Academy	Published Admission Number	Parish(es) Served	Located within Local Authority
Blessed Robert Widmerpool Catholic Voluntary Academy, Listowel Crescent, Clifton, Nottingham NG11 9BH	30	Corpus Christi, Clifton	Nottingham City
Our Lady & St. Edward Primary & Nursery Catholic Voluntary Academy, Gordon Road, Nottingham NG3 2LG	30	Holy Family, East Nottingham – the area within the boundary of the former parish of Our Lady and St Edward, Nottingham	Nottingham City
St Patrick's Catholic Primary and Nursery School, a Voluntary Academy, Coronation Avenue, Wilford, Nottingham NG11 7AB	30	Our Lady and St Patrick in the Meadows, Nottingham	Nottingham City
St Augustine's Catholic Primary and Nursery School, a Voluntary Academy Park Avenue, Mapperley, Nottingham NG3 4JS	45	Holy Family, East Nottingham – the area within the boundary of the former parish of St Augustine, Apostle of England, Nottingham Cathedral Church of St Barnabas, Nottingham	Nottingham City
St Teresa's Catholic Primary School Kingsbury Drive, Aspley, Nottingham NG8 3EP	60	Parish of All Saints, West Nottingham The Assumption, Beeston	Nottingham City
Our Lady of Perpetual Succour Catholic Primary and Nursery School, Piccadilly, Bulwell, Nottingham NG6 9FN	30	Our Lady of Perpetual Succour, Bulwell (the area within the boundary of the former parish of Infant of Prague, Bestwood Park)	Nottingham City
St Mary's Catholic Primary and Nursery School, Beaconsfield Street, Hyson Green, Nottingham NG7 6FL	30	St Paul, Lenton Boulevard and St Mary, Hyson Green	Nottingham City
St Margaret Clitherow Catholic Voluntary Academy Bestwood Park, Nottingham NG5 5RS	30	Saint John Paul II, Nottingham (within the city boundary)	Nottingham City
Holy Cross Catholic Voluntary Academy, Leen Mills Lane, Hucknall, Nottingham NG15 8BZ	30	Holy Cross, Hucknall	Nottinghamshire

Sacred Heart Catholic Voluntary Academy, Southcliffe Road, Carlton, Nottingham NG4 1EQ	30	Holy Family, East Nottingham – the area within the boundary of the former parish of Most Sacred Heart of Jesus, Carlton Hill	Nottinghamshire
The Good Shepherd Catholic Voluntary Academy, Somersby Road, Woodthorpe, Nottingham NG5 4LT	60	Saint John Paul II, Nottingham – the area within the boundary of the former parish of Good Shepherd, Woodthorpe (within the Gedling boundary) together with the area within the former parish Our Lady of Victories Southwell with St. Anthony Calverton around the Church of St. Anthony	Nottinghamshire
Holy Trinity Catholic Voluntary Academy, Boundary Road, Newark, Nottinghamshire, NG24 4AU	30	Saint Francis of Assisi, Sherwood – the area within the boundary of the former parish of Holy Trinity, Newark, together with the area within the former parish of Our Lady of Victories, Southwell, with St Anthony, Calverton around the Church of our Lady of Victories	Nottinghamshire
St Joseph's Catholic Primary and Nursery School, New Ollerton. A Voluntary Academy, Main Road, Boughton, Newark, Nottinghamshire NG22 9JE	30	Saint Francis of Assisi, Sherwood – the area within the boundary of the former parish of St. Joseph, New Ollerton	Nottinghamshire
St Patrick's Catholic Voluntary Academy, Lingforest Road, Mansfield, Nottinghamshire, NG18 3NJ	30	Our Lady and All Saints, Mansfield – the area within the boundary of the former parish of St Patrick, Forest Town	Nottinghamshire
St Philip Neri with St Bede Primary Catholic Voluntary Academy, Rosemary Street, Mansfield, Nottinghamshire, NG19 6AA	60	Our Lady and All Saints, Mansfield – the area within the boundary of the former parish of St Philip Neri, Mansfield Our Lady Help of Christians, Kirkby-in-Ashfield St Joseph the Worker, Sutton-in-Ashfield	Nottinghamshire
St Edmund Campion School, a Catholic Voluntary Academy, Tewkesbury Close, West Bridgford, Nottingham NG2 5NH	30	The Annunciation, Rushcliffe	Nottinghamshire

