

<b>Christ the King Catholic Primary School Admissions Policy 2018/19</b>
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- 1) In September 2018 the Governing Body will admit 60 children to the school for the 2018/2019 academic year, whose fifth birthday falls between 1<sup>st</sup> September 2018 and 31<sup>st</sup> August 2019.
- 2) If the number of applicants is greater than the number of places available, applications will be ranked according to the categories set out below:

If two or more applications within any one category are tied priority will be given to: a) children living in the catchment area; which is the area served by the following parishes, Parish of Holy Family (Christ the King & St Bernadette's) and St Anthony's West Moors, this refers to categories 2 and 3 only, b) the proximity of the child's house to the school, with those being nearer being accorded the highest priority. Distances will be measured using the Local Authority GIS system and the definition is contained within the local authority admission arrangements.

If your application falls into Categories 2-8, you will need to complete the school's supplementary information form (SIF) or, for applications in Category 2, 3, and 6 simply provide the school with a copy of the relevant baptismal certificate.

#### **Category 1**

All children looked after by a Local Authority as defined in section 22 of the Children's Act 1989 (e.g. children in residential homes or foster care). This includes those children who were looked after but ceased to be so because they were adopted or became subject to a residence order or to a special guardianship order.

#### **Category 2**

Baptised Catholic Children who have a sibling at school at the time of admission.  
(Full/half/step/foster brother or sister resident in the same household.)

#### **Category 3**

Baptised Catholic children.  
(Evidence required: Baptismal certificate or signature of a Catholic Priest confirming his knowledge of the child's baptism.)

#### **Category 4**

Children who have a sibling at school at the time of admission  
(Full/half/step/foster brother or sister resident in the same household)

#### **Category 5**

Children currently enrolled in a programme of preparation for Baptism into the Catholic Church.  
(Evidence required: signature of a Catholic Priest confirming the enrolment.)

#### **Category 6**

Children whose normal residence is with at least one parent who is a baptised catholic.  
(Evidence required: parent's Baptismal Certificate or signature of a Catholic Priest confirming his knowledge of the parent's baptism.)

#### **Category 7**

Children who are members of another recognised Christian Church.

(Evidence required: signature of a minister of religion testifying to this fact.)

### **Category 8**

Children who are members of another recognised faith tradition.

(For example Hinduism, Islam, Judaism, Sikhism.)

(Evidence required: signature of minister of religion testifying to this fact.)

### **Category 9**

All other children whose parents express a preference for the school for whatever reason.

(Evidence required: submission of the Bournemouth Preference Form including Christ The King among the preferences)

### **Entry into Pre-School**

Applications can be made for a place in Pre-School for a child the term following the child's third birthday. Start dates are agreed with the school following;

- The receipt of the child's application, where the child is three or four years of age.
- The term following the child's third birthday where an application has been made early.

Where a Pre-School has more spaces available than applications all eligible children, in a rolling date of birth order, will be offered a place. Should there be more applications than spaces available, places will be offered to those applicants with the highest priority as listed in the categories 1 – 9 above.

Where a child is not able to be offered a place in the Pre-School then the child's name can be put on the waiting list. Vacant places arising during the year will be offered according to the admissions priority outlined above.

Note:

A child who is in attendance at the Pre-School does not gain automatic admission into the Reception Year.

### **NOTES:**

1. The school will admit children with statements of Special Educational Needs in which the school is named.
2. Christian Church definition - official members of Churches Together Bournemouth. According to the website for Churches Together for Dorset, Poole and Bournemouth the following churches are members apart from the Catholic Church: Anglican, Baptist, Methodist, Quaker, Salvation Army, United Reformed Church and Coptic Orthodox.
3. When considering twins, triplets or other multiple births places will be offered above the published admission number to the other twin, triplets or multiple birth children whose twin, triplet or multiple birth was offered a place within the admission number.
4. A child's main residence will be the dwelling of the parent / carer in receipt of Child Benefit. Evidence required will be the production of the Child Benefit documentation.
5. For a flat in a block of dwellings with the same front entrance a random allocations system will be used to determine the allocation. This process will be electronically administered through the Bournemouth Local Authority's GIS system.

## **ADMISSION TIMETABLE:**

The Local Authority (LA) will be operating a timetabled coordinated admission arrangement for all Bournemouth Primary Schools in line with Government legislation. The LA will manage the process on behalf of the school according to the scheme which they have published in their booklet 'Starting Primary School 2018-2019, but it is still the Governing Body, as the Admission Authority of this school, who will allocate the available places in line with this policy.

The closing date for admission application forms to be received by the LA will be as published in the booklet 'Starting Primary School 2018-2019. Also contained in that booklet will be dates for notification to parents of admissions decisions and the closing dates for accepting places or lodging appeals. In case of any doubt on these dates, please contact the LA or the school. Applications can also be made online via the Local Authority Website.

## **LATE APPLICATIONS:**

Applications received after the closing date will be accepted but will only be considered once all applications received on time have been dealt with. The closing date for receipt by the LA of late applications for inclusion in the late allocation is as stated in the booklet 'Starting Primary School 2018-2019. The LA will then inform the School Governors who will apply the admissions policy in respect of any remaining available places.

## **WAITING LIST:**

Waiting lists, for each year group, are maintained for those children to whom we have been unable to allocate places. To enter a child's name on the waiting list parents should complete an application form, available from the School Office. Children on the waiting list are ranked according to the admission criteria stated above. Waiting lists are reviewed on a half-termly basis.

## **APPEALS**

Under the 1988 Education Act parents have the right to appeal in the event of their application for admission of a child being refused. A form for this purpose is obtainable from the school, when completed the form should be sent, within fourteen days of receipt of a refusal letter, to the school.

**This policy will apply to admissions to other classes. The admissions timetable only applies to those applying for Reception places for September 2018**