

“We live, learn and love in his way.”

Holy Family R.C. Primary School. A Voluntary Academy.



## **Admissions Policy 2025-2026**

Holy Family is a Roman Catholic Primary School under the trusteeship of the Diocese of Salford and is maintained by Emmaus Catholic Academy Trust as a Voluntary Academy. The school's Local Governing Body is the delegated admissions authority, responsible for taking decisions on applications for admissions. For the school year, commencing September 2025-2026 the Delegated Local Governing Body's planned admission number is 30.

Admission to the school will be made by the delegated Local 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.

1. Looked After and previously looked after children, this includes internationally adopted previously looked after children (IAPLAC).
2. Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and are resident within the boundaries of the church of Holy Family Hollinwood (within the parish of the Nativity).
3. Baptised Roman Catholic children resident within the boundaries of the church of Holy Family Hollinwood (within the parish of the Nativity).
4. 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
5. Other baptised Roman Catholic children resident in another parish.
6. Other children who have a brother or sister in school
7. Baptised children from other Christian faiths.
8. Other children

## NOTES

- a. The delegated Local Governing Body is the Admissions Authority.
- 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 15<sup>th</sup> January 2025. All applicants will be considered by the local governing body 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 2025 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 in the boundaries of Holy Family RC Church within the parish of the Nativity. Maps illustrating parish boundaries are available in the school.
- g. All applicant's resident in the boundaries of Holy Family Church (within the parish of the Nativity) 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 the delegated Local Governing Body 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 delegated Local 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 according to the admissions policy criteria. 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 available on the school website. If the school is oversubscribed, 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 delegated Local 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. If an application for admission has been turned down by the delegated Local Governing Body, parents can appeal to an independent Appeals Panel. This appeal must be sent in writing to the clerk of the delegated Local 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
- p. If a child is a "summer born child", parents may request that the date their child is admitted to school is deferred to later in the school year. However, the child must start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the final decision rests with the headteacher.

Parents can find out more here:

<http://www.oldhamprimaryadmissions.co.uk/>

Date for review September 2026