

## **St Mary's RC Primary School Admissions Policy 2016-2017**

The Admission Policy of the Governors of St Mary's RC Primary School is as follows:

The ethos of our school is Catholic. Our school was founded by the Catholic Church to primarily provide education for children of Catholic families residing in the Parish of St Mary's, St Benedict, Merthyr Vale. 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. We ask all parents applying for a place in our school to respect our ethos and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply for and be considered for a place here.

The school's Admission Number for the school year 2016/17 is 26.

If the number of applications exceeds the admission number, the Governors will apply the following oversubscription criteria for admission to the school, provided that Governors are made aware of that application before decisions on admissions are made.

### **Oversubscription Criteria**

1. Children who are in the care of the Local Authority (LAC) and children who were previously looked after but ceased to be so because they were adopted ( or became subject to a residence order or special guardianship order).
2. Baptised Catholic children residing in the catchment area of the school. (The catchment area of the school is the Parish of St Mary's, St Benedict, Merthyr Vale).
3. Baptised Catholic children residing outside the catchment area of the school, who state a preference to attend St. Mary's R.C. Primary School.
4. Children of Catholic parents residing in the catchment area of the school.
5. Children of Catholic parents residing outside the catchment area of the school, who state a preference to attend St. Mary's R.C. Primary School.
6. Children with siblings who will be on the school roll when the pupil applying will be admitted. (See Note 1).
7. Non Catholic children whose parents are seeking a Christian education for their children.

**Note 1**

The definition of a sibling is:

A brother or sister sharing the same parents;

Half brother or half sister, where two children share one common parent;

Step brother or step sister, where two children are related by a parent's marriage;

The children must be living permanently in the same household.

If there is over subscription within a category, the Governors will give priority to children living closest to the school determined by the shortest walking distance from the applicant's home address to the main entrance of the school. Distances are calculated by the local authority's mapping schools system.

**Multiple Births**

If when applying the oversubscription criteria, the last child to be admitted is one of a multiple birth, e.g. twin or triplet, then the Governing Body will also admit the other sibling(s).

**Waiting Lists**

Waiting lists for admission will remain open until the end of the academic year and will then be discarded. The waiting list will be kept by the Governing Body. Inclusion of a child's name on the waiting list does not mean that a place will eventually become available.

**Admission Procedure**

The deadline for applications for admission is the same as that for Local Authority schools. This is published in the annual *Guide to Policy and School Admission Arrangements*. Copies are available in all Merthyr schools or on line at [www.merthyr.gov.uk](http://www.merthyr.gov.uk)

Application should be made to the Governing Body via the Clerk to the Governors of St. Mary's R.C. Primary School, Caedraw Road, Merthyr Tydfil, CF47 8HA (Tel: 01685 351802) who will provide a form of application for admission.

N.B. In the case of a child starting school as an infant for the first time, application for admission should, ideally, be made in the preceding Autumn term in order to assist the governors and headteacher plan their pre-school induction programme. Late applications will be considered provided a suitable reason for submission after the closing date is given. Applications from Looked After Children will be accepted when such applications are received.

## Appeals Procedure

Parents who wish to appeal against the decision of the Governors to refuse their child a place in the school may do so in writing to the Chair of Governors. Appeals will be heard by an independent panel. The Governing Body and the Local Authority may make joint arrangements for appeals.

## Nursery Admission

St. Mary's R.C. Primary School's Nursery class is non-denominational but priority in application for places will be given to:

- i) Children who are in the care of the Local Authority (LAC) and children who were previously looked after but ceased to be so because they were adopted ( or became subject to a residence order or special guardianship order).
- ii) Children who have siblings already on roll in the school.(see Note1)
- iii) Children residing in the catchment area of St Mary's R.C. Primary School.

### Note 1

The definition of a sibling is:

A brother or sister sharing the same parents;

Half brother or half sister, where two children share one common parent;

Step brother or step sister, where two children are related by a parent's marriage

The children must be living permanently in the same household.

Attendance at St Mary's Nursery class **will not** guarantee a place in the school's reception class. An application form must be submitted to the Governing Body at the appropriate time.

The deadline for applications for admission is the same as that for Local Authority schools. This is published in the annual 'Guide to Policy and School Admission Arrangements'. Copies are available in all Merthyr schools or on line at [www.merthyr.gov.uk](http://www.merthyr.gov.uk)

**There is no right of appeal in relation to admission to the Nursery Class.**