

St Joseph's RC Primary School
Huttock End Lane
Stacksteads
Bacup
Lancs
OL13 8LD
Tel: 01706 873177
E-mail: head@st-josephs-bacup.lancs.sch.uk
Website: www.stjosephsbacup.co.uk



Headteacher: Mrs L Elder

DETERMINED ADMISSION POLICY: 2018/2019

St Joseph's is a Roman Catholic Voluntary Aided Primary school provided by the Diocese of Salford and is maintained by the Local Authority as a Voluntary Aided School. The school's Governing Body is the Admissions Authority and is responsible for taking decisions on applications for admissions.

Our planned admission number is **25** for the year commencing September 2017/2018.

Admissions Criteria

1. Baptised Roman Catholic looked after children and previously looked after children.
2. Baptised Roman Catholic children who are resident in the parish of St Joseph's, Stacksteads and have a sibling attending the school at the time of admission.
3. Baptised Roman Catholic children who are resident in the parish of St Joseph's, Stacksteads.
4. Baptised Roman Catholic children who are resident in another parish and have a sibling attending the school at the time of admission.
5. Baptised Roman Catholic children resident in another parish.
6. Non Roman Catholic looked after children and previously looked after children.
7. Non Roman Catholic children who have a sibling attending the school at the time of admission.
8. Non Roman Catholic children.

Tie Breaker Clause

Where there are more applicants for the available places within a category, then the distance between the Ordinance Survey address points for the school and the home measured in a straight line will be used as the final determining factor; nearer addresses having priority over more distant ones. This address point is within the body of the property and usually located at its centre. Where the cut-off point is for the addresses within the same building, then the single measure between address points will apply and the Local Authority's system of a random draw will determine which address (es) receive the offer (s).

Notes

All applications will be considered at the same time and after the closing date for admissions, which will be announced.

Each Roman Catholic applicant will be required to produce a baptismal certificate.

If in doubt, parents should check with the school whether they are resident within the parish boundary of St Joseph's, Stacksteads.

It is the duty of governors to comply with class size limits at Key Stage One. Where there are twins, etc wanting admission and there is only a single place left within the admission number, then the governing body will exercise as much flexibility as possible within the requirements of infant class sizes. In exceptional circumstances cases we are now able to offer places for both twins and all triplets, even when this means breaching infant class size limits

If the governing Body has turned down an application for admission, parents can appeal to an Independent Appeals Panel. This appeal must be sent in writing to the Clerk of the Governors within 14 days of notification of refusal. The date of notification will be two working days after posting by first class post. The parents must give their reasons for appeal in writing and the decision of the Appeals Panel is binding on all parties.

Where there are extenuating circumstances for an application being received after the last date for applications, and 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.

If over-subscribed, after the above admission criteria have been used to offer 25 places, the remaining children will be placed on a waiting list. This list will rank the children in the same order as the over-subscription criteria above. The waiting list will be kept until the end of July of the year of entry into Reception and parents will be contacted should any places become vacant. Where school places become vacant before admission appeals are heard, these vacancies will be filled from the waiting list.

The term 'sibling' refers to a brother or sister and includes stepbrothers and stepsisters, half siblings, adopted siblings, children of partners and foster children who live at the same address.

Where a child lives with parents with shared responsibility, each for part of the week, the 'home' address will be considered to be the house in which the child lives for the highest proportion of the school week (i.e. Monday to Friday term-time only).

This document will be reviewed annually.

**Admissions Policy
October 2016**

**L M Elder (Mrs)
Headteacher**



DIOCESE OF SALFORD: SUPPLEMENTARY FAITH REQUEST FOR
ST JOSEPH'S RC PRIMARY SCHOOL
BACUP

Lancashire County Council

Name of
Applicant:.....

Address of
Applicant:.....

.....

Parish Community in which you live/worship:
.....

Please confirm that the applicant is baptised Catholic

Yes

No

The baptismal certificate must be presented to the school

Signed:.....(Parent/Carer)

Date:.....