

St Anne's R C Primary School, Oldham

Admissions Policy

St Anne's is a Roman Catholic Primary School provided by the Diocese of Salford and is maintained by the Oldham Local Education Authority as 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 30.

Admission to the school will then be made in accordance with the stated parental preferences it receives subject to the following 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. Baptised Roman Catholic children who reside within the boundaries of St Anne's RC Parish, Oldham or St Michael's RC Parish, Oldham and who will have a brother or sister attending the school at the time of admission.
3. Other baptised Roman Catholic children who reside within the boundaries of St Anne's RC Parish, Oldham or St Michael's RC Parish, Oldham.
4. Other baptised Roman Catholic children who will have a brother or sister attending the school at the time of admissions and resident in another parish.
5. Other baptised Roman Catholic children resident in another parish.
6. Other children who are in public care.
7. Exceptional needs: Children for whom the governors accept that there are exceptionally strong medical, social or welfare reasons associated with the child and/or family, which are directly relevant to St Anne's School. Supporting professional evidence will be required. This may be from whatever source/s the applicant feels are most appropriate. Examples of such evidence are doctors, health visitors and social services.
8. Other children who will have a brother or sister attending the school at the time of admission.
9. Other children.

P.T.O.

Footnotes:

- a) The governing body is the admissions authority. The admissions committee is comprised of the following governors: parish priest, headteacher and at least two other governors and an independent clerk.
- b) In the autumn term all parents who have expressed an interest in a school place will be sent a copy of the Local Authority 'Primary Admission Booklet' which gives details of the LA co-ordinated admissions arrangements. These are available from Local Authority offices, public libraries and primary schools.
- c) Parents must complete a common application and express three preferences for primary school admission. The closing date for all applicants is All applicants will be considered by the governors at the same time in a fair way according to the published criteria.
- d) A supplementary form will request information relating to the fact of baptism. Any further information usually collected by the school will be requested on admission.
- e) Parents will be informed of the governors' decision by Oldham Local Authority on An offer of a place does not guarantee a place for brothers and sisters in subsequent years.
- f) Each Roman Catholic applicant will be required to produce a baptismal certificate.
- g) All applicants resident in the parishes of St Anne's and St Michael's will be required to provide proof of address by supplying an original, up-to-date utility bill or family credit book.
- h) 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.
- i) If, in any category, there are more applications than places available, priority will be given on the basis of proximity to the school. This will be determined by the nearest route from the front door of the child's home to the main entrance door of the school. This will be digitally measured using the LA system.
- j) Where a child lives with parents of shared responsibility, each for part of the week, the 'home' address will be determined as being where the child resides for the majority of the school week.
- k) The term 'brothers and sisters' will be taken to include step brothers and sisters, foster children and children of partners living in the same household. The governing body reserves the right to give special consideration to twins, triplets etc. to prevent breaking the sibling link. However the governing body must comply with the maximum class size of 30 children.
- l) If the school is oversubscribed, a waiting list will be maintained. This will be ordered according to the admission over-subscription criteria.
- m) Late applicants will be considered in accordance with the published admissions criteria. If the school is oversubscribed, late applicants will be placed on a reserve list in priority order according to the published admission criteria. Parents will be notified if a vacancy subsequently arises.
- n) Parents are asked to read and note the Governors' published admissions policy. Any changes to the policy will be circulated to all parents on file for subsequent years. Parents who have problems in reading and understanding the admissions policy should seek help from the school.
- o) 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.
- p) Admission arrangements to the Reception class are separate to those for the Nursery. Attendance at the Nursery does not give a child any guarantee or priority when it comes to consideration by the governors of admission to the Reception class.