

## Saints John Fisher & Thomas More RC High School

### Determined Admission Criteria 2018-19

The standard admission number will be 150. As required by law all children with a Statement of Special Educational Need naming the school will be admitted before the application of the oversubscription criteria. If the number of applications received exceeds the places available the oversubscription criteria will be applied in the following order:

- 1) Roman Catholic children in Public Care and Previously Looked After Children.
- 2) Roman Catholic pupils living in contributory parishes (see addendum) and who attend a main associated Roman Catholic Primary School.
- 3) Roman Catholic pupils living in contributory parishes (see addendum).
- 4) Roman Catholic pupils attending a main associated feeder Roman Catholic Primary School.
- 5) Other Roman Catholic pupils who have a brother or sister at the school. (*N.B. Footnote*)
- 6) Other Roman Catholic pupils in a Roman Catholic Primary School.
- 7) Other Roman Catholic pupils.
- 8) Non Roman Catholic children in Public Care and adopted children who were previously looked after.
- 9) Children with a parent / guardian who worships in a Church which is in full membership of Churches Together in England or the Evangelical Alliance
  - a) Children with a parent who has a worship attendance of four times a month for the two years leading up to 1<sup>st</sup> September 2016.
  - b) Children with a parent who has a worship attendance of three times a month for the two years leading up to 1<sup>st</sup> September 2016.
  - c) Children with a parent who has a worship attendance of two times a month for the two years leading up to 1<sup>st</sup> September 2016.
  - d) Children with a parent who has a worship attendance of once a month for the two years leading up to 1<sup>st</sup> September 2016.
- 10) Non Roman Catholic children:
  - a. Children who attend a main associated feeder Roman Catholic Primary School.
  - b. Non Roman Catholic brothers and sisters of children in attendance at the school at the time of transfer. (*N.B. Footnote*)
  - c. Special cases – children who have no Statement of Special Educational Need but have *proven and exceptional* medical or social needs where admission to the school might best help satisfy those exceptional needs. The Governors will take into account written medical/social reports and where appropriate will seek external specialist advice.
  - d. Other non-Roman Catholic children - In this category, order of priority will be given on the basis of proximity to the school. This will be measured as the crow flies from the main door of the school in Gibfield Road to the applicant's front door.

### Footnote

- i) Siblings include children who are fostered or adopted, half brothers and sisters and step brothers and sisters **residing at the same address.**
- ii) Where a child lives with parents with shared responsibility, the home address will be considered to be where the child lives for the majority of the week. Governors may request documentary evidence to confirm the child's home address.
- iii) A late application is classed as one which has been received after the school has submitted its ranked list of offers to the Local Authority. Where there are extenuating circumstances for an application being received after the last date for applications, and if it is before the governors have established their list of pupils to be admitted, then it will be considered alongside all the others. Otherwise, applications which are received after the last date will be considered after all the others, and placed on the waiting list in order according to the criteria.
- iv) 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. The waiting list will be maintained for the full autumn term in the academic year of admission.
- v) If only a single place can be offered for twins or siblings who are in the same year group then the Local Authority's system for a random draw will decide which pupil receives an offer.
- vi) In the event of a tied distance measurement between address points the Local Authority's system of a random draw will determine which address(es) receive the offer(s).

### Making an application

Applications should be made on Lancashire County Council's online admission system which can be accessed via [www.lancashire.gov.uk](http://www.lancashire.gov.uk) then search on the A-Z for 'school admissions'. Once on the site, families can then access the admissions information.

To assist the Governors in the allocation process, families should also complete the Supplementary Information Form which is available on the Lancashire County Council admissions website, the school's website or by contacting the school direct.

### Closing Date

The closing date is October 31st 2017 with offer letters being sent out on Wednesday 1<sup>st</sup> March 2018 (or earlier if the process permits).

### **In Year/Non-routine Admissions**

It sometimes happens that a child needs to change school other than at the “normal” time; such admissions are known as non-routine or in-year admissions. Parents wishing their child to attend Ss John Fisher & Thomas More RC High School should arrange to visit the school. They will be provided with an application form once they have a definite local address. If there is a place in the appropriate class, then the Governors will arrange for the admission to take place. If there is no place, then the admissions committee will consider the application and information about how to appeal will be provided. Appeals for children moving into the area will not be considered until there is evidence of a permanent address, eg exchange of contracts or tenancy agreement with rent book.

### **ADDENDUM**

#### Contributory Parishes:

St John Southworth, Nelson  
Sacred Heart, Colne\*  
Holy Saviour, Nelson\*  
Ss Peter & Paul, Barrowford\*  
St Joseph's, Barnoldswick  
\* known as 'The Good Shepherd Parish' from Jan 2010

#### Associated Primary Schools:

Holy Saviour Primary, Nelson  
St John Southworth Primary, Nelson  
Holy Trinity Primary, Brierfield  
Sacred Heart Primary, Colne  
St Joseph's Primary, Barnoldswick

Policy determined: 19 January 2017
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**Ss JOHN FISHER & THOMAS MORE RC HIGH SCHOOL**

**APPLICATION FOR ADMISSION**

**SUPPLEMENTARY FORM 2018**

In order for the Governors to have the fullest information when considering admissions, it is requested that this sheet is returned to directly to the school by the closing date stipulated by Lancashire County Council. It will be used in the allocation process strictly in accordance with our Admissions Policy.

The secondary closing date is 31<sup>st</sup> October 2017 with offer letters being sent out on 1 March 2017 (or earlier if the process permits).

**SECTION A**

NAME OF PUPIL: .....

ADDRESS: .....

.....

POSTCODE: .....

CONTACT PHONE: .....

DATE OF BIRTH: .....

NAME OF PRESENT SCHOOL ATTENDED: .....

HAS YOUR SON/DAUGHTER BEEN BAPTISED INTO THE CATHOLIC CHURCH? YES/NO

IF YOU HAVE ANSWERED YES – GO TO SECTION B

IF YOU HAVE ANSWERED NO – GO TO SECTION C

**If your son/daughter is Catholic but not attending one of our feeder primary schools then proof of baptism must be attached to this form.**

**SECTION B**

SACRAMENTS RECEIVED	YES	NO	NAME OF CHURCH
Baptism			
Confirmation			
Reconciliation			
Holy Communion			

Name of Church now attending or associated with: .....

**SECTION C**

Has your son/daughter been baptised or confirmed? YES/NO

Is your son/daughter practising his/her faith? YES/NO

Details of Church attended: .....

Frequency of attendance: .....  
(weekly, major festivals, etc)

*The Governors require a letter from your priest/vicar/minister to support your application where applicable. Please attach your letter of support to this form.*

**SIGNED:** ..... **Parent/Guardian** **Date:** .....

**FOR OFFICE USE:** Date received: ..... By: .....

