admit more than 40 external applicants who have fulfilled the entry requirements to Year 12 (ie. over PAN) once the number of current Year 11 students transferring to Year 12 is known. It is not expected that the total number in the Sixth Form will exceed 300.

### **6. APPLICATION PROCESS**

An Open Evening for prospective Sixth Form students is held each year. The date is published on the school website.

- A. Applications must be made directly to the school using the Sixth Form Application Form on the school website by the closing date advertised, so that courses can be organised. Applications received after the closing date will be processed after enrolment of those whose applications were submitted on time.
- B. On-time applicants will receive an email inviting them to arrange a consultation with the Sixth Form team.
- C. Offers of places will be made conditional upon the outcome of GCSE results.
- D. Current Year 11 students who have met the minimum entry requirements will be invited to enrol upon receipt of their results on GCSE results day.
- E. External applicants must advise the school of their results by the time specified by the school on GCSE results day. Applicants will be invited to enrol on the day following GCSE results day (subject to the over-subscription criteria).

F. The Admissions Committee of the Governing Board will meet on the morning following GCSE results day to consider any applications not meeting the minimum entry requirements.

If an applicant does not enrol on the specified day without making alternative arrangements with the school, or if an external applicant does not arrange or attend their consultation or advise the school of their results as set out above, their application will be considered withdrawn and any place may be offered to another applicant.

## 7. ENTRY REQUIREMENTS

The entry requirements apply to both internal and external applicants.

The minimum entry requirement is 80 Waddesdon Points from the applicant's best 6 GCSEs (or equivalent) including English Language and Maths, together with the minimum grade requirements for the courses to be studied as set out in the Sixth Form Prospectus.

The grids below determine the number of Waddesdon Points that an applicant has achieved. The upper grid calculates the Waddesdon Points from Mathematics and English Language GCSE results; the lower grid calculates the Waddesdon Points for the next FOUR best GCSE grade results in other subjects.

<b>GCSE ENGLISH LANGUAGE AND MATHS</b>									
GCSE grade	9	8	7	6	5	4	3	2	1
Waddesdon Points	32	30	28	24	22	20	12	6	2

<b>BEST FOUR GCSEs</b>									
GCSE grade	9	8	7	6	5	4	3	2	1
Waddesdon Points	16	15	14	12	11	10	6	3	1

Applicants with fewer than 80 Waddesdon points due to exceptional circumstances such as a medical condition or students from overseas without comparable qualifications, will be

considered on an individual basis by the Governors' Admissions Committee. Applications **must** be supported by relevant evidence from an independent professional (such as a teacher, doctor, health visitor or Education Welfare Officer). Each case will be considered on its own merits and circumstances. Governors will NOT offer places to students who achieve below 80 points except in the most exceptional circumstances.

An applicant who has qualified for entry to Year 12 will, in most cases, be able to study the subjects for which they have qualified, but this will be dependent on there being sufficient places in the classes provided for each subject.

Only in exceptional cases will any place be offered in Year 12 starting after September, or at any time in Year 13, because of the nature of the A level courses.

## **8. OVERSUBSCRIPTION CRITERIA**

In the event that the number of applications from external candidates exceeds the PAN, over-subscription criteria will be applied in the following priority order:

- 1. Looked-after children and children who were previously looked after, including those children who appear to have been in state care outside England, but ceased to be so as a result of being adopted<sup>6</sup>.**
- 2. Children with the highest point scores achieved from their best 6 GCSEs including English Language and Maths.**

### **Deciding Factor:**

**Where the number of eligible applicants within an over-subscription criterion exceeds the number of places available, places will be allocated by reference to the distance of the child's home address to the school entrance gate, with those living closest receiving higher priority.**

We use straight line distance for admission purposes. This is the distance from the address point of the child's normal home address, as set out by Ordnance Survey, to the nearest open school gate available for pupils to use'.

---

<sup>6</sup> A 'looked after child' is a child who is (a) in the care of a local authority in England, or (b) being provided with accommodation by a local authority in England in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989). Previously looked after children are children who were looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order), as well as those who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted.

We use a computerised system administered by Buckinghamshire Council to measure straight line distance.

