

St Mary’s RC Primary School

Admissions Policy

1 September 2024-2025

St Mary’s R.C. Primary School is established in the Diocese of Salford and is maintained to by the Rochdale Local Authority as a Voluntary Aided School to form, in partnership with home and parish, an integral part of that local Catholic faith community which bears the mission of the Church to embrace the gospel of Christ, to live by its values, and to proclaim Christ as the light of all peoples. A key role of the school is to assist parents of baptised Catholics to fulfil the responsibilities taken on at their child’s baptism. By striving to be a Christ-centred community providing excellent education, the school will also play its part in the witness and mission of Our Lady’s Church.

St Mary’s Governing Body is the Admissions Authority and is responsible for taking judgments on applications for admissions. For the academic year commencing September 2024, the Governing Body has set its planned admission number at 60.

Admissions to the school will be made by the Governing Body in accordance with all preferences listed on the Local Authority preference form. They will be considered on an equal basis following a priority order where there are more applications for admissions than the school has places available at the time of application.

The school is conducted in accordance with the rites, practices and observances of the Roman Catholic faith. Admissions to the school, including the Nursery, will be made subject to the following criteria in order of priority with an admissions level of 60.

**Criteria**

1. Baptised Roman Catholic Looked After Children and previously Looked After Children
2. Baptised Roman Catholic children who have a sibling in the school at the time of Admission
3. Baptised Roman Catholic children resident in the parish of Our Lady of the Assumption
4. Baptised Roman Catholic children resident in other parishes
5. Other Looked After Children and previously Looked After Children
6. Other children who have a sibling in the school at the time of Admission
7. Other children

**How to Apply**

For further details, please contact school on 0161 643 7594 or e-mail [office@st-mrc.co.uk](mailto:office@st-mrc.co.uk)

**Primary notes**

a) All applicants will be considered at the same time and after the closing date for Admissions.

b) A Looked After Child is a child who is:

* in the care of a Local Authority, or
* being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989.
* A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.

c) For a child to be considered as a Roman Catholic evidence of such baptism will be required.

d) It is the duty of Governors to comply with regulations on class size limits at Key Stage 1. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted.

e) If in any category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be measured in a straight line from the front door of the child’s home address (including the community entrance to flats) to the main entrance of the school using the Local Authority’s computerised measuring system with those living nearer to the school having priority.

As a Voluntary Aided School, the Governing Body is the Admissions Authority and is responsible for taking decisions on applications for Admissions. The co-ordination of Admissions arrangements is undertaken by the Local Authority. For the school’s year commencing September 2023, the Governing Body has set its Admissions number at 60.

Admissions to the school will be made by the Governing Body. All preferences

listed on the Local Authority Preference Form will be considered on an equal basis with the Admissions Criteria forming a priority order where there are more applications for Admissions than the school has places available.

If there are two or more applicants for the last place/s to be allocated, a random lottery will be carried out in a public place.

f) Where a child lives with parents with shared responsibility, each for part of a week, the child’s ‘permanent place of residence’ will be determined as the address of the parent who normally has responsibility for the majority of school days in a week.

g) Sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent / carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

h) A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. Parents will be informed of their child’s position on the waiting list which will not be operated for longer than the end of the Autumn Term.

i) For ‘In-Year’ applications received outside the normal Admissions round and if places are available then children qualifying under the published criteria will be admitted. Direct application to the school can now be made under this heading. If there are places available but more applicants than places, then the published oversubscription criteria will be applied.

j) If an application for Admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on all parties.

k) Parents can request that the date their child, if below compulsory school age, is admitted to school is deferred to later in the school year or until the term when they reach compulsory school age.

l) Deferred entry to school, all children are entitled to a full-time place in the September following their fourth birthday. Parents can defer the date their child is admitted to school until later in the school year, but not beyond the point at which they reach compulsory school age, or for children born between 1st April and 31st August, not beyond the beginning of the final term of the school year for which the offer is made. Where parents wish, children may attend part-time until later in the school year, but not beyond the point at which they reach compulsory school age.

m) Admission of children outside their normal age group and admission of summer born children. The vast majority of parents are content to allow their children to start school in the September following their fourth birthday and the school's arrangements are based on that assumption. The parents of children born between 31 March and 31 August ('summer born' children) do however have the right to request that admission is deferred for a year. Any such application will be considered on its individual merits and a decision will be taken in the best interests of the child.

If you wish to seek a place outside of the child’s normal age group, you are invited to discuss the position with the Headteacher before the application is submitted.

The Admission Committee will take decisions on any such requests on the circumstances of each case.

If any of the admissions categories are over-subscribed a place will be allocated according to ease of access and proximity, taking into account the availability of alternative Roman Catholic and County schools.

The governing body reserves the right to admit children with proven and exceptional medical or social needs where admission to the school might best help satisfy those exceptional needs.

***If you object to our policy, you have right to contact the Head Teacher and make a complaint.***

***Appeals***

Parents of children who have not been allocated to their preferred school can appeal, in writing to: -

*The Secretary*

*Appeals Panel*

*Roman Catholic Primary Schools*

*Rochdale Education Committee*

*P.O. Box 70*

*Smith Street*

*Rochdale  
OL16 1YD*

***Addresses***

***Director of Education***

*Katie Charlton*

*Education Core Department,*

*P. O. Box 70,*

*Municipal Offices,*

*Smith Street,*

*Rochdale.  
OL16 1YD*

**Tel: Rochdale (01706) 647474**

***School Address***

*St. Mary’s R.C. Primary*

*Wood Street*

*Langley*

*Middleton*

*Manchester*

*M24 5GL*

**Tel: 0161 643 7594**

**e-mail:** [**office@st-mrc.co.uk**](mailto:office@st-mrc.co.uk)

***Head teacher:*** *Mrs Sarah Bollado*

***Chair of Governors:*** *Mrs Margaret Hyde*

*c/o St. Mary’s R.C. Primary*

*Wood Street*

*Langley*

*Middleton*

*Manchester*

Revised and adopted by the Governing Body

Date - 28 February 2023 Review Date - 1 February 2024