

Admissions Policy for the Academic Year 2008-2009.

“This is my commandment:

Love one another as I have loved you.” John 15:12

We, at The Priory Catholic Primary School,
believe that education is for us,
a process of growth through all those experiences
spiritual, moral, social, cultural, physical and academic -
which lead us to personal fulfillment
and the growth of the Christian Community.

Within the ethos generated by living out our mission statement, everyone working at The Priory Catholic Primary School aims:

- ◆ To create a Christian environment reflecting the life of Christ whilst striving to foster links with the home, the parish and the wider community.
- ◆ To try to ensure that within an atmosphere of mutual respect and shared learning, that the individual is given the opportunity to promote self esteem and to develop and share their qualities, abilities and ambitions thus fulfilling individual potential and satisfying personal, spiritual, emotional, physical, intellectual and social needs.
- ◆ To enrich the spiritual life of the individual through involvement in a varied and meaningful liturgy.
- ◆ To ensure the National Curriculum is taught in a way that is appropriate to the needs of each child and is based on attitudes and values within the Gospels.

Introduction

The Priory School is a Catholic School in the trusteeship of the Diocese of Nottingham. The School was built by the Catholic Community which continues to maintain it.

We welcome applications from all those who seek a Catholic Education for their children and from those who seek membership for their children as members of our Christ centred community.

The governing body of **The Priory Catholic Primary School** applies the regulations on admissions fairly and equally to all those who wish to attend this school. The Education Act 2002 and School Admissions Code of Practice 2003 determine changes in admissions. This policy conforms to these regulations and the statutory Appeals Code of Practice.

Aims and objectives

We are a voluntary-aided school and as such, the Governors are mindful to safeguard the distinctive nature of The Priory Catholic Primary School through this policy. The Priory Catholic Primary School is an inclusive school that welcomes children from all backgrounds and abilities provided they support and contribute towards our ethos and mission statement.

All applications will be treated on merit and in a sensitive manner.

The restrictions we place on entry are religious denomination and that of number. If the number of children applying for entry exceeds the places available, we enforce the procedure set out below in order to determine whether a child is accepted or not. It is our wish to allow parents the right to have a place at the school of their choice. However, this is not always possible, due to the excess demand on the school places available.

The level of ability of a child or any special needs that s/he may have plays no part in the admissions policy of this school.

Applications for Admission

As our school is a voluntary-aided school, the Governing Body determines the admission arrangements in consultation with the Diocesan Education Service, with the LA and with other schools in the relevant area. The Governing Body is therefore the 'Admissions Authority' for our school. The regulations for entry to our school are published each year in our school prospectus. Parents can receive a copy of these regulations directly from the school on request.

Parents wishing to visit are invited to write to (or telephone) the school to arrange a mutually convenient time. Your child is very welcome to join you in a tour of our school. If you are still interested in applying for a place at The Priory Catholic Primary School, then you can collect an application form from the office together with a copy of our school prospectus.

From September 2005 onwards, co-ordinated LA arrangements for admission will apply, with the dates determined by the LA. To apply for a place at The Priory Catholic Primary School, parents need to submit an LA application form, which will need to be returned to the LA by the prescribed date, as well as completing a school application form and returning it directly to the school for consideration by the Governing Body.

The Governors have a responsibility to maintain the Catholic character and ethos of the school and in the case of over subscription, admissions will be controlled with this in mind. Late applications, except where the family have moved into the area, will be considered after all other applications, received in time, have been dealt with.

The Schools planned admission number is 25. Children who have a Statement of Special Education Needs, where the school is named as the most appropriate educational setting for the child, will be admitted. This will reduce the number of places available to applicants.

Priority in all categories will be given to children who have a sibling (see Note 1) in the school at the time of application.

In the event of over subscription, the Governors will use the following order of criteria for determining admission until all places have been filled:-

- 1 Children in the care of a local authority (see Note 3)
- 2 Baptised Catholic (see Note 2) children living or worshipping in the parish of Our Lady of Good Counsel will have the first priority.
- 3 After the above have been admitted, if places are available, baptised Catholic (see Note 2) children from outside the parish of Our Lady of Good Counsel will be considered.

If categories 1, 2, and 3 are oversubscribed, priority will be given to children of parents who are regular Mass attenders. A reference from a Priest will be required to establish Catholicity. In the case of over subscription a verification form will be supplied by the school and issued to parents for completion by them and their Priest.

- 4 After the above have been admitted, if places are available, the Governors will consider children who are baptised or dedicated members of other Christian churches as recognised by Churches Together in England. Priority will be given to members of the Eastern Orthodox churches. (These are shown in bold type in Note 4).
- 5 After the above have been admitted, if places are available, the Governors will consider children of families of other world faiths whose parents are seeking a Christian environment for their children's education.
- 6 After the above have been admitted, if places are available, the Governors will consider other children whose parents are seeking a Christian environment for their children's education.