St Joseph's Catholic Primary School, A Voluntary Academy Langwith Road, Langwith Junction, Nottinghamshire, NG20 9RP	30	Our Lady and All Saints, Mansfield – the area within the boundary of the former parish of St Joseph, Shirebrook with St Teresa, Market Warsop	Derbyshire
St Augustine Webster Catholic Primary Voluntary Academy, Baildon Road, SCUNTHORPE, N Lincs, DN15 8BU	30	The Lincolnshire Martyrs, Scunthorpe – the area within the former parish of Holy Souls, Scunthorpe	North Lincs
St Bernadette's Catholic Primary Voluntary Academy, Anne's Crescent, SCUNTHORPE N Lincs, DN16 2LW	45	The Lincolnshire Martyrs, Scunthorpe – the area within the former parish of St Bernadette, Scunthorpe together with the parish of St. Thomas of Canterbury Gainsborough	North Lincs
St Mary's Catholic Primary Voluntary Academy, Grammar School Road, BRIGG N Lincs, DN20 8BB	30	St Mary and St Augustine Webster, N. Lincolnshire; Holy Rood, Market Rasen with St Thomas More, Caistor, St Francis de Sales, Hainton and Our Lady and St Joseph, Osgodby	North Lincs
St Norbert's Catholic Primary Voluntary Academy, Fieldside, CROWLE, Scunthorpe DN17 4HL	15	The Lincolnshire Martyrs, Scunthorpe – the area within the former parish of St Norbert, Crowle	North Lincs
St Mary's Catholic Voluntary Academy, Wellington Street, GRIMSBY, N E Lincs, DN32 7JX	30	Parish of the Most Holy and Undivided Trinity, Grimsby, Cleethorpes & Immingham St. Joseph Mablethorpe St Mary Louth	North East Lincs
Our Lady of Good Counsel Catholic Primary School, a Voluntary Academy The Drove, SLEAFORD, Lincolnshire NG34 7AT	25	Our Lady of Good Counsel, Sleaford	Lincolnshire
Our Lady of Lincoln Catholic Primary School, a Voluntary Academy Laughton Way, Ermine Estate, LINCOLN LN2 2HE	30	Our Lady of Lincoln Parish	Lincolnshire

St Augustine's Catholic Voluntary Academy Kesteven Road, STAMFORD, Lincolnshire PE9 1SR	30	The parish of Our Lord Jesus Christ, Eternal High Priest, by Rutland Water (that portion which is the former parish of Saint Mary and Saint Augustine, Stamford)	Lincolnshire
St. Hugh's Catholic Primary, a Voluntary Academy, Woodfield Avenue, Doddington Park LINCOLN, LN6 0SH	40	Saint Hugh of Lincoln Parish; Saints Peter and Paul Parish	Lincolnshire
St Mary's Catholic Primary School Ashlawn Drive, BOSTON, Lincolnshire, PE21 9PX	30	St Mary, Our Lady of the Rosary, Boston Sacred Heart Skegness with Our Lady and the English Martyrs Spilsby. Our Lady & St Peter, Woodall Spa	Lincolnshire
St Mary's Catholic Primary School Sandon Road, GRANTHAM, Lincolnshire, NG31 9AK	30	St Mary the Immaculate, Grantham	Lincolnshire
St Norbert's Catholic Primary School Tollgate, off Pennygate, SPALDING Lincolnshire PE11 1TY	30	Our Lady of Walsingham, South Holland Sacred Heart & St Gilbert, Bourne with Our Lady of Lincoln and St Guthlac, Deeping St James	Lincolnshire

This policy will apply for admission into Reception Class for the academic year 2027-28.

