



## **ST. CATHERINE'S CATHOLIC PRIMARY SCHOOL - PENRITH**

### **Admissions Policy 2019/2020**

St. Catherine's is a Roman Catholic Primary School under the trusteeship of the Diocese of Lancaster. It is maintained by Cumbria 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's year commencing September 2019, the Governing Body has set its admissions number at 20.

Admissions to the school will be made by the Governing Body. All preferences listed on the common application 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 Roman Catholic Looked After Children and previously Looked After Children
- 2) Baptised Roman Catholic children who have a sibling in the school at the time of admission
- 3) Baptised Roman Catholic children resident in the parish(es) of St. Catherine's
- 4) Other Baptised Roman Catholic children resident in other parishes
- 5) Other Looked After Children and previously Looked After Children
- 6) Other children who have a sibling in the school at the time of admission
- 7) Other children.

The criteria outlined above will be strictly followed there being one exception. If a child has a Statement or Education, Health and Care Plan naming St. Catherine's Catholic Primary School he/she must be admitted.

#### NOTES

- a) All applicants will be considered at the same time and after the closing date for admissions which is 15 January 2019.
- 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, arrangements order or special guardianship order.
- c) For a child to be considered as a Roman Catholic evidence of such Baptism will be required.
- d) It is the duty of governors to comply with regulations on class size limits at Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted.
- 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 centre of the child's home address (or the community entrance of 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. If the distance is the same for two or more applicants where this would be last place/s to be allocated, a random lottery will be carried out in a public place.

- 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. Direct application to the school can now be made under this heading. 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 all parties.
- 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** - A waiting list for children who have not been offered a place will be kept and will be ranked according to the admissions /oversubscription criteria. Parents/guardians are invited to contact the school if they wish to be informed of their child's position on the waiting list. Each added child will require the list to be ranked again in line with the published oversubscription criteria. Places will be offered according to the priority on the list and not on the length of time they have been on the waiting list. The waiting list will be closed at the end of the Autumn term.