



ADMISSION FORM:

FOR SEPTEMBER 2012

Pupil's Details:

ALL sections MUST be completed

Surname: _____

First Name (s): _____

Date of Birth: _____ Boy Girl Please tick as appropriate

Address: _____

Post Code: _____

Nationality: _____

Religion: _____

Is your child a Looked After Child? Yes No

Details of Siblings at Al-Hijrah Secondary School:

<u>Name of Brother / Sister</u> (Already in the School)	<u>Date of Birth</u>	<u>Form</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

Parent(s) Details:

Father's Name: _____ Mother's Name: _____

Home No. _____ Home No. _____

Mobile No. _____ Mobile No. _____

Parents address if different from above: _____

Islamic Information:

You will be asked to attend on ONE of the following dates below where you will need to bring your child to attend an assessment of the 'Practising Muslim' criteria:

- Monday 24th October 2011
- Tuesday 25th October 2011
- Wednesday 26th October 2011

Declaration:

Parent / Guardian

- i) I undertake to fulfil all the requirements of my son's / daughter's agreed study programme and all the School regulations.
- ii) I have provided correct information and understand that the provision of false information may affect the offer of a place.
- iii) I have received the admissions policy and understand that places will be allocated accordingly.
- iv) I understand that my child needs to attend on one of the above specified dates to assess the 'Practising Muslim' criteria and failure to do so will result in my child's application not being processed.

Signature: _____ Date: _____

Returning the form:

Before returning your application, please check you have completed the following.

Please Tick Yes or No

Fully completed Application Form and Signed

All applications must be received by **Friday 7th October 2011**
and must be addressed to:

The Admissions Officer

Al-Hijrah Secondary School

Admissions for September 2012

Cherrywood Centre, Burbidge Road, Bordesley Green, Birmingham B9 4US

Tel : 0121 773 7979 Fax: 0121 773 7111

Web Site: www.al-hijrah.bham.sch.uk Email: enquiry@al-hijrah.bham.sch.uk

FOR OFFICE USE ONLY

Application Received Date _____ Accepted:

Form Complete: Apologised:

Practising Muslim Assessment Attached: Yes No

Comments: _____

Admission Date:

(Date Child on Role): _____

Admission Officer's Signature:

Leaving Date: _____

Date: _____

Al-Hijrah Secondary School Admissions Policy - Year 7 entrance September 2012

Al-Hijrah Secondary School is a voluntary aided Islamic school for boys and girls in the 11-16 age range. The Governing Body is the admissions authority for the school. The school admits children practising the Islamic faith in preference to other pupils.

Admission Number

The school provides equal but separate education for boys and girls in parallel gender streams. The number of places available in year 7 is 60; 30 boys and 30 girls.

Transfer from year 6 to year 7

Application Procedure

Parents must complete the Local Authority application form and return this to their primary school or to the Local Authority. An additional Al-Hijrah application form **MUST** be completed and **returned to Al-Hijrah School** by the closing date stated on the form. The Al-Hijrah application form can be obtained from the Local Authority or from the school.

Parents will be informed of the outcome of their application on the 5th March 2012 (or the next working day or as determined by the Local Authority)

Oversubscription Criteria

Where the number of applications exceeds the number of places available, the Governing Body will apply the following criteria:

Criteria	a) Looked After children practising the Islamic faith
	b) Children practising the Islamic faith with a brother or sister at the school who will still be in attendance at the time the sibling enters the school. (Where there are more siblings than places, there will be random allocation of places.)
	c) Random allocation of places to children practising the Islamic faith*.
	d) Looked after children of other faiths.
	e) Children with a brother or sister at the school who will still be in attendance at the time the sibling enters the school.
	f) Other children
Sibling definition:	Children (siblings) with an older brother or sister already at the school who will still be in attendance at the time the sibling enters the school. Siblings (brothers or sisters) are considered to be those children who live at the same address and either: i) have one or both natural parents in common; ii) are related by a parent's marriage
Random Allocation Procedure:	If oversubscription occurs within criteria c) and/or d) places will be randomly selected as explained below: 1. Using a Random Number Generator each applicant will be electronically allocated a number within each category. 2. Applicants will be randomly selected using an electronic system in order to decide which applicant should take priority in each category. 3. Any subsequent places offered in criteria c and/or d from the waiting list will be

	offered using a fresh round of the random allocation process. This will include applications that have been accepted after the closing date.
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	The process will be supervised by a person that is independent of Al-Hijrah School. That person will check that each of the above stages are properly carried out.
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* All applicants who have completed the Al-Hijrah application form will undergo an assessment of the ‘practising Muslim’ criteria. This will be a verbal assessment. ‘Practising Muslim’ is defined as:

Those children who accept and practise the five pillars of Islam and believe in the finality of the Prophet Muhammad (peace be upon him). The five pillars of Islam are Shahadah (declaration of faith), Salat (prayer), Sawm (fasting in the month of Ramadan), Zakat (alms giving) and Hajj (pilgrimage).

Late applications

Late applications will be considered in accordance with the oversubscription criteria and if there are no places available the child will be placed on the waiting list after all the other applicants.

In year applications

From September 2010, all in year applications should be made through the Local Authority in which your child resides.

Waiting list

The waiting list will be generated using the oversubscription criteria. Any places that become available will be allocated according to the waiting list.

Appeals

If a child is refused admission, parents have a right to appeal to an independent appeals panel. An appeal form can be obtained from the school office which must be completed by the date stated.