

For Nottinghamshire voluntary controlled and community schools, the standard oversubscription criteria are detailed in the *Admissions to Schools: Guide for parents*.

For academy, foundation and voluntary aided schools which were oversubscribed in the intake year in 2013/2014 it is not possible to list the criterion under which each application was granted or refused as the criteria for each of these schools is different and is applied by the individual admission authority. For details of allocation of places, please contact the school for further information.

The application breakdown is based on information on offer day 12 April 2013.

All school information is correct at the time of print (July 2013) but is subject to change.

### 1. Abbey Primary School (5-11 community school)



Mrs Kimberley Wakefield



01623 481117



Abbey Road, Mansfield, Notts, NG18 3AF



office@abbey.notts.sch.uk



www.abbeyprimary.notts.sch.uk

DfE number 891 3297

#### 2014/2015 admissions standard reception year criteria

Published admission number	60
Expected number on roll	304

#### 2013/2014 admissions

Published admission number	30
All applications were successful	

**Linked secondary school:** The Samworth Church Academy

### 2. Asquith Primary and Nursery School (5-11 community school)



Mrs Sharon Shadbolt



01623 454969



Asquith Street, Mansfield, Notts, NG18 3DG



office.general@asquith.notts.sch.uk



www.asquith.notts.sch.uk

DfE number 891 3782

#### 2014/2015 admissions standard reception year criteria

Published admission number	45
Expected number on roll	328

#### 2013/2014 admissions

Published admission number	45
Total number of preferences received	76
Total number withdrawn – higher preference offered	30
Number of preferences approved (1 looked after, 10 catchment/sibling, 15 catchment, 11 sibling, 9 out of catchment)	45
Preferences refused and placed on waiting list	1

**Linked secondary school:** The Samworth Church Academy

## Mansfield

## 3. Berry Hill Primary and Nursery School (5-11 community school)



Miss Susan Brown



01623 478477



Blackscotch Lane, Mansfield, Notts NG18 4JW



office@berryhill.notts.sch.uk



www.berryhill.notts.sch.uk

DfE number 891 2947

**2014/2015 admissions  
standard reception year criteria**

Published admission number	60
Expected number on roll	420

**2013/2014 admissions**

Published admission number	45
All applications were successful	

**Linked secondary school:** The Samworth Church Academy4. Birklands Primary and Nursery School (5-11 community school)  
(Conversion to academy status anticipated 1 April 2014)

