



Holy Cross
RC Primary School
Admissions
Policy
2012-13

ADMISSION POLICY FOR CATHOLIC VOLUNTARY AIDED SCHOOLS IN NORTH TYNESIDE 2012-13

SCHOOL	PAN	Parish(es) Served
Holy Cross RC Primary School Conniston Road Wallsend, Tyne and Wear, NE28 0EP Tel 0191 2007357	30	Our Lady and St. Aidan's, Wallsend
St. Bernadette's RC Primary School Rising Sun Cottages Wallsend, Tyne and Wear, NE28 9JW Tel 0191 2007363	45	St. Bernadette's, Wallsend
St. Columba's RC Primary School Station Road Wallsend, Tyne and Wear, NE28 8EN Tel 0191 2007235	30	Our Lady and St. Columba's, Wallsend
St. Cuthbert's RC Primary School Lovaine Place North Shields, Tyne and Wear, NE29 0BU Tel 0191 2005620	30	St. Cuthbert's, North Shields
St. Joseph's RC Primary School Wallsend Road North Shields, Tyne and Wear, NE29 7BT Tel 0191 2005077	45	St. Joseph's, North Shields
St. Mary's RC Primary School Great Lime Road Forest Hall, Newcastle Upon Tyne, NE12 7AB Tel 0191 2008381	30	St. Mary's, Forest Hall
St. Mary's RC Primary School Farringdon Road North Shields, Tyne and Wear, NE30 3EY Tel 0191 2008812	30	Our Lady & St. Oswin's, Tynemouth St. Mary's, Cullercoats
St. Stephen's RC Primary Bardsey Place Longbenton, Newcastle Upon Tyne, NE12 8NU Tel 0191 2007425	30	St. Stephen's, Longbenton
Star of the Sea RC Primary School Seatonville Road Whitley Bay, Tyne and Wear, NE25 9KG Tel 0191 2008728	60	St. Edward's, Whitley Bay The Immaculate Heart of Mary, Whitley Bay Our Lady & St. Edmund's, Backworth

This Admissions policy has been formally adopted by the governing bodies of the above Catholic primary schools in North Tyneside. In each school the governing body is the Admissions Authority and is responsible for determining the school's admissions policy.

The Planned Admission Number (PAN) for each school is given in the above table.

The Admissions Policy Criteria will be applied on an Equal Preference basis.

How and When to apply

Applications must be made on the Local Authority Common Application Form. All forms must be returned by the closing date set by North Tyneside Council.

Late Applications

Any applications received after the closing date will be accepted but considered only after those received by the closing date.

Oversubscription Criteria

Children who have a statement of **Special Educational Need** which names our school will be admitted to the school.

If applicable, parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main school.

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to children who will have older siblings attending the school in September 2012)

1. Catholic Children in the care of a Local Authority.
2. Catholic Children whose home address is within the parish(es) served by the school.
3. Catholic Children whose home address is outside of the parish(es) served by the school.
4. Other Children in the care of a Local Authority.
5. Children, who are baptised or dedicated members of other Christian Churches as recognised by Churches Together in England (see note 4).
6. Children of other faith traditions.
7. Other children.

If applicants are seeking admission under criteria 5 or 6 above, they must provide a letter of support to confirm their church membership from their minister or faith leader, or suitable equivalent.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under criteria 1, 2 or 3 must provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will suffice.

2. Definition of Children in the care of a Local Authority

A child, who is looked after by a Local Authority in accordance with Section 22 of the Children's Act 1989(b) at the time application for admission to the school is made.

3. Definition of Sibling

Sibling refers to 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.

4. Churches Together in England

(See www.churches-together.org.uk for further details on membership)

5. Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the school entrance will be the deciding factor. Distance will be measured by a straight line from the front door of the child's home address (including flats) to the main entrance of the school, [using the Local Authority's computerised measuring system], with those living closer to the school receiving the higher priority.

6. Multiple Births

Where a single place remains and the next child to be offered a place is a twin or other multiple birth then the governing body will, through consultation with the parent/carer, offer the place to the chosen child.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to the Chair of Governors at the school address.

Home Address

It is the parental address which will be used in applying the admission criteria. This means that, when stating your choice of school, you should give the parental/guardian address at the time of application. The address of childminders or other family members who may share in the care of your child should not be quoted as the home address.

Waiting Lists

If your child has been refused admission, you can request that your child's name be placed on the school's waiting list. If places become available, we will consider all relevant applications based on the waiting list which will be maintained for the full academic year.

Application Information

It is very helpful to have an early indication of the number of children to be admitted to the Reception class in the following September. However, it must be stressed that formal written applications for admission must be made on the form provided by the Local Authority and returned to them by the stated date. Places will then be allocated by strict application of the above criteria, with no reference to the date of application. Parents will be notified as to whether or not their child has been allocated a place by the Local Authority.