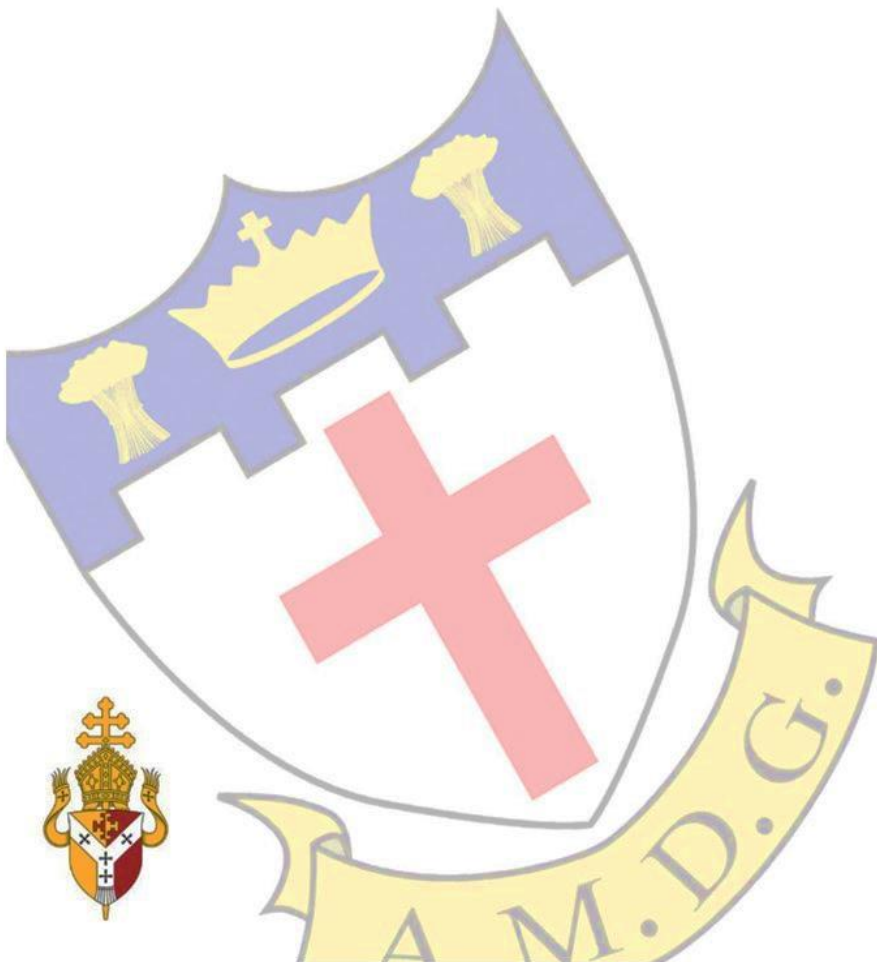




Information for Parents

2023—2024



Greg McClarey
Headteacher

Philip Carney
Chairman of Governors



September 2023

Dear Parent

Thank you for considering Blessed Edward Oldcorne Catholic College for the next stage of your child's education. The choice of secondary school is a crucial one and we are fully aware of the trust our parents put in us to deliver a first class education. I trust that this information booklet coupled with your visit will give you a strong sense of what our college values and support you in making an informed choice.

Our students in 2023 achieved another outstanding set of GCSE results. 60% of students achieved a strong pass (grade 5 or better) in both English and Maths. Only one other school in Worcestershire achieved better results. English and Maths are the foundations on which a high quality education is built and our college excels in these two key areas. In terms, solely of English passes, the college is third in Worcestershire and the same for Maths. When the results for all subjects are factored in, the college has the second best GCSE results in the county. We are very proud of these results and the fact that they enable our students to move on to the next phase of their education with confidence.

We have had two important inspections recently which both resulted in positive endorsements for our school. In October 2021 there was a Section 48 RE and Catholic Life inspection and we were judged to be "Outstanding" followed by an Ofsted inspection in March 2022. We know that the ethos of our school provides something unique and of real value for our students. Our commitment to everyone in our community growing as people of good character is at the heart of what we do while ensuring that our students are taught a broad and wide ranging curriculum which best meets their needs as recognised in the Ofsted report.

