

## 2011 SCHOOL ADMISSIONS

### OUR LADY OF THE ASSUMPTION CATHOLIC PRIMARY SCHOOL, BLACKPOOL

#### PROPOSED ADMISSIONS POLICY FOR SEPTEMBER 2011 TO AUGUST 2012

#### INTRODUCTION

Our Lady of the Assumption is a Catholic Primary School provided by the Diocese of Lancaster and maintained by Blackpool Local Authority as a voluntary aided primary school.

The Governing Body is the admissions authority and is responsible for taking decisions on applicants for admission.

The Governors welcome applications from Catholic and non-Catholic parents who would like their children educated within the aims and ethos of Our Lady of The Assumption Catholic School.

Our Lady of the Assumption is a Catholic Primary School in which the Catholic faith and the teachings of the Catholic Church are important aspects of school life and influence the school curriculum.

We ask all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply for and be considered for a place here.

The Governing Body is responsible for admissions within the requirements of the law. In doing so, the Governing Body has regard for:

- a. The Advice of the Diocesan Trustees on the nature and purpose of Catholic Schools.
- b. The Governing Body's responsibility towards the school and the Catholic community it serves.
- c. The Catholic character of the school and its Mission Statement.

The Governing Body Admissions Committee is comprised of the following governors: Chair of Governors, Parish Priest, Headteacher and LA Governor.

It is the duty of the Governors to comply with class size limits at Key Stage One. This means that the school cannot operate classes in Key Stage One of more than 30 children. No more than 30 children will be admitted to any one reception or infant class.

For September 2010, the Admission Number for Our Lady of the Assumption Catholic Primary was 30. A total of \_\_\_\_\_ applications was received by the closing date.

\_\_\_\_\_ applicants were admitted under criterion of the 2010 policy

\_\_\_\_\_ were admitted under criterion

\_\_\_\_\_ were admitted under criterion

\_\_\_\_\_ were admitted under criterion

*NB. Figures not yet available for 2010*

The Governing Body has set the planned admissions number for September 2011 at 30. The Local Authority and other parties required by law have been consulted on this.

#### ARRANGEMENTS FOR ADMISSION IN SEPTEMBER 2010

1. Applications for a place at the school should be made on the Local Authority common application form or online and returned **to the Local Authority no later Friday 14<sup>th</sup> January 2011.**
2. Parents must complete the common application form available from the Local Authority. Parents who wish their application to this Catholic school to be considered against the priority faith criteria should also complete the *enclosed/school's* Supplementary Information Form. If the school is oversubscribed, failure to complete the supplementary form may result in your application for a place in this school being considered against lower priority criteria, as the Governing Body will have no information upon which to assess the application on the basis of the applicant's baptism.

The supplementary information form should **be returned to the school by Friday 14<sup>th</sup> January 2011.**

3. Each Roman Catholic applicant will be required to produce a baptismal certificate or other evidence of baptism.
4. The admissions committee of the Governing Body will consider all applications at the same time after the given closing date.
5. Parents or guardians will be informed of the outcome of their application in writing by the Local Authority on Tuesday 26<sup>th</sup> April 2011.
6. As required by law, all children with a Statement of Special Educational Needs naming the school will be admitted before the application of the oversubscription criteria.

### **OVERSUBSCRIPTION CRITERIA**

The Governors will admit up to 30 children in September 2011. If the number of applications for admission exceeds the places available, children will be admitted subject to the following criteria which will be used to form a priority order.

1. Baptised Catholic children in public care.
2. Baptised Catholic children who live in the parish of Our Lady of the Assumption.
3. Baptised Catholic children who live in the parish of Our Lady of the Assumption with a sibling in the school at the time of expected admission.
4. Other Baptised Catholic children with a sibling in the school at the time of expected admission.
5. Other Baptised Catholic children.
6. Other children who are in public care.
7. Other baptised Christian children.
8. Other children whose parents wish them to be educated within the aims and values of a Catholic school.

In the event of oversubscription in any of the above criteria places will be allocated according to the following tie breaker criterion:

- i. children who will have a sibling<sup>1</sup> in school at the time of admission
- ii. children living nearest to the school as measured by the distance between an applicant's home and school.

Where two or more applications are tied, the distance between home and school, which is measured as a straight line from the Ordnance Survey address point of the home address to the main entrance of the school, will be used as a tie-breaker.

NB: The Ordnance Survey address point is a point within the boundary of the property and is usually located at its centre. Distances are measured using the Council's Geographic Information System.

## **EXPLANATORY NOTES**

**(These notes are part of the policy)**

### **Children in public care**

This means a child who is looked after by a local authority in accordance with section 22 of the Children Act 1989. This is a child in public care who is in the care of a local authority or provided with accommodation by that authority.

### **Siblings**

Sibling refers to full brothers or sisters, half brothers or sisters, adopted brothers or sisters, or the child of the parent/carer's partner where the child for whom the place is sought is living in the same family unit at the same address as that sibling. Stepchildren or foster children who live at the same address are also classed as siblings

### **Address of Pupil**

The address used on the school's admission form must be the current one at the time of application. If the address changes subsequently, the parents should notify the school. In some cases, for example, where shared parental living arrangements are in place, a child's address may be difficult to determine. In these circumstances, the address used for child benefit purposes, ie, the address of the parent claiming the child benefit, will be used.

If you are moving house and applying for the school and it is not oversubscribed, using your new address may not be a problem. In the event of oversubscription it may be possible to consider your application on the basis of an address you are intending to move to. You must be resident at a specific address and not just a stated intention to move to an area. You must provide evidence that you have exchanged contracts on a house or have an offer of a tenancy on a property in which you intend to live and which will be in place when your child would start at the school. This evidence must be submitted as soon as possible and no later than the deadline Friday 14<sup>th</sup> January 2011. Further evidence, eg utility bills, will also need to be submitted by Friday 14<sup>th</sup> January 2011.

### **Multiple Births**

Where there are twins or multiple birth children wanting admission and there is only one single place or insufficient places available to admit within the admission number, then a random draw will decide who is offered the place. If insufficient places can be offered then the parents will be advised to go to appeal for the other child/children.

### **Late Applications**

Applications received after the closing date of *Friday 14<sup>th</sup> January 2011* will be treated as late applications. Only in exceptional circumstances, and where appropriate evidence is provided, will applications received after the closing date (but before offers of places have been made) be considered alongside those received on time.

### **Appeal Arrangements**

If an application for admission has been turned down by the governing body parents can appeal to an independent appeals panel. This appeal should be sent in writing to the clerk to the governors at the school within 14 days of notification of refusal. The date of notification will be considered to be 2 working days after posting by first class post of the refusal to offer a place. The parents must give their reasons for appealing in writing. The decision of the appeal panel is binding on the parents and on the governing body.