

# *St Peter's RC Primary School, Blackburn*

Admissions Policy 2019/2020

St Peter's is a Roman Catholic Primary School provided by the Diocese of Salford and is maintained by the Blackburn with Darwen Local Authority as a Voluntary Aided School. The Catholic Faith and the Teachings of the Catholic Church have an essential role in school life and influence every aspect of the Curriculum. We ask all parents applying for a place at our school to respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply and be considered for a place here.

The school's Governing Body is the admissions authority and is responsible for taking decisions on applications for admissions. The co-ordination of admissions arrangements is undertaken by the Local Authority. For the school year commencing September 2019 the Governing Body has set its planned admissions number at 60.

If the demand for places is greater than the number of places available, after admitting children with either an education, health and care plan or a statement of special educational needs where the named school is St Peter's RCP (b), the remaining applicants will be considered equally against the School's admission policy in the priority order given below. Please refer to relevant notes.

1. Looked After Children and previously looked after children.(c)
2. Baptised Roman Catholic children (d) who have a sibling (f) attending the school at the time of application and admission and are resident in the parishes of St Peter or St John Vianney).(g)
3. Baptised Roman Catholic children (d) who are resident in the parishes of St Peter or St John Vianney (g). All the places remaining to be allocated at this point will be divided equally. 50% of those places will then be offered to applicants from St Peter's parish and 50% to applicants from St John Vianney parish (e). Children living closest to the school within each group will have highest priority in that group. If there are an insufficient number of baptised Roman Catholic applicants from one of these parishes to fill all the places available for that parish under this category at the time of allocation, the remaining places will then be offered to baptised Roman Catholic applicants from the other parish who have not yet been offered a place (children living closest to the school having highest priority).
4. Baptised Roman Catholic children (d) who have a sibling (e) attending the school at the time of application and admission and are resident in another Catholic parish.
5. Other baptised Roman Catholic children (d) resident in another Catholic parish.
6. Other children who have a sibling (e) attending the school at the time of application and admission.  
(o)
7. Other children

## Notes

- a) All applications will be considered at the same time and after the closing date for admissions which is 15<sup>th</sup> January 2019. Applications received after this date will be **treated as a late application** and will not be considered until **after** the main allocation of places has taken place.
- b) A pupil with a statement of Special Educational Needs or an Education, Health and Care Plan which names the school must be admitted whether Catholic or not. The governing body must be consulted and allowed to make representations before the school is named.
- c) A looked After Child is a child who is in the care of the Local authority, or being provided with accommodation by a local authority in the exercise of their Social services functions (under 22(1) of the Children act 1989. A previously Looked after child is one who immediately moved on from that status after becoming subject to an adoption, residence/child arrangement or special guardianship order.
- d) Baptised Roman Catholic means one Baptised in a Roman Catholic Church or a baptised Christian subsequently received into the Roman Catholic Church as evidenced by a letter confirming the reception from a Roman Catholic Priest or children baptised or received into the eastern Churches in

Union with Rome (appendix 1). Any applicant seeking consideration under criteria 2 – 5 will be required to produce evidence of Catholic baptism

- e) If there is an odd number of places that could be allocated under category 3 the remaining place will be offered to the child who lives nearest to the school irrespective of which of the two parishes they live in. For example: if after offering places to children with an Educational Health Care Plan or statement of Special Educational Needs, Category 1 and Category 2, there are 31 places available, 15 will be offered to children living nearest the school in St. Peter's parish, 15 will be offered to children living nearest the school in St. John Vianney's parish and the remaining place will be offered to the child in category 3 living nearest to school.
- f) Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address.
- g) Parents should check carefully whether they are resident within the parish boundaries of St Peter and St John Vianney. A map is available in school and can be accessed on request.
- h) If in any category (or within the two groups set out in Category 3) there are more applications than places available, places will be allocated to those living nearest the school. The distance will be measured in a straight line between the front door of the child's home address to the main door of the School building on Hawkins Street using a computer. If after measuring distances it is still not possible to decide on the child/ren to be offered admission (e.g. 2 children living in the same block of flats or in the same house) the Local Authority's system of a random draw will determine which of the children can be offered a place. The draw will take place at the Local Authority's offices, and the name(s) will be drawn by a local authority officer who is independent of the admissions process
- i) It is the duty of the Governors to comply with the class size limit at Reception and Key Stage One. This means that the school cannot operate classes in Reception and Key Stage One of more than 30 children. However, the Governing Body of St Peter's RC Primary School may choose to exceed KS1 Class Size regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted and the other(s) are beyond that limit.
- j) All applicants will be required to provide proof of date of birth and proof of address. Proof of Catholic baptism is required for categories 2, 3, 4, 5.
- k) 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.
- l) For 'In Year' applications received outside the normal admissions round and if places are available then children applying will be admitted. If there are places available but more applications than places then the published oversubscription criteria will be applied.
- m) Admission arrangements to the Reception class are separate to those for the Nursery. Attendance at the Nursery does not give a child any guarantee or priority when it comes to consideration by the Governors of applicants for admission to the Reception class.
- n) Waiting List (Application for Reception Class September 2019)
- o) Children who are not admitted to Reception class will have their name placed on the waiting list. The names on this waiting list will be in the order resulting from the application of the admissions criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the waiting list according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later may have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted. Please note that looked after children, previously looked after children and those allocated a place at the school in accordance with the Fair access protocol must take precedence over those on the waiting list.
- p) The Waiting List for Reception class will operate until 31<sup>st</sup> December 2019 only. After this period parents must inform the school if they wish their child to remain on a waiting list.