Unlike the majority of other schools we still give our students a choice of three GCSE options. While many schools are narrowing the number of GCSEs they offer, because of school performance tables, we continue to offer a broad and balanced curriculum. Subjects such as Art, Languages, Music, Photography and Computing remain an integral part of our college curriculum. I know that students, parents and staff value this ongoing commitment.

At Blessed Edward Oldcorne Catholic College we recognise that high quality relationships are key to a successful school. We know our students and treat them with respect and kindness. We set the bar high in terms of behaviour and standards of uniform. They are key parts of our culture of high expectations. We also recognise that while parents want their child to achieve academically, they want them to feel safe at school and be happy. Young people today experience pressures from many sources, such as social media and we place great importance on looking after our students' wellbeing.

Our popularity with parents has never been higher. The steep rise in applications over the last few years is testament to their belief in what we are doing at Blessed Edward Oldcorne Catholic College and the exciting future we have in front of us. I feel privileged to lead a warm and vibrant college community that offers our students wonderful opportunities and please be assured that I will continue to work closely with parents to ensure the best for every child.

Yours sincerely,

Greg McClarey
Headteacher

MISSION STATEMENT



At Blessed Edward Oldcorne Catholic College everything that we do is 'For the Greater Glory of God', therefore our core purpose is to develop virtuous young people of good character.

Students will leave our college with the capacity to fulfil their vocation and play their part in building a better world. Our ambition is to share the joy of learning with our students and guide and challenge them to love and seek the Truth.

We recognise that knowledge has the power to transform us and that it is the birthright of all our students irrespective of their starting point or background. At our college students will know that they are loved.

Catholic Life of Our College

We are a Christian community and part of the worldwide Catholic Church based in the Archdiocese of Birmingham. We take Jesus Christ as our example in living our lives. We encourage all members of our community to participate in prayer and to worship in a variety of ways.

The Catholic life of our college is developed through:

- Daily Liturgical assembly
- Act of Worship daily in Tutor Groups at registration time
- Weekly Voluntary Mass celebrated by our college chaplain – Fr. Andrew Berry
- Welcome Masses
- Year group masses on Feast Days
- College Mission
- Ash Wednesday Services
- Advent Foyer Liturgies
- Carol Service
- Lenten Foyer Liturgies
- Penitential Services
- College Daily Prayer Book
- Charitable activities and fund-raising
- Year 11 Celebration Mass
- Chaplaincy Team meetings
- Chaplaincy Prefects meetings
- SVP Meetings

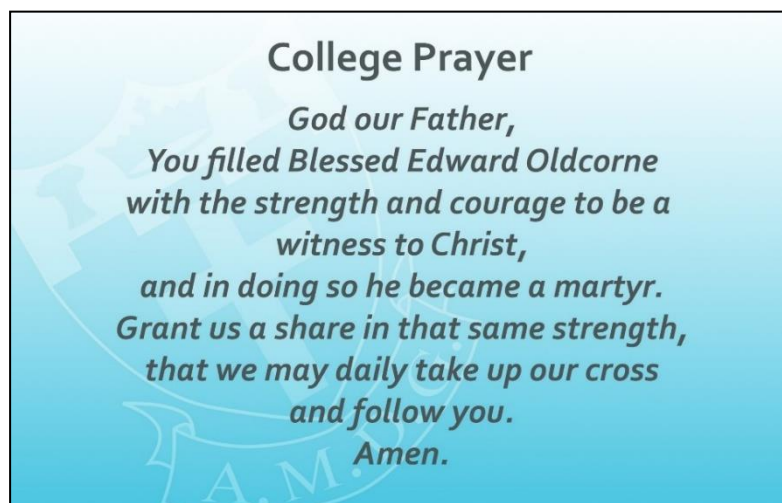
The college has three priests who work closely with our students during their time at the college.

They are:

Fr. Stephen Squires – College Chaplain from Holy Redeemer Pershore

Canon Brian McGinley – St. George's Worcester

Fr. Michael Amalados – St Joseph's Worcester



Our College Curriculum

We believe that curriculum and culture are the keys to a successful and thriving school. The aim of the Blessed Edward Oldcorne Catholic College curriculum is to support, guide and inspire our students to find their vocation. Our vision is that all students should have the opportunity to fulfil their vocation and we believe the best way to do this is to offer a curriculum that:

- enables students to develop a greater knowledge and understanding of the Catholic Faith and other world Faiths
- is academically challenging and ambitious for all students
- is broad and balanced offering both breadth and depth, hence our ongoing commitment to a three-year Key stage 3
- enables our students to develop as people of good character through promoting students' social, moral, spiritual and cultural development and a knowledge and understanding of British Values
- offers high quality enrichment activities which will broaden students' horizons.