Miss Kate Smith



01623 842163

Appleton Street, Warsop, Mansfield, Notts,  
NG20 0QF

office@birklands.notts.sch.uk



www.birklands.notts.sch.uk

DfE number 891 2173

**2014/2015 admissions  
standard reception year criteria**

Published admission number	40
Expected number on roll	181

**2013/2014 admissions**

Published admission number	40
All applications were successful	

**Linked secondary school:** Meden School

## 5. Church Vale School and Foundation Unit (5-11 community school)



Mrs Olwen Hawkes



01623 842250

Laurel Avenue, Church Warsop, Mansfield,  
Notts, NG20 0TE

office@churchvale.notts.sch.uk



www.churchvale.notts.sch.uk

DfE number 891 2927

**2014/2015 admissions  
standard reception year criteria**

Published admission number	30
Expected number on roll	181

**2013/2014 admissions**

Published admission number	30
All applications were successful	

**Linked secondary school:** Meden School

## 6. Crescent Primary School and Nursery (5-11 community school)



Mr Vic Wilkinson



01623 468558



Booth Crescent, Mansfield, Notts, NG19 7LF



office@crescent.notts.sch.uk



www.crescentprimaryschool.com

DfE number 891 2948

### 2014/2015 admissions standard reception year criteria

Published admission number 50  
Expected number on roll 308

### 2013/2014 admissions

Published admission number 50  
All applications were successful

**Linked secondary school:** Queen Elizabeth's Academy

## 7. Eastlands Junior School (7-11 community school)



Mrs Susan Gibbons



01623 842257



Netherfield Lane, Meden Vale, Mansfield, Notts, NG20 9PA



office@eastlands.notts.sch.uk



www.eastlandsjuniorschool.com

DfE number 891 2175

### 2014/2015 admissions standard junior and primary criteria

Published admission number 40  
Expected number on roll 130

### 2013/2014 admissions

Published admission number 40  
All applications were successful

**Linked infant school:** Netherfield Infant School

**Linked secondary school:** Meden School

## 8. Farmilo Primary and Nursery School (5-11 community school)



Mrs Suzanne Tryner



01623 480107



Woburn Road, Mansfield, Notts, NG19 7RS



office7@farmilo.notts.sch.uk



www.familoprimary.net

DfE number 891 3781

### 2014/2015 admissions standard reception year criteria

Published admission number 30  
Expected number on roll 186

### 2013/2014 admissions

Published admission number 30  
All applications were successful

**Linked secondary school:** Queen Elizabeth's Academy

## 9. Forest Town Primary and Nursery School (5-11 community school)



Proposal to expand existing school resulting in PAN increasing to 60 effective from 1 September 2014.



Mr Garry Ineson



01623 477211



Clipstone Road West, Mansfield, Notts,  
NG19 0ED



office@foresttown.notts.sch.uk



www.foresttownprimaryschool.co.uk

DfE number 891 2937

### 2014/2015 admissions standard reception year criteria

Published admission number	45
Expected number on roll	273

### 2013/2014 admissions

Published admission number	45
Total number of preferences received	75
Total number withdrawn – higher preference offered	28
Number of preferences approved (9 catchment/sibling, 9 catchment, 7 sibling, 20 out of catchment)	45
Preferences refused and placed on waiting list	2

**Linked secondary school:** Garibaldi College

## 10. Heatherley Primary School (5-11 community school)



Mrs Diane Speed



01623 420244



Heatherley Drive, Forest Town, Mansfield,  
Notts, NG19 0PY



office@heatherley.notts.sch.uk



www.heatherley.notts.sch.uk

DfE number 891 2930

### 2014/2015 admissions standard reception year criteria

Published admission number	30
Expected number on roll	211

### 2013/2014 admissions

Published admission number	30
Total number of preferences received	94
Total number withdrawn – higher preference offered	63
Number of preferences approved (5 catchment/sibling, 9 catchment, 6 sibling, 10 out of catchment)	30
Preferences refused and placed on waiting list	1

**Linked secondary school:** Garibaldi College

## 11. Heathlands Primary School and Foundation Stage (5-11 community school)



Mrs Caron Wagstaff



01623 401402

Ransom Road, Rainworth, Mansfield, Notts,  
NG21 0DJ

office@heathlands.notts.sch.uk



www.heathlandsprimary.co.uk

DfE number 891 3295

**2014/2015 admissions  
standard reception year criteria**

Published admission number	25
Expected number on roll	185

**2013/2014 admissions**

Published admission number	25
Total number of preferences received	39
Total number withdrawn – higher preference offered	12
Number of preferences approved (1 exceptional circumstances, 6 catchment/sibling, 5 catchment, 9 sibling, 4 out of catchment)	25
Preferences refused and placed on waiting list	2

**Linked secondary school:** The Joseph Whitaker School

## 12. Hetts Lane Infant and Nursery School (5-7 community school)



Mrs Lucy Stancliffe



01623 842224

Hetts Lane, Warsop, Mansfield, Notts,  
NG20 0AS

office@hettslane.notts.sch.uk



www.hettslane.com

DfE number 891 2174

**2014/2015 admissions  
standard reception year criteria**

Published admission number	60
Expected number on roll	168

**2013/2014 admissions**

Published admission number	60
All applications were successful	

**Linked junior school:** Sherwood Junior School**Linked secondary school:** Meden School

## 13. High Oakham Primary School (5-11 community school)



Mr Peter Mansfield



01623 461313



Nottingham Road, Mansfield, Notts, NG18 4SH



office.school@highoakham.notts.sch.uk



www.highoakham.co.uk

DfE number 891 3776

**2014/2015 admissions  
standard reception year criteria**

Published admission number	60
Expected number on roll	418

**2013/2014 admissions**

Published admission number	60
Total number of preferences received	182
Total number withdrawn – higher preference offered	107
Number of preferences approved (7 catchment/sibling, 28 catchment, 10 sibling, 15 out of catchment)	60
Preferences refused and placed on waiting list	15

