



CATHOLIC PRIMARY SCHOOL

A PLACE OF EDUCATIONAL EXCELLENCE  
WITH CHRIST AT ITS CENTRE

Main Street,  
Aston-le-Walls,  
Daventry,  
Northamptonshire  
NN11 6UF

T: 01295 660258

E: [head@stmarys-pri.northants-ecl.gov.uk](mailto:head@stmarys-pri.northants-ecl.gov.uk)

W: [www.stmarysrc-astonlewalls.co.uk](http://www.stmarysrc-astonlewalls.co.uk)

### Admissions Policy

*St. Mary's Catholic Primary School, Aston Le Walls exists to provide education according to the doctrine and practices of the Roman Catholic Church to Catholic\* children whose families live in the Diocese of Northampton and are members of the parishes of The Sacred Heart and Our Lady, Aston Le Walls and St Augustine's Daventry. St Mary's Catholic Primary School also serves the wider catholic community and accepts Catholic children from the surrounding area of Northamptonshire, Oxfordshire and Warwickshire whose parents\* are members of other Dioceses/parishes. Children who have a Statement of Educational Needs naming St Mary's will be admitted in accordance with the regulations and policy of the Local Authority.*

*Applicants wishing to be considered under the school's faith criteria (1-5) should also complete the Supplementary Information Form (SIF) available from the school on request (email [head@stmarys-pri.northants-ecl.gov.uk](mailto:head@stmarys-pri.northants-ecl.gov.uk)). This should be returned to the school along with a copy of the child's baptismal certificate by 15<sup>th</sup> January. Although these forms are not mandatory, if one is not received we not be able to consider the applicant under these first 5 criteria. The application will be considered under admission criteria 6-9.*

*In February/March NCC send the names of all children who have named St Mary's on their application. In the event of over subscription, the Admissions Committee apply the above criteria. The names of all the children in order of criteria priority are sent back to NCC who inform parents if they have been allocated a place at St Mary's.*

*Our published admission number is 15 per year group. When the school receives more applications than this, children will be offered places in order of priority, according to the following categories:*

- 1. 'Looked after' Catholic\* children.**
- 2. Catholic siblings\* of present pupils.**
- 3. Catholic children living\* in the Catholic Parish\* of Aston Le Walls.**
- 4. Catholic children living in the Catholic Parish of St Augustine's. Daventry.**
- 5. Catholic children living in other parishes.**

If there are places vacant after the above criteria have been followed, the Governors will admit children in the following order of priority:

- 6. Other 'looked after' children.**
- 7. Other siblings of present pupils.**
- 8. Children living in the local authority parish of Aston Le Walls.**
- 9. Children living elsewhere.**

Where there is a tie for places within any one category, applications will be determined by the proximity of the child's home to the school as defined by the local authority. If two or more applications cannot otherwise be separated and there is only one place available, a random allocation process will be used to determine who should be allocated the place.

### **\*Definitions**

Catholic – baptised in accordance with the rites of the Catholic Church or enrolled in a baptismal programme.

**Looked after children are children** who, at the time of making an application to a school, are:

- In the care of a local authority, or
- Being provided with accommodation by a local authority in exercise of its social services functions

**Previously looked after children** are children who were looked after, but ceased to be so because they:

- Were adopted under the Adoption Act 1976 or the Adoption and Children Act 2002, or
- Became subject to a child arrangements order, or
- Became subject to a special guardianship order

### **Siblings:**

A sibling is defined as a child's brother or sister. A sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify under this criterion.

For School Admissions purposes, the term sibling includes:

- half-brothers and half-sisters
- step-brothers and step-sisters
- adopted children
- children in foster care
- children living in the same family unit, even if they are not biological brothers and sisters – for example when the parents are not married/in a civil relationship.

Cousins are not regarded as siblings.

### **Defined Area (also known as linked or designated area/village):**

#### **The defined area for the school is:**

Aston le walls and the Parish boundaries - as defined by the Diocese of Northampton

#### **Home Address (Child's):**

The child's home address is defined as the address at which the child normally resides with their parent/carer at the time of application. If a child lives with parents who are separated, the home address will be treated as the place where the child sleeps for most of the school week (i.e. Sunday night – Thursday night inclusive).

If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address before we can process the application.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned.

Parents who wish to appeal against the decision of the Governors to refuse their child a place in St Mary's should apply in writing to the Chair of Governors. Appeals are heard by an independent panel.

**Mrs Rebecca Iley Chair of Governors**

**St Mary's Catholic Primary School**

**Main Street**

**Aston le Walls**

**NN11 6UF**

[rebecca.iley@stmarysalw.net](mailto:rebecca.iley@stmarysalw.net) (Letters can also be sent electronically).

### **Requests for admission outside the normal age group (Summer Born)**

Parents/carers who wish to apply for a place in Reception out of the normal age group, should make their request to delay their application in writing to the school in the first instance *this can be sent via email to [head@stmarys-pri.northants-ecl.gov.uk](mailto:head@stmarys-pri.northants-ecl.gov.uk)*. The request should be accompanied by reasons for such a request and should be made by 1 December of the year prior to the year the child should enter Reception if they had not requested to delay applying. This will ensure that if the admission authority does not agree to the request, there is still time for parents/carers to submit an application for the normal year of entry by the statutory deadline (15<sup>th</sup> January). The admission authority will make a decision on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of:

- the parent's/carer's views;
- information about the child's academic, social and emotional development;
- where relevant, the child's medical history and the views of a medical professional;
- whether the child has previously been educated out of their normal age group;
- whether the child may naturally have fallen into a lower age group if it were not for being born prematurely;
- the Head teacher's views.

What happens next?

The Admission Authority will inform the parents/carers of its decision on the Year group the child should be admitted to when they have to start school (i.e. Reception or Year 1) and will set out clearly the reasons for their decision.

- If the Admissions Committee agrees to the parent's/carer's request to delay the application for a Reception place, they will inform the local authority and the parents/carers will then need to make an application for a place in Reception in the normal round of admissions in the following academic year.

Please note – in this following normal admissions round, if the School is oversubscribed, all applications (including delayed applications) for the School will be ranked in accordance with the School's oversubscription criteria. If the application is not successful, parents/carers will have the right to appeal but, as the purpose of the appeals process is to consider whether a child should be admitted to a particular school, parents/carers do not have a right of appeal if they have been offered a place and it is not in the year group they would like;

- If the Admissions Committee does not agree to the application being deferred, there is no right of appeal against that decision and the parents/carers will need to make an application to the local authority for a place in Reception by 15 January or make an in-year application for a Year 1 place at the appropriate time.

### **Requests for admission outside the normal age group (Not Summer Born)**

Parents/carers may seek a place for their child out of their normal age group. They must put their request in writing to the school *this can be done via email to [head@stmarys-pri.northants-ecl.gov.uk](mailto:head@stmarys-pri.northants-ecl.gov.uk)*

The Admission Authority of the school will consider the request and make a decision on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of:

- the parent's/carer's views;
- information about the child's academic, social and emotional development;
- where relevant, the child's medical history and the views of a medical professional;
- whether the child has previously been educated out of their normal age group;
- whether the child may naturally have fallen into a lower age group if it were not for being born prematurely;
- the views of the Head teacher of the school concerned.

The Admission Authority of the school **MUST** set out clearly for parents the reasons for their decision about the year group a child should be admitted to.

Parents/carers do not have a right to appeal if they are offered a place at the school but it is not in their preferred age group.