In Years 7, 8 and 9 students study the subjects listed below:

Religious Education	3 hours
English	3 hours
Mathematics	3 hours
Science	3 hours
Modern Foreign Languages	2 hours
Humanities (inc. History, Geography)	3 hours
Art Design Technology	3 hours
Music	1 hour
I.C.T	1 hour
Physical Education	2 hours
Personal Development Education	1 hour

In Years 10 and 11 we have devised a pathway approach which we believe will maximise a student's chances of success. This personalised pathway approach will also impact on a student's well-being, motivation and engagement. At Blessed Edward Oldcorne Catholic College we recognise that the curriculum is deeper than the subjects offered. Alongside the taught curriculum we aim to develop our unique college virtues in our students so that they become people of good character able to contribute to helping society flourish.

In Years 10 and 11 students study a core curriculum of:

Religious Education	2 ½ hours
English Language	2 hours
English Literature	2 hours
Maths	4 hours
Science	5 hours
Physical Education	1 hour

Students choose any 3 subjects from the following list of options:

3D Design
Geography

History
Fashion and Textiles
Food Preparation and Nutrition
Systems and Control
Graphics
Childcare, learning and Development
Fine Art
Photography
Business Studies
Music
Physical Education
Sports Science
Creative iMedia
Computing
French
German
Spanish
Triple Science (counts as one option)

Frequently asked questions

1. Do you have to be a Catholic to attend Blessed Edward's?

The ethos of our college is rooted in the Catholic faith but students do not have to be a Catholic in order to attend our college. We are an inclusive community which welcomes young people of all faiths and those with none. Our student population is 50% Catholic and we take students from around 22 different primary schools each year. Please note that the admissions form from the local authority asks you to enter three choices. If you want your child to come to us, you must put Blessed Edward's as first choice.

2. My child is bright, will he/she be stretched?

Teachers ensure that they "teach to the top" in their lessons while supporting students of all abilities. Our experienced teachers use data to quickly and accurately identify who the highest performers are in each subject. These students are then challenged appropriately. There are three assessment points in the year along with three reports home to parents. There are also two parents evenings in year 7 at which you can discuss your child's progress. Teachers ensure that the feedback they give both verbally and in writing challenges students and addresses misconceptions. Bridging work is set each summer based on the work that your child will cover in the first half term of their next academic year. This enables them to hit the ground running in September.

3. What is your behaviour policy?

Restorative justice underpins our approach to dealing with any issues that arise in school. There are over 1000 young people in our college and inevitably arguments happen however we are a "peaceful" school. What we mean by "peaceful" is that we have the structures and the people in place to resolve issues as and when they arise. Our exclusion rate is the lowest in the city because of the extensive and proactive work we do in this area. Our students feel safe and valued at school.

4. Why should I choose your school?

Our unique selling point is that we educate the whole child. We educate their mind their body and their soul. We work in partnership with parents to ensure that our students are happy, safe and achieve well at school. We seek to grow our young people as people of good character and we believe that in today's world this has never been more important.

5. Faith is important to our family how will you support this?

Each morning there is a collective act of worship led by your child's form tutor which is fully participated in by all students. There is a weekly assembly led by a member of the senior leadership team as well as class and whole college masses. The college follows the church's liturgical calendar. We have our own Chapel as well as a college chaplain and a recent inspection judged us to be an "Outstanding" Catholic School.

6. How do you arrange children into classes?

We use a wide variety of data to place our students into classes in Year 7. Students are placed in one of two upper sets or one of six mixed ability sets depending on their needs and their prior attainment. In Art Design Technology and PE students are all taught in mixed ability groups

7. Do you put on extra-curricular trips?

We run an extensive and wide range of extracurricular trips including pilgrimages to Lourdes and Rome, cultural exchanges to Spain, France and Germany along with an annual ski trip. We also run a sports tour which this year is going to Barbados.

8. Do you have a library?

Yes, we are very proud of our library here at Blessed Edward's and we have a full time librarian who works closely with teachers in the college to ensure that students have access to a wide range of books. Reading is at the heart of our curriculum and the ability to read fluently "unlocks" our college curriculum for them. Twice a week your child's tutor will read a carefully chosen book with their form.

