

St Antony's Catholic Primary School



Nursery Admissions Policy

*Learning together
in
God's love*

Agreed by staff: Autumn 2014
Agreed by governors: Autumn 2014
Review date: Autumn 2016

St. Antony's Catholic Primary School Nursery Admissions Policy

Our Mission Statement

At St. Antony's Catholic School we celebrate our special talents as children of God:

- We try to be like Jesus and always keep him in our hearts.
- We work together in our homes, school and parish to share our gifts and learn together.
- We understand that we are all different but we respect each other.
- We look after our world so that we may share it together in peace.

St. Antony's Catholic Primary School was founded by the Catholic Church to provide education for children of Catholic families. The school is conducted by its governing body as part of the Catholic Church in accordance with its trust deed and instrument of government, and seeks at all times to be a witness to Jesus Christ.

Whenever there are more applications than places available, priority will always be given to Catholic applicants in accordance with the oversubscription criteria listed below. Applications can be submitted once the child reaches the age of 2 years.

The governing body has sole responsibility for admissions to the Nursery class and intends to admit pupils in the school year which begins in **September 2015** as follows:

Morning session:	26 pupils
Afternoon session:	26 pupils

In accordance with the London Borough of Newham procedures, if a place is available, children can start in the school term after their third birthday and can stay until the last day of term after their fifth birthday when they will be of compulsory school age (or until they move to a Reception Class- whichever is sooner).

Oversubscription Criteria

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority.

1. Looked after children from Catholic families.
2. Baptised Catholic children from practicing catholic families who are resident in the parish in which the school is situated.
3. Baptised Catholic children from practicing catholic families who are resident in other Newham Deanery parishes.
4. Other baptised Catholic children who are resident in the parish in which the school is situated.
5. Other baptised Catholic children.
6. Catechumens of the Catholic Church.
7. Other looked after children.
8. Members of Eastern Christian Churches.
9. Christians of other denominations whose parents are in sympathy with the aims and ethos of the school and whose application is supported by a minister of religion.

10. Children of other faiths whose parents are in sympathy with the aims and ethos of the school and whose application is supported by a religious leader.
11. Any other applicants whose parents are in sympathy with the aims and ethos of the school.

Where the offer of places to all the applicants in any of the categories listed above would lead to oversubscription the following provision will be applied.

The attendance of a brother or sister at the school at the time of enrolment will increase the priority of an application within each category.

Tie Break

Where the offer of places to all the applicants in any of the sub-categories listed above would still lead to oversubscription, the places up to the admission number will be offered according to age:

- *First to children who will get one term in nursery before starting primary school*
- *Then to children who will get two terms in nursery and so on*

If a decision has to be made between children in one of the age groups a place will be given to the child who lives nearest to the school. Distance will be the walking distance measured from the child's home to the main entrance of the school. We use a council approved Geographical Information System (GIS) to calculate this distance. The following are excluded from the calculations:

- *Unlit areas*
- *Parks*
- *Unofficial crossing points of the A13 and Newham Docks.*
- *Footpaths not approved by the Local Authority*

Application Procedures and Timetable

The School's Nursery Admission Form and Priest's Reference Form must be submitted by **Monday 31st March 2015** to the school office. (The forms are attached to this policy.)

Parents will be advised of the outcome of their applications by **Friday 22nd May 2015**.

Applicants are requested to note that they must return a completed copy of the School's Nursery application form as detailed above for the application to be considered. If the Priest's Reference Form confirming the practice of their faith is not returned as requested, the application will only be considered under the admission criterion 11 above.

Waiting Lists

Unsuccessful candidates will be offered the opportunity to be placed on a waiting list. This waiting list will be maintained in order of the oversubscription criteria set out above and **not** in the order in which applications are received or added to the list. Names will be removed from the list once the child has reached statutory school age.

Pupils with a Statement of Special Educational Needs will be given priority over all categories.

Notes (these notes form part of the oversubscription criteria)

‘Looked after child’ has the same meaning as in section 22 of the Children Act 1989, and means any child in the care of a local authority or provided with accommodation by them (e.g. children with foster parents).

‘Baptised Catholic children’ – the date of baptism must be before the deadline date for all applications for admission.

‘Catholic’ means a member of a Church in communion with the See of Rome. This includes the Eastern Catholic Churches. This will normally be evidenced by a certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church.

‘Practicing Catholic’ – it is the role of a priest to determine whether applicants meet the criteria for qualification as practicing Catholic families. The definition of a practicing Catholic is defined by ‘Canon Law’ http://www.vatican.va/archive/ENG1104/_P4N.HTM. It is up to the applicant to identify and approach a priest who will complete the standard diocesan reference, which **must accompany the Supplementary Form**.

‘catechumen’ means a member of the catechumenate of a Catholic Church. This will normally be evidenced by a certificate of reception into the order of catechumens.

‘Eastern Christian Church’ includes Orthodox Churches, and is normally evidenced by a certificate of baptism or reception from the authorities of that Church.

‘Sibling’ for admission purposes, this is half, full or adoptive brothers or sisters, or a child looked after by the local authority (LA) living in the same household. A child who is looked after for these purposes is a child who is in the care of the LA and placed with foster carers, adoptive parents or other family members. The sibling criterion only applies if the sibling will still be on roll at the time of the new child’s admission.

For the purposes of this policy, parish boundaries are as shown on the attached map. Distances will be measured from the home to the main entrance of the school as stated above.