



OUR LADY & ST OSWALD'S CATHOLIC PRIMARY SCHOOL, OSWESTRY

ADMISSIONS POLICY 2017/18

Our Lady & St Oswald's is a Catholic primary school under the trusteeship of the Diocese of Shrewsbury. It is maintained by Shropshire Local Authority (LA). 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 admission arrangements is undertaken by the Local Authority.

The Catholic Faith and the Teachings of the 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.

All applications should be made online via the Local Authority's website:

www.shropshire.gov.uk. Anyone unable to make their application online should contact the LA Admissions Team on 01743 254394. **ADDITIONALLY:** Parents must also complete the attached Supplementary Information Form (Form A). It is important that this form is sent direct to the school along with a copy of their child's Baptismal Certificate at the time of completing the Local Authority application.

For the school year commencing September 2015 the Governing Body has set its admission number at 20.

ADMISSIONS TO THE SCHOOL will be made by the Governing Body. **All preferences listed will be considered on an equal basis with the following set of ADMISSIONS CRITERIA forming a priority order** where there are more applications for admissions than the school has places available.

1. Baptised Catholic children who are Looked After Children or Previously Looked After Children.
2. Baptised Catholic children who have a sibling in the School at the time of admission.
3. Baptised Catholic children.
4. Non-Catholic children who are Looked After Children or Previously Looked After Children.
5. Non-Catholic children who have a sibling in the School at the time of admission.
6. Distance from the school, measured as a straight line by the Local Authority using a computerised mapping system
7. Other Non-Catholic children whose parents wish them to have a Catholic education.

If the school is named in a statement of special educational needs from Shropshire Council, the Governing Body has a duty to admit the child to the school.

NOTES

- a) All applicants will be considered at the same time and after **the closing date for admissions which is 15 January 2017.**

At Our Lady & St Oswald's parents of pupils so admitted are invited to enrol them fulltime in Reception in the September following their fourth birthday (children born between 01.09.12 -31.08.13). Parents may opt to defer entry until the start of the term after their child's fifth birthday if they wish. Summer term born children may either defer to the start of the spring or summer term as a Reception age child. Alternatively, they can defer until September after

the child's 5th birthday, but the child would then be of Year 1 age, and therefore the offer of a place could not be held over and the parents would normally have to apply for a Year 1 place. All applicants will be required to produce a birth certificate for the relevant child.

b) All Catholic applicants will be required to produce baptismal certificates which should be handed in to the school at the time of application for admission.

c) 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. A previously Looked After Child is one who moved on from that status after becoming subject to an adoption, residence or special guardianship order.

d) It is the duty of governors to comply with class size limits at Key Stage One.

e) If category (3) is oversubscribed, the children who satisfy (2) and (3) will have priority over children who satisfy only category (3). Subsequently if in this or any other category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be measured as a straight line by the Local Authority using a computerised mapping system. The system pinpoints the easting and northing of the home address and the nearest appropriate entrance gate to the school, with those living nearest the school having priority. Where the address is in a block of flats, the lowest number of flat nearest to the ground floor will be deemed to be the nearest in distance. In the event of distances being the same for 2 or more applicants, where this distance would decide the last place/s to be allocated (that is 2 or more individual applications are exactly the same after all other criteria have been taken into account) a tie-breaker will be used. This will be by random allocation and overseen by an independent party not connected with the admissions process.

f) An older sibling is defined as a brother or sister, step-brother or step-sister, half-brother or half-sister, living at the same address as part of the same family unit of compulsory school age (i.e. 5-16 years). Adopted siblings are also included. However, cousins or other relatives who take up temporary residence in a home to establish an "In catchment area" address will not be given priority under the sibling criterion. Older siblings must be attending the school on the date of application for the younger sibling and still expected to be attending the school on the day that the younger sibling is due to start there.

g) In the case of twins or triplets from the same address the school will endeavour to admit both or all siblings.

h) The Governing Body reserve the right to admit children with proven and exceptional medical and social needs where admission to the school would be essential to satisfy those exceptional needs, providing that such an application is submitted with appropriate evidence or reports from a doctor or social worker.

Notification of Allocations:

All parents applying for admission to Reception year will be informed by letter, sent by the Local Authority on behalf of the Governing Body, on **16 April 2017**.

Unsuccessful Applications:

If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. This appeal must be sent in writing to the Clerk to the Governors at the school within 20 school days of refusal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors. A copy of Shropshire Council's policy can be found in the "Parents' Guide to Education in Shropshire" booklet, which is available on Shropshire Council's website www.shropshire.gov.uk, in local libraries or in school.

Late Applications:

Late applications will be treated as per the admissions arrangements published by Shropshire Council in the booklet "Parents' Guide to Education in Shropshire".

Waiting Lists:

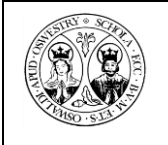
Shropshire LA operates a Waiting List for children who have not been offered a place either as a result of being a late applicant, or being refused a place due to oversubscription. This will be ranked according to the Admissions Criteria. (A waiting list will run for the relevant academic year - see the "Parents' Guide to Education in Shropshire" for further details of the Waiting List arrangements.)

Mid-term/In Year Applications:

For In Year applications received outside the normal admissions round and where places are available, children will be admitted. If there are places available but more applicants than places then the published oversubscription criteria will be applied. Where the year group is oversubscribed applicants may be included on a Waiting List and offered an Appeal; see details above. In such circumstances the Waiting List will cease at the end of that academic year.

Fraudulent or Misleading Information:

The Governing Body reserves 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.



OUR LADY & ST OSWALD'S CATHOLIC PRIMARY SCHOOL
 Upper Brook Street, Oswestry, Shropshire SY11 2TG

ADMISSION TO OUR LADY & ST OSWALD'S CATHOLIC PRIMARY SCHOOL

Supplementary Information Form

Please complete in BLOCK CAPITALS this Supplementary Form and return it direct to the School as soon as possible. This is in addition to completing the Shropshire Authority Admissions Application Form which you should send direct to Shropshire Authority.

Surname of Child	Forename(s)
Date of Birth	Name of any siblings currently attending Our Lady & St. Oswald Catholic Primary School
Date from which you wish your child to attend school	
Year group into which you wish your child to be admitted	
Address of child	
Your Telephone Number(s)	
Your email address	

Is your child Baptised Roman Catholic <input type="checkbox"/> Non Catholic <input type="checkbox"/>	For Baptised Roman Catholics: Month and Year of Baptism: Parish: Parish Location (Town/City):
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You are asked to enclose a copy of the Roman Catholic Baptismal Certificate with this form when you return it to the School, as evidence of formal reception into the Roman Catholic Church.

Signed	Name (Please Print)
Relationship	Date

Supporting Statement for parents wishing to place their child at
Our Lady & St. Oswald's Catholic Primary School, Oswestry.

Signed _____ Dated: _____ 2014