9. My child has a sibling at the college will she get a place?

Please check our admissions policy for any query about admissions. If your child currently has a brother or sister at the college they will be criteria 5. If they have had a brother or sister at the college who has now left they will be criteria 6. We can never make guarantees about admissions but this puts you in a strong position.

10. Where can I find out information about admissions?

Please see the admission section of our college website which has all the relevant policies and links to the local authority application forms. Please note that the closing date for applications is the 31st of October. Please refer to the admissions criteria contained in our admissions policy when making your application. There is also a supplementary information form which must be returned directly to the college by the 31st of October

11. How much homework will my child get each night?

We ask teachers in year 7 to give your child one piece of homework per subject per week. On average this works out at around one hour per night during the school week. We would always recommend doing some additional work at the weekend if possible. We find that successful students will often read around their subjects and do what we call non-required work. Your child will notice an increase compared to primary school.

12. How does transport to school work?

Transport to the college is run by First Bus and the details of routes and stops can be found on their website as well as the college website in the transition section. The S1 and S2 double decker buses travel to and from Droitwich each day with one of them picking up in Fern Hill Heath. The S3 and S4 double deckers travel to and from Warndon Villages and the surrounding areas each day. The S5 double Decker bring students in from Pershore and the S27 takes students to and from the Crowngate bus station. All of these bus services drop off and pick up from the college site. The 32 and 37 bus services also bring students to the college from the Northwick area of the city.

13. What is the ethos of your college?

The college mission statement is "For the greater glory of God" and this underpins the work that all staff and students do on a daily basis. Through our virtues we all aim to grow as people of good character who can go out and play their part in making the world a better place. Our college rules are also three of our college virtues, namely Respect, Kindness and Honesty.

14. What options will my child be able to study at GCSE?

At Blessed Edwards your child will be able to study a wide range of subjects. Unlike many schools they will have an open choice of three to four GCSE options. There are no directed pathways here at Blessed Edward's. Students will study a core of Maths, English, RE, Science and PE alongside their option choices. We do not play league table games here at Blessed Edward's but make sure that we offer a broad range of subjects which are of value to students. Students have the option to study Triple Science taught by subject specialists and also have a choice of three languages. We also offer Fine Art, Graphics and Photography at GCSE whereas most schools simply offer a general Art GCSE.

15. Will my child be in the same class as his friends?

As part of our transition program, we work closely with year six teachers and meet with them during the summer term. Our head of year 7 visits all our feeder primary schools and picks up all the relevant information about our students. We ask our feeder primary schools to put their children into groups of four. We then use these groups to form our tutor groups so that each day your child will always be with some of their friends from primary school. Not all schools will go to these lengths to make sure your child feels settled at their new secondary school

16. How do you look after the wellbeing of students?

The starting point for looking after the wellbeing of our students is to provide a calm and purposeful learning environment. We also have a skilled and committed pastoral support team consisting of heads of year, counsellors and learning mentors. Each child has their own form tutor who is a key person in terms of supporting the wellbeing of your child. We believe our pastoral care is second to none.

17. What is your curriculum offer in Year 7?

The college has a three year key stage 3 and we believe this is in the best interests of our students. It gives them a coherent and well thought out experience of a broad range of subjects. Students have lessons for 25 hours each week, with each day being divided into 5 one hour lessons. Over the course of a week they have three hours of RE, English, maths, Science, Languages and Humanities along with two hours of Design and Technology, two hours of PE and then one hour of Art, Music and Computing. Please do have a look at the curriculum section of our website for further details.

18. What sports facilities do you have?

We are the most successful sporting school in the city. We have excellent facilities including a sports hall, astro, multi gym, dance and drama studio, cricket pavilion and extensive playing fields. Plans are in place to build a new multi use games area which will further enhance our sporting facilities. There are many lunchtime and after school clubs and the challenge for your child will be in deciding what to do and then how to fit it all in.

19. How does the canteen work?

The College operates a cashless system with parents loading money onto their child's account via the Parent Pay website. We take a biometric scan of your child's thumb print which your child can then use to purchase food before school, at break time and lunchtime. Unlike primary school there is no need to pre order meals however you can view what your child has purchased on the Parent Pay website. Meals are served in our college canteen.

