

# Holy Family R.C. Primary School



## Admissions Policy 2021-2022

Holy Family is a Roman Catholic Primary School provided by the Diocese of Salford and is maintained by the Oldham Authority as a Voluntary Aided School. The school's Governing Body is the Admissions Authority and is responsible for taking decisions on applications for admissions. For the school year, commencing September 2021-2022 the Governing Body's planned admission number is 30

Admission to the school will be made by the Governing Body. All preferences 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.

Any child having a statement, which names Holy Family RC Primary School, will have precedence over all other applicants.

1. Looked After and Previously Looked After Children who are Baptised Roman Catholic.
2. Looked After and previously looked after children.
3. Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and resident in the parish of Holy Family Hollinwood.
4. Baptised Roman Catholic children resident in the parish of Holy Family Hollinwood.
5. Other baptised Roman Catholic children who should have a brother or sister attending the school at the time of admission and resident in another parish
6. Other baptised Roman Catholic children resident in another parish.
7. Other children who have a brother or sister in school
8. Baptised children from other Christian faiths.
9. Other children

NOTES

- a. The Governing Body is the Admissions Authority. The admissions committee is comprised of the following governors: chair of governors, parish priest, headteacher, parent governor and independent clerk
- b. In the autumn term all parents who have expressed an interest in a school place will be sent a copy of the local authority Primary Admissions Booklet' which gives details of the LA co-ordinated admissions arrangements. These are available from local authority offices, public libraries and primary schools.
- c. Parents must complete a common application form and express two preferences for primary school admission. The closing date for all applicants is January 2022. All applicants will be considered by the governors at the same time in a fair way according to the published criteria.
- d. Parents will be informed of the governor's decision by Oldham LA in April 2022 An offer of a place does not guarantee a place for brothers or sisters in subsequent years
- e. Each Roman Catholic applicant will be required to produce a baptismal certificate.
- f. Parents should check carefully whether they are resident within the parish boundary of Holy Family. Maps illustrating parish boundaries are available in the school.
- g. All applicants resident in the parish of Holy Family will be required to provide proof of address, by supplying an original up to date, utility bill or family credit book.
- h. It is the duty of governors to comply with class size limits at Key Stage One. This means that the school cannot operate classes in Key Stage One of more than 30
- i. If in any category there are more applications than places available, priority will be given based on proximity to the school. This will be determined by the nearest, safest walking routes from the front door of the house to the main entrance door of the school. This will be digitally measured using the LA system
- j. Where a child lives with parents with shared responsibility, each for part of the week, the 'home address' will be determined as being where the child resides for the majority of the school week.
- k. The term 'brothers and sisters' will be taken to include step brothers and sisters, foster children and children of partners living in the same household. The Governing Body reserves the right to give special consideration to twins or triplets etc to prevent breaking the sibling link.
- l. If the school is oversubscribed, a waiting list will be maintained. This will be maintained until the end of the Autumn Term.
- m. Late applications will be considered in accordance with the published admissions criteria, which is included in the School Prospectus. If the school is over subscribed, late applications will be placed on a reserve list in priority order according to the published admissions criteria. Parents will be notified if a vacancy subsequently arises.

- n. The Governing Body reserve the right to admit children with proven and exceptional medical and social needs where there needs can only be met at this school providing that such application is submitted with the appropriate evidence from a doctor or social worker.
- o. Parents are asked to read and confirm receipt of the Governors published admission policy. Any changes to the policy will be circulated to all applicants on file for subsequent years.
- p. If an application for admission has been turned down by the Governing Body, parents can appeal to an independent Appeals Panel. This appeal must be sent in writing to the clerk of the Governing Body within 14 days of notification of refusal. The date of notification will be two working days after posting by first class post. The parents must give their reasons for appealing in writing and the decision of the Appeals Panel is binding on the governors
- q. Deferring or delaying entry to primary and infant school reception classes (parents are referred to the LA's policy available on the Oldham Council website – [www.oldham.goc.uk/admissions](http://www.oldham.goc.uk/admissions).)