The point we measure to at your child's address is determined by the Ordnance Survey ADDRESS-BASE which is an Ordnance Survey data product that provides a National Grid coordinate and a unique reference for each postal address in Great Britain that is on the Royal Mail's Post Office Address File.

In the event of a tie in distance, both children will be admitted but this will not constitute an increase in the admission number and the first vacancy created will not be filled.

## **9. ADMISSION OUTSIDE NORMAL AGE GROUP**

The normal age for admission to the Sixth Form is 16 years. If special circumstances dictate, applications will be considered from students aged 15 or 17 years but we do not accept applications from those who are younger or older than this.

Requests for admission outside of the normal age group must be made to the Governance Professional (clerk@waddesdonschool.com) together with all relevant information as soon as possible so that a decision in principle can be reached before any deadlines. **PLEASE NOTE** that such a request is not an application for admission, which should be submitted in the normal way.

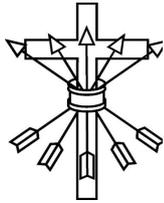
The Governing Board will make decisions on these applications based on the circumstances of each case and in the best interests of the child concerned. This will include having regard to the parents' views; the child's academic, social and emotional development; relevant medical history and the views of medical professionals; whether previously educated out of their normal age group; whether the child may naturally have fallen into a lower age group if it were not for being born prematurely; and the Headteacher's views. . It should be noted that if a place in the requested age group is refused, but one in the normal age group is offered, then there is no right of appeal.

## **10. RIGHT OF APPEAL**

All unsuccessful applicants have the right to appeal to an independent appeal panel. The decision of the appeal panel is binding on the school and the applicant. The school's independent appeal panel is convened by the Oxford Diocesan Board of Education. Appeal forms should be obtained from, and returned to, the school.

## **11.NAMED CONTACT**

All initial enquiries about admission and appeals to the Sixth Form should be made to Ms McIver, Head of Sixth Form (01296 651382 or [office@waddesdonschool.com](mailto:office@waddesdonschool.com)).



## WADDESDON CHURCH OF ENGLAND SCHOOL

School Lane, Waddesdon, Aylesbury, Bucks HP18 0LQ

Telephone: 01296 651382

[admissions@waddesdonschool.com](mailto:admissions@waddesdonschool.com)

### SUPPLEMENTARY INFORMATION FORM A (CATCHMENT ADDRESSES ONLY)

This form will be used to help us confirm your child's residency qualification for admission to the school. Our admission policy states that in order to qualify for admission under criterion 2 (Children who are resident in the catchment area), **the child must be resident in the catchment area at the time of application and at the date of admission in September 2026**. An application will only be considered for inclusion in criterion 2 if this form and supporting documentation is received **by the school** by the closing date for applications (31 October 2025). If the form and/or documentation are received after this date, you may not be considered for a catchment place until the next available allocation round.

**We follow the definition of a child's Normal Home Address set out in Buckinghamshire Council's Guide to Moving Up to Secondary School** and the information sought in this form is to verify this address. In the event of doubt, the school may require further evidence of residency to be provided.

<b>Full Name of child</b>	<b>Surname</b>	<b>First Name</b>	<b>Date of Birth</b>  ___/___/___
<b>Name of parent/ carer completing this form</b>			
<b>Contact Details</b>	<b>Telephone Number(s)</b> .....  <b>E-mail</b> .....		
<b>Normal Home Address of Child</b>	        <b>Date moved to this address</b> ___/___/___		
<b>Is the property owned or rented?</b>	<p style="text-align: center;"> <b>Owned:</b> <input type="checkbox"/>                      <b>Rented:</b> <input type="checkbox"/> </p> <p><b>Tenancy Agreement:</b></p> <p>Start Date: ___/___/___                      End Date: ___/___/___</p> <p><b>Please attach a copy of the tenancy agreement</b></p>		

<b>Proof of Residency</b>	<b>I have enclosed a bill showing energy usage together with one other document as proof of residency (Council Tax Bill, water bill, Driving Licence etc.) All bills and letters must be dated within the last 3 months</b> <input style="float: right; margin-left: 20px;" type="checkbox"/>
---------------------------	---

**Do you still own or rent any other property which is, or has been, the main family home? YES / NO**

**If 'Yes' please provide:**

Full address

Date this property ceased to be the main family home \_\_\_/\_\_\_/\_\_\_

I have attached evidence (e.g. tenancy agreement/solicitor letter) showing the date the property ceased to be the main family home.

