Admissions Policy 2014-2015

The school’s admission arrangements for Reception Intake are in conjunction with the North Somerset Co-ordinated Admission Scheme for new intake primary admissions for 2014-2015.

To see a copy of the Scheme visit www.n-somerset.gov.uk/2014-15policies or contact the North Somerset School Admissions and Transport Team at the Town Hall, Walliscote Grove Road, Weston-super-Mare, BS23 1UJ, Tel: 01275884794, email: cyps.schooladmissionsandtransport@n-somerset.gov.uk

AIM

Corpus Christi is a Catholic Voluntary Aided primary school, which was established by the Diocese of Clifton to serve the Parishes of Corpus Christi, Our Lady of Lourdes and St. Joseph’s, Weston-super-Mare and Our Lady Queen of the Apostles, Cheddar, termed the Parishes and hereafter referred to as the Parishes. Within the legal framework allowed, and the admission number, which is 30, it is the intention that all baptised Catholic children living within these Parishes will be offered a place at Corpus Christi. So parents may determine whether they live within the Parishes listed, a map is available in the school office.

INTRODUCTION

1.1 The Governing Body, acting in accordance with the DFE School Admissions Code, the Clifton Diocese Policy Statement and, in consultation with the North Somerset Council, is responsible for the admission of pupils.

1.2 The admissions number for the Foundation/Reception Year (2014-2015) is 30 pupils. The admission level for Years One to Six is also 30.
MAKING AN APPLICATION

2.1 Applications for a Foundation Stage/Reception place should be made through your home Council on their Common Application Form and submitted to them by 23:59 on 15th January 2014, to be considered in the first round of allocations, and where appropriate, copies of baptismal certificates or a letter from an appropriate Church/Religious Leader can be submitted to the school or the home Council. The Council will make an offer to those who qualify for a place on behalf of the Governing Body of the school.

2.2 In order to be considered in Categories 4.1, 4.2, 4.3, 4.4, 4.5, 4.7, 4.9, and 4.10 by the Governing Body, who is the Admissions’ Authority, it is essential to send the relevant documentary evidence of faith to the School Office at Corpus Christi or to the home Council irrespective of how you make your application. This must be submitted by 23:59 on 15th January 2014 to be considered in the first round of applications. Any supporting church/religious evidence received either by the home Council or the school will be accepted for consideration in the first round of allocations providing it was submitted by the closing time and date.

CONSIDERATION OF PLACES TO BE OFFERED

3.1 The Governing Body rank applications using their published criteria. All applications will be ranked in accordance with the criteria below given in order of priority.

3.2 Priority within each criterion will be given in order:
   i) to children with a brother or sister within the same intake year group (for example twins or triplets).
   ii) to those living closest to the school. Distance will be measured in a direct line between the address points of the child’s home and the main entrance to the school indicated on the North Somerset Council’s computerised systems. In the event of distances being equal, the final place(s) allocation will be determined by drawing lots.

3.3 Casual (in year) applications i.e. those that fall outside the reception admissions rounds, will, in the event of over-subscription, be considered by the Admissions Committee against the priorities listed below.

3.4 The school will hold a list of those Foundation Stage/Reception applicants still seeking a place at the school, until the last day of term 2 in 2014. All applications will be ranked in line with the school’s over-subscription criteria and allocations will be made in accordance with it. Priority will not be given on the basis simply of the date an application was added to the list.

Admissions Policy 2014 – 2015 Approved by the Governors on
Children who are the subject of a direction by a Council to admit or who are allocated a school in accordance with an In-Year Fair Access Protocol for school places, will take precedence over those on the waiting list.

ORDER OF PRIORITY

If the school is not over-subscribed all new intake applicants will be offered a place. If the school receives more applications than the Admission Number the following criteria will be used to determine who will be allocated the places. All applications will be ranked in accordance with the criteria below given in order of priority:

4.1 Baptised Catholic Children in Care or Baptised Catholic children who were previously in Care but immediately after being in Care became subject to an adoption, residence, or special guardianship order.

4.2 Children who are Baptised Catholics and who live within one of the Parishes named above with a sibling attending the school at the time of admission.

4.3 Children who are Baptised Catholics and who live within one of the Parishes named above.

4.4 Children who are Baptised Catholics and who live outside the Parishes named above and who have a sibling attending the school at the time of admission.

4.5 Children who are Baptised Catholics and who live outside the parishes named above.

4.6 Children in Care or children who were previously in Care but immediately after being in Care became subject to an adoption, residence, or special guardianship order who are not Baptised Catholic.

4.7 Children of a Baptised Catholic parent(s) who live within one of the Parishes named above.

4.8 Children who are not Baptised Catholic, with a sibling attending the school at the time of admission.

4.9 Children of another Christian denomination and who live within one of the Parishes named above.

4.10 Children of another Faith and who live within one of the Parishes named above.
4.11 Other children who live within the Parishes named above.