The Catholic academies listed above are under the Trusteeship of the Diocese of Nottingham and belong to the Nottingham Diocesan family of schools. They were founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The academies are conducted by the Our Lady of Lourdes Catholic Multi-Academy Trust as part of the Catholic Church in accordance with their trust deed and articles of association, and seeks at all times to be a witness to Our Lord Jesus Christ.
As Catholic academies, we aim to provide a Catholic education for all our pupils. At a Catholic academy, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the academy. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the academy in accordance with these admission arrangements.

The Our Lady of Lourdes Catholic Multi-Academy Trust is the admission authority for all the schools within the Trust and is responsible for determining the admissions policy. On behalf of the Trust the admissions are coordinated by the relevant Local Authority.

All decisions relating to admission applications will be taken by the local governing body of the school applied for.

Dependent on their place of residence parents/carers should consult their relevant home Local Authority website for full details of the admissions process, including information on the admissions cycle. Details are below:

Nottinghamshire: www.nottinghamshire.gov.uk	Nottingham City: www.nottinghamcity.gov.uk
Derbyshire: www.derbyshire.gov.uk	Lincolnshire: www.lincolnshire.gov.uk/schooladmissions
North Lincolnshire: www.northlincs.gov.uk	North East Lincolnshire: www.nelincs.gov.uk

Application Procedure and Timetable

Applications must be made on the Common Application Form provided by your **home** Local Authority. Applications must be made to your **home** Local Authority by the national closing date of 15th January.

In addition **all applicants wishing to apply for a place under a faith criterion** (oversubscription criteria 1-7) should complete the Supplementary Information Form. This form available from the schools. The completed form, together with any required evidence, (see notes 3-8), should be returned to each Catholic school for which a preference has been specified by 15th January.

If you do not provide the information required in this form and return it to the academy, **with** all supporting documentation, your child may not be placed in the appropriate faith category and this may affect your child's chance of being offered a place.

All Applications - How places are allocated

The Local Authority forward details of all applicants to the relevant school local governing body. Using the information on both the Common Application Form and the Supplementary Form, each school local governing body draws up a ranked list using the oversubscription criteria listed below. The Local Authority then allocates places on behalf of the school up to the admissions number. When a place can be offered at more than one of the schools listed on your application, the Local Authority will offer a place at the highest preferred school where a place is available.

Admission of Children below Compulsory School Age, Deferred Entry and Summer Born Children

A child's parents may defer the date at which their child, if they are below compulsory school age, is admitted to the school, until later in the school year but not beyond the point at which they reach compulsory school age, or beyond the beginning of the final term of the school year for which an offer was made. A child reaches compulsory school age on the prescribed day following his/her fifth birthday (or on his/her fifth birthday if it falls on a prescribed day). The prescribed days are 31st December, 31st March and 31st August. The place will be held and will not be offered to another child provided the place is taken up within the same academic year.

A child may also attend school part time until the child reaches compulsory school age

Parents who wish to defer their child's start in reception class until later in the school year or for their child to attend school part-time should advise the school prior to the start of the autumn term.

Parents of summer born children, i.e. a child born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted outside of their normal age group to Reception Year rather than Year 1. However, parents need to be aware that **if** the request is approved *(see below on decisions on applications for 'admission outside of normal age group)* they will need to apply again in the next admissions round for a place in that Reception Year and should be aware that a place is not guaranteed as the application will be considered alongside all other applications in that year and the Oversubscription Criteria will still apply.

Admission of children outside their normal age group
Parents may seek a place for their child outside of the normal age group for example if the child is exceptionally gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child, i.e. a child born between 1st April and 31st August, may request that the child be admitted out of their normal age group, to reception rather than year 1.

Should you wish to seek a place for your child outside of their normal age group you should still make an application for a school place for your child's normal age group **and** you should also submit a request for admission out of the normal age group. This request should be made in writing (including any supporting evidence) to the Chair of the Local Governing Body, c/o the school at the same time as the admission application is made.

