



Pilkington Street, Bolton BL3 6HP

Tel: 01204 333030

Fax: 01204 333029

E-mail: [main@sspp.bolton.sch.uk](mailto:main@sspp.bolton.sch.uk)

## Admissions Policy 2018 – 2019

St Peter & St Paul's is a Roman Catholic Primary School provided by the Diocese of Salford and maintained by the Bolton Local Education Authority. It is a voluntary aided school. The school's governing board is the admissions authority and is responsible for taking all decisions on applications for admission. The co-ordination of admission arrangements is undertaken by the Local Authority.

The admission for the school year commencing 1<sup>st</sup> September 2018 shall be 30.

Admissions to the school will be made by the governing board. Parents must complete a Local Authority Preference Form or apply online via the website [www.bolton.gov.uk/Admissions](http://www.bolton.gov.uk/Admissions) If you wish to have your application considered against the school's religious criteria then you must also provide proof of baptism directly to the school. in accordance with the stated parental preferences it receives, subject to the following set of criteria which will be used to form a priority order should there be more admission applications than the school has available places.

The School will admit all children with a statement of Special Educational Needs or Education, Health and Care Plan where the school is named.

If there are fewer than 30 applications then all applicants will be offered places. If there are more applications than the number of places available, the following oversubscription criteria will be applied:

- 1 Baptised Roman Catholic children living within the parish of St Edmund and St Patrick who currently have a sibling\* attending the school.
- 2 Baptised Roman Catholic children living within the parish of St Edmund and St Patrick.
- 3 Baptised Roman Catholic children who have a sibling\* attending the school at the time of admission.
- 4 Other baptised Roman Catholic children.
- 5 Other children.

Under each of the above criteria, priority will be given to Looked After children.

In any category if there are more applications than places available, priority will be given on the basis of proximity to the school, as measured by the shortest walking distance to the main school gates. In the event of a tie in the distance an independent draw will take place.

In the case of twins and children from multiple births and there being a tie within any of the above categories:-

Where the admission of both twins or all siblings from a multiple birth would cause the school to rise above its Planned Admission Number, both twins or all of the siblings will be admitted. Where the admission of the additional child or children from multiple births to an infant class would result in the PAN rising above 30 (or multiples of 30), the additional child/children would be exceptions to the Infant Class Size legislation throughout the infant phase or until the number in the year group reduced to the PAN.

## Notes for applicants

- The Governing Board is the Admissions Authority.
- All applications will be considered at the same time and after the closing date for admissions which is in \*January 2018. Applications received after this date will be treated as a late application and will not be considered until after the main allocation of places has taken place.
- 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.
- For a child to be considered as a Catholic evidence of a Catholic Baptism or reception into the Catholic church is required and should be provided directly to the school.
- Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used.
- Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit.
- A waiting list for children who have not been offered a place will be maintained by the Local Authority. When places become available parents will be contacted to establish how their child meets the admission criteria so that applications can be ranked and places offered accordingly.
- For 'In Year' applications received outside the normal admission round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will apply.
- If an application for admission has been turned down by the Governing Board, parents may appeal to an independent appeals panel. This appeal must be sent in writing to the address listed in the Local Authority 'Primary Admissions' Booklet within 14 days of notification of refusal. The date of notification will be two working days after the posting by first class post. The parents must give their reasons for appealing in writing and the decision of the appeals panel is binding on the governors. The outcome of the appeal is binding on the parents and on the Governing Board.
- The governing board reserve the right to withdraw the offer of a school place where false evidence is received in relation to an application.
- It is the duty of governors to comply with regulations on class size limits for children aged between rising five and seven. This means that the school cannot operate classes in Key Stage One of more than 30 children.

- If a child is a 'summer born child', parents may request that the date their child is admitted to school is deferred to later in the school year. However, the child must start school before the end of the school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However the final decision on this rests with the headteacher.
- Parent may request that their child attend school part time until he/she reaches his/her fifth birthday.

For the exact dates please refer to 2018/19 Admission Booklet