**Linked secondary school:** The Brunts Academy

## 14. Holly Primary School (5-11 community school)



Mr Duncan White



01623 477280



Holly Drive, Forest Town, Mansfield, Notts, NG19 0NT



office65@holly.notts.sch.uk



www.holly.notts.sch.uk

DfE number 891 2923

**2014/2015 admissions  
standard reception year criteria**

Published admission number	40
Expected number on roll	286

**2013/2014 admissions**

Published admission number	40
Total number of preferences received	105
Total number withdrawn – higher preference offered	51
Number of preferences approved (14 catchment/sibling, 19 catchment, 6 sibling, 1 out of catchment)	40
Preferences refused and placed on waiting list	14

**Linked secondary school:** Garibaldi College

**15. Intake Farm Primary and Nursery School (5-11 community school)**

Mr Gareth Parsons



01623 625552



Armstrong Road, Mansfield, Notts, NG19 6JA



office@intakefarm.notts.sch.uk



www.intakefarm.notts.sch.uk

DfE number 891 3780

**2014/2015 admissions  
standard reception year criteria**

Published admission number	30
Expected number on roll	206

**2013/2014 admissions**

Published admission number	30
Total number of preferences received	63
Total number withdrawn – higher preference offered	25
Number of preferences approved (9 catchment/sibling, 10 catchment, 5 sibling, 6 out of catchment)	30
Preferences refused and placed on waiting list	8

**Linked secondary school:** Queen Elizabeth's Academy**16. John T Rice Infant and Nursery School (5-7 community school)**

Mrs Zoe Anderson



01623 465588



Braemar Road, Forest Town, Mansfield, Notts, NG19 0LL



office@johntrice.notts.sch.uk

DfE number 891 2107

**2014/2015 admissions  
standard reception year criteria**

Published admission number	45
Expected number on roll	130

**2013/2014 admissions**

Published admission number	45
All applications were successful	

**Linked junior school:** Newlands Junior School**Linked secondary school:** Garibaldi College

## 17. King Edward Primary and Nursery School (5-11 community school)



Mrs Susan Bridges



01623 472215

St Andrew's Street, Littleworth, Mansfield,  
Notts, NG18 2RG

office7@kingedward.notts.sch.uk



www.kingedwardprimary.co.uk

DfE number 891 3779

**2014/2015 admissions  
standard reception year criteria**

Published admission number	60
Expected number on roll	374

**2013/2014 admissions**

Published admission number	50
All applications were successful	

**Linked secondary school:** The Brunts Academy

## 18. Leas Park Junior School (7-11 community school)



Mrs Helen Atkins



01623 477629

Ley Lane, Mansfield Woodhouse, Mansfield,  
Notts, NG19 8LD

office@leaspark.notts.sch.uk



www.leaspark.notts.sch.uk

DfE number 891 2094

**2014/2015 admissions  
standard junior and primary criteria**

Published admission number	70
Expected number on roll	275

**2013/2014 admissions**

Published admission number	70
All applications were successful	

**Linked infant school:** Nettleworth Infant School**Linked secondary school:** The Manor Academy

## 19. The Mansfield Primary Academy (3-11 Academy)



Mr Paul Brockless



01623 624709

Newgate Lane, Mansfield, Notts, NG18  
2LB

admin@mansfieldprimaryacademy.org



www.mansfieldprimaryacademy.org

DfE number 891 2003

**2014/2015 admissions  
standard reception year criteria**

Published admission number	30
Expected number on roll	200

**2013/2014 admissions**

Published admission number	30
All applications were successful	

**Linked secondary school:** The Brunts Academy



**20. Netherfield Infant and Nursery School (5-7 community school)**

Mrs J Rischer



01623 842683

Netherfield Lane, Meden Vale, Mansfield, Notts,  
NG20 9PA

office@netherfield-inf.notts.sch.uk



www.netherfield-inf.notts.sch.uk

DfE number 891 2176

**2014/2015 admissions  
standard reception year criteria**

Published admission number	40
Expected number on roll	119

**2013/2014 admissions**

Published admission number	40
All applications were successful	

**Linked junior school:** Eastlands Junior School**Linked secondary school:** Meden School**21. Nettleworth Infant and Nursery School (5-7 community school)**

