

St Margaret Mary's RC Primary School

St Margaret's Road
New Moston
Manchester M40 0JE



Admission Policy

(Year 2018- 2019)

St Margaret Mary's is a Roman Catholic Primary School provided by the Diocese of Salford and is maintained by the Manchester Local Authority as a voluntary aided primary school. The School's governing body is the admission authority and is responsible for taking decisions on applicants for admission. For the school year commencing 2018 / 2019 the governing body's planned admission number is forty-five.

Admissions to the School will be made by the Governing Body. All references listed on the Local Authority Preference Form will be considered on an equal basis with the following set of admissions' criteria forming a priority order where there are more applications for admissions than the School has places available.

1. Any child that is in public care or previously in public care.
2. Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and resident in the parishes of St Margaret Mary's and St John Vianney.
3. Baptised Roman Catholic children resident in the parishes of St Margaret Mary's and St John Vianney.
4. Other Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and are resident of another parish.
5. Other Baptised Roman Catholic children who are residents of another parish.
6. Other children with a brother or sister attending the school at the time of admission.
7. Other children.
8. If in any category there are more applications than places available, priority will be given on the basis of proximity to the School. This will be determined by the straight line distance from the front entrance of the School to the home of the child concerned. Distance is measured in a straight line from the centre point of the school as defined by the Ordnance Survey, the national mapping agency, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

This Policy also applies to admissions to the Nursery year group of the Early Years Foundation Stage (EYFS) at St Margaret Mary's RC Primary School.

Notes:

- a) Children in Public Care / Previously in Public Care are Looked After Children or previously Looked After Children. A “looked after child” or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. 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)
- b) All applicants will be considered at the same time and after the closing date for admissions which is published annually by the Local Authority as part of its co-ordinating responsibility.
- c) All Catholic applicants will be required to produce a baptismal certificate. In addition to candidates who can give evidence of baptism within the Roman Catholic Church, the definition of baptised Roman Catholic is also extended to children enrolled in or having completed the catechumenate (process of preparation to be received into full communion with the Roman Catholic Church) and those from Eastern Rite Churches in communion with Rome viz:
- **Alexandrian:** Coptic, Ethiopian (Eritrean Catholic Church)
 - **Antioch:** Malankrese (Sri Lanka), Maronite, Syrian
 - **Armenian:** Armenian
 - **Chaldean (East Syrian):** Chaldean, Malabar
 - **Constantinople (Byzantine):** Albanian, Belarusian, Bulgarian, Georgian, Greek, Melchite, Italo-Albanian, Romanian, Russian, Ruthenian, Slovakian, Ukranian, Hungarian, Macedonian and the Church of the Byzantines of the Diocese of Krizevci.
- d) With regard to the “distance” criteria. In the event of distances being the same for 2 or more applicants where this distance would be last place/s to be allocated, a random lottery will be carried out in a public place. All the names will be entered into a hat and the required number of names will be drawn out.
- e) It is the duty of governors to comply with class size limits at Key Stage One.
- f) Where a child lives with parents with shared responsibility, each for part of a week, the child’s “permanent place of residence” will be determined as the address of the parent who normally has responsibility for the majority of school days in a week.
- g) Sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent / carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.
- h) A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. Places will be allocated if they become available and will be ranked according the Admission Criteria.
- i) For “In Year” applications received outside the normal admissions round and if places are available then children qualifying under the published criteria will be admitted. If there are places available but more applicants than places then the published oversubscription criteria will be applied. “In Year” and late applications will be treated as per the co-ordinated arrangements published by the Local Authority.
- j) If an application for admission to Years Reception to Year 6 has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors. However, as Nursery education is non-statutory, the

School's decision will be full and there is no formal right of appeal to an independent Appeals Committee.

- k)** The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.

- l)** Admission to the Nursery Class does not secure admission to the Primary School.