

Our Lady of the Rosary Primary School

Admissions Policy for 2009/10

1 Our Lady of the Rosary is a Catholic voluntary aided primary school, which was established by the Church to serve the parishes of Our Lady of the Rosary in Lawrence Weston, St Antony's in Henbury and Sacred Heart in Westbury-on-Trym. The Governing Body, acting in accordance with the Code of Practice and the Clifton Diocesan Policy Statement, is responsible for the admission of pupils.

2 The admission number for the Foundation Class for September 2009 is 30 pupils. Applications for admissions should be made via the Common Application Form.

Additional Information Forms, available from the school office, must also be Completed and returned directly to the school and not to the LA.

3 In the event of over-subscription (i.e. more applications than places available) places will be offered in accordance with the following order of priority.

4 Places will be allocated in the following order of priority:

- 4.1 Children in Care who are baptised Catholics.
- 4.2 Children who are baptised Catholics and who live in the parishes of Our Lady of the Rosary in Lawrence Weston, St Antony's in Henbury and Sacred Heart in Westbury on Trym.
- 4.3 Baptised Catholic children who live outside the parishes mentioned above 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.
- 4.4 Children in Care for whom a place is requested by the relevant person/authority.
- 4.5 Children who have a sibling at the school at the time of their admission.
- 4.6 Children of other Christian denominations who live within the parishes mentioned above and whose parents are certified by their minister as being members of their church.
- 4.7 Children of Catholic parent(s) who live within the parishes mentioned above.
- 4.8 Other applicants who wish to have their children educated in a Catholic school.

In categories 4.1, 4.2 and 4.3 baptismal certificate should be available for inspection. A map of the parishes of Our Lady of the Rosary, St Antony and Sacred Heart is available at the school.

5 A waiting list of unsuccessful and late applicants not accepted as 'on time' will be held. If places become available, offers will be made in accordance with the order of priority in paragraph 4 above. The waiting list will be maintained until the end of Term 1 of the academic year.

Definitions

- a A sibling is defined as a brother or sister living in the same household where that brother or sister will be on register at the start of the academic year for which admission is requested.
 - b Children in Care are children who are looked after by a local authority in accordance with Section 22 of the Children Act 1989.
- 6 Tiebreakers. When applications within categories 4.1, 4.2 and 4.3 above exceed the number of places available, priority will be given to:
- 6.1 Children who have a brother or sister at the school at the time of their admission.
 - 6.2 Children who have one or more Catholic parents who live within the Parishes mentioned above.
 - 6.3 Children who live nearest to the school. Distance will be calculated 'as the crow flies' from main gate/door (as appropriate) to the main entrance of the school premises
 - 6.4 Where children are living at the same address or at an equal distance from the school then random allocation will be used.
- 7 Casual applications (i.e. those which fall outside the normal admissions round) will be considered by the Admissions Criteria listed in paragraph 4 above.
- 8 Applications received after the closing date but before the offer of places is made by the LA on behalf of the Governing Body, will be considered in accordance with the priorities in 4 above if, in the opinion of the Admissions Committee, there were good grounds for applicants not being able to meet the required deadlines.
- 9 There is a different procedure for admission to school for children with Statements of Special Educational Needs; it is administered by the LEA in whose area the family lives. The LA is responsible for issuing the Statement and consulting parents and the governing body of Our Lady of the Rosary, if a preference has been made for the school, before the school is named in the Statement.

10 Appeals Procedure

Parents have the right of 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 Department for Schools and Colleges and conducted in accordance with the Code of Practice on Schools Appeals.