In addition to taking into account the views of the head teacher, including the head teacher's statutory responsibility for the internal organisation, management and control of the school, the school local governing body will take into account the views of the parents and of appropriate medical and education professionals. A decision will then be made on which age group the child should be admitted taking into account the circumstances of each case and the best interests of the child.

Once that decision has been made the oversubscription criteria will be applied to determine if a place can be offered at the school.

Your statutory right to appeal against the refusal of a place at a school for which you have applied is unaffected. However, the right to appeal does not apply if you are offered a place at the school but it is not in your preferred age group.

The school is not required to honour a decision made by another admission authority on admission out of the normal age group.

Late applications
Late applications will be administered in accordance with the Local Authority Primary Coordinated Admissions Scheme within which the school is located. You are encouraged to ensure that your application is received on time.

Late applications – Nottingham City
Nottingham City Council and the school local governing body may be willing to accept applications which are received late but before the date set by the Local Authority for good reason for example:
• a family returning from abroad
• a lone parent who has been ill for some time
• a family moving into Nottingham from another area
• other exceptional circumstances
Each case will be treated on its merits.
Any preferences received by Nottingham City Council up to the date set by the Local Authority, with good reason for being late, and where appropriate, with the agreement of the school local governing body will be included in the first cycle of allocations and will be notified on the national offer day.

All other late applications for primary school places received by Nottingham City Council after the specified date will be dealt with after the offer day.

Late applications - Nottinghamshire
Certain late applications submitted in the normal admissions round that are received by Nottinghamshire County Council up to the date set by Nottinghamshire County Council will be treated as on time. Such applications will be from parents or carers who:

- have moved into Nottinghamshire; or
- can establish at the time of completing the form that there were exceptional reasons for missing the closing date and were, therefore, unable to meet the published closing date.

School local governing bodies will treat such applications as on time where it is practical to include them in their first ranking. All other late applications for primary school places received by Nottinghamshire Local Authority after the specified date will be dealt with after the offer day.

Applications during the school year (In-Year Applications)
Details of the application process are available from the school and from the Local Authority (see details below) within which the school is located. Once an application has been made, it will be passed to the school local governing body for consideration.

Dependent on the location of the school for details of the application process for In-Year Applications parents/carers should consult the relevant Local Authority website:

Nottinghamshire: www.nottinghamshire.gov.uk	Nottingham City: www.nottinghamcity.gov.uk
Derbyshire: www.derbyshire.gov.uk	Lincolnshire: www.lincolnshire.gov.uk/schooladmissions
North Lincolnshire: www.northlincs.gov.uk	North East Lincolnshire: www.nelincs.gov.uk

Offers of places may be withdrawn if they are offered in error, a parent has not responded within 10 school days of the offer letter issue or it is established that an offer was obtained through a fraudulent or intentionally misleading application.

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 the following term to minimise disruption to their own and other children's education.

If your application is refused you have a statutory right to appeal (see 'Appeals' below). Your appeal should be lodged within twenty school days after the date of the decision letter.

Waiting Lists
Parents whose children have not been offered a place at a school in the normal admissions round will be added to the school's Waiting List unless they have been offered a place at a higher preference school. The Waiting List will normally remain open until 31 December in the application year. However, some schools may maintain the Waiting List until the end of the academic year. Parents should contact the relevant school to request further details.
Note: Management of Waiting Lists for schools in Lincolnshire - Lincolnshire County Council maintain Waiting Lists until the end of August and then it is passed to the school

Waiting Lists are maintained in the same order as the oversubscription criteria listed below and not in the order in which applications are received or added to the Waiting List.

Any late applications will be added to the Waiting List in accordance with the oversubscription criteria and each added child will require the list to be ranked again in line with the oversubscription criteria, therefore your child's position on the Waiting List may change and a child's Waiting List position during the year could go up or down.

Inclusion on a school's Waiting List does not mean that a place will eventually become available.

Parents must make a further application for a school place in respect of a later academic year and if a place is not available the child's name can be added to the Waiting List for that academic year.

