

SCHOOL OF CHRIST THE KING

SCHOOL ADMISSIONS POLICY

**Lord let me see Your
Glory in every place**

Policy 2009 -2010

1. The School of Christ the King is a Catholic voluntary aided primary school which serves the parish of Christ the King. The Governing Body, acting in accordance with arrangements agreed with the Clifton Diocesan Schools Commission and the Local Education Authority of Bristol, is responsible for the admission of pupils.
2. The Governing Body is mindful of its duty to preserve the Catholic nature of the school.
3. The Admission Number for the Reception Year (2009/10) is 25 pupils. Pupils are normally admitted in the September of the school year in which they reach their fifth birthday.
4. Applications for a place at the school should be made on Bristol LA's common application form and sent to Schools Admissions Department, PO Box 57, College House, College Green, Bristol BS99 7EB by 24 October 2008. Bristol LA will then send details of those children whose parents have expressed a preference for School of Christ the King to the clerk to Governors at the school. The Governing Body will then seek the additional information necessary to apply the oversubscription criteria listed under section 5 of this policy. In the event of oversubscription, the LA will then notify parents on behalf of the governors of School of Christ the King by letter to be sent on 30th January 2009.
5. Places will be offered in accordance with the following order of priority operating an equal preference system:
 - 5.1 Children in public care who are baptised Catholics.
 - 5.2 Children who are baptised Catholics, who live in the Parish of Christ the King.
 - 5.3 Children who are baptised Catholics who live outside the Parish and who do not have a Catholic primary school serving the Parish in which they live or at whose Parish school a place is not available.
 - 5.4 Looked After Children not included in category 5.1 for whom a place is requested by the relevant person/authority
 - 5.5 Children of Catholic parents who live within the Parish of Christ the King.
 - 5.6 Children who will have a brother or a sister at the school at the time of their

admission.

- 5.7 Children of other Christian faiths who live within the Parish of Christ the King and whose parents are practising members of their church and have the written support of their minister.
- 5.8 Catholic children who live outside the Parish of Christ the King and who fall outside category 5.2 above.
- 5.9 Parents with children who live in the Parish who express a positive reason either verbally or in written form for why their child would benefit from receiving a Catholic education.
- 5.10 Other applicants not in the above categories.

Baptismal certificates should be available for inspection by the Governing Body.

A map of the Parish of Christ the King is available at the school.

Definitions

- a) Brother and sister are defined as children who share one natural parent, step brother or sister, or have been legally adopted or fostered into the family.
 - b) Children in public care, as defined by section 22 of the Children Act 1989
6. When applications within categories 5.1 and 5.2 above exceed the number of places available, priority will be given to children who have a brother or sister at the school at the time of their admission, and then to children who live furthest from the nearest alternative Catholic school at which a place is available. Priority in other categories will be given first to children who have a sibling at the school at the time of admission, and then to children living nearest to the school. Distance will be calculated “as the crow flies” from home address to school. Distances are calculated using a computerised mapping system.
 7. Casual applications, i.e. those which fall outside the normal admissions round, will be considered by the Admissions Committee against the criteria listed in paragraph 5 above.
 8. Late applications
Applications received after the closing date given in 4 above but before the offer of places is made by the Governing Body will be considered in accordance with the priorities in 5 above if, in the opinion of the Admissions Committee, there were good grounds for applicants not being able to meet the required deadlines.

APPEALS PROCEDURE

9. Parents have the right to appeal against the refusal by the Governing Body to admit their child, and should put their appeal in writing to the Clerk to the Governors at the school within 14 days of receiving the letter of refusal. Appeals will be arranged by the Diocesan Schools Commission and conducted in accordance with the Code of

Practice on School Appeals.

10 Children with Statements of Special Educational Needs

There is a different procedure for the admission to school for children with Statements of Special Educational Needs: it is administered by the local education authority in whose area the family lives. The LA is responsible for issuing the Statement and consulting parents and the governing body of School of Christ the King if a preference has been made for the school, before the school is named in the Statement.