

St Hedda's R.C. Primary School

Admissions Policy 2017-2018

St Hedda's is a Roman Catholic, Voluntary Aided Primary School established to serve the parishes of St Heddas, Egton Bridge, Our Lady's Lealholm, and St Anne's, Ugthorpe. It also offers places for children whose parents wish to educate their children in a Christian atmosphere.

The admission number for the Reception Year 2017-2018 is 7 pupils.

Children are normally admitted to the school at the beginning of the school year in which they reach their fifth birthday. (ie: children who have their 4th birthday on or before 31st August 2017 may be admitted to start school in September 2017.)

The governing body acting in accordance with the Code of Practice, Middlesbrough Diocese and in consultation with the Local Education Authority is responsible for admissions to this school.

Application Procedures and Timetable

Applications can be made on line at www.northyorks.gov.uk/admissions. A paper form can be requested from the Admissions Team 01609 533679 by the date to be agreed with the LEA. Help completing this form can be found within the Local Authority's 'Guide for Parents'. North Yorkshire LEA will send the school details of those children whose parents have expressed a preference for St Hedda's School. They will also notify parents on behalf of the governors in the Spring Term 2017, as to whether or not their child has been allocated a place.

Unsuccessful applicants will be given reasons related to the over subscription criteria listed below and advised of their right of appeal to an independent appeal panel. Parents will be required to complete a supplementary information form to be returned to the school to enable the governors to apply their admission criteria.

A waiting list will be maintained in line with the oversubscription criteria. Following the offer date should an application be received from a child with a higher priority as determined by the over subscription criteria, he/she will be placed on the list above those with a lower priority.

In the event of over subscription, the Governing Body will offer places in accordance with the order of priority set out below.

Admission Criteria

1. Looked after children for whom a place is requested by the relevant person or authority.
2. Catholic children who reside in the parishes of St. Hedda's, Egton Bridge, Our Lady of the Sacred Heart, Lealholm and St. Anne's, Ugthorpe.
3. Catholic children who reside in other parishes.
4. Siblings of children attending St. Hedda's School at date of admission (Sept 2017)
5. Other applicants who wish to have their children educated in a Catholic school and who are in sympathy with the Catholic ethos.

6. All other applicants not in the above categories.

Definitions

1. "Looked after children" are children who are in the care or interim care of a Local Authority, pursuant to S31 and 38 of The Children Act 1989 or children who are accommodated by the Local Authority, pursuant to S20 of The Children Act 1989.
2. In the context of the admissions policy "catholic children" means those who have declared their religion as Catholic on the county admissions form.
3. A "sibling" is defined as a brother or sister with at least one shared parent living in the same household where that sibling will be on the school register at the start of the academic year for which admission is requested.

Waiting List

Parents whose application is not successful will be placed on a waiting list. Places on the waiting list will be in the same order as the oversubscription.

Appeals Procedure

Parents have the right of appeal against the 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 14 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.

Pupils with a Statement of Special Educational Needs

There is a different procedure for the admission to school of children with Statements of Special Educational Needs. It is administered by the Local Education Authority in whose area the family lives. The Local Education Authority is responsible for issuing the statement and consulting parents and the Governing Body of the school, if a preference has been made for St. Hedda's, before the school is named in the statement. If the school is named in the Statement the child will be admitted. This is not an over subscription criteria.

Admission Arrangements

Parents can request that the date their child is admitted to the school is the September following their fourth birthday, deferred until later in the school year or until the child reaches compulsory school age in that year.

Parents can request that their child attends part-time until the child reaches compulsory school age.

This Admissions Policy is subject to annual review.