Mrs Jennifer Bennett



01623 455940

Ley Lane, Mansfield Woodhouse, Mansfield,  
Notts, NG19 8LD

office24@nettleworth.notts.sch.uk



www.nettleworth.notts.sch.uk

DfE number 891 2093

**2014/2015 admissions  
standard reception year criteria**

Published admission number	70
Expected number on roll	211

**2013/2014 admissions**

Published admission number	70
Total number of preferences received	152
Total number withdrawn – higher preference offered	62
Number of preferences approved (14 catchment/sibling, 18 catchment, 21 sibling, 17 out of catchment)	70
Preferences refused and placed on waiting list	20

**Linked junior school:** Leas Park Junior School**Linked secondary school:** The Manor Academy

**22. Newlands Junior School (7-11 community school)**

Mr Chris Newton



01623 480440

Braemar Road, Forest Town, Mansfield, Notts,  
NG19 0LN

office13@newlands.notts.sch.uk

DfE number 891 2108

**2014/2015 admissions  
standard junior and primary criteria**

Published admission number	45
Expected number on roll	168

**2013/2014 admissions**

Published admission number	45
All applications were successful	

**Linked infant school:** John T Rice Infant School**Linked secondary school:** Garibaldi College**23. Northfield Primary and Nursery School (5-11 community school)**

Ms Julie Jenkins



01623 625589

Cox's Lane, Mansfield Woodhouse, Mansfield,  
Notts, NG19 8PG

office@northfield.notts.sch.uk



www.northfieldprimaryandnurseryschool.uk.org

DfE number 891 3293

**2014/2015 admissions  
standard reception year criteria**

Published admission number	30
Expected number on roll	239

**2013/2014 admissions**

Published admission number	30
All applications were successful	

**Linked secondary school:** The Manor Academy**24. Oak Tree Primary and Nursery School (5-11 community school)**

Mrs Sarah Moore



01623 458261

Jubilee Way North, Mansfield, Notts,  
NG18 3PJ

office@oaktreelane.notts.sch.uk



www.oaktreelane.uk.org

DfE number 891 3777

**2014/2015 admissions  
standard reception year criteria**

Published admission number	40
Expected number on roll	229

**2013/2014 admissions**

Published admission number	40
All applications were successful	

**Linked secondary school:** The Samworth Church Academy

**25. Peafield Lane Primary and Nursery School (5-11 community school)**

(Conversion to academy status anticipated 1 January 2014)



Mr Gary Walker



01623 460366

Litton Road, Mansfield Woodhouse, Mansfield,  
Notts, NG19 9PB

office@peafieldlane.notts.sch.uk



www.peafieldlane.notts.sch.uk

DfE number 891 2087

**2014/2015 admissions  
standard reception year criteria**

Published admission number	45
Expected number on roll	312

**2013/2014 admissions**

Published admission number	45
All applications were successful	

**Linked secondary school:** The Manor Academy**26. Robin Hood Primary and Nursery School (5-11 community school)**

Mrs Julie Rowbottom



01623 635928

Oxclose Lane, Mansfield Woodhouse,  
Mansfield, Notts, NG19 8DF

office@robinhood.notts.sch.uk



www.robinhood.notts.sch.uk

DfE number 891 2945

**2014/2015 admissions  
standard reception year criteria**

Published admission number	30
Expected number on roll	176

**2013/2014 admissions**

Published admission number	30
All applications were successful	

**Linked secondary school:** The Manor Academy**27. The Flying High Academy at Ladybrook  
(formerly Rosebrook Primary and Nursery School)**Mr T Warsop (acting)  
Mrs N Davies (acting)

