

### **Admission Policy**

St John Vianney's is a Catholic School in which the practice of the Catholic faith is fundamental to the whole life of the school, and the teachings, liturgy, prayers, ceremonies and religious instruction to that faith are observed.

1. St John Vianney is a Catholic Primary school situated in the Diocese of Lancaster and is maintained by the Blackpool Council.

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

The advice of the Diocesan Trustees on the nature and purpose of Catholic schools;  
The Governing Body's responsibility towards the school and the Catholic community it serves;  
The Catholic character of the school and its Mission Statement.

3. The School serves in the first instance Catholic children from the Parishes of St John Vianney and St Monica.

4. The Governing Body has set the planned admissions number for September at 60. The Children's Services Authority and other parties required by law have been consulted on this. The Governors are required to admit children only to their relevant year groups.

5. No more than 30 children will be admitted to any one Reception Class.

6. There were 112 applications for admission in September 2009. 50 applications were accepted under sections 1 – 7 and from category 8. **Figures for 2010 are not yet available.**

7. During the Autumn term the school will forward a copy of the pack produced by Blackpool Council, 'Admission to Primary School' to each of the applicants registered with them and parents/carers should complete the form enclosed in the pack and return it to the School Admissions Team no later than **14<sup>th</sup> January 2011**, the closing date for applications as confirmation that they are seeking a place for their child/ren.

8. Children who are admitted will normally enter reception Year in September **2011**.

9. Parents/carers will be informed of whether their child has been offered a place in writing by the Local Authority in **on 26<sup>th</sup> April 2011** if a place has been offered, parents/carers must write to the school confirming their intention to accept the place by the date specified in the formal offer letter.

10. For unsuccessful applications the letter will give the reason for the decision and will tell parents of their right to appeal. Guidance on how to appeal will also be included.

A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria.

Parents may contact the school to ascertain their child's position on the waiting list. This list will cease to operate at the end of the autumn term.

11. A supplementary faith form\* should be completed by those applicants applying under the faith criteria. If the school is oversubscribed, a failure to complete the supplementary form may result in the application for a place in this school being considered against a lower priority criteria as the Governing Body will have no information upon which to assess the worship attendance. Please note you must still complete the common application in order for your application to be considered.

***\*Diocese of Lancaster Supplementary Form.***

It is important that you check prior to application the up-to-date policy even if you have another child attending this school.

**12. Late Applications:** Applications received after the closing date will be treated as late applications. Late applications can only be considered when offers of places have been made to those received on time. Submitting a late application will reduce your chances of gaining a place at St John Vianney School.

**13. Fraudulent Applications:**

If it is found that a child has been allocated a school place due to misleading information having been provided, for example an incorrect address, then the governors will withdraw the offer of the place.

**14. Waiting Lists:**

A waiting list will be set up in the week following the letters of offers being sent to parents. As places become available the child highest on the waiting list will be offered a place. Late applicants will be ranked according to where they meet the oversubscription criteria. The waiting list will change as late applications are received.

The Governors operate an equal preference criteria. The Governors control the admission to the school. The Governors' Admissions Committee has been delegated by them; to admit children in accordance with the following areas of priority.