

Admissions Policy 2023-24

St Joseph's Catholic Infant School



I am special in God's eyes

We will be a happy, welcoming school with Christ at the centre, where everyone is recognised as special

"Do not be afraid for I have redeemed you;
I have called you by your name,
you are mine.

Because you are precious in my eyes,
because you are honoured and I love you."
Isaiah 43 : 2-5

Basic Information

St Joseph's Catholic Infant School is part of the St Thomas Catholic Academies Trust.

The school's Catholic ethos, 'Christ at the centre of all that we do' is set out in its Mission Statement. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic, to apply for and be admitted to a place at the school in accordance with the admission arrangements.

The Local Academy Committee of Governors of the school is responsible for determining and administering the policy relating to the admission of pupils to the school. It is guided in that responsibility by the requirements of the law, by the advice of the Trustees, and its duty to the school and the Catholic Community.

The LA is responsible for coordinating admissions to the Reception year and any in year admissions.

The Local Academy Committee of Governors, in accordance with legal requirements, has set as its planned admissions number 60 pupils per year for the school year commencing September 2023.

Parents wishing to apply for a place for their child in Reception year for the school year 2023-2024 must complete both the co-ordinated admission form and where evidence of faith is required, the Supplementary Information form for applying to a Buckinghamshire Catholic primary school.

The school primarily serves the Catholic parishes of Aylesbury.

The Local Academy Committee of Governors will give priority to the children in the following order:

Applicants will be admitted in the following category order once any children with an Educational Healthcare Plan (EHP) have been admitted

- A. Looked after children as defined by the LA, including previously looked after who were looked after but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or Special Guardianship Order), including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- B. Baptised Catholic children with siblings who attend St Joseph's Catholic Infant School or St Edward's Catholic Junior school at the time of admission who submit a supplementary form completed by their parish priest (or those currently attending a baptismal programme)
- C. Baptised Catholic children who submit a supplementary form completed by their parish priest (or those currently attending a baptismal programme)
- D. Other baptised Catholic children (original baptism certificate required)
- E. Siblings of other children who attend St Joseph's Catholic Infant School or St Edward's Catholic Junior school at the time of admission
- F. Children of staff
- G. Children from other Christian denominations who submit a baptism certificate or written support statement from their minister.
- H. Any other faiths with the written support of their minister of religion provided their parents are in sympathy with the Catholic ethos of the school.
- I. Any other applicant provided their parents are in sympathy with the Catholic ethos of the school.

Notes: For Categories B, C and D the school will require a copy of the Baptism certificate and where appropriate the Supplementary Information form completed by their parish priest/minister.

Within each category, where necessary, places will be allocated as follows:

- 1 Children who attend St Joseph's Pre-School at the time of application
- 2 Distance between the family's normal home address and the school's nearest entrance gate: closest first

Original Birth and any Baptismal certificates must be submitted to the school with the completed Supplementary Information form if applicable, by the published deadline.

ADDITIONAL INFORMATION

After the normal point of entry, the school will use the same admissions rules to prioritise entry to school and over and above this the school will work with the Local Authority to place any child who falls within the Fair Access Protocol.

All parents have the right to appeal against an unsuccessful application and details will be sent out with the decision letter.

Definition of terms

Catholic

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

Christian

All members of Churches Together in England and Wales are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis, at the time when admission decisions are made.

A list of member churches can be found on the CTBI's website <http://www.ctbi.org.uk>

Proof of church membership must be provided by the appropriate church leader.

Parent

This is defined in law (The Education Act 1996), as either:

- both natural parents as long as they were married to each other at the time of the birth, or have married each other since; or
- any person who has 'parental responsibility' for the child or young person (defined in Children Act 1989); or

Looked After

'A looked after child' or a child who was previously looked after, but immediately after looked after became the subject of an adoption, residence, or special guardianship order. A looked after child is a child who is a) in the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22 (1) of the Children Act 1989), as well as those children who appear (to the admissions authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

The Code offers definitions as follows:

- Adoption order: 'under Section 46 of the Adoption and Children Act 2002'
- Child Arrangements Orders: is an order setting the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children's Act 1989

A 'child arrangements order is one setting the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8 as amended by the Children and Families Act 2014, Section 14).

- Special guardianship order: ‘an order appointing one or more individuals to be a child’s special guardian (or special guardians) under Section 14A of the Children’s Act 1989

Sibling

By sibling we mean a brother or sister. This means a brother or sister of the whole or half blood, or any other child (including an adopted child) who permanently resides at the same address and for whom the parent also has parental responsibility.

For the main point of entry: Siblings of children who are attending the school or St Edward’s Junior School in Year R to Year 5 at the time the allocations are made, and are expected to be on the school roll or St Edward’s school roll at the proposed time of admission, or who have already been offered a place to start in the current academic year at either school.

For immediate in year admission after the normal point of entry: Siblings are people who are in Year R to Year 6 at the time of admission.

In the case of twins, if the school could offer only one child a place and there were twins (or higher multiples of birth) as the next allocation then the school would admit both (or higher multiples of birth) even if this goes above the admission number of the school.

Normal home address

By normal home address, we mean your child’s home address. This is your child’s address at the time you make the application for a place. We regard a child’s home address to be where he or she spends the majority of the school week (Monday to Friday, including nights). For further information, please see the Buckinghamshire Council Guide for Parents.

Proximity of home to school

The shortest possible route will be measured by the Buckinghamshire Council Geographical Information system. From September 2013 a straight line distance will be used.

Forms, including the Supplementary Information Form, and further information are available online at www.buckinghamshire.gov.uk