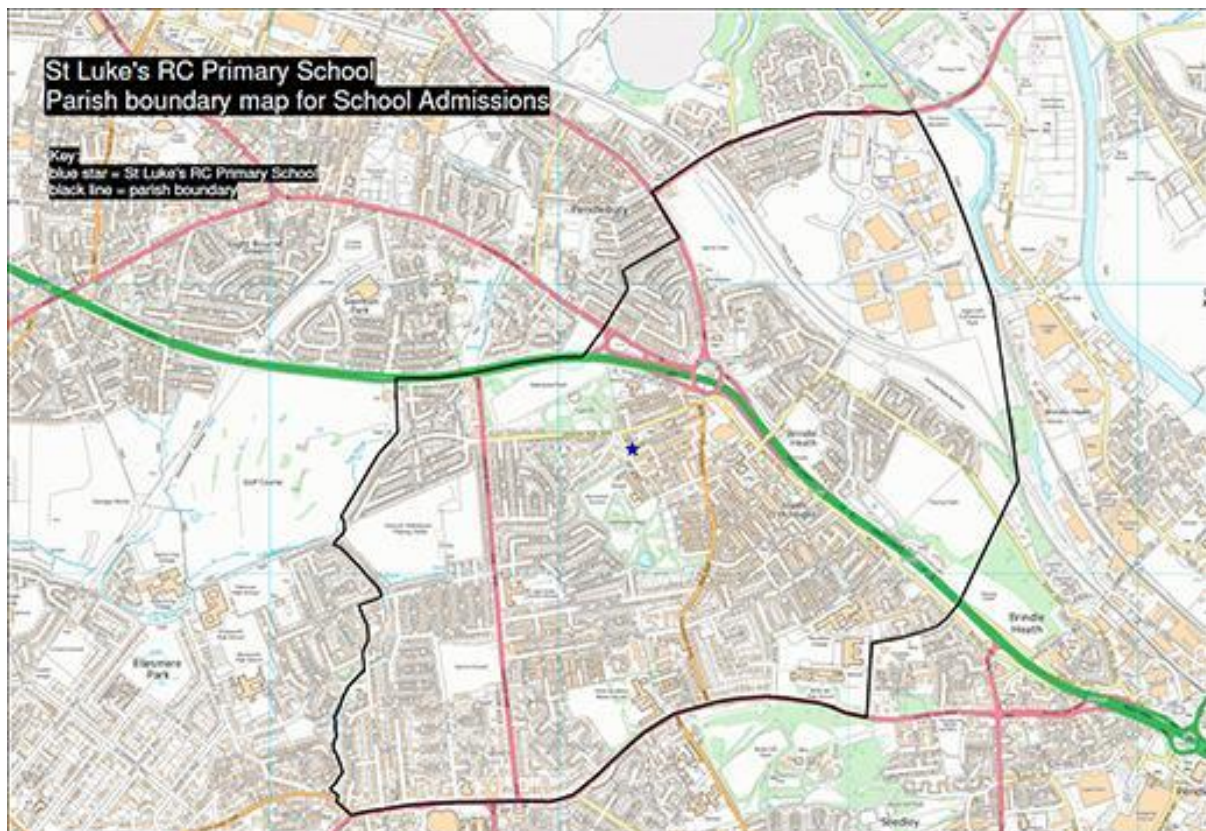


## ADMISSIONS POLICY

Map showing St Luke's RC Primary School catchment area, including part of the St Peter and Paul Diocesan Boundary. (click image to enlarge)



St Luke's is a Roman Catholic Primary School provided by the Diocese of Salford and is maintained by Salford Local Authority as a Voluntary Aided Primary School. The school's governing body is the admission authority and is responsible for taking decisions on applicants for admission. For the school year commencing 2015 / 2016.

The governing body's planned admission number is 60.

Admission to the school will be made by the governing body in accordance with the stated parental preferences it receives subject to the following criteria which will be used to form a priority order if there are more applications for admission than the school has places available.

1. Baptised Roman Catholic looked after children and previously looked after children.
2. Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and resident in the parish of St Luke's and the designated part of SS Peter and Paul.
3. Other baptised Roman Catholic children who are resident in the parish of St Luke's and the designated part of SS Peter and Paul.
4. Other baptised Roman Catholic children who will have a brother or sister attending school at the time of admission and resident in another parish.
5. Other baptised Roman Catholic children resident in another parish.
6. Other looked after children or previous looked after children.
7. Other children with a brother or sister attending the school at the time of admission.
8. Other children.

A brother or sister is defined as a natural brother or sister, or stepbrother or sister, or foster / adopted brother or sister who live in the same household and which is the child's genuine main residence.

## OVERSUBSCRIPTION

In the course of allocating places for children within 1 to 8 of the above criteria, it is possible that the school's admission number will be reached before all children within that criterion have been allocated places. If that happens all of the children within that criterion (but not children in higher criteria whose places will be assured) will be ranked according to distance from the school. Priority is given to children who live nearest the school. The distance is measured along a straight line between the home address and the school. The Local Authority using a Computer Package will carry out this exercise.

## NOTES

- All applicants will be considered at the same time by the admissions committee after the closing date for admissions.

- Parents must complete the common application form (CAF). Parents who wish their application to this Roman Catholic School to be considered against the priority faith criteria should also complete the supplementary form. If the school is oversubscribed failure to complete the supplementary form may result in your application for a place in this school being considered against lower priority criteria, as the governing body will have no information on which to assess the application on the basis of the applicant's baptism.
- Each Roman Catholic applicant will be required to produce a baptismal certificate with their original application.
- Parents / Carers should check carefully whether they are within the parish boundaries of St Luke's or the designated part of the parish SS Peter and Paul. To do so contact the school or resident parish.
- If an applicant for admission has been turned down by the Governing Body, parents / carers can appeal to an Independent Appeals Panel. This appeal must be sent in writing to the clerk to the Governors at the school within 20 days of notification of refusal. The parents / carers must give their reasons for appealing in writing. The decision of the Appeals Panel is binding on the Governors and the parents / carers.
- Admission arrangements to the Reception class are separate to those for the Nursery. Attendance at the Nursery does not give a child any guarantee of priority when it comes to consideration by the Governors of applicants for admission to the Reception class.
- 26 places are available in the Nursery and the Governors shall determine how many of these places are to be allocated on a full time or part time basis each year depending on the number of applicants.

## LATE APPLICANTS

Any application received after the closing date but before the offer of places will be deemed late and will only be considered after those received on time irrespective of category. The offer of a place will be decided in accordance with the published admission criteria. Any application received after the allocation of places will be considered as they are received.

