

# St Vincent's Catholic Primary School Admissions Policy

## Admissions Policy for 2020/21

Children will be admitted to the reception class at the beginning of the academic year in which their fifth birthdays fall. However, consideration will be given where a parent wishes to defer their child's entry to the beginning of the Spring Term. The Governing Body has responsibility for admissions to St Vincent's Catholic Primary School and intends to admit 30 children to the Reception Class for each school year. The published admission number is inclusive of students with a statement of special educational needs that are admitted to the school pursuant to the school being named in part 4 of their statement.

**Where there are more applications than places available, places will be offered according to the following order of priority:**

1. Looked after Catholic children (children in care\*\*) or looked after children in the care of Catholic families, in which case, proof of baptism in the Catholic Church of at least one of the carers will be required.
2. Baptised Catholic children who will have a sibling\* attending St Vincent's Catholic Primary School at the beginning of their first term.
3. Other Baptised Catholic children.

*Within categories 1-3, proof of baptism in the Catholic Church will be required. Applications will be ranked in the order shown on the Supplementary Form. Highest priority to those who attend Mass weekly, then most weeks, then at least once a month, etc, as verified by the Parish Priest for the previous 12 month period.*

4. Non-Catholic looked after children (children in care\*\*).
5. Non-Catholic children who will have a sibling\* attending St Vincent's Catholic Primary School at the beginning of their first term.
6. Other non-Catholic children.

*Within categories 5 & 6, priority is given to members of other Christian Churches that are full members of "Churches Together in England". Applications will be ranked in the order shown on the Supplementary Form. Highest priority to those who attend Church weekly, then most weeks, then at least once a month, etc, as verified by the Church Leader for the previous 12 months period.*

*Within all the categories 1-6 and sub-categories, priority is given in order of proximity measured in a straight line from the front door of the home to the centre doors of the school, with those living the nearest being accorded priority. The distance will be supplied by the local authority derived from their computerised mapping system. \*A sibling is defined as a full/step/half brother or sister living at the same address, a child who is living as part of the family unit by reason of a Court Order or a child who has been placed with foster carers as a result of being 'looked after' by the Authority. \*\* Looked after child (child in care) including previously looked after, is (a) in the care of a local authority, or (b) who is provided with accommodation by a authority in the exercise of their social services functions (see the definition in Section 22 (1) of the Children Act 1989) and will still be looked after when at the time an application for their admission to a school is made, and who the local authority has confirmed will still be looked after at the time when the child is admitted to the school. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders) Children placed by the Local Authority by a Kinship or residency order are NOT classed as Looked After Children.*

Where incorrect information is used to unfairly gain a place then the governors will immediately withdraw any place offered.

### **Appeals**

Parents have the right to appeal against any refusal by the governors to admit their child. Appeals should be directed to an appeals committee established within the terms of the Education Act 1996. Details of the

## St Vincent's Catholic Primary School Admissions Policy

appeals procedure can be obtained from the Clerk to the Governors via the School Secretary.

### Waiting Lists

Applications for admission to all year groups must be made directly to Bromley Local Authority. *Unsuccessful candidates will be offered the opportunity to be placed on a waiting list. Waiting lists for all year groups will be maintained by Bromley Education Authority in the order of the admissions criteria stated above and therefore, as later applicants are added, positions may change.* Children directed via the Fair Access Protocol will take precedence over any child already on the school waiting list, and this includes admitting children over the published admission number.

The admission of pupils with a **Statement of Special Educational Needs** is dealt with by a completely separate procedure. Details of this procedure are set out in the Special Educational Needs Code of Practice.