

ST. AUGUSTINE'S R.C. HIGH SCHOOL

DETERMINED ADMISSIONS POLICY

1. St. Augustine's 11-16 Roman Catholic High School serves the contributory parishes and associated primary schools as listed below and **aims to provide** a place for every Catholic child from these areas who seeks a Catholic education.
2. The Target Admission Figure for 2019/2020 is 215. Total number on roll on 1st September, 2017 - **1040. Admission will be in accordance with the following criteria in order of priority:**
 - a) Looked After Children and previously Looked After Children.
 - b) In the case of Roman Catholic children, the Governors reserve the right to consider special cases on their merit (see Note 7).
 - c) Roman Catholic children living in a contributory parish and attending an associated primary school.
 - d) Roman Catholic children of staff (see Note 8).
 - e) Roman Catholic children living in a contributory parish and attending a Catholic primary school.
 - f) Other Roman Catholic children living in contributory parishes.
 - g) Roman Catholic children not living in a contributory parish and attending an associated primary school.
 - h) Other Roman Catholic children.
 - i) In the case of non-Catholic children, the Governors reserve the right to consider special cases on their merit (see Note 7).
 - j) Non-Catholic children of staff (see Note 8).
 - k) Non-Catholic children attending St. Joseph's R.C. Primary - Hurst Green and Thorneyholme R.C. Primary - Dunsop Bridge, which are the only primary providers for their village communities.
 - l) Children in none of the above categories who have a sibling already attending St. Augustine's at the time of admission (see Note 9).
 - m) Non-Catholic children attending other associated Catholic primary schools.
 - n) Other non-Catholic children.

Note 1: Supplementary Form: Parents or guardians should complete a Supplementary Faith Form at the time of application. Copies are available at the school's annual Open Evening or, if necessary, can be collected from the school office.

Note 2: A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions under section 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 or special guardianship order.

Note 3: Shared Parenting: Where the parents live at different addresses and there is shared parenting, the address used will normally be the one where the child wakes up for the majority of Monday to Friday mornings. If there is any doubt, then the address of the Child Benefit recipient will be used. Parents may be asked to show evidence of this in the form of a tax credit award notice or a recent bank/building society statement showing Child Benefit being paid into their account. Parents must not approach HM Revenue and Customs and should instead provide evidence as explained above.

Note 4: Waiting Lists: Offers of places will be determined with regard to the above admission criteria and not on a first-come, first-served basis. Waiting lists will be maintained for the full autumn term in the academic year of admission,

Note 5: Late Applications: Where there are extenuating circumstances for an application being received after the last date for applications and 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.

Note 6: If a "tie-break" is needed within any of the above categories, precedence will be given to siblings of pupils in attendance at the school when the child applying starts, after which places will be allocated according to ease of access and proximity, taking into account the availability of alternative Roman Catholic and Community Schools. This means students having an easier (or where ease is equal, a shorter) journey to an available alternative school will have a lower priority at St. Augustine's. Distance is measured from the main school gates to the student's

front gate and by the safest available walking route or, for children outside walking distance, the route taken by a school bus or public transport. Less easy will include: significantly earlier start from home, the number of transport changes, and total waiting time. This method has been chosen to avoid prejudice to children in more distant parishes.

Note 7: The Governors reserve the right to consider special cases on their merit, over and above the other admission criteria. Decisions will be based on such issues as the health and welfare of individual children, and particular social circumstances affecting the families of the children concerned, which should be supported by written evidence from a professional person.

Note 8: Where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made and / or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Note 9: Governors define a sibling by:

- ◆ brother or sister of the whole blood or half blood permanently resident in the same household
- ◆ legally adopted brother or sister permanently resident in the same household.

The admission of a non-Catholic child in a year where there are vacancies remaining after the demand from Catholics is not met does not guarantee a place for a sibling in a year where the Catholic demand is greater.

Note 10: Twins/triplets, other multiple births: Where there are twins, triplets or other multiple births 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. If places cannot be offered for all children who are multiple birth siblings, the family will be advised accordingly. This may also apply to siblings who are in the same year group. If only a single place can be offered in such situations, then the Local Authority's system for a random draw will decide which pupil receives an offer.

Note 11: It sometimes happens that a child needs to change school other than at the "normal" time; such admissions are known as non-routine admissions. Parents wishing their child to attend this school will be provided with an application form and a supplementary faith form once they have a definite local address. If there is a place in the appropriate year, 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 against the refusal will be provided.

Appeals for children moving into the area will not be considered until there is evidence of a permanent address, e.g. exchange of contracts or tenancy agreement with rent book. Please note that you cannot re-apply for a place at a school within the same school year unless there has been relevant, significant and material change in the family circumstances.

Note 12: The Governing Body reserve the right to withdraw the offer of a place where false evidence is received in relation to baptism, sibling connections, place of residence or any other material facts presented.

Note 13: Governors will admit pupils above the Published Admission Number where the school is named via an Educational Health Care Plan and the pupil has not been admitted using the admission criteria.

3. CONTRIBUTORY PARISHES

Ss. Michael and John, Clitheroe
St. Mary's, Langho
St. Mary's, Osbaldeston
St. Mary's, Sabden
St. Hubert's, Dunsop Bridge
St. Charles', Rishton

English Martyrs, Whalley
St. Philip's, Padiham
St. John the Baptist's, Padiham
Our Lady and St. Hubert's, Gt. Harwood
St. Wulstan's, Gt. Harwood
Ss. Peter and St. Joseph, Hurst Green

4. ASSOCIATED PRIMARY SCHOOLS

Ss. Michael & John R.C. Primary, Clitheroe
St. Mary's R.C. Primary, Langho
St. Mary's R.C. Primary, Osbaldeston
St. Mary's R.C. Primary, Sabden
St. Wulstan's R.C. Primary, Gt. Harwood

St. Charles' R.C. Primary, Rishton
St. John the Baptist R.C. Primary, Padiham
Our Lady & St. Hubert's R.C. Primary, Gt. Harwood
Thorneyholme R.C. Primary, Dunsop Bridge
St. Joseph's R.C. Primary, Hurst Green

SUPPLEMENTARY FAITH REQUEST FORM

Please complete in CAPITALS:

Primary School: _____

Name of Pupil: _____

Address of Pupil: _____

Parish in which you live: _____

Please confirm that the pupil is a baptised Catholic:

Yes No

If 'Yes', a copy of the baptismal certificate should be attached to this form and returned to St. Augustine's by **31st October, 2018.**

Signed: _____ (Parent/Carer)

Date: _____

Please return to: The Admissions Officer,
St. Augustine's R.C. High School,
Elker Lane,
Billington,
Clitheroe, Lancs.
BB7 9JA