Appeals
If a child is not offered a place, parents/carers have a statutory right to appeal. This should be done by writing to the school setting out your grounds for appeal no later than twenty school days after the decision letter has been received. The appeal will be arranged on behalf of the local school governing body 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, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. Accordingly, outside the normal admission round the admission authority is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The admission authority has this power, even when admitting the child would mean exceeding the PAN (subject to the infant class size exceptions).

Infant Class Size Regulations
Infant classes may not, by law, contain more than 30 pupils with a single qualified teacher. Parents/carers should be aware that when the school local governing body is considering applications for places, they must keep to the 30 limit. However, in accordance with the School Admissions Code 2021 (2.16) additional children may be admitted under limited exceptional circumstances. These children will remain as 'excepted pupils' for the time they are in an infant class or until the class numbers fall back to the current infant class size limit. Parents 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.

Applications for twins / multiple birth children
Where the final place available is offered to a child from a twin or multiple birth the school local governing body will normally offer places to both twins, triplets etc even if this means exceeding the published admission number as long as the governing body decides that the education of pupils in that year group would not be detrimentally affected.

Attendance at Nursery
For children attending the school's nursery, application to the reception class of the school must be made in the normal way, to the home local authority using the Common Application Form. Attendance at the school's nursery or a pre-school setting on the site of the school does not guarantee that a place will be offered at the school and does not give any priority within the oversubscription criteria.

Transfers from Infant Schools
This policy also applies to applications from parents who wish to transfer children from an infant school to Year 3 in one of the schools. Your home Local Authority will provide information about how this can be done. However, parents need to be aware that the schools are primary schools (age 4–11) places may have already been filled.

Children of UK service personnel (UK Armed Forces) and returning crown servants
For families of UK service personnel with a confirmed posting to the area, or crown servants returning to live in the area from overseas, the Governors will:

- Process an application in advance of the family arriving in the area provided it is accompanied by an official letter that declares a relocation date and a Unit postal address or quartering area address to use when considering the application against the school's oversubscription criteria.
- Accept a Unit postal address or quartering area address for admissions purposes for a service child.

The Governors will not refuse a service child a place because the family does not currently live in the area.

Fraudulent Information
The school local governing body reserves the right to withdraw the offer of a place or, if a child is already attending the school, the place itself, where it is satisfied that the offer or place was obtained on the basis of fraudulent or intentionally misleading information.

Oversubscription Criteria
Where a school has more applications than places available, the school local governing body will draw up a ranked list based on the criteria listed below and will allocate places accordingly.

In accordance with legislation Pupils with an Educational Health and Care Plan (EHCP) (a plan made by the Local Authority under Section 37 of the Children and Families Act 2014 which specifies the special educational provision required for a child) which names the school will be allocated a place first. This will reduce the number of places available.

1. Catholic looked after or previously looked after children including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted (*See Notes 1 and 2*).

2. Catholic (*see Note 2)* children living in the parish(es) served by the school

3. Catholic (*see Note 2*) children living outside the parish(es) served by the school

4. Other looked after or previously looked after children including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted (*see Note 1*).

5. Catechumens, Candidates and members of Eastern Christian Churches (*see Notes 3, 4 and 5*)

6. Children of other Christian denominations whose membership is evidenced by a minister of religion (*see note 6)*

7. Children of other faiths whose membership is evidenced by a religious leader *(see note 7)*

8. Any other children not within categories 1-7.

First priority within the individual criteria will be given to applications for children who will have siblings (see *Note 8*) attending the school in years R - 6 at the proposed time of admission.

Distance Measurement
Within each criterion applications will be ranked on distance with priority given to children who live nearest to the academy using the same method of measurement as used by the Local Authority within which the academy is located (see below).

