

### ADMISSION POLICIES OF VOLUNTARY AIDED SCHOOLS

The following are the oversubscription criteria for the Voluntary Aided, Academy and Foundation 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.

Appeals for each schools are to be sent directly to c/o The Governors of the schools.

**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 <sup>1</sup>).

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 supported by the endorsement of the parish priest or minister of that church. Family involvement with the Church will be assessed according to the following three definitions:
  - **At the heart of the Church.**
  - **Attached to the Church**
  - **Known to the Church** – *(Further details are available on the Church information form.)*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 a member of a local Christian Council/Councils of Churches or is affiliated to 'Christians Together in England'.
  
4. **Open Place – Sibling:** Children resident outside the designated area who have brothers or sisters currently attending the school and will still be registered pupils at the time of admission. ‘sibling’ is defined as:
  - Full or half brother or sister
  - A step brother or sister
  - An adoptive brother or sister
  - Children or parents who are married or cohabiting, where the parents and children live together in the same family household

- 5 **Open Place – Feeder School:** Children resident outside the designated area who nevertheless attends 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.

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. In 2009/2010, 235 places were offered. There were 228 first preference applicants.

**St Mary's R.C. High (PAN 150)** – this figure also includes children statemented under the Education Act 1996.

**Please Note:**

All applicants to St. Mary's must complete a form SA1 (available from the Local Authority), together with the school's own application form. This form is available from St. Mary's.

**Oversubscription Criteria**

In the event of over-subscription, applications will be considered in the following order of priority.

1. Baptised Roman Catholic children in the care system.
2. Baptised Roman Catholic children who have a special reason for admission on social or medical grounds. Admission will be at the discretion of the Governing Body. Applicants are required to produce a medical certificate or written evidence from an appropriate professional, such as a social worker, doctor or priest.
3. Baptised Roman Catholic children who are in attendance at one of the three designated Catholic primary schools.
4. Baptised Roman Catholic children in other schools.
5. Children who will have a brother or sister at St Mary's at the time of admission.
6. Children who are in attendance at one of the three designated Catholic primary schools.
7. Children of other Christian denominations in the care system.
8. Children of other Christian denominations who have a special reason for admission on social or medical grounds. Admission will be at the discretion of the Governing Body. Applicants are required to produce a medical certificate or written evidence from an appropriate professional, such as a social worker, doctor or religious minister.
9. Children of other Christian denominations who attend church regularly and whose parents/guardians support the Catholic ethos of the school.
10. Children of other Christian denominations whose parents/guardians support the Catholic ethos of the school and who have the support of a Christian minister.

11. Other children in the care system.

12. Other children who have a special reason for admission e.g. on social, physical or medical grounds. Admission will be at the discretion of the Governing Body. Applicants are required to produce a medical certificate or written evidence from an appropriate professional, such as a social worker, doctor or religious minister.

13. All other children

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

## **Notes**

### **Roman Catholic Children**

"Baptised Roman Catholic Children" means children who have been baptised in the Roman Catholic Church and children who have been baptised into another Christian denomination and later received into the Catholic Church.

Applications from Roman Catholic children should be accompanied by the school's application form completed by parents/guardians and verified by the applicant's Parish Priest or the Priest responsible for the church normally attended by the applicant.

Evidence of baptism or reception into the Catholic Church should be made available to the Priest verifying the application form.

### **Other Christian denominations**

"Other Christian denominations" means membership of a 'Christian Church', which is an organised body subscribing to the Doctrine of The Trinity.

Applications from children of other Christian denominations should be accompanied by the school's application form completed by parents/guardians and a recognised Christian minister.

A child will be considered to attend church regularly if he/she has been attending church at least monthly during the 12 months immediately before the date on the application form.

### **Incomplete Applications**

Applicants who make incomplete applications to the school will be placed in category 13.

### **Designated Catholic Primary Schools**

Our Lady's Roman Catholic Primary School, Hereford  
St Francis Xavier Roman Catholic Primary School, Hereford  
St Joseph's Roman Catholic Primary School, Ross-on-Wye

### **Brother or Sister**

The definition of a brother or sister is:

- A brother or sister sharing the same parents

- Half brother or half sister, where two children share one common parent
- Step brother or step sister where two children are related by a parent's marriage
- Adopted or fostered children

### **Late Applications**

31<sup>st</sup> October 2010 and 11<sup>th</sup> February 2011 (final allocation list) it is likely that late applications will be received. Applications will be accepted on the understanding that the delay was reasonable, for example a family moving into the area. Because the individual circumstances will vary from application to application the Governing Body will decide what is reasonable. Applications received after 11<sup>th</sup> February 2011 will be placed on a waiting list based on the oversubscription policy.

## **Wigmore High Foundation School (PAN 90)**

The Governing Body will be responsible for the schools admissions criteria. Wigmore School will work in collaboration with the Local Authority in ensuring strict adherence to the national Code of Practice for Admissions within the local context. The school will exercise the right of a Foundation School, within the remit of the Code of Practice, to establish its own admission preferences for students. Pupils will be offered a place on the basis of the following ranked criteria.

1. Statemented children whose statement names the school.
2. Looked after children
3. Siblings of pupils already attending the school
4. For admissions to Wigmore High School, children who are pupils of Wigmore Primary School.
5. Children who live in the catchment of Wigmore and Wigmore High Schools.
6. Children who are attending one of the feeder Primary Schools (Kingsland, Leintwardine, Orleton, Shobdon)
7. Any other children.

Distance from school, by the shortest available walking route by road or made up footpath, will operate as the tie break should the school be over-subscribed from any of its designated priorities.

## **The Hereford Academy ( PAN 180 )**

The Academy has 180 planned admission places available. If there are more applicants than places, specific criteria apply. These given below

- Those with SEN statements issued by Herefordshire Local Authority naming the Hereford Academy as the chosen school
- Looked After Children resident within the Academy's catchment area
- Children residing within the Academy's catchment area.

- A children that has a brother or sister attending the Academy at the time of admission.
- A child that has special reasons for admissions. This reason will be probably be a medical, physical or social nature and production of a medical certificate or other appropriate information is required. Parents claiming such special reasons must inform the **Hereford Academy Admissions Panel** in writing at the time of the application and attach any supporting documentation **that will provide evidence for the panel to consider.**
- A child that lives nearest to the school by the shortest available walking route.