



St Gregory's Catholic Primary School **Admissions Policy** **2022/2023**

St. Gregory's is a Catholic Primary School under the trusteeship of the Diocese of Shrewsbury. It is maintained by Cheshire East 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 2022**, the Governing Body has set its admissions number at **15**.

Applications should be made online at www.cheshireeast.gov.uk by 15 January 2022.

The admission of pupils with an Education, Health and Care Plan (EHCP) is dealt with by a completely separate procedure. Children with an EHCP that name the school must be admitted. Where this takes place it will reduce the number of places available to other children.

Admissions to the school will be made by the Governing Body. All applications will be considered on an equal basis, with the following set of criteria forming a priority order when there are more applications for admissions than the school has places available.

1. Looked after and previously looked after children
2. Catholic children from the parish of St. Gregory's
3. Catholic children from other parishes
4. Other children who would like to come to St Gregory's

Within each of the categories listed above, the attendance of a sibling at the school at the time of enrolment will increase the priority of application, so that it is placed at the top of that category.

NOTES

- a) All Catholic applicants may need to produce baptismal certificates.
- b) A 'looked after child' means any child who is in the care of a local authority or is being provided with accommodation by them. A 'previously looked after child' is a child who has been cared for by the local authority but has since been adopted or become subject to a child arrangement order or special guardianship order.
- c) If there are more applications than places available in any category, priority will be given on the basis of distance from home to school. Distance will be measured in a straight line from the front door of the child's home address

(including the community entrance to flats) to the main entrance of the school using the Local Authority's computerised measuring system. Those living nearest to school will have priority. If distances are the same for 2 or more applicants for the last place to be allocated, then a random lottery will be carried out in a public place. All the names will be entered into a hat and the required number of names drawn out.

- d) When a child lives with parents with shared responsibility, each for part of a 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.
- e) "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 when the child for whom the school place is sought is living in the same family unit at the same address as that sibling.
- f) A child is entitled to a full-time place in the September following their fourth birthday. A child's parents may defer the date at which their child is admitted to the school or take up a part time a place-as long as this is not beyond the point at which the child reaches compulsory school age. On receiving a place, parents should notify the school as soon as possible of their intention to defer or take up a part time place.
- g) A child may be admitted outside of their normal age group, for example, if they have experienced significant health problems. In addition, the parents of a summer born child (born between 1st April and 31st August), may also request that their child is admitted out of their normal age group-into the Early Years class rather than Year 1. Any such request should be made in writing at the same time as the admission application is made.
- h) A waiting list for children who have not been offered a place will be kept, ranked according to the admissions criteria. Parents will be informed of their child's position on the waiting list. Waiting lists will operate throughout the school year and held open until the last day of the summer term. Inclusion in the school's waiting list does not mean that a place will eventually become available.
- i) 'In Year' applications received outside the normal admissions round should be made to the school by contacting Mr Daley, Headteacher of St Gregory's. Children qualifying under the published criteria will be admitted if places are available. When applicants exceed places available, the published oversubscription criteria will be applied. If there are no places available, the child will be added to the waiting list.
- j) If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. They must appeal in writing to the Clerk to the Governors at the school within 14 days of refusal, giving reasons for their appeal. The decision of the Appeals Panel is binding. Parents will be notified of this decision within 24 hours.
- k) The Governing Body reserves the right to withdraw the offer of a school place if false evidence is given in relation to baptism, sibling connections or place of residence.