Nottingham City: Distance will be measured in a straight line (This will be calculated by Nottingham City Local Authority's computerised distance measuring software) from the centre of the school campus to a point at the pupil's home address identified by the Local Land and Property Gazetteer.
Nottinghamshire: Distance will be measured in a straight line from the main administrative point at the school campus to an address point (using eastings and northings defined by Ordnance Survey) to the child's home using Nottinghamshire Local Authority's computerised distance measuring software.
Derbyshire: Distance will be measured using a Geographic Information System (GIS) to measure the straight-line distance. It is measured by a standard straight-line distance calculated to within two metres. This measurement is taken from the postal address file, normally the house front door. For schools the grid reference is taken from the postal address file and will normally be the centre of the school for primary phase schools or the nearest gate or entrance for secondary phase schools.
North Lincolnshire: The distance will be determined by measuring the shortest available route using the public road and path network from the pupil's home to the main school gate, as determined by the Local Authority. The distance will be measured by using a computerised geographical information system (GIS). Pupils living in flats where the distance measures the same, priority will be given in ascending order of flat number/letter/floor.
North East Lincolnshire: Distance will be measured by the safest walking route from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system.
Lincolnshire: Measurement will be using the straight-line distance from home to school calculated by the Lincolnshire School Admissions Team. The measurement is made from the Post Office Address Point of the home to the Post Office Address Point of the school using electronic measuring systems and is measured to 3 decimal points.

Tie Breaker

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 (e.g. 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 school local governing body will admit the additional child above the published admission number. If, however, and subject to the limited exceptional circumstances set out in the School Admissions Code 2021 (2.16) where additional children may be admitted, where admission would result in the legal limit of 30 children being exceeded, then the place will be allocated by the drawing of lots supervised by someone independent of the school.

NOTES (THESE FORM PART OF THE OVERSUBSCRIPTION CRITERIA)

1. A 'looked after child' has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is

(a) in the care of a local authority or

(b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making an application to the school.

A 'previously looked after child' is a child who was looked after, but ceased to be so because he or she was adopted, or became subject to a child arrangements order or special guardianship order. Included in this definition are those children who appear (to the admission authority) to have been in state care outside of England and who ceased to be in state care as a result of being adopted.

2. 'Catholic' means a member of a Church in full communion with the See of Rome. This includes the Eastern Catholic Churches. This will be evidenced by a certificate of baptism in a Catholic Church or a certificate of reception into full communion with the Catholic Church signed by a Catholic Priest and stamped with the parish stamp. For the purposes of this policy, it includes a looked after child who is part of a Catholic family where a letter from a priest demonstrates that the child would have been baptised or received if it were not for their status as a looked after child (i.e. a looked after child in the process of adoption by a Catholic family).

For a child to be ranked as Catholic within the oversubscription criteria, evidence of Catholic baptism or reception into the Church will be required. Those who have difficulty obtaining written evidence of baptism should contact their Parish Priest who, after consulting with the Diocese, will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

3. 'Catechumen' means a member of the catechumenate of a Catholic Church. This will be evidenced by a certificate of reception into the order of catechumens or a letter of verification signed by the parish priest and stamped with the parish stamp.

4. 'Candidate' means a candidate for reception into the Catholic Church. This will be evidenced by a letter of verification signed by the parish priest and stamped with the parish stamp.

5. 'Eastern Christian Church' includes Orthodox Churches, and is normally evidenced by a certificate of baptism or reception from the authorities of that Church.

6. 'Children of other Christian denominations' means children who belong to other churches and ecclesial communities which, acknowledge God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service to the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above.

All members of Churches Together in England (CTE) and Churches Together in Wales (CYTUN) are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis.

Evidence will be a Baptism Certificate, a Certificate of Dedication or a letter of verification confirming the membership of the child signed by the minister of religion for that church.

7. 'Children of other faiths' means children who are members of a religious community that does not fall within the definition of 'other Christian denominations' at note 7 above and which falls within the definition of a religion for the purposes of charity law. The Charities Act 2011 defines religion to include:

- A religion which involves belief in more than one God, and
- A religion which does not involve belief in a God.

Case law has identified certain characteristics which describe the meaning of religion for the purposes of charity law, which are characterised by a belief in a supreme being and an expression of belief in that supreme being through worship.

This is evidenced by a Baptism Certificate, a Certificate of Dedication or a letter of verification confirming the membership of the child signed by the faith leader of the community.

