

Our Lady of Peace Catholic Primary and Nursery School

'With Christ in our hearts, together we grow'



Admission Policy NURSERY 2017 - 2018

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

This policy was implemented April 2016

Statutory Policy - Date implemented: April 2016 To be reviewed: April 2017
Determined at FGB Meeting17th March 2016

The school has a commitment to safeguarding and promoting the welfare of children.



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ADMISSIONS POLICY – NURSERY 2017-2018

Admission to Our Lady of Peace Catholic Nursery is the direct responsibility of the School Governors. The Governors hope to offer a place to every child who applies.

We ask parents applying for a place here, to have sympathy with our ethos and its importance to the school community.

Where a pupil has an Educational Health Care Plan/ Statement of Educational Needs naming the Nursery, the Governors will admit the pupil provided the Nursery can make reasonable adjustments to meet the child's needs.

Factors, which will be considered, will include:

- Impact on the whole class
- Available physical provision
- Specific needs of the child

There are 60 places available; 30 am and 30 pm. 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. Applications received after this date, will be deemed late.

IN Year Admissions:

If places are available and there is no Waiting List then children will be given priority according to the Admissions Criteria.

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, distance from the school will be the deciding factor when offering a place.

Proximity to the school will be measured by using the Department of Education Postcode measurement tool. Distances will be measured from the main entrance of the child's home, to the main entrance of the school front gate. 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. Proof of residence (please see note on Home address) 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.

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Admissions Criteria:

1. Looked after Children and previously looked after children
2. Baptised Catholic children, with a sibling attending the Primary School at the time of application.
3. 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:

4. Children of Christian denomination. (Please see definition of Christian)
5. Children of Other Faiths (Please see definition of Other Faiths)
6. Children whose siblings attend the Primary school at the time of application
7. All other children.

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

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

There is no automatic right to appeal to a statutory school admission appeals committee, however the Chair of Governors will consider any appeal made by a parent who is unsuccessful in acquiring a place. An explanation of the Nursery admission procedures will be given and evidence that the policy has been carried out.

Parents have the right to request that their child's name is placed on a waiting list should a vacancy become available. The waiting list will be under regular review and parents will be informed if there is no possibility of being offered a place in the Academic Year.

Children attending the Nursery will not be given priority when applying for admission to the Primary School.

Our Lady of Peace Catholic Primary and Nursery School Governors' Admissions Policy will apply at this stage.

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 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

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(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.

Home Address:

This is the address at which the child resides for most of the week. Distances are measured from the top of the drive of the school to the main front entrance of the child's home using the Department of Education Postcode measurement tool. <http://education.gov.uk/cgi-bin/inyourarea/distance.pl>.

Examples of Proof of Home Address Documents are as follows:

- Proof of Registration to pay Council Tax
- Utility bill no more than 3 months old – must be in the name of parent/carer of applicant

Catholic means baptised in accordance with the rites of the Catholic Church within the See of Rome, or enrolled in a baptismal programme. An original copy of a baptism certificate or a letter from the Parish Priest will be required as proof of this.

'Christian' is 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.churches-together.net/Articles/147646/Churches_Together_in/About/Member_Churches.aspx

Other faiths means – all other faiths

Proof of Christian or other faith membership must be provided by the appropriate church leader.

Documents Required:

- Application Form
- Confirmation of Religious Faith Document (i.e. Original Baptismal Certificate or equivalent/or confirmation from Religious Leader of enrolment in Baptismal or Committal programme).