

## **Our Lady of Furness Catholic Federation** **Admissions Policy 2019/2020**

Our Lady of Furness Catholic Federation has two Catholic Schools, St Mary's, Ulverston, and Our Lady of the Rosary, Dalton-in-Furness, under the trusteeship of the Diocese of Lancaster. It is maintained by Cumbria Authority. As Voluntary Aided Schools, 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 2019, the Governing Body has set its admissions number at:

St Mary's Catholic Primary School - 15.

Our Lady of the Rosary Catholic Primary School - 15

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 available.

- 1) Baptised Catholic Looked After Children (or previously Looked after Children) or subject to a Child Arrangements Order. (See note b)
- 2) Baptised Catholic children who have a sibling in the school at the time of admission.
- 3) Baptised Catholic children resident in the parish(es) of St Mary of Furness and Our Lady of the Rosary and St Margaret of Scotland.
- 4) Baptised Catholic children from other parishes.
- 5) Non Catholic Looked After Children and previously Looked After Children.  
(See note b)
- 6) Non Catholic children who have a sibling in the school at the time of admission.
- 7) Other children.

All children whose statement of special educational needs (SEN) or a Educational Healthcare Plan names the school must be admitted and would take preference in any of the above categories.

### NOTES

- a) All applicants will be considered at the same time and after the closing date for admissions.

- b) A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- c) For a child to be considered as a Catholic evidence of a Catholic Baptism will be required.
- d) It is the duty of governors to comply with regulations on class size limits at Key Stage One.
- e) 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 door of the child's home address (including the community entrance to flats) to the main entrance 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 2 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.
- f) 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.
- g) 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 unit at the same address as that sibling.
- h) 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.
- i) 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. `
- j) 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 twenty 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.
- k) Parents can request that the date their child, if below compulsory school age, is admitted to school is deferred to later in the school year or until the term when they reach compulsory school age.

l) 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.

### **Waiting List**

Children who are not allocated a place, if parents wish, will be placed on the School's waiting list. If a place becomes available the Governors will apply the admissions policy to all the children in that year group. The child with the highest priority will be offered a place irrespective of the length of time he/she has been on the waiting list. If parents request, they will be informed of the ranking of their child on the list.

### **Appeal**

If a parent wishes to appeal against a decision on admissions, appeal forms are available from the school and must be returned to the Clerk of Governors within 20 school days of receiving the notification that their application was unsuccessful to prepare and lodge their written appeal.

**Executive Headteacher:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Chair of Governors:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Date established by Governing Body –** \_\_\_\_\_

**Date for review –** Autumn 2019/2020