HOLY FAMILY CATHOLIC PRIMARY SCHOOL

Admissions Policy – 2024/2025

Holy Family Catholic Primary School is a Roman Catholic Primary School under the trusteeship of the Diocese of Lancaster. It is maintained by Cumbria Authority. As a Voluntary Aided School, the Governing Body is the Admissions Authority and is responsible for taking decisions on applications for admissions. The co-ordination of admissions arrangements is undertaken by the Local Authority. For the school's year commencing September 2024, the Governing Body has set its admission number at 30.

The Roman Catholic Faith and the Teachings of the Roman Catholic Church have an essential role in school life and influence every aspect of the curriculum. We ask all parents applying for a place here to respect this 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 Published Admission Number for Holy Family Catholic Primary School is 30.

At the time of considering applications for the Reception intake or at any other time when there are more applications than places, children will be allocated a place in order of priority given below.

1 Children who are in public care or adopted children who were previously in public care.

2 Children who have Holy Family School on a named statement of SEN or EHC plan.

3 Children of staff at Holy Family School who are baptised Roman Catholic and have a permanent contract of 0.5 fte or 16.25 hrs plus.

4 Baptised Roman Catholic Children who are attending Holy Family's Nursery Class at the time of the application being made.

In the event of over subscription in Category (4) the Governing Body will apply the following additional criteria in strict order of priority.

(i) Baptised Roman Catholic children who will have a brother or sister in the School at the time of admission, giving priority to those children with the younger siblings.

(ii) Baptised Roman Catholic children living closest to the School on the basis of the distance between home and the School. Distance measurements will be undertaken using the Local

Authority's computerised Geographical Information System (GIS) and will be from the pupil's home to the nearest entrance on the school site which is available to pupils at the time of undertaking the assessment. The route used will be the shortest walking route by road as identified by GIS at that time.

5 Baptised Roman Catholic children who live in Holy Family or St Mary's parishes as they existed prior to the amalgamation of all Barrow parishes on 20 July 2013 into Our Lady of Furness Parish.

In the event of over subscription in Category (5) the Governing Body will apply the following additional criteria in strict order of priority.

(i) Baptised Roman Catholic children who will have a brother or sister in the School at the time of admission, giving priority to those children with the younger siblings.

(ii) Baptised Roman Catholic children living closest to the School on the basis of the distance between home and the School. Distance measurements will be undertaken using the Local Authority's computerised Geographical Information System (GIS) and will be from the pupil's home to the nearest entrance on the school site which is available to pupils at the time of undertaking the assessment. The route used will be the shortest walking route by road as identified by GIS at that time.

6 Other baptised Roman Catholic children whose parents wish them to attend Holy Family Roman Catholic Primary School.

In the event of over subscription in Category (6) the Governing Body will apply the following additional criteria in strict order of priority.

(i) Baptised Roman Catholic children who will have a brother or sister in the School at the time of admission, giving priority to those children with the younger siblings.

(ii) Baptised Roman Catholic children living closest to the School on the basis of the distance between home and the School. Distance measurements will be undertaken using the Local Authority's computerised Geographical Information System (GIS) and will be from the pupil's home to the nearest entrance on the school site which is available to pupils at the time of undertaking the assessment. The route used will be the shortest walking route by road as identified by GIS at that time.

7 Children of staff at Holy Family School who are Non-Roman Catholic.

8 Non-Roman Catholic children who will have a brother or sister in the School at the time of admission, giving priority to those children with the younger siblings.

9 Non-Roman Catholic children living closest to the School on the basis of the distance between home and the School. Distance measurements will be undertaken using the Local Authority's computerised Geographical Information System (GIS) and will be from the pupil's home to the nearest entrance on the school site which is available to pupils at the time of undertaking the assessment. The route used will be the shortest walking route by road as identified by GIS at that time.

NOTES

Note 1

All applicants will be considered at the same time and after the closed date for admissions which will be provided by Cumbria Local Authority as part of the Co-ordinated Admission Scheme. Late applications will be handled in line with the Co-ordinated Admissions Scheme.

Note 2

A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22/1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to adoption, or subject to a child arrangements order.

Note 3

For a child to be considered as a Roman Catholic evidence of such Baptism will be required and should be forwarded to the School.

Note 4

It is the duty of governors to comply with regulations on class size limits at Key Stage 1. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted.

Note 5

Where a child lives with parents with shared responsibility, each for part of the week, the child's "permanent place of residence" will be determined as the address of the parent who normally has responsibility for the majority of school days in a week.

Note 6

Sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

Note 7

A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. Parents will be informed of their child's position on the waiting list which will not be operated for longer than the end of the Autumn Term.

Note 8

For "In Year" applications received outside the normal admissions round, and if places are available, then children qualifying under the published criteria will be admitted. Direct application to the school can now be made under this heading. If there are places available but more applicants than places then the published over-subscription criteria will be applied.

Note 9

If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on all parties.

Note 10

Baptised Roman Catholic

Please note this is not a change in our admissions policy, it is a definition for the purpose of clarification. For admission to this Roman Catholic school a baptised Roman Catholic is:

- One who has been baptised into the Roman Catholic Church (Proof of baptism with a copy of a baptismal certificate or the date and place of baptism will be required).

- A child, baptised in another Christian Faith who has been received into full communion with the Roman Catholic faith. (Proof of baptism and reception from the Register of Receptions or Baptismal Register will be required).

Note 11

The Governors have decided to admit a maximum of 30 pupils in KS2 classes.

Note 12

The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.