01623 461118



Townroe Drive, Mansfield, Notts, NG19 6JN



office@rosebrook.notts.sch.uk

DfE number 891 3794

**2014/2015 admissions  
standard reception year criteria**

Published admission number	60
Expected number on roll	325

**2013/2014 admissions**

Published admission number	40
All applications were successful	

**Linked secondary school:** Queen Elizabeth's Academy

**28. St Edmund's CofE Primary and Nursery School (5-11 voluntary controlled school)**

Mrs Mykela Horton



01623 646624

Church Hill Avenue, Mansfield Woodhouse,  
Mansfield, Notts, NG19 9JU

a.duce@st-edmunds.notts.sch.uk



www.st-edmunds.notts.sch.uk

DfE number 891 3004

**2014/2015 admissions  
standard reception year criteria**

Published admission number	30
Expected number on roll	201

**2013/2014 admissions**

Published admission number	30
Total number of preferences received	73
Total number withdrawn – higher preference offered	39
Number of preferences approved (1 looked after, 2 catchment/sibling, 14 catchment, 9 sibling, 4 out of catchment)	30
Preferences refused and placed on waiting list	4

**Linked secondary school:** The Manor Academy**29. St Patrick's Catholic Primary and Nursery School (5-11 voluntary aided school)**

Mrs Jane Smedley



01623 478090



Ling Forest Road, Mansfield, Notts, NG18 3NJ



office@st-patricksrc.notts.sch.uk



www.stpatricksrcprimary.uk.org

DfE number 891 3767

**2014/2015 admissions  
standard admission policy for Catholic Voluntary  
Aided primary schools in Nottinghamshire  
(Nottingham Diocese)**

Published admission number	30
Expected number on roll	210

**2013/2014 admissions**

Published admission number	30
Total number of preferences received	78
Total number withdrawn – higher preference offered	29
Number of preferences approved	30
Preferences refused and placed on waiting list	19
Please contact the school for the number of appeals and outcomes	

**Linked secondary school:** All Saints' Catholic School

**30. St Peter's CofE Primary and Nursery School (5-11 voluntary aided school)**

Mrs Pearl Day



01623 489980



Bellamy Road, Mansfield, Notts, NG18 4LN



admin6@st-petersfirst.notts.sch.uk



www.stpetersprimary.co.cc

DfE number 891 3296

**2014/2015 admissions**

Published admission number 45

Expected number on roll 222

**2013/2014 admissions**

Published admission number 45

All applications were successful

**Linked secondary schools:** The Brunts Academy, The Samworth Church Academy and also linked by religious criteria to Queen Elizabeth's Academy

**Summary of admission oversubscription criteria 2014/2015**

1. Looked after children.
2. Children who will have a brother or sister attending the School at the time of admission whose parents/carers worship regularly (see below for definition) at the Parish Church of St Peter and St Paul, Mansfield or the Parish Church of St Mark, Mansfield.
3. Children who will have a brother or sister at the School at the time of admission, whose parents/carers worship regularly at another Church of England Church in the Mansfield District Council Area.
4. Children who will have a brother or sister at the School at the time of admission, whose parents/carers worship regularly at another Church which is a member of "Churches Together in Britain and Ireland" in the Mansfield District Council Area.
5. Children whose parents/carers worship regularly at the Parish Church of St Peter and St Paul, Mansfield or the Parish Church of St Mark, Mansfield.
6. Children whose parents/carers worship regularly at another Church of England Church in the Mansfield District Council Area.
7. Children whose parents/carers worship regularly at another Church which is a member of "Churches Together in England" in the Mansfield District Council Area.
8. Children who will have a brother or sister at the School at the time of admission.
9. Children who live nearest to the School.

For these purposes, regular worship means worship on average at least once a month for the previous 12 months.

### 31. St Philip Neri with St Bede's Catholic Primary and Nursery School (5-11 voluntary aided school)



Mr Bill Lewis



01623 489010



Rosemary Street, Mansfield, Notts, NG19 6AA



office24@st-philipneri.notts.sch.uk



www.st-philip-neri-school.uk.org

DfE number 891 3769

#### 2014/2015 admissions

**standard admission policy for Catholic Voluntary Aided primary schools in Nottinghamshire (Nottingham Diocese)**

Published admission number	60
Expected number on roll	421

#### 2013/2014 admissions

Published admission number	60
Total number of preferences received	127
Total number withdrawn – higher preference offered	44
Number of preferences approved	60
Preferences refused and placed on waiting list	23
Please contact the school for the number of appeals and outcomes	

