Our Lady of Peace Catholic Primary and Nursery School

'With Christ in our hearts, together we grow'.

Admission Arrangement 2019/2020

By order of the Governing Body of Our Lady of Peace Primary School and Nursery

Review Dates:	**Date Reviewed:** PDB&W Committee 14/3/19	**To be Ratified at FGB:** 28/3/19
Signatures:	**Headteacher:** **Mrs JR O'Keeffe**	**Chair of Governors:** **Mrs Anne Bishop**

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INTRODUCTION

This Policy is written in consultation with staff, governors and the local community as set out in the School Admissions Code, in light of our mission statement, in that it values and respects pupils and staff of Our Lady of Peace Catholic Primary and Nursery School. Our aim is to respond to all children in our care with sensitivity and imagination.

The Governors hope to offer places to every child baptised into the Roman Catholic faith, who applies. Where the admission number is reached or exceeded in any criterion, distance from the school will be the deciding factor when offering a place. Proof of residence will be required and where two children meet the same criteria, the shortest distance from the school will be the deciding factor when offering a place. Proximity to the school will be by using the Slough Geographical Information System from the Local Authority. Distances are measured from the map reference of the child's home to the front gate of the school, using a computerised Geographical Information System. All measurements must be consistent and fair. Therefore, the Governors will not accept any other measuring devise such as Google Maps. In the event of two or more children being equally qualified for a single vacancy, a random allocation tie breaker will be used, supervised by a person or persons, completely independent of the school. In 2019 there are 90 places available in each year group - Foundation Stage/KS1/KS2 and 60 in nursery 30am and 30pm. From 2020 there will be 60 places available in the Reception year group. **For children who already have a place at the school, they will not be affected.**

Children will be admitted into Nursery at the start of the academic year in which they will be 4 years old. Applications must be received by the spring half-term (February) of the previous academic year, after which they will be deemed late. Applications must be made via the schools own application form. Late/ in year applications will only be considered after those received by the due time, subject to availability and the standard Admissions Criteria**.** In the event of over subscription, priority will be given to applicants in the following order:

1. Looked after Children and previously looked after children
2. Practising Baptised Catholic children with a sibling attending the school at the time of application.
3. Practising Baptised Catholic children.
4. All other Baptised Catholic children.

In the event of there being vacancies after all the above applicants have been admitted, the Governors will admit children, whose parents wish their children to be educated in a Catholic environment.

Priority will be given to applicants in the following order:

5. Children of Christian faiths.
6. Children who have brothers and/or sisters in at Our Lady of Peace Primary School at time of application.
7. All other children.

Where a pupil has an Educational Healthcare Plan naming the school, the school will admit the pupil whether there are places available or not.

Parents have a right to defer their child's place at Reception age and also has the option to request part time. Parents can request that their child's admission is deferred until later in the academic year or until the term in which the child reaches compulsory school age and that parents can request that their child takes up the place part-time until the child reaches compulsory school age. All decisions will be made by the Governors on an individual basis, after consulting with the Headteacher.

In the event of a child being unable to obtain a place in school, parents will be given full details of the Appeals procedure on request to the Clerk to the Governors.

Children's religious faiths will be established through reference to their "original" Baptismal certificates or other faith equivalent.

Parents or carers of pupils who are re-locating from overseas must provide the information determined by the Immigration Rules of the UK Border Agency.

Following the Governors' decision parents may request that their child is kept on a waiting list. Parents may be asked from time to time by the school to confirm that they wish their child's name to remain on the list and in the absence of confirmation, names will be removed.

When a vacancy occurs at the school, the Governors will offer the place to the child who is listed first in the waiting list as judged by the admissions criteria.

Definitions:

Looked after children/Previously looked after children:
A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject became subject to an adoption, residence, or special guardianship order. A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).
Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).

Sibling:
Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

Practising:
Practising Catholics will be determined by a successful Priest's reference.

Catholic means baptised in accordance with the rites of the Catholic Church within the See of Rome, or enrolled in a baptismal programme. (original copy of baptism certificate or letter from the Parish Priest).

'Christian' should be defined as 'a member of one of the churches in full membership with Churches Together in Britain and Ireland at the time when admission decisions are made.'
http://www.churces-together.net/Articles/147646/Churches_Together_in/About/Member_Churches.aspx

Proof of church membership must be provided by the appropriate church leader.