**Declaration**

- I confirm the information provided on this form is complete and accurate.
- I have read the above information and confirm that the address used for this application complies with the catchment criteria as set out in the school's admission policy.

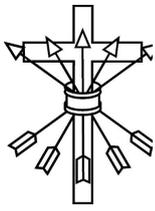
**If incorrect or misleading information is given about addresses, any place offered may be withdrawn at any time.**

**Signature of parent/carer** .....

**Print Full Name** .....

Please return this form and all documentation asked for to the school by 31 October 2026 if you wish to be considered for a catchment place.

Admissions Officer  
Waddesdon Church of England School  
School Lane  
Waddesdon  
Aylesbury  
HP18 0LQ



**WADDESDON CHURCH OF ENGLAND SCHOOL**  
School Lane, Waddesdon, Aylesbury, Bucks HP18 0L  
Telephone: 01296 651382  
[office@waddesdonschool.com](mailto:office@waddesdonschool.com)

## **SUPPLEMENTARY INFORMATION FORM B (CHURCH COMMITMENT FORM)**

### **NOTE TO PARENTS**

This is the **ONLY** section of the form you should complete. The sections on the reverse side of this form **must** be completed and signed by your vicar, priest or minister and **returned directly to the school**. **The Admissions Officer will acknowledge receipt of all forms by email. If you do not receive a receipt within 2 weeks, please contact the Admissions Officer to ensure she has received the form.**

NAME OF CHILD: \_\_\_\_\_

NAME OF PARENT: \_\_\_\_\_

ADDRESS OF PARENT: \_\_\_\_\_

\_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

NAME AND ADDRESS OF CHURCH SERVICES ATTENDED BY PARENT: \_\_\_\_\_

\_\_\_\_\_

HOW LONG HAS THE PARENT BEEN ATTENDING SERVICES AT THIS CHURCH: \_\_\_\_\_

CHURCH DENOMINATION (e.g. Church of England, Roman Catholic etc): \_\_\_\_\_

\_\_\_\_\_

### **NOTE TO CLERGY**

When the number of applications for admission to Waddesdon Church of England School exceeds the number of places available, Governors award places in accordance with the published admission criteria. Two of these criteria are a parent's strong church commitment within the Church of England or another Christian church.

**It is the commitment of a parent to the Church that counts** and not that of the child. For this purpose, a parent's strong Church commitment is demonstrated by **attendance at church services twice a month for the three years preceding the application for a school place**. In order to confirm this, applicants are required to have this form signed by their minister to confirm they have attended church services at least twice a month for the required three-year period.

Please contact the school if further guidance to complete this form is needed. Your support in completing this form is greatly valued by Governors. It would be helpful if you could discuss your response with the parent so they are aware whether you are able to verify if they have met the required attendance level.

**THIS PAGE TO BE COMPLETED BY A VICAR, PRIEST OR MINISTER**

Your name: \_\_\_\_\_

Position in the Church: \_\_\_\_\_

Name and address of the Church: \_\_\_\_\_

Denomination of the Church: \_\_\_\_\_

Your contact details (email and/or telephone): \_\_\_\_\_

**DECLARATION OF CHRISTIAN DENOMINATION OF THE CHURCH**

I confirm that my church/ ecclesial community is of a Christian denomination which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit.

*(An ecclesial community which on principle has no credal statements in its tradition is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above.)*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**DECLARATION IF PARENT FULFILS ATTENDANCE REQUIREMENT**

I confirm that the parent named overleaf has attended services at my Church **at least twice a month for at least the last three years.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**DECLARATION IF PARENT DOES NOT FULFIL ATTENDANCE REQUIREMENT**

If the parent has not attended your services for the requisite period of time, the parent can submit additional forms from other churches attended in order to show the required level of church commitment. If this applies you should complete the following statement:

I confirm that the parent named overleaf has attended services at my Church between  
.....(month/year) and .....(month/year) at least ..... a month.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Thank you for your assistance – it is appreciated.** Please return this form to:

Admissions Officer, Waddesdon Church of England School  
School Lane, Waddesdon, Aylesbury HP18 0LQ