**Linked secondary school:** All Saints' Catholic School

### 32. Sherwood Junior School (7-11 community school)



Mrs Helen Duffy



01623 842545



Sherwood Street, Warsop, Mansfield, Notts, NG20 0JT



office@sherwood.notts.sch.uk



www.sherwoodjuniors.uk.org

DfE number 891 2180

#### 2014/2015 admissions

**standard junior and primary criteria**

Published admission number	60
Expected number on roll	229

#### 2013/2014 admissions

Published admission number	60
All applications were successful	

**Linked infant school:** Hetts Lane Infant and Nursery School

**Linked secondary school:** Meden School

**33. Sutton Road Primary and Nursery School (5-11 community school)**

Mrs Nicola Davies



01623 455920



Moor Lane, Mansfield, Notts, NG18 5SF



office8@suttonroad.notts.sch.uk

DfE number 891 3775

**2014/2015 admissions  
standard reception year criteria**

Published admission number	60
Expected number on roll	377

**2013/2014 admissions**

Published admission number	60
Total number of preferences received	91
Total number withdrawn – higher preference offered	29
Number of preferences approved (1 exceptional circumstances, 5 catchment/sibling, 15 catchment, 7 sibling, 32 out of catchment)	60
Preferences refused and placed on waiting list	2

**Linked secondary school:** The Brunts Academy**34. Wainwright Primary Academy (5-11 Academy)**

Mrs Michele Bailey



01623 662110



Harrop White Road, Mansfield, Notts, NG19 6TF



info@wainwrightpa.org.uk



www.wainwrightpa.org.uk

DfE number 891 2004

**2014/2015 admissions  
standard reception year criteria**

Published admission number	60
Expected number on roll	368

**2013/2014 admissions**

Published admission number	60
All applications were successful	

**Linked secondary school:** Queen Elizabeth's Academy

## 35. Wynndale Primary School (5-11 community school)



Mrs Jayne Gibbons



01623 479001



Wynndale Drive, Mansfield, Notts, NG18 3NY



office@wynndale.notts.sch.uk



www.wynndale.notts.sch.uk

DfE number 891 3298

**2014/2015 admissions  
standard reception year criteria**

Published admission number	30
Expected number on roll	211

**2013/2014 admissions**

Published admission number	30
Total number of preferences received	123
Total number withdrawn – higher preference offered	64
Number of preferences approved (6 catchment/sibling, 18 catchment, 4 sibling, 2 out of catchment)	30
Preferences refused and placed on waiting list	29

**Linked secondary school:** The Samworth Church Academy



## Admission Policy for Catholic Voluntary Aided Primary Schools in Nottinghamshire (Nottingham Diocese)

School Published	Published Admissions Number	Nursery	Parish(es) served
Holy Trinity Catholic Primary School, Newark	45	Yes	Holy Trinity Newark Our Lady of Victories, Southwell with St Anthony, Calverton
St Joseph's Catholic Primary School, Boughton	30		St Joseph's, New Ollerton
St Patrick's Catholic Primary School, Mansfield	30	Yes	St Patrick's, Forest Town with St George's, Rainworth
St Philip Neri with St Bede Catholic Primary School, Mansfield	60	Yes	St Philip Neri, Mansfield Our Lady Help of Christians, Kirkby-in- Ashfield

This admission policy has been adopted by the Governing Bodies of all the above Catholic Primary Schools. It applies to all applications for the school year 2014-2015 and for applications in subsequent years until further notice.

The Catholic schools listed above are under the Trusteeship of the Diocese of Nottingham and belong to the Nottingham Diocesan family of schools. They are founded by and are part of the Catholic Church and seek at all times to be a witness to Jesus Christ. Religious education and worship are in accordance with the teachings and doctrines of the Catholic Church. This does not affect the right of parents or carers who are not of the faith of these schools to apply for and to be considered for places. We ask all parents or carers applying for a place to respect this ethos and its importance to the school community.

Our schools are principally provided to serve the Catholic communities of Nottinghamshire. The Governors also welcome applications from all parents and carers, regardless of faith or background, who would like their children to be educated in a Christian environment.

