



NEWMAN RC COLLEGE

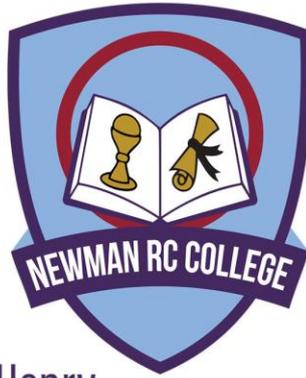


2020
—
2021

Policy Adopted:
Last Review Date: 01/10/2019
Signed by:
Mr B. O'Toole
Chair of Governors



Admissions Policy.



Blessed John Henry
NEWMAN RC COLLEGE

LOVE ONE ANOTHER

FAITH IN OUR COMMUNITY

COURAGE TO DO THE RIGHT THING

VOCATION TO MAKE A POSITIVE CONTRIBUTION

SERVICE TO LOVE YOUR NEIGHBOUR AS YOURSELF

DIGNITY TO TREAT OTHERS AS YOU WOULD LIKE TO BE TREATED

EXCELLENCE

“We strive to have the courage to celebrate and live our Christian Faith, in love and service to all others, to achieve dignity and excellence”

Admissions Policy

We monitor the impact of all policies on students, staff, parent and governors with particular reference to the impact on the attainment and wellbeing of students. As a Roman Catholic College we believe that our policy should reflect our mission statement, which calls us to love and honour the dignity of every individual.

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ADMISSIONS POLICY 2021/22

Blessed John Henry Newman RC College is an 11-16 co-education Catholic Secondary College under the trusteeship of the Diocese of Salford. It is maintained by Oldham Local Authority. As a Voluntary Aided College, the Governing Body is the Admissions Authority and is responsible for taking decisions on applications for admissions. As a Voluntary Aided RC College, we are designated as having a religious character [commonly known as a faith school] and are approved to use faith-based oversubscription criteria and allocate places by reference to faith where the College is oversubscribed. The co-ordination of admissions arrangements is undertaken by the Local Authority. As a Catholic College, the governors aim to provide a Catholic education for all pupils. Although Catholic children have priority of admission, this does not affect the right of an applicant who is non-Catholic to apply for a place for their child at the college. Newman RC College welcomes applications from those of other denominations and faiths, or of none.

For the College's year commencing September 2021, the Governing Body has set its Pupil Admissions Number [PAN] at 300. All admissions to the College will be made by the Governing Body.

All preferences listed on the Local Authority Preference Form will be considered on an equal basis with the following set of **ADMISSIONS CRITERIA** forming a priority order where there are more applications for admissions than the College has places available. Parents are asked to read the whole policy before completing in full a supplementary form to ensure all criteria are understood and can be chosen accordingly.

Application Procedure

To apply for a place in the normal admissions round parents should complete and submit a Common Application Form [CAF] via the Local Authority [LA] where the parent/legal guardian lives. This must be done by 31st October 2020. An application is not valid without the completion and submission of the CAF to their own LA.

The College Supplementary Information Form [SIF]

This is available from the College; the College website and via www.oldham.gov.uk/admissions and allows the governors to place all applications in order of priority for admission in line with the published admission policy. If you are expressing a preference for a place, for your child at Newman RC College the supplementary form is required and should be returned directly to the College.

Parents of baptised RC pupils must submit the child's RC baptism certificate along with this form. If you do not complete the Supplementary Form and return it to the College with supporting RC baptism documentation by the closing date, your child may not be placed in the appropriate criteria. This could affect your child's chance of being offered a place. Any supporting information should be made known at the time of the original application and sent to the College.

For a Year 7 admission in the normal round for the academic year 2021/22, the completed SIF, together with the RC supporting documents should be returned to the College by 31st October 2020. Please note if the College does not receive, or receives an incomplete SIF, your child will be ranked as criteria i [other children] and this might affect your child's position in the list as governors can only rank the applications based on the eligible information provided.

