

BLESSED EDWARD OLDCORNE CATHOLIC COLLEGE

ADMISSIONS POLICY 2017/18

Admissions Policy for pupils aged 11 in September each year and for casual admissions.

The Admissions Policy of the Governors of Blessed Edward Oldcorne Catholic College is detailed below.

The admissions process is part of the Worcestershire LA co-ordinated scheme. We take part in the Worcestershire Fair Access Protocol. (See note 5.)

The College was founded by the Catholic Church to provide education for children of Catholic families. The College is conducted by its governing body as part of the Catholic Church in accordance with its Trust Deed and Instrument of Government, and seeks at all times to be a witness to Jesus Christ. The College's Mission can be encapsulated in the phrase "A commitment to Gospel Values and Personal Achievement". The Gospel Values we develop, with parents, in our students are those of Love, Truth, Compassion, Holiness, Forgiveness, Justice, Sacrifice and Peace. We welcome students of other World Faiths and together as the "People of God" we believe in the uniqueness and goodness of each individual. We ask all parents applying for a place here to respect this ethos and its importance to the College community. This does not affect the right of parents who are not of the faith of this College to apply and to be considered for a place here.

Governors' Admission Policy

Blessed Edward Oldcorne Catholic College is a co-educational comprehensive day school.

The Catholic Feeder primary schools are:

Holy Redeemer Catholic Primary School, Pershore
Our Lady Queen of Peace Catholic Primary School, Worcester
St George's Catholic Primary School, Worcester
St Joseph's Catholic Primary School, Droitwich Spa
St Joseph's Catholic Primary School, Malvern
St Joseph's Catholic Primary School, Worcester
St Mary's Catholic Primary School, Broadway
St Mary's Catholic Primary School, Evesham

Number of Admissions

Students will be admitted at age 11 without reference to ability or aptitude. The number of intended admissions for each academic year commencing 1st September will be 210.

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 Governing Body. 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 Governing Body 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 Principal.

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>

Oversubscription

Where applications for admission exceeds the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit:

1. Baptised Catholic children who are in the care of a Local Authority (Looked After Children) or previously Looked After Children who were adopted under either Adoption Act 1976 or the Adoption Act 2002 or who became subject to a Child Arrangement Order or Special Guardianship Order.
2. Baptised Catholic children from our Catholic Feeder primary schools.
3. Other baptised Catholic children.
4. Children who are not Catholic, but who are in the care of a Local Authority (Looked After Children) or previously Looked After Children who were adopted under either Adoption Act 1976 or the Adoption Act 2002 or who became subject to a Child Arrangement Order or Special Guardianship Order.
5. Siblings of current students at the College at time of admission.
6. Siblings of former students of the College. (See note 3.)
7. Children who attend our feeder Catholic Primary Schools as identified above at the time of application.
8. Other children who attend the following primary schools at the time of application:
Claines C of E Primary School Worcester
Redhill C of E Primary School Worcester
St. Barnabas C of E Primary School Worcester
St. Clements C of E Primary School Worcester
St. George's C of E Primary School Worcester
Whittington C of E Primary School Worcester
Broadheath C of E Primary School
Grimley and Holt C of E Primary School
Hallow C of E Primary School
9. Children of any member of staff employed by the Governing Body in the College, including casual staff, where the member of staff:
 - a. Has been employed at the College for 2 or more years at the time at which the application for admission to the College is made; and/or
 - b. Has been recruited to fill a vacant post for which there is a demonstrable skill shortage.
10. Children with specific health or other needs verified by medical or social agencies documentation.
11. Other children.

Where oversubscription occurs in any category priority will be given to those students who live nearest to the College by straight line measurement. The measurement will be taken using the GeoCode Point for each property and the GeoCode point for the centre of the college. The Governing Body will utilise the Local Authority software package called Arcview GIS to determine the distance. Ordnance Survey supplies the coordinates that are used to plot an address within this system. In the event of equi-distance applicants, where it may not be possible to decide between the applications of these students who are the final qualifiers for a place (e.g. children who live at the same address including those from a multiple birth or have the same distance measurement), both or all applicants will be admitted.

Evidence of Baptism or Reception into the Church is required by 30th November.

In the case of students considered for admission under category 10, parents may choose to outline their case themselves and supply any necessary medical and social information to be provided with the application form.

Procedure for Application

Parents should complete the online Application Form on the Worcester Council website at www.worcestershire.gov.uk/schooladmissions. A paper application form is available from WCC on request. The closing date for applications is 31st October 2016. Each year the admissions policy and oversubscription policy will be published on the college website. The LA, acting on behalf of the Governors, will notify parents on Tuesday 1st March 2017 of the outcome of their application.

Appeals Procedure

In recent years the College has been oversubscribed. If an application is unsuccessful parents may appeal to the Independent Appeals Panel. Appeals should be addressed to the Admissions Officer, c/o Blessed Edward Oldcorne Catholic College, within 20 days of notification that a place has been refused.

Repeat Applications

Unless there are significant and material changes in the circumstances of a parent's application for their child or of the College, the governors will not consider a repeat application in the same academic year.

Waiting List

Children on the waiting list will be ranked in order by reference to the above criteria. As a child is added to the waiting list the list will be ranked again in line with the published oversubscription criteria. No priority is given to date of application or when a child was added to the waiting list. Looked after children, previously looked after children and those allocated a place under the Fair Access Protocol take precedence over those on the waiting list. Waiting lists for admissions will remain open until 31st December 2017 and will then be discarded unless parents request to remain on the waiting list after this time.

Late Applications

Applications received after the closing date of 31st October 2016 will only be considered alongside those received by the closing date under the following circumstances:

- a. The family was unable to complete an application form as they moved into Worcestershire after the closing date; or
- b. The family was unable to comply with the admissions timetable because of exceptional circumstances which prevented their application arriving on time. The circumstances must be given in writing and attached to the application form.

Late applications under these circumstances will be considered up to 31st January 2017.

In Year Admissions

On receipt of a completed CA1 form, the College will consider the application. Admission will be decided on the basis of the Admissions Policy criteria. The Local Authority and parents will be informed of the College's decision and the latter of their right to appeal if a place is not offered.

Note 1

Children with a Statement of Education Needs or an Education Health and Care (EHC) Plan that names the College must be admitted. This will reduce the number of places available to other applicants.

Note 2 - Definitions:

Catholic Child: A Baptised Catholic is one who 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 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).

Sibling: for admissions 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.

Note 3

A former student is a child who has attended the College for at least 12 weeks. Where the college has no record of attendance the parent must provide evidence of attendance such as examination certificates or school reports.

Note 4

All criteria applications will be treated as equal preference.

Note 5

As part of the new Worcestershire Fair Access Protocol, incorporating the 'Hard to Place Protocol', all schools with Key Stage 2, 3 and 4 classes can be required to exceed the published admission number to admit pupils covered by the Protocol.

Peter McHugh Chair of Governing Body

October 2015