20. What are your exam results like?

The college consistently gets outstanding academic results with strong performance over a long period of time. We value the achievements of all students and recognise that for some students, grade eights and nines mean success whereas for others grades four and five will represent success. Many of our students go on to succeed at A' level and University because of the foundations laid here at Blessed Edward's. Our teachers are experienced and skilled in getting the very best out of each individual.

21. How can I find out about learning support for my child?

Please look at the SEND section of the college website for information such as our SEND policy and our local offer. We work closely with primary schools to obtain all the relevant information on your child in order to make their transition to secondary school a seamless one. If your child has SEND we will give them the opportunity to visit the college and become familiar with the surroundings and the people. We are proud to say that we are an inclusive school. We have students with a wide range of needs including students with physical disability and visual impairment. The college uses a range of intervention strategies to ensure students achieve in line with their peers and teachers are skilled in making adjustments to ensure lessons are accessible to all. If you have any questions about SEND please contact Mrs Fitzer our college SENCo on mmf10@blessededward.co.uk

22. Do your students respond positively to the restorative justice programme?

Very much so. We have found that it has had a major impact on the quality of relationships within the college. Students recognise that they will be listened to and supported through any difficulties that they have

23. Who can I contact about admissions?

Please contact our admissions officer Natasha Burney on nburney@blessededward.co.uk

24. What aspects of STEM does the college do well?

Our science and maths Departments are in the top 20% nationally in terms of GCSE results. We offer Design Technology in years 7 to 9 and students experience a mix of practical and theoretical work which gives them a real sense of the importance and relevance of the subject. Nationally there has been a drop off in the uptake of STEM subjects at GCSE. At Blessed Edward's this is not the case with many students choosing to continue their studies in Design and Technology due to the high quality experience they have here.

25. Will my child be able to study Music?



We are very proud of our musical tradition here at Blessed Edward's. We have an outstanding junior and senior choir, college orchestra and each year group has its own Soul Band. Performing Arts evenings and our annual college production are among the highlights of the college year. We also run a wide range of peripatetic music lessons in singing, drumming, guitar, violin etc. Music and the Arts are the heartbeat of our college.

26. What are your class sizes?

Your child will be in a tutor group of 30 students. There are seven of these in year 7 giving a total of 210 students. However, there are eight teaching groups, so in lessons there will be around 27 children in each class depending on their needs.

27. Can my child bring a phone to school?

Yes they can but it must be switched off and kept in their bag during the school day. We have a "gate to gate" policy here at Blessed Edwards which means that students can only use their phone once they are off the college site. An exception to this is if they need to access their bus ticket on the First Bus app. We ask that parents contact pupil reception during the school day rather than texting or ringing their child. We will relay any message from parents to their child immediately.

	<p style="text-align: center;">BLESSED EDWARD OldCORNE CATHOLIC COLLEGE</p> <p style="text-align: center;">Admission Arrangements for the academic year 2024/2025</p>	
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The admissions process for Blessed Edward Oldcorne Catholic College is part of the Worcestershire Local Authority co-ordinated admissions scheme. To apply for a place at Blessed Edward Oldcorne Catholic College in the normal admissions round, an application must be made using the school admission application process of the local authority in which you live naming Blessed Edward Oldcorne Catholic College on the application form. Applications need to be made by 31st October 2023. A Supplementary Information Form (SIF) must also be completed and returned directly to the school by the same date (see Note 2).

All applications which are submitted on time will be considered at the same time, after the closing date.

You will be advised of the outcome of your application on 1st March 2024, or the next working day, by the local authority on behalf of the school.

Please note that throughout this policy, the term parent means all natural parents, any person who is not a parent but has parental responsibility for a child and any person who has care of a child.

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The school 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 Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with the admission arrangements.

The governing body is the admissions authority and has responsibility for admissions to this school. The governing body has set its admission number at **210** pupils to be admitted to Year 7 in the school year which begins in September 2024. (See Note 1 below)

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the governing body will give priority firstly to children who will have a brother or sister (see Note 4 below) attending Blessed Edward Oldcorne Catholic College at the time of admission and then

secondly to children living closest to the school determined by the shortest distance (see Note 7 below).

For the purposes of this policy, parish boundaries are as shown on the Archdiocese of Birmingham parish boundary map which can be accessed at <https://www.birminghamdiocese.org.uk/boundary-map> and will be applied to the admission arrangements for the academic year 2024/2025.

