



**To Be the Best We Can Be Together**

**Draft St. George's Catholic VA Primary School**  
**Admission Policy 2014-2015**

St. George's Catholic VA 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 over subscription criteria listed below.

The governing body has responsibility for admissions to this school and intends to admit 30 pupils to the Early Years – Reception Phase in the school year which begins in September 2013. Parents applying for the placement of their child(ren) at the school are expected to have empathy with and support fully the aims, beliefs and ethos of the school.”

**Over Subscription 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. Pupils currently looked after or previously looked after by a local authority – this applies to all pupils who are in the care of a local authority; pupils who have previously been in the care of a local authority, who immediately after being looked after became subject to an adoption, residence, or special guardianship order; or pupils who are provided with accommodation by a local authority (see section 22 of the Children Act 1989);
2. Catholics who are resident in the parish of St. George (York)
3. Catholics who are resident in other Catholic parishes of the York Pastoral Area for whom St. George's is the nearest Catholic school
4. Other Catholic children
5. Catechumens, children whose parents are catechumens, those who are candidates for reception into the church and members of an Eastern Christian Church

## Annex L

6. 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
7. 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
8. Any other applicants

**Where the offer of places to all the applicants in any of the categories listed above would lead to over subscription the following provisions will be applied:**

**First Priority:** The attendance of a sibling at the school at the time of enrolment. (siblings are defined as brothers or sisters living in the same house, as their primary place of residence, including half - and step – brothers or sisters)

**Second Priority:** An application within a category where evidence is provided **at the time of application** of an exceptional social, medical or pastoral need of the child which can be most appropriately met at this school.

### **Tie Break**

**Where the offer of places to all the applicants in any of the sub-categories listed above would still lead to over subscription, the places up to the admission number will be offered to those living nearest to the school.**

(‘nearest to the school’ will be decided by measurement of the nearest safe walking route from the home address to the school)

(Please also refer to notes a - f on page 3 of this policy)

### **Application Procedures and Timetable 2014-2015 (Co-ordinated Arrangements)**

The LA Common Application Form must be completed and returned to the Head Teacher at the school or to the LA **by 15 January 2014**. Parents will be advised of the outcome of their applications by the LA **from 16 April 2014**. Unsuccessful applicants will be given reasons related to the over subscription criteria listed above and advised of their right of appeal to an independent appeal panel.

**Applicants are requested to note that applications will be invalid unless ALL the forms described above have been completed and received at the correct address by the stated date.**

### **City of York Common Admissions Policy**

Pupils will start full time in the school year they turn five. All pupils will be offered the opportunity of a full time place from **September 2014**. Parent/carers will also be able to request a part-time place until the term after the child turns five.

Unless in a case of ‘exceptional circumstance’ St. George’s RC School will fully support the City of York Co-ordinated Arrangements for Admissions. ‘Exceptional circumstance’ will be defined and agreed by the appropriate Admissions Committee acting as the school’s Admissions Authority.

### **Deferred Entry**

A parent may secure a place at St. George's under the normal admission arrangements but choose to postpone their child's admission to the school until the term after a child turns five. It is a legal requirement that all children must enter formal full time education in the term after their fifth birthday.

### **Pupils with a Statement of Special Educational Needs**

The admission of pupils with a statement of Special Educational Needs is dealt with by a completely separate procedure. This procedure is integral to the making and maintaining of statements by the pupil's home Local Authority. Details of this separate procedure are set out in the Special Educational Needs Code of Practice.

### **Reviewed and Agreed at Full Governing Body meeting on -**

**Notes:** (these notes form part of the over subscription criteria on page 1)

- a) 'looked after child' applies to all pupils who are in the care of a local authority; pupils who have previously been in the care of a local authority, who immediately after being looked after became subject to an adoption, residence, or special guardianship order; or pupils who are provided with accommodation by a local authority (see section 22 of the Children Act 1989);
- b) '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.
- c) '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.
- d) 'Eastern Christian Church' includes Orthodox Churches, and is normally evidenced by a certificate of baptism or reception from the authorities of that church.
- e) To demonstrate an exceptional social, medical or pastoral need of the child which can be most appropriately met at this school, the governing body will normally require written evidence from an appropriate professional, such as a social worker, doctor or priest.
- f) For the purposes of this policy, parish boundaries are as shown on the attached map. Distances will be measured from the main entrance of the school [in a straight line on a large scale map] [by the shortest safe walking distance using lit and made up public roads and paths].