8. 'Siblings' means a child who lives as a brother or sister in the same house, including natural brothers or sisters with either one or both parents in common, adopted brothers or sisters, stepbrothers or sisters, foster brothers or sisters, or the child of a parent'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. It also includes natural brothers or sisters where the child for whom the school place is sought is not living in the same family unit as the same address as that sibling.

(i) all natural brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters, foster brothers or sisters, whether or not they are living at the same address; and

(ii) the child of a parent's partner where that child lives for at least part of the week in the same family unit at the same home address as the child who is the subject of the application.

9. A 'parent' means all-natural parents, any person who is not a parent but has parental responsibility for a child, and any person who has care of a child.

10. Home Address: The governors of each school use the same definition as used by the Local Authority within which the school is located and these are set out below:

Nottinghamshire: The child's place of residence is taken to be the parental home, other than in the case of children fostered by a local authority, where either the parental address or that of a foster parent(s) may be used. If a child's parents live at separate addresses, the address where the child permanently spends at least three 'school' nights (that is, Sunday, Monday, Tuesday, Wednesday or Thursday) will be taken to be the place of residence. Addresses of other relatives or friends will not be considered as the place of residence, even if the child stays there for all or part of the week. Evidence that the child's place of residence is permanent may also be sought and this should prove that the child lived at the address at the time of the application. Informal arrangements between parents will not be taken into consideration. For families of service personnel with a confirmed posting to the area or crown servants returning from overseas to live in the area a Unit postal address or quartering area address for a service child provided the application is accompanied by an official letter that declares a relocation date will be accepted.

Nottingham City: The child's ordinary place of residence will be deemed to be the residential property at which the child normally and habitually resides with the person or persons having parental responsibility for the child at the closing date for the receipt of the SCAF, i.e. 15 January. 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 normally and habitually resides for the greater part of the week including weekends. If the child lives at two separate properties for an equal length of time, the ordinary place of residence will be deemed to be the address named on the Child Benefit letter. Informal residence agreements with family and friends will not be accepted unless there are exceptional circumstances, for which supporting evidence will be required.

***Derbyshire*:** The home address used for school admission purposes is the address where the child is residing at the time of both application and admission. Where an application includes more than one address due to shared parental responsibility, we will use the address where the child resides for the majority of the school week (where they usually or mainly sleep between Monday and Friday).
Parents and carers are required to submit full details with supporting information to enable us to determine which address to use for the purpose of admission.
Where parents provide evidence that the child resides equally at both addresses during the school week, and we are unable to reach a decision based on the information received, parents will be asked to notify the council of the mutually agreed address to be used for the purpose of school admissions. Please note the same address will be used in the assessment of eligibility for home to school transport assistance.
Where the county council has reasonable grounds for believing the home address is not the child's only or main residence, it reserves the right to carry out investigations which may include visits to the property.

North Lincolnshire: For admission purposes, the home address is where a child usually lives with their parent or carer. You must not give the address of a childminder or relative. Where a child lives with parents with shared responsibility, each for part of the week, the parents can choose which address to use on the application. If it is found that you have given a false address your child may lose their school place.

***North East Lincolnshire*:** For admission purposes, the home address is where a child usually lives with their parent or carer. You must not give the address of a childminder or relative.
Where parents have shared access to a child only one address can be accepted, parents must agree which address is to be used for the purposes of allocating a school place. If parents cannot agree on an address the local authority will use the address to where the Child Benefit is paid

Lincolnshire: The home address is considered as the address where the child lives for the majority of term time with a parent (as defined in section 576 of the Education Act 1996). Where a child lives normally during the school week with more than one parent at different addresses, the home address accepted for the purposes of school admissions will be the one where the child spends the majority of term time. If a parent can show that their child spends an equal amount of time at two addresses during school term time with a parent, they can choose which address to use on the application. If a parent has more than one home, we will accept the address where the parent and child normally live for the majority of the school term time as the home address. We do not take into an account an intention to move when considering a home address unless this is for members of the UK armed forces or a returning crown servant.

11. For the purposes of this policy, parish boundaries are as shown on the map available on the school website.