

OUR LADY QUEEN OF PEACE R.C. PRIMARY SCHOOL
2016 - 2017 **MAIN SCHOOL** ADMISSION POLICY

The governing body of Our Lady Queen of Peace Roman Catholic Voluntary Aided Primary School is the Admission Authority for this school. The governing body intends to admit up to 45 pupils to the Reception year group in September 2016.

The Admissions Policy criteria will be applied on an equal preference basis.

Catholic Children are those who have been baptised Catholics or formally received into the Catholic Church.

Children who have an Education, Health and Care (EHC) plan or a statement of Special Educational Need where the school is named as the most appropriate educational setting for the child will be admitted.

Late Applications

Any applications received after the closing date will be accepted but considered only after those received by the closing date have been considered in their relevant category.

A child in nursery will have no priority in admission to reception.

Oversubscription Criteria

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

1. Looked after Catholic children and those who were previously looked after but immediately after being looked after became subject to adoption, child arrangements or special guardianship order.
2. Catholic Children whose home address is within the boundaries of Our Lady Queen of Peace Pastoral Area¹.
3. Catholic Children whose home address is outside of the boundaries of Our Lady Queen of Peace Pastoral Area but within the parish boundaries of St. John XXIII, Washington and Penshaw.
4. Other catholic children.
5. Looked after non-Catholic children and those who were previously looked after but immediately after being looked after became subject to adoption, child arrangements or special guardianship order.
6. Children who will have an older sibling in the school in September 2016.

¹ Our Lady Queen of Peace RCVA Primary School serves the parish of St. John XXIII, Washington and Penshaw. The boundary of Our Lady Queen of Peace Pastoral Area covers the area of the former parish of Our Lady Queen of Peace, Penshaw. A boundary map is available to view in the school.

7. Children, who are baptised or dedicated members of other Christian Churches.
8. Children of other Faith traditions.
9. Other children.

Applicants seeking admission under criteria 7 or 8 above will be asked to present a letter of support to confirm their church membership from their minister or Faith leader.

Priority within categories 1 to 5 will be given to children with a sibling in the school at the time of admission.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under criteria 1,2,3, and 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been formally received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will be accepted as evidence.

2. Definition of a Looked After Child

A looked after child 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 (see the definition in section 22 (1) of the Children Act 1989).

An adoption order is an order made under section 46 of the Adoption of Children Act 2002.

A child arrangements order is an order outlining the arrangements as to the person with whom the child will live under section 8 of the Children Act 1989.

A special guardianship order is an order appointing one or more individuals to be a child's special guardian or guardians' (Section 14A Children Act 1989).

3. Definition of Sibling

An older brother/sister or older child (including adoptive and step-children) that shares the same parent/carer and lives at the same address, who will still be attending the preferred school at the time of admission

Tie-breaker

Where there are places available for some but not all applicants within each criterion the distance from home to school when measured by the shortest walking route will be the deciding factor. Measurements will be calculated using the Local Authority's Geographical Information System, (GIS.)

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to the Chair of Governors at the school address.

Home Address

It is the parental address which will be used in applying the admission criteria. This means that, when stating your choice of school, you should give the parent/carer's address at the time of application. The address of child-minders or other family members who may share in the care of your child should not be quoted as the home address.

Waiting Lists

If your child has been refused admission, you can request that your child's name be placed on the school's waiting list. If places become available we will consider all relevant applications based on the waiting list, which will be maintained until 31st December 2016.

Application Information

Formal written applications for admission must be made on the form provided by the Local Authority and returned to them by the stated date. Places will then be allocated by strict application of the above criteria, with no reference to the date of application. Parents will be notified as to whether or not their child has been allocated a place on 16th April 2016.