Oversubscription Criteria for Years 7 – 11

1. Baptised Catholic children (see Note 2 below) who are looked after or previously looked after (See Note 3 below)
2. Baptised Catholic children (see Note 2 below) currently attending a named feeder school (see Note 6 below)
3. Other Baptised Catholic children (see note 2 below)
4. Non-Catholic children who are looked after or previously looked after (See Note 3 below)
5. Siblings of current students at the College at time of admission. (See Note 4)
6. Siblings of former students of the College (See Note 5)
7. Non-Catholic children currently attending our Catholic Primary Schools as identified below at the time of application. (See Note 6 below)
8. Other children currently attending one of the Church of England Primary Schools listed (See Note 8)
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 Non-Catholic children.

Where oversubscription occurs in any category, priority will be given to those students who live nearest to the College by straight line measurement.

Note 1

Children with an Education, Health and Care (EHC) Plan that names the school **MUST** be admitted. This will reduce the number of places available to applicants. This is not an oversubscription criteria.

Note 2

In all categories, for a child to be considered as Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic, see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

Parents making an application for a Catholic child should also complete a Supplementary Information Form (SIF) **which should be returned directly to the school**. If you do not provide the information required in the Supplementary Information Form and return it by the closing date, together with all supporting documentation, this is likely to affect the criteria that your child is placed into, which is likely to affect your child's chance of being offered a place at this school.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

Note 3

A "looked after child" has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (eg children with foster parents) at the time of making the application to the school. A "previously looked after child" is a child who was looked after, but ceased to be so because he or she was adopted or became subject to a child arrangements order or special guardianship order and includes those children who appear (to the governing body) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

Note 4

For all applicants the definition of a brother or sister 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 parents' marriage or civil partnership or where they are unrelated but their parents are living as partners.
- Adopted or fostered children

The children must be living permanently in the same household

Note 5

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 6

The named feeder schools for Blessed Edward Oldcorne Catholic College 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

Note 7

Distances are measured in a straight line using the GeoCode Points for each property and the GeoCode point for the school. The Local Authority uses a software package called Arcview GIS to determine distance. Ordnance Survey supplies the coordinates that are used to plot an address within this system.

In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and the school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all, of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority, on behalf of the Governing Body, allocate the final place by random selection (lottery). Someone totally independent of Worcestershire's Children's Services will supervise this process.

The governing body will, where possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's published admission number.

A child's home address refers to the address where the child usually lives with a parent or carer, will be the address provided in the Local Authority's Common Application Form and is either:

- Owned by the child's parent(s)
- Leased to or rented by the child's parent(s) under lease or written rental agreement

Evidence of ownership or rental agreement may be required.

Where parents have shared responsibility for a child, and the child lives for part of the week with each parent, the home address will be the address provided in the Local Authority's Common Application Form, provided that the child resides at that address for any part of the school week. Parents may be requested to supply documentary evidence to satisfy the Governing Body that the child lives at the address put forward by the parents.

If a place in the school is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to be withdrawn.

Note 8

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

APPLICATIONS FOR CHILDREN TO BE ADMITTED INTO A CLASS OUTSIDE OF THEIR NORMAL AGE GROUP

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or is already being educated in a class outside of their normal age group at their current Primary school. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal

request to the Governing Body for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Governing Body will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, ie Year 7 in September 2025, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2025 when applications open in the autumn term of 2024. Please note that parents only have the right to re-apply for a place. Where the Governing Body agrees to consider an application for Year 7 the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

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>

APPEALS

Parents who wish to appeal against the decision of the Governing Body to refuse their child a place in the school should make that appeal request in writing to the Chair of Governors at the school address. Appeals will be heard by an independent panel.

Please note that parents do not have the right to appeal if their request for their children to be admitted to a class outside of their normal year group has been refused, but the Governing Body have offered a place in the normal age group instead.

REPEAT APPLICATIONS

Any parent can apply for a place for their child at any time outside of the normal admissions round. Parents do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the Governing Body has accepted a second application from the parent because of a significant and material change in the circumstances of the parent, child or school, but have still refused admission.

LATE APPLICATIONS

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. This states that late applications received between 1st November 2023 and

31st January 2024 will be considered as being submitted on time only in the following circumstances:

- a) Where a family have just moved address.
- b) Where it is agreed that individual circumstances apply and the delay was reasonable given the circumstances of the case.

