

**DIOCESE OF CLIFTON**  
St Bede's Catholic Voluntary Aided College  
Admissions Policy 2009/2010

**1.0** St Bede's is a Catholic Voluntary Aided Secondary College which was established by the Diocese of Clifton and serves the following parishes:

|                           |                   |                        |                  |
|---------------------------|-------------------|------------------------|------------------|
| Corpus Christi            | Weston-super-Mare | Holy Family            | Patchway         |
| Our Lady of Lourdes       | Weston-super-Mare | Our Lady of the Rosary | Lawrence Weston  |
| St Anthony's              | Henbury           | St Bernard's           | Shirehampton     |
| St Bonaventure's          | Bishopston        | St Joseph's            | Portishead       |
| St Francis                | Nailsea           | SS Peter & Paul        | Clifton          |
| St Joseph's               | Weston-super-Mare | St Vincent de Paul     | Southmead        |
| St Teresa's               | Filton            | Sacred Heart           | Westbury-on-Trym |
| The Immaculate Conception | Clevedon          | St Nicholas            | Lawford's Gate   |

and also families from other South Gloucestershire Catholic schools and for whom St Bede's is their closest Catholic Secondary College.

The Governing Body, acting in accordance with arrangements agreed with the Clifton Diocesan Committee for Schools and Colleges and with the Education Bill 2006 is responsible for admissions and will admit children without regard to aptitude, ability or previous attainment.

A map of the whole area of prime responsibility is available for inspection at the college office.

**2.0** The admission number for 2009/2010 is 170 and the indicated number is 157.

**3.0** Admissions outside the normal age group will be considered and the advice of specialist advisers and other relevant professionals will be sought as appropriate.

**4.0** Under the coordinated admissions arrangements, parents make application for schools on the form of their home Local Authority. This means that application for a place should be made on the application form of either **Bristol, North Somerset or South Gloucestershire** and returned to the home Local Authority by **24<sup>th</sup> October 2008**.

Parents must also complete the **St Bede's Supplementary Sheet** giving details of religion and religious practice and return this direct to St Bede's college by the same closing date **24<sup>th</sup> October 2008**.

**This Supplementary Form is not an application form, but must be completed and returned to St Bede's by all those seeking a place at the College. Parents outside Bristol must complete the application form from their own Authority, alongside the St Bede's Supplementary sheet.**

5.0 The Governing Body will consider all applications against its policy criteria. Offers of places will be made by the Authority in which you reside **on behalf of our Governing Body on 2nd March 2009**. A waiting list, including late applications from families moving into the area or who were otherwise unable to apply by the specified date, will be maintained until **30 June 2009** and available places offered in accordance with the criteria for over-subscription.

6.0 In the event of **over-subscription**, places will be offered in accordance with the following order of priority:

6.1 Catholic Children In Care

6.2 Catholic children within the designated catchment area of St Bede's from the parishes which we serve who attend the schools in the list below and Catholic children from other South Gloucestershire Catholic primary schools for whom St Bede's is the nearest Catholic Secondary School to their home.

|                          |                   |
|--------------------------|-------------------|
| Corpus Christi           | Weston-super-Mare |
| Holy Family              | Patchway          |
| Our Lady of the Rosary   | Lawrence Weston   |
| St Bernard's             | Shirehampton      |
| St Bonaventure's         | Bishopston        |
| St Teresa's              | Monks Park        |
| St Francis               | Nailsea           |
| St Joseph's              | Portishead        |
| SS Peter & Paul          | Redland           |
| St Mary's                | Bradley Stoke     |
| St Nicholas of Tolentino | Lawford's Gate    |

6.3 Children In Care for whom a place is requested by the relevant person/authority.

6.4 Children with siblings already at the college who will be on register at the start of the academic year in question.

6.5 Other Catholic children within our designated catchment area.

6.6 Other Catholic children from our parishes attending Catholic Partner Primary Schools unable to attend another Catholic Secondary School.

6.7 Children of other Christian churches and of the Inter Faith network for the UK who attend one of the Catholic Primary Schools in the designated area.

