

**ST. PATRICK'S CATHOLIC PRIMARY SCHOOL
ADMISSION POLICY FOR ENTRY SEPT. 2011**

Saint Patrick's Catholic Primary School, Hullenedge Road, Elland Admission Policy

Saint Patrick's Catholic Primary School was founded by the Catholic Church to provide education for baptised Catholic children. The school is conducted by its governing body as part of the Catholic Church in accordance with its Trust Deed and Instrument of Government and seeks at all times to be a witness to Jesus Christ.

If the number of preferences received is less than the admissions number then all preferences will be met. However, when there are more applications than places available, priority will always be given to Catholic applicants in accordance with the over-subscription criteria listed below. By applying this to the school, parents or carers are declaring their support for the aims and ethos of the school.

The governing body has responsibility for admissions to this school and intends to admit 17 pupils to Reception in the school year which begins in September, 2011.

Over-subscription Criteria

At any time where there are more applications for places than the number of places available, places will be offered according to the following order of priority:

1. "Looked after" children from Catholic families.
2. Baptised Catholics who are resident in the parish of St. Patrick's
3. Other Baptised Catholic children.
4. Other "looked after" children.
5. Children of other Christian denominations or of other Faiths whose parents or carers are in sympathy with the aims and ethos of the school and whose application is supported by a minister of religion or an appropriate religious leader.
6. Other children.

Catechumens are to be given priority next after baptised Catholics in each of the above categories.

Where the offer of places to all the applicants in any of the categories listed above would lead to over-subscription the following provisions will be applied.

The attendance of a brother or sister living at the same address at the school at the time of enrolment will increase the priority of an application within each category.

Tie Break

Where the offer of places to all the applicants in any of the sub-categories listed above would still lead to over-subscription, the places up to the admission number will be offered to those living nearest to the school. 'Direct distance' will be used as the measure.

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Application Procedures and Timetable

Failure to provide a common preference form (CPF) would mean that the application is not valid, and failure to provide a supplementary information form (SIF) could mean that the applicant is placed in the last criteria.

A standard application form, known as the common preference form must be completed and returned to either Calderdale Council, Northgate House, Halifax, HX1 1UN or to St Patrick's Catholic Primary School, Hullenedge Road, Elland HX5 0QY by2011. The supplementary information form should be submitted **to the school** by the same date.

Parents or carers will be advised of the outcome of their application by2011. Unsuccessful applicants will be given reasons related to the over-subscription criteria listed above, and advised of their right of appeal to an independent appeal panel.

Waiting Lists

In addition to their right of appeal, unsuccessful candidates will be offered the opportunity to be placed on a waiting list. This waiting list will be maintained in order of the over-subscription criteria set out above and **not** in the order in which applications are received or added to the list. Names are normally removed from the list after six months.

Pupils with a Statement of Special Educational Needs

The admission of pupils with a statement of Special Educational Needs is dealt with by a completely separate procedure. This procedure is set out in the 1996 education act, in the *Special Educational Needs Code of Practice*.

Notes (these notes form part of the over-subscription criteria)

'**Catholic**' means a member of a Church in communion with the See of Rome. A certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church will normally evidence this. This includes the Eastern Catholic Churches.

'**Catechumen**' are those children who have given an explicit desire to be baptised into the Roman Catholic Church and are currently preparing to receive the same by regular participation in Sunday worship and a recognised programme of participation. A letter from the Catholic priest preparing the child is required.

'**Looked After Child**' has the same meaning as in section 22 of the Children Act 1989, and means any child in the care of a local authority or provided with accommodation by them (e.g. children with foster parents).

'**Siblings (brothers or sisters)**' includes children with brothers and sisters (including step brothers and sisters residing at the same address) of statutory school age, living at the same address, in attendance at the same school, or a school on the same site, on the date of admission.

'**Twins/triplets/multiple birth**' where a family of twins, triplets or multiple births request admission and there is only one school place available, it will be left to the family to decide whether or not they wish to take up the place for one of their children, and appeal for the second/other child/children in the same year group, or to decline the place.

'**Parish Boundaries**' are as shown on a map available for inspection in school.

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'Direct Distance'. Distance will be calculated using a straight line measurement from the pupil's home to the closest **designated** school gate.

Distances will be calculated using the Local Authority's GIS system (Geographical Information System). To ensure consistency applies, all measurements will be carried out by the Local Authority's GIS System and no other method of measuring distance will be considered.

Each property has a coordinate taken from Ordnance Survey ADDRESS-POINT data. This is the point from which distance measurements will be taken.

Agreed on

Signed **Chair of Governors**