

Diocese of Salford  
St Mary's Catholic Primary School, Chipping

ADMISSION POLICY 2020

St Mary's is a Catholic voluntary aided primary school which was established by the Church to serve the parish of St Mary's, Chipping. The Governing Body, acting in accordance with the Code of Practice and the Salford Diocesan Policy Statement is responsible for the admission of pupils.

The Admission number for the Reception Year (2020/2021) is 10. Pupils are normally admitted in the September of the school year in which they reach their fifth birthday. However, they are not required to attend school until the beginning of the term after their fifth birthday and so in appropriate cases, admission may be deferred until the beginning of the spring, and summer terms. If parents wish a deferment they should indicate so when accepting the offer of a place.

In the event of over-subscription the following criteria will be applied in the following order of priority.

1. Baptised Roman Catholic children who are in public care and those previously looked after.
  
2. Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and resident in the parish of St Mary's, Chipping.
  
3. Baptised Roman Catholic children resident in the parish of St Mary's, Chipping.

4. Other baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and are resident in another parish.

5. Other baptised Roman Catholic children who are resident in another parish.

6. Other children who are in public care and those previously looked after.

7. Other children with a brother or sister attending the school at the time of admission.

8. Other children.

#### I. Definitions -

(i)

Brother and sister are defined as children who share one natural parent, stepbrother or sister, or have been legally adopted or fostered into the family.

(ii)

If only a single place can be offered for twins or triplets , then the Local Authority's system for a random draw will decide which pupil receives an offer.

(iii)

Looked after children, as defined by section 22 of the Children Act 1989.

(iv)

In the event of over-subscription in any category places will be offered first to those who live the closest to school as measured by a straight line on a map using the Council's electronic mapping system - the shorter the distance the higher the priority. Measurement points will be from an internal point of the building concerned (usually the visual centre of the building).

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).

(v)

Where a child lives with parents with shared responsibility, the home within the shortest distance as measured by a straight line on a map using the Council's electronic mapping system will be taken as the child's home address.

#### Arrangements for Admission

1) All applications will be considered at the same time, and after the closing date, set by the Local authority.

2) Late applications, received before offers of places are made, will be accepted, provided that there is a good reason for their late arrival, e.g. illness, moving into the area.

3) Parents will be informed by letter of the outcome of their application no later than March 2021.

4) For unsuccessful applications the letter will give the reason for the decision and will tell parents of their right to appeal. Guidance on how to appeal will also be included.

Where an application has been successful, parents must tell the school of their intention to accept the place within two weeks of the date of the letter.

5) A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admissions Criteria. Letters advising of an unsuccessful application will also

invite parents to request that their child's name be placed on the waiting list.

The closing date for requesting to be placed on the waiting list will be two week's from the date of the letter. After this date parents will be informed of their place, on the waiting list.

The list will be maintained for the full autumn term in the academic year of admission.

Approval    September 2018

Review      September 2019