

ST JOHN PLESSINGTON CATHOLIC COLLEGE ADMISSIONS POLICY SEPTEMBER 2018

St John Plessington Catholic College is an 11-18 Catholic Secondary School under the trusteeship of the Diocese of Shrewsbury. As a Catholic Voluntary Academy the Holy Family Catholic Multi Academy Trust is the Admissions Authority.

All decisions relating to admissions applications to this school will be taken by the Governing Body of this school.

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 expect 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 co-ordination of admissions arrangements is undertaken by the Local Authority. For the school year commencing September 2018, the Governing Body has set its planned admission number at 255.

ADMISSIONS TO THE COLLEGE will be made by the Governing Body. All preferences listed on the Local Authority Preference Form 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. Looked After Children and previously Looked After Children
 2. Children of staff at the school
 3. Children who have a sibling in the school at the time of application.
 4. Children from the following Catholic Partner Primary Schools:
Christ the King (Bromborough); Our Lady and St Edward's (Birkenhead);
St Anne's (Rock Ferry); St John's (New Ferry); St Joseph's (Birkenhead);
St Michael and All Angels (Woodchurch); St Peter's (Noctorum);
St Werburgh's (Birkenhead).
 5. Other children whose parents wish them to have a Catholic Education.
- Within priorities 1 to 5 the Governors will give preference to Catholic children

NOTES

- a) All applicants will be considered at the same time and after the closing date for admissions which is 31st October 2017.
- b) 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 an adoption, residence or special guardianship order
- c) Children of staff at the school - priority is given to children of staff in either or both of the following circumstances:
 - i. *where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or*
 - ii. *the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.*

- d) All Catholic applicants will be required to produce baptismal certificates.
 - i *This means children who are baptised Roman Catholics and includes children who have been formally received into the Roman Catholic Church (having provided satisfactory confirmation of this)*
 - ii. *Children who are under instruction (having provided satisfactory confirmation of this)*
- e) If in any 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 by the shortest walking route 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 with those living nearer to the school having priority. In the event of distances being the same for 2 or more applicants where this distance would be the last place/s to be allocated, 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 will be drawn out.
- f) Where 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.
- g) 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.
- h) A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admissions 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.
- i) 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. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- j) 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.
- k) The Governing Body reserve the right to withdraw the offer of a school place where false or insufficient evidence is received in relation to baptism, sibling connections or place of residence.

SIXTH FORM ADMISSIONS POLICY 2018

In addition to places available for students already in the College, the Governing Body will make available a further 30 places for external students. For both, entry to the Sixth Form is subject to the Entry Qualification for individual courses of study, as published annually in the Sixth Form Prospectus. If more applications are received from external candidates than the number specified then the criteria applied at Year 7 will be used to determine admissions.

NOTES

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- b) Arrangements will be instituted by the College to allow discussion of subject choice with those applying for the Sixth Form as internal or external candidates.
- c) If an application for admissions from either internal or external candidates has been turned down by the Governing Body then an appeal can be made to an Independent Appeals Panel. Parents and students are able to appeal jointly or separately against any decision refusing a young person admission and, where they appeal separately the appeals must be heard together. This appeal must be sent in writing to the Clerk to the Governors at the school within 20 school days of refusal. Reasons for the appeal must be given in writing and the decision of the Appeals Panel is binding on all parties.
- d) The Governing Body expects that all students specifically selecting a Catholic Sixth Form education will be fully involved in the ethos and spiritual life of the College, and in achieving the aims set out in its Mission Statement.