If the College is named on a Statement of Special Educational Needs [EHCP] the Governing Body have a duty to admit the child. The duty to apply these arrangements rest with the governors of the College. After the admission of students with Statements of Special Educational Needs [Education, Health and Care Plan: EHCP] where Newman RC College is named on the Statement, the criteria will be applied in the order in which they are set out below:

ADMISSIONS OVER SUBSCRIPTION CRITERIA

- a) **Baptised Catholic** Looked After Children and **Baptised Catholic** previously Looked After Children.
- b) **All Baptised Catholic** children attending the following Catholic Partner Primary Schools or **Baptised Catholic** living in the borough of Oldham
- | | | | |
|------|----------------------------------|-------|-------------------------|
| i. | Corpus Christi RC Primary | vii. | St Herbert's RC Primary |
| ii. | Holy Family RC Primary | viii. | St Joseph's RC Primary |
| iii. | Holy Rosary RC Primary | ix. | St Mary's RC Primary |
| iv. | SS Aidan and Oswald's RC Primary | x. | St Patrick's RC Primary |
| v. | St Anne's RC Primary School | xi. | St Theresa's RC Primary |
| vi. | St Edward's RC Primary | | |
- c) **Non-Catholic** children attending a Catholic Partner Primary School as those schools listed above in criteria 'b'
- d) **Non-Catholic** children who have a sibling living at the same address and who will be on roll at the College at the time of admission
- e) Children of **staff** who are/have been permanently contracted to work at the College for a period of 2 years at the time of both application and of admission, or who have been recruited to fill a vacant post for which there is a demonstrable skill shortage
- f) **Other Baptised Catholic** children
- g) **Non-Catholic** Looked After Children and **Non-Catholic** previously Looked After Children
- h) **Non-Catholic** children living within the Oldham borough
- i) **Other** children

NOTES; All applicants will be considered at the same time and after the closing date for admissions which is 31st October 2020.

In accordance with the Admission Code, and in conjunction with Salford Diocese Admissions Policy Newman RC College may give priority to all children who are 'Looked After' and children who were previously 'Looked After' regardless of their faith. Governors may give priority to children who are 'Looked After' and previously 'Looked After' of Catholic faith before other children.

A child who is a Looked After Child or previously Looked After is a child who is:

- a) In the care of a Local Authority, or
- b) Being provided with accommodation by a Local Authority in the exercise of their Social Services functions under section 22(1) of the Children Act 1989.
- c) A child previously Looked After is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.

Children who are Looked After or Previously Looked After will be prioritised in accordance with the oversubscription criteria as on the supplementary form

BAPTISM:

All Catholic applicants will be required to produce a RC baptismal certificate by 31st October 2020 along with their Supplementary Information Form signed and dated by the parent/legal guardian. Please note it is parent's responsibility to contact third parties if necessary, to provide a RC baptism certificate and not that of the College. If a certificate is not available, a letter of reception into the Catholic Church may be submitted. If original baptism certificates are sent, please send a SAE for return.

To be accepted as proof of the child's eligibility to be ranked as a Roman Catholic child, the letter must be either:

signed by the parish priest where the child was baptised

or

stamped by the parish seal where the child was baptised

In addition to applicants who can give evidence of baptism within the Roman Catholic Church, the definition of baptised Roman Catholic is also extended to children enrolled in or having completed the catechumenate [process of preparation to be received into full communion within the Roman Catholic Church], and those from Eastern Rite Churches in communion with Rome. It is the responsibility of the parent/legal guardian of the applicant to provide authorised evidence of baptism in one of the listed Churches below and have completed the catechumenate.

Alexandrian -Coptic, Ethiopian (Eritrean Catholic Church)], Antioch [Malankrese (Sri Lanka), Maronite, Syrian], Armenian, Chaldean [East Syrian, Chaldean, Malabar], Byzantine, Albanian, Bulgarian, Georgian, Greek, Melchite, Italo-Albanian, Romanian, Russian, Ruthenian, Slovakian, Ukrainian, Hungarian, Macedonian and the Church of the Byzantines of the Diocese of Krizevci

If within any category there are more applications than places available, priority will be given on the basis of **distance** from home to College. Distance will be measured in a straight line from the front door of the child's home address [including the community entrance to flats] to the main entrance of Newman RC College using the Local Authority's computerised measuring system, with those living nearer to the College having priority.

Random allocation

In the event of distances being the same for 2 or more applicants where this distance would be last place/s to be allocated, a random lottery will be carried out in a public place. All the names will be entered into a hat and the required number of names will be drawn out. This process will be independently verified. Where this decision involves twins living at the same address, both pupils will be admitted.

Residence

Where a child lives with parents with shared responsibility, each for part of a week, the child's **'permanent place of residence'** will be determined as the address of the parent who normally has responsibility for the majority of college days in a week and with whom the child is registered as living by the Local Authority.

Intention to Move House

An intention to change address cannot be taken into consideration by the governing body until such a move has actually taken place and eligible proof has been provided to the Local Authority that the new address is the permanent place of residence. Proof of changes of address will be accepted in line with the Local Authority procedures.

Sibling

Sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or a child of the parent/legal guardian's partner, where the child for whom the College place is sought **is living in the same family unit at the SAME ADDRESS as that sibling**. The sibling must be on roll at the time of admission, Year 11 pupils are not eligible as they will have left College before the applicant would start should she/he be allocated a place. If eligible, please add the names of sibling to the supplementary form.

Childcare Arrangements

If a childminder, grandparents or other family member cares for the child on a daily basis at a different address, the Governing body cannot consider this address for the purpose of the college admissions process.

Late Applications

All applications and supporting SIF's must be submitted on or before the published closing dates referenced above. Failure to submit the CAF to the Local Authority by the closing date will result in an application being classed as late. Late applications are processed once all the 'on time' applications have been offered places. [1st March 2021]. After March 1st late applications will be placed in accordance with the admission policy.

Waiting list

A list of children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. Parents will be informed of their child's position on the waiting list which will not be operated for longer than the end of the Autumn Term. Any late additions to the waiting list will be slotted in according to the college oversubscription criteria.

In Year Applications

For 'In Year' applications received outside the normal admissions round, and if places are available, then children qualifying under the published criteria will be admitted. If there are places available but more applicants than places, then the published oversubscription criteria will be applied. Applications for places other than at the start of Year 7 should be made directly to Newman RC College. The Supplementary Form should be completed and returned with RC baptism certificate, if applicable, to the college. Places will be offered by the governors to applicants whose names appear on the waiting list strictly on the basis of the oversubscription criteria.

Children from other year groups [8 – 11] who have not been offered places due to oversubscription will be added to the waiting lists for their particular year group. This list will continue for the year group until the end of the academic year. Parents/guardians who wish their child to remain on the waiting list are requested to contact the College in writing by the end of July. Positions on the waiting list can fluctuate according to new applications being added or removed from this list. Places will be offered in line with the published oversubscription criteria and if a place is offered and subsequently declined by parent the child's name will be removed from the list. This is not dependent on whether an appeal has been submitted for the College. Pupils under the Local Authority's Fair Access Protocol will take precedence over any children already on waiting lists.

Appeals

If your child is not offered a place at Newman RC College, parents have the right to appeal against that decision to an Independent Appeal Panel. If an application for admission has been turned down by the Governing Body, parents have the right to appeal to an Independent Appeals Panel. Parents must be allowed at least twenty college days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors. Parents should apply via the Local Authority and complete an appeals form provided for the purpose. Any supporting evidence should be provided with the appeal document.

The Governing Body reserve the right to withdraw the offer of a college place where false or intentionally misleading information is received in relation to application, baptism, sibling connections or place of residence which effectively denies a place to a child with a stronger claim. The application will be considered afresh, and a right of appeal offered if a place is refused.

Relevant College dates can be viewed on the College website: www.newmanrc.oldham.sch.uk [http://www.newmanrc.oldham.sch.uk]. Alternatively, parents can contact the College on 0161 785 8858 for further advice or assistance with completing a supplementary information form.

Admission of children outside their normal age group.