In each case independent supporting documentary evidence will need to be submitted with the application.

In all other circumstances, or if the application is not received until after 31st January 2024, late applications (including late changes to on time applications), will receive a lower priority, and will only be considered after the applications received (or deemed to be) on time.

You are encouraged to ensure that your application is received on time.

CHANGE IN PREFERENCE

Once parents have submitted their preference, they will not be allowed to change them without an exceptional change in their circumstances, for example, if the family has recently moved address or an older sibling has changed schools. All requests to change preferences should be made in writing to the Local Authority to whom the parents submitted the original application. Where a change of preference is submitted for an oversubscribed school, without an exceptional change in circumstances, then the application will be refused.

WAITING LIST

In addition to their right to appeal, children who have not been offered a place at Blessed Edward Oldcorne Catholic College but were offered a school that was ranked as a lower preference on their application form will be added to a waiting list.

The waiting list will be maintained until the last day of the summer term 2025 and will then be discarded.

A child's position on a waiting list is not fixed. When a new child joins the waiting list, all applicants on that waiting list will be re-ranked to ensure that the list is always maintained in oversubscription criteria order. This means that a child's position on the waiting list could go up or down during the time that it is on the list. Any late applications accepted will be added to the waiting list in accordance with the oversubscription criteria.

Inclusion on the waiting list does not mean that a place will eventually become available. It may be that those already offered places may accept them, thereby filling all available places.

Children on the waiting list who attend a named feeder school (see Note 5 above) who have not been offered a place in the school by the beginning of the Autumn term 2024 will be re-ranked to take into account that they will no longer be attending that feeder school from 1st September 2024. This will affect the oversubscription criteria that your child is placed into on the waiting list from 1st September 2024.

Children who are the subject of a direction by the Local Authority to admit or who are allocated to a school in accordance with the Fair Access Protocol take precedence over those on a waiting list.

IN YEAR FAIR ACCESS PROTOCOL

The Governing Body of Blessed Edward Oldcorne Catholic College is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the governing body is empowered to give

absolute priority to a child where admission is requested under any locally agreed protocol. The Governing Body has this power, even when admitting the child would mean exceeding the published admission number.

APPLICATIONS OTHER THAN THE NORMAL INTAKE TO YEAR 7 CLASS (IN-YEAR ADMISSIONS)

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there are places available. Further information regarding instructions on how to apply for a place in the school at any other time other than the normal intake is available on the school's website at <https://www.blessededward.co.uk/open-evening-2020-2/admissions/>

Blessed Edward Oldcorne Catholic College is part of the local authority's in-year co-ordinated admissions scheme. Therefore, in order to apply for a place at this school, an application must be submitted to the local authority who will then forward that application to the school for consideration by the governors. The school will inform the local authority of the outcome of the application who will then inform the parents on behalf of the school. Applications can be submitted through the local authority via https://www.worcestershire.gov.uk/info/20099/school_admissions/706/in-year_applications

If there are no places available, the child will be added to the waiting list (see above).

Parents will be advised of the outcome of their application in writing and, where the Governor's decision is to refuse their child a place, have the right to appeal to an independent appeal panel.

There is no charge or cost related to the admission of a child to this school.

APPENDIX

DEFINITION OF A "BAPTISED CATHOLIC"

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. Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place (Cf. *Code of Canon Law*, 877 & 878).

Or

- Has been validly baptised in a separated ecclesial community and subsequently received into full communion with the Catholic Church by the *Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church*. Written evidence of their baptism and reception into full communion with the Catholic Church can be obtained 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).

WRITTEN EVIDENCE OF BAPTISM

The Governing bodies of Catholic schools and Boards of Directors of Catholic Academies will require written evidence in the form of a Certificate of Baptism or Certificate of Reception before applications for school places can be considered for categories of "Baptised Catholics". A Certificate of Baptism or Reception is to include: the full name, date of birth, date of Baptism or Reception, and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of Baptism or Reception.

Those who would have difficulty obtaining written evidence of Catholic Baptism/Reception for a good reason, may still be considered as Baptised Catholics but only after they have been referred to their

parish priest who, after consulting the Vicar General, will decide how the question of Baptism/Reception is to be resolved and how written evidence is to be produced in accordance with the law of the Church. Those who would be considered to have good reason for not obtaining written evidence would include those who cannot contact the place of Baptism/Reception due to persecution or fear, the destruction of the church and the original records, or where Baptism/Reception was administered validly but not in the Parish church where records are kept.

