

ADMISSION POLICIES OF VOLUNTARY AIDED SCHOOLS

The following are the oversubscription criteria for the Voluntary Aided Schools within the County of Herefordshire. The decision on admissions is the responsibility of the Governors, not the Local Education Authority.

Parents are therefore advised to refer to the school prospectus, which may provide additional information about the admission arrangements.

The Bishop of Hereford's Bluecoat (PAN 236) – this figure also includes children statemented under the Education Act 1996

Special Needs: pupils with a Statement of Special Educational Needs, which names the school and those pupils in receipt of banded funding where the Local Authority believes, in consultation with the Governors, that a particular school should be named will be offered before the criteria below (see footnote ¹).

1. **“Looked After”:** pupils in the “Looked After” system and children who are adopted, where the approved agencies, in consultation with the Governors, agree that the school is the most appropriate to meet the child’s needs.
2. **Open Place - Catchment:** Available to children ordinarily resident within the designated area:
 - Tupsley, south of the Ledbury Road and east of the Eign Brook (the centre of the road and the brook being the boundary).
 - The designated civil parishes of Hampton Bishop, Mordiford, Fownhope, Woolhope, Lugwardine/Bartestree and Dormington.
3. **Church Place:** Available to children of families resident within the Archdeaconry of Hereford and actively involved in the worship, life and work of a Christian Church (see footnote ²), supported by the endorsement of the parish priest or minister of that church (see footnote ³). Family involvement with the Church will be assessed according to the following three definitions:
 - **At the heart of the Church** – a regular worshipper. This might normally mean one who worships usually twice a month. To accommodate difficult patterns of work and family relationships account will be taken of weekday worship. The worshipper could be the child for whom application is made or one or both parents.
 - **Attached to the Church** – a regular but not frequent worshipper, by which is meant one who usually attends a monthly family or church parade service or is regularly involved in a weekday church activity including an element of worship.
 - **Known to the Church** – an occasional worshipper, someone who is perhaps known through a family connection, or one or more of whose family would be involved in some church activity, such as a uniformed or other church organisation.

(Further details are available on the Church information form.)

¹ This is the first priority because the Governors must comply fully with the Statement of Special Educational Needs.

² For the purposes of this policy “A Christian Church” is taken to mean an organised body subscribing to the Doctrine of the Trinity and which is either a member of a local Christian Council/Council of Churches or is affiliated to “Christians Together in England”. (Further information is available by contacting the school direct)

³ An SA1 must be completed together with a general information sheet for Church Place applicants. This form is available from your local Minister and should be completed with their assistance.

4. **Open Place – Sibling:** Children resident outside the designated area who have brothers or sisters (see footnote ⁴) currently attending the school and will still be registered pupils at the time of admission.
5. **Open Place – Feeder School:** Children resident outside the designated area who nevertheless attend one of this school’s feeder primary schools (St Paul’s, Hampton Dene, St Mary’s Fownhope, Mordiford and Lugwardine).
6. **Open Place:** Children with exceptional medical, social or compassionate grounds for admission and whose parents can show that entry to the school is necessary for the well being of their child. Parents are required to produce a medical certificate or other appropriate information preferably from an independent source.
7. **Open Place – other:** Children who live closest to the school by the shortest available walking route (see paragraph 7.1 of the Information for Parents Booklet for details of how walking distance is measured). (See footnotes⁵)

Applicants should complete the Local Authority application form (SA1) but, in addition, Church place applicants should complete a green Church information form, which can be obtained from the parish priest or minister of your Church who will endorse the form. The Church form should be forwarded with the SA1 to the Local Authority. Parents must apply for an Open place or Church place but not both.

St Mary’s R.C. High (PAN 135) – this figure also includes children statemented under the Education Act 1996.

Oversubscription Criteria

In the event of any category being oversubscribed the governors will use a ‘tie-breaker’ of the shortest practical walking route.

Children who have a Statement of Special Educational Needs, which names the school, will be offered before the below criteria.

1. Baptised Roman Catholic children who have a special reason for admission e.g. children in the ‘looked after system’. Applications for admission by Baptised Roman Catholic children on social, physical or medical grounds will be at the discretion of the Governing Body. Applicants are required to produce a medical certificate or other appropriate supporting information at the time of the application.
2. Baptised Roman Catholic children in the three designated feeder primary schools, with application form signed by their Parish Priest.
3. Baptised Roman Catholic children in other schools with a Certificate of Baptism and application form signed by their Parish Priest.
4. Other Christian denominations whose parents wish their children to receive a Christian education and who have a special reason for admission e.g. children in the ‘looked after system’. Applications for admission by other Christian denominations on social, physical or medical grounds will be at the discretion of the Governing Body.

⁴ See the definition of “Sibling” in Chapter 3 of the Information for Parents Booklet.

⁵ In the event of Category 6,7, or 8 being oversubscribed the Governors will use a “tie breaker” of the measured distance to school as defined in Category 15.

Applicants are required to produce a medical certificate or other appropriate supporting information at the time of application.

5. Pupils who have a brother or sister at St Mary's at the time of admission
6. Other Christian denominations whose parents wish their children to receive a Christian education, and who are in attendance at one of the three Herefordshire designated feeder primary school and who have a letter of support from a Minister of Religion or Religious Leader.
7. Other Christian denominations whose parents wish their children to receive a Christian education and who have a letter of support from a Minister of Religion or Religious Leader.
8. Other Christian denominations where the Governors are satisfied that the ethos and Christian teaching of the school is of prime importance to those making the application.
9. Other Christian denominations whose parents wish their children to receive a Christian education and who have a letter of support from a Head Teacher, Scout/Guide Leader or a person in a Position of Responsibility.
10. Pupils who live nearest to the school by the shortest practical walking route.

For the purpose of the Policy, other Christian denominations under categories 5-10 of the admissions criteria means a 'Christian Church', which is an organised body subscribing to the Doctrine of The Trinity, which is either a member of a local Churches/Christians Together or affiliated to 'Churches Together in England'.

Waiting List

Those applicants who at the time of applying are not Catholic but who are later received into the Catholic Church, will then be placed at the top of the waiting list in their appropriate category, provided that they fulfil the criteria as above and provide a letter of support or signature of the Parish Priest together with evidence of Baptism/Conversion.

Late or Incomplete Applicants

Catholic applicants who make late or incomplete applications to the school will be placed on the waiting list for admissions, after those other applicants who may have converted to the Catholic faith as described above. Also, provided that they fulfil the criteria, the application form is signed by the Parish Priest and, if not in a feeder school, they provide evidence of Baptism.