6.8 Catholic children outside the designated area.

6.9 Children of other Christian churches and of the Inter Faith network for the UK.

6.10 Children of Catholic parents within our designated catchment area.

6.11 Children whose parents request a place at St Bede's.

## 7.0 Definitions

- 7.1 In the context of the Admissions Policy '**Catholic children**' means those baptised as Roman Catholics and who can produce a baptismal certificate and evidence of adherence to their faith.
- 7.2 To demonstrate **adherence to the Catholic faith**, it is essential that the supplementary form from Catholics is signed by a priest of the parish in which you worship, acknowledging that the family is known to the priest and worship within that parish.
- 7.3 A **sibling** is defined as a brother, sister, step brother or step sister living in the same household where that sibling will be on register at the start of the academic year for which admission is requested. The household address used will be that one for the registered sibling identified as the first home contact.
- 7.4 '**Children In Care**' are children who are in the care or interim care of a local authority pursuant to S31 and 38 of the Children Act 1989 or children who are accommodated by a local authority, pursuant to S20 of the Children Act 1989.
- 7.5 Children of **other Christian** churches or of other **religious traditions** (6.7 & 6.9) will be required to supply a reference acknowledging regular attendance at their church or place of worship.
- 7.6 For pupils who live within South Gloucestershire the nearest Catholic school will be defined by the Authority.
- 7.7 Governors will breach the admission number in order that children of multiple births are not separated.
- 7.8 Under criterion 6.6, Governors will give due consideration to applications from families who cite the necessity for a different Catholic school to their designated school for the child, due to particular family or medical circumstances.

## 8.0 Tiebreakers

- 8.1 In the event of oversubscription in 6.2, the number of years the child has spent in the primary school will be taken into consideration. Those who have spent the longest time in a Catholic primary school will be given priority.
- 8.2 In the event of over-subscription in category 6.4, siblings who are baptised Catholic will be given first priority followed by siblings from Partner Primary schools.
- 8.3 Where the number of applications in any other category who have equal access to a place exceeds the number of places available, then distance between home and college, from home gate (front door where there is no gate or street door of an apartment block) to pedestrian college gate as a straight line measurement by reference to Ordnance Survey map or computerised mapping, will be the final consideration. Those living nearest the college by this measure will have priority. The home will be defined as the place where the child resides for the majority of the week. In the circumstances where applicants live at equal distance to the college, Governors will use random allocation (drawing lots) in order to rank order such applications.

## 9.0 Late Applications

- 9.1 The closing date for applications is **24<sup>th</sup> October** of the year prior to the start date. After that date, applications from baptised Catholics will be re-categorised 6.6 and given priority in this category, and non-Catholic children re-categorised as 6.9.
- 9.2 Catholic children who move into our designated area after 24<sup>th</sup> October closing date, and who have attended a Catholic primary school, will be placed in 6.2: if they have not attended a Catholic primary school they will be placed in category 6.5.
- 9.3 Once the first round of offers have been made to parents, late applicants who wish to be placed on the waiting list will be recategorised according to the criteria for over subscription.

## 10.0 Applications to Year groups other than Year 7 and Mid Year Admissions

Parents should contact the College direct and places will be offered in accordance with the above criteria.

## 11.0 Applications received for September 2008

Governors received **247** applications by the closing date for the 170 places available for September 2008 and a total of 345 people expressed a preference for St Bede's. The distribution of these within the first four priorities was:

|            |                  |
|------------|------------------|
| Priority 1 | 0 applications   |
| Priority 2 | 177 applications |
| Priority 3 | 8 applications   |
| Priority 4 | 15 applications  |

## 12.0 Appeals Procedure

Parents have a right to appeal against a refusal by the Governing Body to admit their child and should put the 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 School Appeals.

## 13.0 Children with Statements of Special Educational Needs

Procedure for the admission to College for children with Statements of Special Educational Needs is administered by the Local Authority (LA) in whose area the family lives. The LA is responsible for issuing the Statement and consulting parents and the Governing Body if a preference has been made for St Bede's, before the College is then named in the Statement. If the College is named in the Statement the child will be admitted.

January 2008