

ST. BRIGID'S R.C. PRIMARY SCHOOL

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ADMISSIONS POLICY 2014-2015

(Version 1: 1.9.1994; Ninth Version 30.9.08; Tenth Version April 2009; 11th Version April 2012)

1. Mission Statement and Introduction

It is the mission of St. Brigid's school to build a happy, loving and forgiving community where everyone can grow in their Roman Catholic Faith and where prayer and worship are important.

It is our mission that all our children will know right from wrong and have respect for themselves and others.

It is our mission to give every child the chance to make the very best of their own talents and through hard work, achieve the highest possible academic standards.

Through this mission, all at St. Brigid's school will be of value and service in the community, both near and far, in response to the teachings of the Gospel.

St Brigid's Roman Catholic School was founded by Trust Deed in 1879 to serve the educational and spiritual needs of the Roman Catholic community of East Manchester, and has provided a very positive education for in excess of 11,000 Catholic pupils, who have attended the school since its foundation.

2. Net Capacity and Planned Admission Number

The school's Net Capacity is measured by Manchester. For children of school age there are 210 places available.

The Governing Body has again set its Planned Admission Number as **30** for admission into the Reception Class (within the Foundation Stage) for 2012-15 and in subsequent Academic Years.

3. Manchester's Co-ordinated Admissions Scheme

Whilst the Governing Body alone remains the legal admission authority in accordance with this published Admissions Policy, the LA will continue to play a co-ordinating role for admissions across the city.

Parents wishing to apply for a place in **RECEPTION and subsequent years** at the school should do so first of all by registering the child at the school as early as possible (from birth onwards). In most cases, parents will be asked for the Roman Catholic Baptism Certificate and the Birth Certificate of their child. Parents must also inform the Local Authority and where necessary, in the case of **RECEPTION places**, fill in the relevant application forms and return before the deadline given. Manchester LA will issue to all registered children an Admission Pack, including a Standard Application Form for use by all Manchester parents and carers. **Children in Nursery are not guaranteed a place in the Reception class. Parents who submit their child's applications for Reception after the deadline will need to take advice from the local authority.**

The Governing Body will decide places at the school once in receipt of the appropriate information from the LA. We will notify the LA of the 30 successful applicants whom will be decided upon by following the school's admission criteria as outlined below. Manchester LA will then inform all parents across the city of places allocated for admission for Reception places in September 2012, September 2013 and September 2014.

4. Admission Criteria

Admission to St Brigid's RC Primary School will be made in accordance with parental preference subject to the following criteria in strict order of priority. It should be clearly understood that a child of nursery age being in the school's Foundation Stage Unit does not guarantee a place in the Reception Class in the same Unit. Within the integrated Foundation Stage, there are 39 places in the Nursery and only 30 available places in the Reception Class.

When the number of applications exceeds the number of places available the Governing Body will apply the over-subscription criteria stated very clearly below. No criteria other than those stated in this document will be applied. Terms are clearly defined in section five below.

1. Baptised Roman Catholic children who are Looked After Children or were previously Looked After Children.
2. Baptised Roman Catholic children resident in St Anne and St Brigid Roman Catholic Parish with a sibling currently on roll at the school.
3. Baptised Roman Catholic children resident in St Anne and St Brigid Roman Catholic Parish.
4. Baptised Roman Catholic children who have an older sibling already at the school and who are resident in one of the three neighbouring parishes of St Willibrord's, Clayton, St Patrick's, Collyhurst and St Anne's, Fairfield.
5. Baptised Roman Catholic children who have an older sibling already attending the school and living outside the neighbouring parishes.
6. Baptised Roman Catholic children who are resident in one of the three neighbouring parishes of St Willibrord's, Clayton, St Patrick's, Collyhurst and St Anne's, Fairfield.
7. Other baptised Roman Catholic children.
8. Other Looked After Children or previously Looked After Children.
9. Other children with documented specific medical or social needs.
10. Other children, expressing a clear commitment to respect the school's Catholic ethos.

In the event of the need of a tie-breaker, only then will geographical distance be considered. Distance will be measure in a straight line from the centre point of the child's permanent home address to the centre point of the school using Manchester Authority's computerised measuring system, with those living closer to the school receiving higher priority.

In the event of a distance tie, priority will then be given based on date of birth, with oldest first.

5. Terminology

In the interest of fairness and objectivity in the application of these criteria, please note the following clarification of terms:

* For the purposes of this policy, "Sibling" refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling. Where a child lives with parents with shared responsibility, each for part of a week, the home address will be that at which the child spends the majority of the working

week (Monday-Friday).

* Parish boundaries of the respective parishes are those as defined by the Salford Roman Catholic Diocesan Boundaries Board. A map illustrating the parish boundary is available. An original, up-to-date utility bill may be required to prove residence.

* A valid Certificate of Roman Catholic Baptism is required to establish the faith of a child.

* Looked After Children (also referred to as children in public care) are given the highest priority.

* Previously Looked After Children are children who were previously looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order.)

* At all times, the Governors must comply with the statutory maximum KS1 class size of 30.

* The Governing Body has also agreed a maximum KS2 class size of 30.

6. In-year/Casual Admissions

These applications will be those received after the start of the Academic Year and will be considered directly by the Head teacher, on behalf of the Governing Body's Admission Panel. These will be considered in detail. The above criteria will be applied in any places up to the Published Admission Number of 30 which are still available or become available.

7. Registration and Waiting List

We strongly recommend that parents who would like their children to be enrolled at the school register as soon as possible. This will be separate from the "Waiting List" which is for those who do not receive one of the 30 available places but still wish to be allocated a place at the school.

8. Appeals

Parents who have not been allocated a place have recourse to an appeal procedure. If an application for admission has been turned down, parents can appeal to an independent Appeals Panel.

9. Age for Admissions in Manchester

Children are eligible for admission to the Reception class provided they reach the age of five during the school year.

10. Nursery Admissions

There is a wholly separate Nursery Admissions Policy, for admission of Roman Catholic children only on a full-time basis only to the school's Nursery which operates within the Foundation Stage.