

## **ADMISSIONS POLICY FOR SS AIDAN AND OSWALD'S RC PRIMARY SCHOOL**

SS Aidan and Oswald's is a Roman Catholic Primary School provided by the Diocese of Salford and is maintained by Oldham Local Education Authority. It is a Voluntary Aided School. The school's Governing Body is the Admissions Authority and is responsible for taking decisions on applications for admissions. For the school year commencing September 2010 the governing Body has set its planned admissions number at 60.

Admission to the school will be made by the Governing Body in accordance with the stated parental preferences it receives, subject to the following set of criteria which will be used to form a priority order if there are more applications for admission than the school has places available.

1. Baptised Roman Catholic children who are in public care.
2. Other children in public care
3. Children with proven and exceptional medical and social needs.

The Governing Body reserve the right to admit children with proven and exceptional medical and social needs where admission to the school might best help satisfy those exceptional needs, providing that such application is submitted with appropriate written evidence from a qualified professional (doctor/ social worker). This evidence must show why SS Aidan and Oswald's is the most suitable school, why another school is unsuitable and the consequences to the child of refusal to admit. Without this evidence being provided, admission will not be approved.

4. Baptised Roman Catholic children who will have a sibling\* attending the school at the time of admission and resident in the parish of SS Aidan and Oswald's. (please see notes for the description of a sibling)
5. Baptised Roman Catholic children who are resident in the parish of SS Aidan and Oswald's.
6. Baptised Roman Catholic children who have a sibling attending SS Aidan and Oswald's at the time of admission and resident in another parish.
7. Baptised Roman Catholic children resident in another parish.
8. Children who have a sibling attending SS Aidan and Oswald's at the time of admission.
9. Other children.

Notes:

- a) All applicants will be considered at the same time and after the closing date for admissions which will be advised by the LEA's co-ordinated admissions procedure. Applications received after the advised date will be placed on a waiting list and will be considered at the next governing body meeting.
- b) Each Roman Catholic applicant will be required to produce a baptismal certificate.
- c) Parents should check carefully whether they are resident within the parish boundary of SS Aidan and Oswald's. A map showing the boundary is available from the School Office or Church.
- d) It is the duty of governors to comply with class size limits at Key Stage One. This means that the school cannot operate classes in Key Stage one of more than 30 children.
- e) Sibling, throughout this admission policy, is deemed to apply to those living at the same address and will include; brother or sister; step relatives and children of partners where there is not a legally defined domestic arrangement in place.
- f) If in any category there are more applications than places available, priority will be given on the basis of proximity to the school. **That is; the shortest distance from the child's address post code to the school using a straight line (as the crow flies) using the system recommended at the time by the LEA.**
- g) If an application for admission has been turned down by the Governing Body, parents can appeal to an independent Appeals Panel. This appeal must be sent in writing to the Clerk to the Governors at the school within 14 days of notification of refusal. The date of notification will be 2 working days after posting by first class post. The parents must give their reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- h) Admission arrangements to the Reception class are separate to those for the Pre-school Group, which runs as a separate organisation to the school. Admission to the Pre-school Group, therefore does not give a child any guarantee or priority when it comes to consideration by the governors of applicants for admission to the Reception class.
- i) Where a child lives with parents with shared responsibility, each for part of a week, the home address will be that at which the child spends the majority of the working week (Monday – Friday).
- j) Parents must complete the common application form (CAF). Parents who wish their application to this Roman Catholic school to be considered against the priority faith criteria should also complete the supplementary form. If the school is oversubscribed failure to complete the supplementary form may result in your application for a place in this school being considered against lower priority criteria, as the governing body will have no information upon which to assess the application on the basis of the applicants baptism.