In each school, the Governing Body is the admissions authority. Each Governing Body is responsible for determining the admissions policy and for all decisions relating to admissions. The admissions process is administered by Nottinghamshire Local Authority on behalf of the school governors.

**Parents should consult the Local Authority booklet "Admissions to School" which gives full details of the admissions process, including information on the admissions cycle. See also [www.nottinghamshire.gov.uk](http://www.nottinghamshire.gov.uk)**

### The Application Form

Applications must be made on the Application Form. The form must be completed by all applicants and returned by the closing date set by the Local Authority. Applications can also be made online at [www.nottinghamshire.gov.uk](http://www.nottinghamshire.gov.uk)

### The Supplementary Form and Supporting Evidence

In addition all applicants should complete the Supplementary Form. This form can be downloaded from the Local Authority website and is also available from any of the schools. The completed form, together with any required evidence, (see below), should be returned to each Catholic school for which a preference has been made by the same closing date set by the Local Authority for the return of the Application Form.

Parents / carers of Catholic children and those preparing for Baptism or Reception should supply one of the following documents with the Supplementary Form

- If the child is a baptised Catholic : a copy of the child's baptism certificate.
- If the child has been received into the Catholic Church: written verification, signed by a Catholic priest and stamped with the parish stamp.
- If the child, with his or her family, is participating in a recognised course of preparation leading to baptism or reception into the Catholic church at the time of application : written verification signed by a Catholic priest and stamped with the parish stamp.

**If the required documents are not provided, the child might be ranked in a lower admissions category.**

## Admission Policy for Catholic Voluntary Aided Primary Schools in Nottinghamshire (Nottingham Diocese) (continued)

### Nursery and Foundation 1 Classes

Schools with Nursery / Foundation 1 classes are shown above. Parents/Carers of children in a nursery/F1 class must apply for a full- time school place, (it is not an automatic transfer). A place in a Nursery / F1 class does not guarantee a full- time school place.

### Deferred Admission

If your child is offered a full time place before s/he reaches compulsory school age, you have the option of deferring the child's entry up until the term in which the child reaches compulsory school age. A place will be held and will not be offered to another child. Parents can request that their child attends part-time until the child reaches compulsory school age.

### Late Applications

Any applications received after the closing date will be accepted but considered only after those received by the closing date. You are therefore encouraged to ensure that your application is received on time.

### Applications during the School Year

Details of the application process are available from the school and from the Local Authority. Once an application has been made, it will be passed to the Admissions Committee of the Governing Body for consideration. If the respective year group total is below the published admission number for that year group, the child will be offered a place. If the admission number has been reached, the child will be only offered a place if the Committee decides that the education of pupils in that year group will not be detrimentally affected by the admission of an extra pupil.

Decisions will be made in writing. Offers not taken up within 10 working days may be withdrawn. In cases involving school transfers that do not require a house move or where there is no need for an immediate move, arrangements may be made for the child to start school at the beginning of term to minimise disruption to their own and other children's education.

If your child is not allocated a place, you have a statutory right to appeal (see 'Appeals'). Your appeal should be lodged within twenty school days after the date of your refusal letter.

### Oversubscription (Waiting) Lists

Parents whose children have not been offered their preferred school in the normal admissions round will be added to their preferred school's waiting list. Waiting lists for admission will remain open until the end of the Autumn Term in the admission year.

Schools may maintain waiting lists after this date. Please contact the school to request further details.

Waiting lists are ranked in the same order as the oversubscription criteria listed below. Waiting lists may change. This means that a child's waiting list position during the year could go up or down.

Any late applications will be added to the list in accordance with the order of priority for allocating places. Inclusion on a school's waiting list does not mean that a place will eventually become available.

### Appeals

If a child is not allocated a place, Parents/Carers have a statutory right to appeal. This should be done by writing to the Clerk to Governors, care of the school no later than twenty school days after the offer letter has been received. The appeal will be arranged on behalf of the governors by the Catholic Schools Appeals Service and will be heard by an independent panel. The decision of the panel will be binding on the school.

