

## **St. Kentigern's RC Primary School Admissions Policy 2015-16**

St. Kentigern's is a Catholic Primary School under the trusteeship of the Diocese of Salford. It is maintained by Manchester Local Authority. As a Voluntary Aided School, the Governing Body is the Admissions Authority and is responsible for taking decisions on applications for admissions. The co-ordination of admissions arrangements is undertaken by the Local Authority. For the school year commencing September 2015-16 the Governing Body has set its admissions number at 60.

Admissions to the school will be made by the Governing Body. All preferences listed on the Local Authority Preference Form will be considered on an equal basis with the following set of Admissions Criteria forming a priority order where there are more applications for admissions than the school has places.

1. Baptised Roman Catholic children who are in public care or who have previously been in public care.
2. Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission, and resident in the parishes of St. Kentigern's or St. Bernadette.
3. Baptised Roman Catholic children who are resident in the parishes of St. Kentigern's and St. Bernadette's.
4. Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and are resident in another parish.
5. Baptised Roman Catholic children who are resident in another parish.
6. Other children who are in public care or who have previously been in public care.
7. Other children with a brother or sister attending the school at the time of admission.
8. Other children.

### **NOTES:**

- a. All applicants will be considered at the same time and after the closing date provided by the Local Authority.
- b. All Catholic applicants will be required to produce Baptismal certificates.
- c. It is the duty of governors to comply with class size limits at Key Stage One
- d. If in any category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be measured in a straight line from the front of the school using the Local Authority's computerised measuring system with those living nearer to the school having priority. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, a random lottery will be carried out in a public place. All the names will be entered into a hat and the required number of names will be drawn out.

- e. Where a child lives with parents with shared responsibility, each for part of a week, the child's 'permanent place of residence' will be determined as the address of the parent who normally has responsibility for the majority of school days in a week.
- f. Sibling is defined as a 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 unity at the same address as that sibling.
- g. 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 will be informed of their child's position on the waiting list which will not be operated for longer than the end of the Autumn Term.
- h. For 'In Year' applications received outside the normal admissions round and if places are available then children qualifying under the published criteria will be admitted. If there are places available but more applicants than places then the published oversubscription criteria will be applied. 'In Year' and late applications will be treated as per the co-ordinated arrangements published by the Local Authority.
- i. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least ten school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to Baptism, sibling connections or place of residence.
- k. Children previously in care are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order of special guardianship order).