If categories 4, 5 or 6 are oversubscribed, the Governing Body will make a decision on the shortest distance between the applicant's home (see Note 5) and the main entrance of the school as measured by the Local Education Authority

This distance 'tie breaker' will be used in any of the six categories if two or more applicants are equal in all other respects.

Note 1 – Definition of Sibling

Siblings (brothers or sisters) are considered to be those children who live at the same address and either:

- a. have one or both natural parents in common
- or b. are related by a parent's marriage
- or c. are adopted or fostered.

Note 2 – Definition of Catholic (for the purposes of this policy)

1. A child baptised in the Catholic Church or baptised in one of the other rites of the Catholic Church whose members are in full communion with the Bishop of Rome (eg The Greek Catholic Church)
2. A child baptised in another Christian faith who has been received into full communion in the Catholic faith
3. A child who, with his or her family, is enrolled in a recognised course of preparation leading to baptism (parishes are requested to keep appropriate records).

Note 3 – Definition of Looked after Child (in public care)

This includes any child/young person who is subject to a full Care Order, an Interim Care Order, accommodated under Section 20 of the Children Act 1989 or is remanded or detained into Local Authority accommodation under Criminal Law.

Note 4 – Churches Together in England

The Baptist Union of Great Britain
Church of England
Council of African and Afro-Caribbean Churches
Free Churches' Council
Independent Methodist Churches
Lutheran Council of Great Britain
Moravian Church
Religious Society of Friends
Russian Orthodox Church
United Reform Church
Ichthus Christian Fellowship

Cherubim and Seraphim Council of Churches
Church of Scotland Congregational Federation
Council of Oriental Orthodox Christian Churches
Greek Orthodox Church
Joint Council for Anglo-Caribbean Churches
Methodist Church
New Testament Assembly
Catholic Church
Salvation Army
Wesleyan Holiness Church

Note 5 – Place of Residence

The child's ordinary place of residence will be deemed to be a residential property at which the person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to the school.

Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will be deemed to be that property at which the child resides for the greater part of the week, including weekends.

The LA publishes a composite admissions prospectus each year, which gives information about how parents can apply for a place in the school of their choice. Parents have a right to express a preference for the school of their choice and they should do so on the application form.

Expressing a preference does not, in itself, guarantee a place at this school. Application forms can be obtained from the Education Department of the LA and should be completed by the date stipulated on the forms.

Entry to The Priory Catholic Primary School.

In our school, children enter school in the academic year they become five. There are two admissions dates per year, early in September (i.e. at the start of the school year) and in January.

Children are admitted at the start of the term in which they have their fifth birthday or at an agreed date during the term of their fifth birthday.

Therefore, a child who has a fifth birthday on or between:

1st September - 31st December

will be admitted to full-time education in September.

1st January - 31st March

will be admitted to full-time education on the first day of the Spring term

1st April - 31st August

will be admitted to full-time education on the first day of the Spring term

Children already in mainstream education, who apply for a place in the school, will start school at the discretion of the governors.

Therefore, parents who would like their child to be admitted to this school during the year their child is five should ensure that they complete the necessary application form by **the date specified by the LA**. Applications from Catholic parents who move late into the area will always be considered.

From September 2006, the co-ordinated arrangements will apply and so parents will be notified by the LEA regarding a child's application – the dates for such notification will be determined by the LEA following consultation.

Admission appeals

If we do not offer a child a place at this school, it is because to do so would prejudice the education of other children.

Families of an unsuccessful application will be offered a place on the waiting list. The school will only place an application on the waiting list following a written request by the parents/guardian.

Parents who wish to appeal against a decision of the Governors must do so in writing to the Clerk to the Governors c/o The Priory Catholic Primary School, **within three weeks of receipt of the decision.**

An independent appeals panel then meets to consider all appeals by parents who have been refused a place at our school and who wish to appeal against this decision. An appeals panel's decision is binding for all parties concerned. If the appeals panel decides that we should admit a child to our school, then we will accept this and continue to do all we can to provide the best education for all the children at our school.

(Details of appeal arrangements are set out in the Code of Practice on School Admissions Appeals, which came into force in September 1999.)

The standard number

The standard number is the number of children the school can accommodate. The standard number for our school is **25**. We keep this number under review and the governors will apply to change the number if circumstances allow.

Infant class size

We teach infant children (aged five to seven) in classes that have a maximum number of 30 children.

Review

This policy will be reviewed annually by the Governing Body in the light of any changed circumstances in our school or the local area.

Signed:

Date: