



Working, Praying, Sharing and Learning Together"  
"Gweithio, Gweddio, Rhannu a Dysgu gyda'n gilydd"

# St Mary's R.C. Primary School



## Admissions Policy

May 2023

Date	Review Date	Leads	Nominated Governor
May 2023	May 2024	Mr. M. Buckley	Mrs. K. Lewis

## United Nations Convention on the Rights of the Child.

Article 24 - All children have the right to the best possible health.

Article 27 - All children have the right to a standard of living that is good enough to meet their physical and social needs and support their development.

*The Governing Body has sole responsibility for admissions to St. Mary's. The Governing Body will admit pupils up to the School's Admissions Number which is 30. Where there are more than 30 applications, admissions will be made in accordance with the order of priority and procedure set out below:*

### Over subscription Criteria Order of Priority

[1] Looked after children (children in public care) of the Catholic faith.

[2] Looked after children (children in public care).

[3] Catholic children living in parishes of St. Mary's. Affiliation will need to be demonstrated by the child's baptismal certificate if the child was baptised outside these parishes. If the child was baptised in St. Mary's Church the baptismal registers for that parish will be used.

[4] Catholic children not living in the parishes of TREV affiliation will need to be demonstrated by the child's baptismal certificate. If the child was baptised in St. Mary's Church the baptismal register for those parishes will be used.

[5] Non-catholic children living in the Blaenau-Gwent who have a brother or sister in the school who are residing in the same household. A sibling is a child who is the brother/sister, half brother/sister (children who share a common parent), step brother/sister where two children are related by marriage. This definition also includes adopted or fostered children living at the same address.

[6] Children residing in Blaenau-Gwent who can demonstrate that they are actively engaged in supporting a Christian denomination. Applicants must provide written evidence of engagement in their denomination, which must include at least a letter written by a person of authority who has personal knowledge of the applicant's religious circumstances.

[7] Children residing in Blaenau Gwent who can demonstrate that they are actively engaged in supporting a non-Christian faith. Applicants must provide written evidence of engagement in their faith, which must include at least a letter written by a minister or person of authority in that faith who has personal knowledge of the applicant's religious circumstances.

[8] Children recommended for placement for medical, psychological or special educational reasons. These must be confirmed by the Local Authority's professional advisers. Children with a statement of ALN should be admitted to the school named on their statement and should not be considered as part of the oversubscription criteria.

[9] Non-catholic children living in Blaenau-Gwent.

### **Multiple Birth Children (e.g. twins or triplets)**

If when applying the oversubscription criteria the last child to be admitted is one of a multiple birth e.g twin or triplet then the Governing Body will also admit the other sibling(s).

If Governors are unable to admit all applicants in a particular category they will give priority to those children who live closest to the school. This will be measured from the front door of the home to the front gate of the school (using the safest walking route) measured by the Authority's G.I.S (Geographical Information System) database. Where a child lives with both parents at different times of the week, the measurement will be taken from the home where the child resides for the majority of a 'normal' week (i.e. term time). The majority of the normal week being seen as 3 out of 5 school days. Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes (e.g. Child Benefit payments)

Children of UK Service personnel will be treated as residing in catchment if proof of posting is provided.

Acceptance into the Nursery class does not guarantee a place in the reception class. Application has to be made for both the nursery and reception classes. Priority will not be given to parents of pupils that have attended the nursery.

Parents of pupils who have been offered a place in the reception class may defer entry until the term after their fifth birthday. Once offered a place, another pupil will not fill this place if parents decide to defer entry.

Parents have a statutory right of appeal against the non-admission of a child (not at nursery) to the school. This will be heard by an Independent Appeals Panel. Details of the appeals process will be made available to parents when they are notified of a refusal of a place (or if they request such information from the Governing Body).

Withdrawing offers of places - The offer of a school place will be withdrawn on the basis of a fraudulent or intentionally misleading application being received.

## **Waiting List**

All applicants who have not been admitted will have their application, whenever made during the relevant year, retained on a waiting list until the 30th September following receipt of the application. Applicants will be placed in order on the list according to the oversubscription criteria order of priority of the Admissions Policy. If a place becomes available it will be allocated to the applicant then highest on the waiting list. When a place becomes available up to 30th September, to enable places offered to be taken up without delay, governors will offer a place in writing to the highest placed on the list and they will be required to respond in 5 working days to the offer. Failure to respond for any reason will be treated as a rejection and the place will be offered to the next highest on the list following the same process. After 30th September the waiting list will be abandoned and all applicants on the waiting list will be treated as not having applied and any future place which becomes available will be allocated to the next applicant for a place, or if more than one, by reference to the published criteria. Applicants must appreciate that the waiting list order of priority will alter as more applicants apply and circumstances change. If any applicant informs the governors in writing of any relevant material change of circumstances this will be considered by the governors and the position on the waiting list may be altered accordingly.