Parents of gifted and talented children, or those who have experienced problems or missed part of a year, for example due to ill health, can seek places outside their normal age group. Admission authorities must make decisions on the basis of the circumstances of each case, informing parents of their statutory right to appeal. This right does not apply if they are offered a place in another year group at the college. Any such request should be made in writing to the Chair of the Admissions Committee at the same time as the admission application is made. The governing body will make its decision about the request based on the circumstances of each case and in the best interests of the child. In addition, to taking into account the views of the Headteacher, including the Headteachers statutory responsibility for the internal organisation, management and control of the college, the governing body will take into account the views of the parents and of appropriate medical and educational professions as appropriate.



**NEWMAN RC COLLEGE SUPPLEMENTARY INFORMATION FORM:
2021 ADMISSIONS**

Dignity & Excellence

Please complete BOTH sides of this form and return to:

Mrs. Hodgkin, Admissions Officer
Blessed John Henry NEWMAN RC College
Broadway, Chadderton, Oldham, OL9 9QY

CHILDS FULL LEGAL NAME: _____		Please tick which criteria is eligible 												
<p>Please read in conjunction with the Admissions Policy and tick which criteria your application is eligible to be judged on.</p> <p>All children whose Education, Health and Care Plan [EHCP] names Newman RC College will be admitted to the college. If your child has Special Educational Needs but does <u>not</u> have an Educational Health & Care Plan; then your application will be considered on the basis of the college admission policy.</p>														
a	Baptised Catholic Looked After Children and Baptised Catholic previously Looked After Children													
b	<p>All Baptised Catholic children attending the following Catholic Partner Primary Schools or Baptised Catholic living in the borough of Oldham</p> <table border="0"> <tr> <td>xii. Corpus Christi RC Primary</td> <td>xviii. St Herbert's RC Primary</td> </tr> <tr> <td>xiii. Holy Family RC Primary</td> <td>xix. St Joseph's RC Primary</td> </tr> <tr> <td>xiv. Holy Rosary RC Primary</td> <td>xx. St Mary's RC Primary</td> </tr> <tr> <td>xv. SS Aidan and Oswald's RC Primary</td> <td>xxi. St Patrick's RC Primary</td> </tr> <tr> <td>xvi. St Anne's RC Primary School</td> <td>xxii. St Theresa's RC Primary</td> </tr> <tr> <td>xvii. St Edward's RC Primary</td> <td></td> </tr> </table>	xii. Corpus Christi RC Primary	xviii. St Herbert's RC Primary	xiii. Holy Family RC Primary	xix. St Joseph's RC Primary	xiv. Holy Rosary RC Primary	xx. St Mary's RC Primary	xv. SS Aidan and Oswald's RC Primary	xxi. St Patrick's RC Primary	xvi. St Anne's RC Primary School	xxii. St Theresa's RC Primary	xvii. St Edward's RC Primary		
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Please complete part 1b overleaf

SUPPLEMENTARY INFORMATION FORM [SIF]

Please complete in **BLOCK CAPITALS** and return to Newman RC College

PUPIL DETAILS:

LEGAL SURNAME	_____
LEGAL FORENAME[S]	_____ _____
DATE OF BIRTH	_____

ADDRESS	_____

	POSTCODE _____

IS YOUR CHILD?	
<p>BAPTISED ROMAN CATHOLIC If this box is ticked Parent/legal guardian MUST provide a copy of the Baptism Certificate with this form.</p> <input type="checkbox"/>	<p>NON-CATHOLIC <input type="checkbox"/></p>
<p>If you have any queries regarding evidence of your childs Catholic baptism please contact the college ASAP</p>	

FOR BAPTISED ROMAN CATHOLIC APPLICANT [PUPIL] ONLY	<i>please print information</i>
DATE/MONTH OF THIS APPLICANTS RC BAPTISM	_____ YEAR _____
NAME OF PARISH/RC CHURCH	_____
Address of church	_____
PARISH LOCATION [TOWN/CITY]	_____
Name of Priest:	

SIGNED [Legal parents/Guardian]	NAME please print
_____	_____
RELATIONSHIP	DATE

*** Any incomplete forms will be classed as CRITERIA i [Other children]**

Please refer to Newman RC Admission’s Policy which is available via Oldham Local Authority and on www.newmanrc.oldham.sch.uk