Governors and Boards of Directors may request extra supporting evidence when the written documents that are produced do not clarify the fact that a person was baptised or received into the Catholic Church, (i.e. where the name and address of the Church is not on the certificate or where the name of the Church does not state whether it is a Catholic Church or not.)

For the purposes of this policy, a looked after child (see Note 3) living with a family where at least one of the parents/carers is Catholic will be considered as Catholic.



Blessed Edward Oldcorne Catholic College

Admission Arrangements for the academic year 2024/2025



Supplementary Information Form

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed in the school's published admission policy. The school 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 Our Lord Jesus Christ. As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an application who is not Catholic to apply for and be admitted to a place at the school in accordance with the admission arrangements.

Child's Surname:	
Child's First Name(s):	
Address:	
Contact number:	

Please tick the appropriate boxes below:

Is the above named child a Baptised Catholic or have they been received into the Catholic Church?	Yes*		No	
Is the certificate of Catholic Baptism or Reception into the Catholic Church attached?	Yes		No*	

*A Certificate of Catholic Baptism or Reception into the Catholic Church is required in order for the Governing Body to give the correct priority to an application. Failure to provide evidence of Catholic Baptism or Reception in the Church may affect the oversubscription criterion that the child's name is placed in.

Please note that as well as completing this Supplementary Information Form, **parents must also complete the Local Authority's Common Application Form** in order for the application to be complete. This Supplementary Information Form is only for school use and is, in conjunction with the Local Authority's Common Application Form, to enable the Governing Body to rank applicants using the published oversubscription criteria: This Supplementary Information Form must be returned directly to Blessed Edward Oldcorne Catholic College at Timberdine Avenue, Worcester, WR5 2XD by 31st October 2023.

Please note that this is NOT the local authority's Common Application Form. As well as completing this Supplementary Information Form and returning it directly to the school, you MUST also complete the local authority's Common Application Form otherwise your application will be deemed incomplete and therefore invalid.

In compliance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018, we wish to ensure that you are aware of the purpose for which we collect and process the data we have asked for on this form.

1. We are Blessed Edward Oldcorne Catholic College at Timberdine Avenue, Worcester, WR5 2XD
2. Being a Catholic education provider, we work closely with the School's Diocesan Authority, the School's Trustees, the Local Authority, the Birmingham Diocesan Education Service and the Department for Education and may share the information you provide on this application form if we consider it necessary in order to fulfil our functions.
3. The person responsible for data protection within our school is Mr Paul Edmunds and you can contact them with questions relating to our handling of the data. You can contact them by emailing office@blessededward.co.uk
4. We require the information we have requested for reasons relating to our functions as the admission authority of the school.
5. It is necessary for us to process personal data for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6(1)(e) of the GDPR).
6. To the extent that you have shared any special categories of data this will not be shared with any third parties except as detailed in paragraph 2 above, unless a legal obligation should arise.
7. It is necessary for us to process special category data for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6(1)(e) of the GDPR). Additionally processing is necessary for reasons of substantial public interest on the basis of Union or Member State law which is proportionate to the aim pursued and which contains appropriate safeguards (Article 9(2)(g) of the GDPR).
8. If the application is successful, the information you have provided on this will be migrated to the school's enrolment system, and the data will be retained and processed on the basis of the school's fair processing notice and data protection policies which apply to that data.
9. If the application is unsuccessful, the application form and any documents submitted in support of the application will be destroyed after a period of 12 months. The school may keep a simple record of all applications and their outcome as part of their permanent archives in accordance with the school's data retention policy.
10. To read about your individual rights you can refer to the school's fair processing notice and data protection policies.

11. If you wish to complain about how we have collected and processed the information you have provided on this form, you can make a complaint to our organisation by writing to Clerk to Governors at Blessed Edward Oldcorne Catholic College, Timberdine Avenue, Worcester, WR5 2XD. If you are unhappy with how your complaint has been handled, you can contact the Information Commissioner's Office via their website at ico.org.uk

I confirm that I have read the Admissions Policy of the school and that the information I have provided is correct. I understand that I must notify the school immediately if there is any change to these details and that, should any information I have given prove to be inaccurate, the governing body may withdraw any offer of a place even if the child has already started school.

Signed
Date.....

Print Name