



Saint Joseph's
CATHOLIC SCHOOL

Diocese of Clifton

**St. Joseph's Catholic Voluntary Aided School (11-16)
Admissions Policy 2016/17**

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1. St. Joseph's is a voluntary aided Catholic school which was established by the Diocese of Clifton to serve the parishes of the Salisbury deanery and admits children without regard to aptitude, ability or previous attainment. A map of the area is available for inspection at the school office.

2. The Admission Number for the Year 7 in 2016/2017 is 110

3. Admissions outside the normal age group will be individually considered

4. The Governing Body is the admissions authority of the school but works in consultation with the Local Authority and the Diocese. Application for a place should be made on the Local Authority's common application form and sent to **the Schools Admission Team, County Hall, Trowbridge, Wiltshire, by 12 noon on 31st October 2015**

Please note that in addition to the common application form, St. Joseph's own supplementary information form should be sent directly to the governing body c/o the Headteacher, St. Joseph's Catholic School, Church Road, Laverstock, Salisbury SP1 1QY, also by 12 noon on 31st October 2015

5. After the closing date for applications the local authority will provide the governors with a list of those children who have applied for places at St Joseph's. The governors will consider all applications against its oversubscription criteria and rank them without reference to the order of preference given by the parent. The ranked list will be returned to the Local Authority who will offer places on behalf of the Governing Body and will send notification of the outcome of applications with letters posted on the 1st of March 2016. The acceptance date for these offers is 16th March. A waiting list, including late applications from families moving into the area or who were otherwise unable to apply before the specified date, will be maintained by the school until 30th June 2016 and any available places offered in accordance with the usual criteria for over-subscription after the completion of the appeals process.

6. In the event of oversubscription, places will be offered in accordance with the following order of priority –

6.1 Baptised Catholic children who are in public care (looked after children, defined by section 22 of the Children Act 1989) and the 2012 Admissions Code.

6.2 Children who are in public care (looked after children, defined by section 22 of the Children Act 1989) and the 2012 Admissions Code.

6.3 Children who are baptised Catholics and who live in the Salisbury deanery and who currently attend a partner Catholic school (St. Osmund's, Salisbury; Christ the King, Amesbury; Wardour School, Tisbury).

6.4 Children who are baptised Catholics and who have moved into the Salisbury deanery after the beginning of the current school year and are unable to attend a partner Catholic primary school.

6.5 Children who are baptised Catholics who live in the Salisbury Deanery and who do not currently attend a partner Catholic primary school.

6.6 Baptised Catholic children who live outside the deanery and who do not have a Catholic secondary school serving their parish.

6.7 Children of baptised Catholic parents who live in the Salisbury Deanery.

6.8 Baptised Catholic children who fall outside categories 6.1 – 6.6

6.9 Children of other Christian denominations whose parents have the written support of their minister indicating that they are a member of the specified faith and known to him or her.

6.10 Children of other religions whose parents are members of their denomination and have the written support of their religious leader or minister indicating that they are involved in their church and known to him or her.

For categories 6.1 to 6.8 a baptismal certificate should be available for inspection.

Other categories:

When applications within categories 6.1 – 6.8 exceed the number of available places, priority will be given to children of multiple births, then in the following order –

6.11 Children who have a brother or sister (brother and sister are defined as children who share one natural parent, step brother or sister, or have been legally adopted or fostered into the family) attending the school at the time of their proposed admission.

Priority in other categories will be given to children of multiple births, then in the following order –

7.0 Children who attend one of the designated Catholic partner schools.

7.1 Children living nearest to the school.

Distance will be calculated using the information provided by the LA. Details of how the distances are measured can be found in the LA's publication 'Finding a Primary School Place Guide'.

8. Casual applications (those which fall outside the normal admission rounds) will be considered by the Admissions Committee against the criteria listed in paragraph 6 above. Additionally the number on roll in the particular year and the effect on the education of other pupils will be considered. Under normal circumstances and when the pupil is on a school roll, admission will be considered for the beginning of the next academic year. Places will be offered through the LA.

9. Applications which are received after the closing date in 4 above but before the offer of places is made by the governing body will be considered in accordance with the priorities in 6 above if the LA as the coordinating body views the circumstances valid to consider the application as though it had been received on time.

10. Parents have the right to appeal against a refusal by the governing body to admit their child and should put their appeal in writing to the Clerk to the Governors at the school within at least 20 days of receiving the letter of refusal. Appeals will be arranged by the Diocesan Department for Schools and Colleges and conducted in accordance with the Code of Practice on School Appeals.

11. There is a different procedure for children with Statements of Special Educational Needs. It is administered by the local education authority in whose area the family lives. The LA is responsible for issuing the Statement and consulting parents and the governing body of St. Joseph's, if a preference has been made for the school, before the school is named in the Statement.

APPENDIX: School Information Form

This policy was amended and ratified by the full governing body on Wednesday 24th November 2010. Following consultation further amendments were made and the policy was ratified by the full governing body on Date TBC

Specific references to the School Admission Code 2012 added.

Agreed by the Full Governing Body on XXXX as determined arrangements.

Consultation: Diocese
LA
Open to the public on the school website

Admissions Note

APPLICATIONS OTHER THAN THE NORMAL INTAKE TO YEAR 7

(In-year applications)

An application should be made to the Governing Body at the school.

IN YEAR FAIR ACCESS POLICY

The governing body have adopted the LA Fair Access Policy for admission of previously excluded or hard to place children. Each application will be looked at individually.