

Admissions Criteria for Applications for Years 8 – 11 and
Applications into an existing Year 7
For entry 2015/2016

The Admission Policy of the Academy Committee of Hagley Catholic High School is as follows:

The Academy's Admission number for the school year commencing September 2015/2016 is 168.

The Academy was founded by the Catholic Church to provide education for children of Catholic families. The Academy is conducted by its Board of Directors as part of the Catholic Church in accordance with its Articles of Association and seeks at all times to be a witness to Jesus Christ. We ask all parents applying for a place here to respect this ethos and its importance to the Academy community. This does not affect the right of parents who are not of the faith of this Academy to apply for and be considered for a place here.

The Academy Committee have agreed that a maximum of 168 children will be admitted to Year 7.

On completing an application form, parents must forward this to Hagley Catholic High School. Individual applications to Years 7 and above will be considered as and when they are received according to the vacancies in each year group.

In the event of multiple applications to a year group, the following criteria will apply:

Criteria In Priority Order

- 1 Catholic Looked After children ⁽¹⁾ and Catholic children who were looked after, but ceased to be so because they were adopted ⁽²⁾ (or became subject to a residence order ⁽³⁾ or special guardianship order ⁽⁴⁾).
- 2a Catholic Siblings.
- 2b Other Catholic children.
- 3a Other Looked After children ⁽¹⁾ and other children who were looked after, but ceased to be so because they were adopted ⁽²⁾ (or became subject to a residence order ⁽³⁾ or special guardianship order ⁽⁴⁾).
- 3b Other siblings.
- 4 Other children whose parents wish them to be educated in a Catholic school.

In the event of over subscription within a category, the Academy Committee will give priority to pupils who live nearest to the Academy by the shortest straight line distance. The measurement will be taken using the GeoCode Points for each property and the GeoCode point for the centre of the Academy. The Academy Committee will utilise the Local Authority software package called Arcview GIS to determine distance. Ordnance Survey supplies the co-ordinates that are used to plot an address within this system. In the event of equi-distance applicants, any place will be allocated by random selection lottery. Someone totally independent of the Academy Committee will supervise this process.

Those children not allocated a place can request to go on a waiting list, this will remain open until the end of December 2015 and will then be discarded. Parents may apply for their child's name to be reinstated until the end of the academic year when the list will be discarded. The waiting list will be kept by the Academy Committee in admission criteria order. This means that a child's position on the waiting list could go up or down. Inclusion of a child's name on the waiting list does not mean that a place will eventually become available.

This publication is available in alternative formats such as audio, large type and Braille. If you require an alternative format please contact the School's Admissions Secretary.

Applications for children to be admitted into a class outside of their normal age group

If parents wish for their child to be considered for admission to a class outside of their normal age group, they should make an application for the normal age group in the first instance. Parents should then submit a formal request to the Academy Committee. This request should be in the form of a written letter of application outlining the reasons why you wish for your child to be considered to be admitted into a class outside of their normal age group, and enclosing any supportive evidence and documentation that you wish to be taken into account as part of that request. The Academy Committee will consider applications submitted and advise the parents of the outcome of their application before the national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE Guidance which can be found at <https://www.gov.uk/government/publications/summer-born-children-school-admission>

Definitions:

- (1) Looked After children – 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 (see the definition in Section 22(1) of the Children Act 1989).
- (2) Under the terms of the Adoption and children Act 2002. See section 46 (adoption orders).
- (3) Under the terms of the Children Act 1989. See section 8 which defines a 'residence order' as an order settling the arrangements to be made as to the person with whom the child is to live.
- (4) See section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Catholic child A Baptised Catholic is one who either:

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. Roman Rite, Byzantine Rite, Coptic, Syriac, etc, Cf. Catechism of the Catholic Church, 1203). Canonical proof of this baptism can be given 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 in a separated ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of baptised Christians into the Full Communion of the Catholic Church. Canonical proof of their baptism and reception into full communion with the Catholic Church can be given 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).

The parents of a Catholic child who cannot produce a Baptism Certificate/Rite of Reception will have to be placed in criteria 3a, 3b or 4 accordingly.

Sibling for admission purposes, a sibling is:

- A brother or sister sharing the same parents;
- A half-brother or half-sister, where two children share one common parent;
- A step-brother or step-sister, where two children are related by a parent's marriage;
- A child/or children adopted or fostered by the parent(s) of the applicant and living at the same address as the applicant.

This definition requires the sibling to still be on role at the time of admission into the Academy.

Wherever these terms appear in this document they shall be interpreted according to the definitions above.

Further references to previously looked after children, means children who were adopted (or subject to residence orders or special guardianship orders) immediately following having been looked after.

Notes

Note 1

Children with a statement of Special Educational Need or an Education, Health and Care Plan (EHC) that names the academy must be admitted for admission without reference to the Admissions Committee Criteria. This will reduce the number of places available to applicants.

Note 2

Parents who wish to appeal against the decision of the Academy Committee to refuse their child a place may apply in writing to the School's Admissions Secretary, stating the reason for the appeal. The letter should be forwarded 20 school days from the date of notification that the application was unsuccessful. Appeals will be heard by an independent Appeals Panel whose decision will be binding on all parties.

Note 3

Copies of the Baptism Certificate/Rite of Reception should be available through the current Parish Priest of the church of baptism.

Note 4

The home address of a pupil is considered to be the permanent residence of a child. The address must be the child's only or main residence. Documentary evidence may be required.