### Fair Access Protocols

Local Authorities are required to have Fair Access Protocols in order to make sure that unplaced children who live in the home local authority, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. This includes admitting children above the published admissions number to schools that are already full.

### Infant Class Size Regulations

Infant classes of 5, 6 and 7 year olds may not, by law, contain more than 30 pupils with a single qualified teacher. Parents/carers should be aware that when the Governing Body is considering applications for places, they must keep to the 30 limit. Parents/Carers do have a right of appeal in accordance with the Infant Class Size Regulations if the school is oversubscribed and their child is refused a place.

## Admission Policy for Catholic Voluntary Aided Primary Schools in Nottinghamshire (Nottingham Diocese) (continued)

### Applications for twins / multiple birth children

Where a place available is offered to a child from a twin or multiple birth the Governors will normally offer places to both twins, triplets etc even if this means exceeding the planned admission number.

### Fraudulent Information

If the allocation of a place has been made on the basis of fraudulent or intentionally misleading information, the governors reserve the right to withdraw the place.

### Oversubscription Criteria

Children who have a Statement of Special Educational Needs will be admitted. This will reduce the number of places available for other children. See 'Admissions to School Guide to Parents' for further details about special needs provision.

Where schools have more applications than places available, Governors will draw up a ranked list based on the criteria listed below and will allocate places accordingly.

**Tie breaker:** Within each criterion, priority will be given to children who live nearest to the school. Distance measurements will be taken in a straight line from the entrance to the child's home to the principal entrance to the main administrative building of the school. This will be calculated by using computer software, which is currently *arcview*. In the event of needing to discriminate between pupils living in the same block of flats, where *arcview* produces the same distance measurement, the lowest numbered flat(s) will be treated as closest to the school. In a very few cases, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place (eg children who live at the same address or have the same distance measurement). In this exceptional situation, if there is no other way of separating the applications then the governors will admit the additional child above the planned admissions number. If however, admission would result in the legal limit of 30 children being exceeded, then the place will be allocated by drawing lots.

1. Catholic looked after or previously looked after children (*see notes 1 and 2*).
2. Catholic (*see note 2*) children living in the parish(es) served by the school who will have a sibling (*see note 3*) at the school at the proposed time of admission.
3. Catholic (*see note 2*) children living in the parish(es) served by the school.
4. Catholic (*see note 2*) children living outside the parish(es) served by the school who will have a sibling (*see note 3*) attending the school at the proposed time of admission.
5. Catholic (*see note 2*) children living outside the parish(es) served by the school.
6. Children who, with a family member, are participating in a recognised course of preparation (for example Rite of Christian Initiation for Adults) leading to baptism or reception into the Catholic church at the time of application.
7. Other children who are classed as looked after or previously looked after children (*see note 1*).
8. Other children who will have a sibling (*see note 3*) attending the school at the proposed time of admission.
9. Children who are attending the Nursery or Foundation 1 class (where relevant).
10. Other children.

## **Admission Policy for Catholic Voluntary Aided Primary Schools in Nottinghamshire (Nottingham Diocese) (continued)**

### **Note 1 - Definition of looked after children or previously looked after children**

A child who is looked after by a local authority in accordance with Section 22 of the Children's Act 1989 at the time application for his / her admission is made and who the Local Authority has confirmed will still be looked after at the time when he / she is admitted to school or a child who was looked after but ceased to be so because they were adopted or who has become subject to a residence order or a special guardianship order immediately after being looked after.

### **Note 2 - Definition of Catholic**

- A child baptised in the Catholic Church (Roman rite or Eastern rites) whose members are in full communion with the Bishop of Rome. (Pope Benedict XV1). Advice available from Diocesan Education Service.
- A child baptised in another Christian denomination who has been received into full communion with the Catholic church.

### **Note 3 - Definition of Sibling (brothers and sisters)**

The governors of each school use the same definition as used by the Local Authority. See 'Admissions to School Guide for Parents'.

### **Note 4 - Place of Residence**

The governors of each school use the same definition as used by the Local Authority. See 'Admissions to School Guide for Parents'.

### **Note 5 - Parents/Carers**

The governors of each school use the same definition as used by the Local Authority. See 'Admissions to School Guide for Parents'.