

*'Be Happy and Keep the Faith'*

## **Holy Name Catholic Primary School**

### **ADMISSIONS POLICY 2020-21**

Holy Name is a Catholic Primary School situated in the Diocese of Menevia and is maintained by Pembrokeshire Local Authority.

The Governing Body is responsible for determining and administering the policy relating to admission of pupils to the school. It is guided in that responsibility by:

- a) the requirement of the law
- b) the advice of the Diocesan Trustees on the nature and purpose of its duties and in fulfillment of its Trust Deed and Instrument of Government
- c) its duty towards the school and Catholic community it serves
- d) the Catholic character of the school and its Mission statement

The ethos of the school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. We ask all parents applying for a place here to support and respect this ethos, its importance to the school community and the education it provides. 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 each year group is 18.

Applications to other year groups will be made where there are vacancies (calculated according to the admission number and statutory size limits set by efficient provision of education or efficient use of resources).

If the number of applications exceeds the admission number, the governors will give priority to applications in accordance with the criteria listed provided that the governors are made aware of that application before decisions on admissions are made.

Applications for a place in the school must be made using the online form on the Pembrokeshire County Council Website.

Parents will be informed of the outcome following a meeting of the admissions committee.

The governing body has delegated responsibility for determining admissions to its Admissions Committee, which will consider all applications at the same time and after the closing date for admissions, made in accordance with the admissions criteria .

Pupils who are admitted to the school will enter the Reception Class the term after their fourth birthday

If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. This panel must be sent in writing to the clerk to the Governors at the school within 14 days (10 working days) of refusal.

In the event of any oversubscription in the number of applications made under any of the categories above then the admissions committee will offer places first to children living nearest to the school by the shortest walking distance using public highways from the child's front door to the main entrance of the school.

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### **Admissions Criteria**

Where the number of applications exceeds the number of places available, the Governing body will apply the following over-subscription criteria in priority order:

1. Baptised Catholic children within the parishes served by the school.
2. All children baptised in the Orthodox Church living in the school's catchment area.
3. Other baptised Catholic children.
4. Children who have a brother or sister in the school at the time of admission.
5. Children of other Christian denominations.
6. Children of other faiths whose parents seek a Catholic education
7. Non-Catholic children whose parents seek Catholic education for their child.
8. Children for whom the LA has specifically asked for a place at the school

All schools have a duty to admit children with a Statement of Education Needs where the school is named in the statement.

In all of the above categories Looked After Children (LAC) will be given priority.

- In the event of any over-subscription, the number of applications made under any of the categories above then the Admissions Committee will offer places first to children living nearest to the school by the shortest walking distance using public highways. All Christian applicants will be required to produce baptismal certificates.
- Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- As required by law, the Governing Body will not admit more than 30 pupils to any one Reception or Foundation Phase class.