4.12 Other children who live outside the Parishes named above.

**BAPTISMAL CERTIFICATES AND SUPPORTING EVIDENCE**

In order to be considered within categories 4.1, 4.2, 4.3, 4.4, 4.5, and 4.9 a copy of the child’s Certificate of Baptism and in 4.7 a copy of the parent(s) Certificate of Baptism must be provided. Where a certificate is not available, a letter from a Church Leader confirming that the child (or parent for 4.7) has (or in their opinion has) been baptised or is a member of their particular denomination, must be provided.

For category 4.10 a letter from a Religious Leader confirming that the child is (or in their opinion is) a member of their particular Faith must be provided.

Evidence must be submitted to the School Office or to your home Council. It must be submitted by 23:59 on 15th January 2014 to be considered in the first round of allocations.

**CHILDREN WITH A STATEMENT OF SPECIAL EDUCATIONAL NEEDS**

Where a school is named in a child’s Statement of Special Educational Needs the Admission Authority is legally required to admit the child to the school. Such children will therefore be allocated places before the over subscription criteria are applied.

**APPEALS PROCEDURE**

Parents have the right to appeal against the refusal by the Governing Body to admit their child. Appeals will be arranged by the North Somerset Council and conducted in accordance with the Code of Practice on Schools Appeals.

**INFORMATION FROM THE PREVIOUS YEAR’S ADMISSIONS**

For September 2013 the Governing Body received on time applications for the Foundation Stage/Reception Year of which it allocated places under the following categories:

- 4.1 -
- 4.2 -
- 4.3 -
- 4.4 -
- 4.5 -
- 4.6 -
- 4.7 -
- 4.8 -
- 4.9 -
- 4.11 -
- 4.12 -

Applications were received and 30 places were offered.
IN-YEAR APPLICATIONS

If there are more applicants than vacancies for any year group, in-year applications will be considered in accordance with the above over-subscription criteria. The school will, where appropriate, consider allocations for children identified as being from vulnerable groups in accordance with the North Somerset Council Fair Access Protocol (full details available from North Somerset Council).” An In-Year application form is available upon request from the school and/or North Somerset Council.

ADDITIONAL INFORMATION FOR FOUNDATION STAGE/RECEPTION

i) Applications can be made online or on paper and should be submitted -

for children living within North Somerset to:

North Somerset Council, Children and Young People’s Services
School Admissions and Transport Team, Town Hall
Walliscote Grove Road, Weston super Mare, BS23 1UJ

Email: cyps.schooladmissionsandtransport@n-somerset.gov.uk
Website: www.n-somerset.gov.uk/admissions
Tel No: 01275 884 078  Fax No: 01275 882 747

for children living in Somerset (including Cheddar) applications can be made online or on paper to:

The School Admission Team, Children & Young People’s Directorate
Somerset County Council, County Hall,
Taunton TA1 4DY

For children living in other areas, parents should apply to their home Council.
Applications must be submitted by the closing time and date of 23:59 on 15 January 2014 in order to be considered in the first round of school place allocations.

ii) Applications submitted after the closing time and date will be treated as a late application and so will not be considered in the first round of allocations except where both of the following are the case:

- Such late applications are received before North Somerset has details of applications to other councils;
- The applicant’s home Council has accepted them as if they had been submitted by the closing time and date.

All other late applications will not be considered until after the first round of allocations; this may mean that all of the places have been allocated.
On-time applicants will be informed of the outcome of their application on 16th April 2014.

DEFINITIONS and other information

1. A ‘Baptised Catholic’ is one who:
   • Has been baptised into full communion (cf. Catechism of the Catholic Church, 837) with the Catholic Church by the rites of baptism of one of the various ritual churches in communion with the See of Rome (i.e. Latin Rite, Byzantine Rite, Coptic, Syriac etc cf. Catechism of the Catholic Church, 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the Church in which the Baptism took place (cf. Code of Canon Law 877 & 878).
   or
   • Has been validly baptised into a separated ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into Full Communion of the Catholic Church. Written evidence of their baptism and reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions or in some cases a sub-section of the baptismal registers of the church in which the Rite of Reception took place (cf. Rite of Christian Initiation 399).

2. Brothers and sisters.
   To be considered as a brother or sister a child must be living at the same address for the majority of the time* as a full, half, step or adoptive brother or sister. Full and adoptive brothers/sisters are children who have the same either biological or adoptive parents. Half brothers/sisters are defined as children who share only one either biological or adoptive parent. Step brothers/sisters are defined as children who are not necessarily related biologically (including Foster children) but are living in the same household for the majority of the time* at the address considered to be the address of the child for whom the application is made.

   *A child must be living at an address for at least 50% of the time to be considered as living there for the majority of the time.

   A brother or sister must be attending (or is expected to be attending) the school at the time of admission.