- q) **Deferred Entry to Reception:** If your child is due to start school during the next academic year, it is important that you apply for a place for September. If your child's fifth birthday is between the months of September and December, then, if you wish it, admission may be deferred until January; if it is between January and April, then admission may be deferred until the start of the summer term though it is likely to be in your child's interest to start no later than January.
- r) The admission of a non-Catholic child in a year when there are vacancies remaining after the demand from Catholics is met does not guarantee a place for a sibling in a year where the Catholic demand is greater.

### **Admission of children outside their normal age group**

Parents/carer(s) may seek a place for their child outside of their normal age group, for example, if a child is gifted and talented or has experienced problems such as ill health. Parents of a summer born child (born between 1 April and 31 August) may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group - to reception rather than year 1.

#### Children who are already of school age

Parent(s)/carer(s) must submit their written request for admission out of the normal age group to the Governing Body. If their request is agreed and a place is available in the requested year group, the child will be admitted.

#### Children seeking admission to reception in the September after their fifth birthday

Parent(s)/carer(s) will need to submit a normal Common Application Form (CAF) to the Local Authority (in writing or online) for admission into the normal age group at the same time as they submit a written request to the Governing Body for their child to be admitted out of the normal age group.

**Please note:** This Governing Body will not honour a decision made by another admission authority on admission out of the normal age group. Parent(s)/carer(s), therefore, should consider whether to request admission out of the normal year group at all their preference schools, rather than just their first preference school.

The Governing Body will make a decision on the request before the Primary national offer date if at all possible.

If the request is agreed, the parent(s)/carer(s) must make a new application for the next main admission round the following year, and their current application for the normal age group should be withdrawn before a place is offered.

If their request for admission outside the normal age group is refused, parent(s)/carer(s) must decide whether to accept the offer of a place for the normal age group that they receive from the Local Authority, or to refuse it and make an in-year application to the Governing Body for admission to year one for the September following their child's fifth birthday.

#### Making the decision

Parent(s)/carer(s) seeking admission of their child outside their normal age group must send their written request to the Governing Body. It is the responsibility of the parent(s)/carer(s) to provide the Governing Body with all relevant information relating to this request, including the parent(s)/carer(s) views; information about the child's academic, social and emotional development; medical history and views of a medical professional (where relevant); whether the child would naturally have fallen into a lower age group if it were not for being born prematurely; and whether the child has previously been educated out of their normal age group.

The Governing Body is required to take into account the views of the Head Teacher on the application as well as the information from the parent(s)/carer(s). The Governing Body will make their decision on the basis of the circumstances of each individual case, and in the best interests of the child concerned.

The Governing Body will then inform the parent/carer of their decision on the year group the child should be admitted to and will provide the reasons for their decision.

Parent(s)/carer(s) have a statutory right to appeal to an independent admission appeal panel against the refusal of a place at a school for which they have applied. As the purpose of the appeals process is to consider whether a child should be admitted to a particular school, the right of appeal does not apply if they are offered a place at the school but it is not in their preferred year group. However, they may make a complaint about an admission authority's decision not to admit their child outside their normal age group.

#### **Appendix 1**

#### **Churches in union with Rome**

##### Alexandrian

- Coptic Catholic Church
- Ethiopian Catholic Church ('Gheez rite') (Includes Eritrean Catholic Church)

##### Antiochean (West Syrian)

- Syrian Catholic Church
- (Syro-)Maronite Catholic Church
- Syro-Malankar Catholic Church

##### Armenian

- Armenian Catholic Church

##### Chaldean (East Syrian)

- Chaldean Catholic Church
- Syro-Malabar Catholic Church

##### Constantinopolitan (Byzantine)

- Albanian (Byzantine) Catholic Church
- Belarussian Catholic Church
- Bulgarian (Byzantine) Catholic Church
- Georgian Catholic Church
- Greek (Hellenic) Catholic Church
- Greek-Melakite Catholic Church
- Hungarian (Byzantine) Catholic Church
- Italo-Albanian (Byzantine) Catholic Church
- Church of the Byzantines of the Diocese of Krizevci (Krizevci Catholic Church)
- Macedonian Catholic Church
- Romanian (Greek) Catholic Church
- Russian Catholic Church
- Ruthenian (Byzantine) Catholic Church
- Slovak (Greek) Catholic Church
- Ukrainian (Greek) Catholic Church

There are an equivalent number of Eastern Orthodox Churches with similar names that are not in union with the See of Rome. The general rule is Eastern Rite Churches in union with the See of Rome will have the word Catholic in their titles. Churches with the word Orthodox in their titles are not in union with the See of Rome and children from these Churches should be considered after category 5.

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