

# LARMENIER & SACRED HEART CATHOLIC PRIMARY SCHOOL



## ADMISSIONS POLICY AND CRITERIA NURSERY CLASS 2018-2019

Larmenier & Sacred Heart Catholic Primary School is a Voluntary Aided School, in the trusteeship of Westminster Diocese for the education of baptised Catholic children. Responsibility for the admission of pupils rests with the Governing Board. As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential the Catholic character of the school's education is fully supported by all families in the school. All applicants are therefore expected to give their full unreserved and positive support for the aims and ethos of the school.

The one intake throughout the autumn term is for children who have had their 3rd birthday prior to joining the Nursery Class.

### **Oversubscription Criteria**

Where there are more applications than places, places will be offered to children in the order set out below:

1. Catholic 'Looked After' children and Catholic children who have been adopted (or made subject to child arrangements orders or special guardianship orders) immediately after having been looked after.
2. A child baptised Catholic with a Certificate of Catholic Practice from a Catholic family resident in the parish of Brook Green. (Parish map included in Admissions pack)
3. A child baptised Catholic with a Certificate of Catholic Practice from a Catholic family resident in other parishes.
4. Other baptised Catholics.

The Governing Board will give top priority within each category (1-5) in the following numerical order:

1. Children who will have a sibling in the school in September 2018. For the purposes of this policy the word sibling is defined as brothers and sisters, step brothers and sisters, half brothers and sisters, adoptive brothers and sisters.
2. The proximity of the child's home to the school.  
Where the school becomes oversubscribed within any of the above categories priority will be given to those living nearest to the school. Distance will be measured using the shortest 'straight line' distance, from the 'seed point' (a central point) of the child's home address (including flats) to the main entrance of the school at 41a Brook Green, Hammersmith, London W6 7BL, using the local authority's computerised measuring system. For applicants from the same block of flats, or who live the same distance from the school, random selection by the drawing of lots in the presence of an independent witness will be used as the final tie-breaker. In circumstances where a carer or relative has legal guardianship, and is the main carer, a different address will be considered as the main residence. Evidence will be requested to support the arrangement.

Applications from twins, triplets or other children from multiple births will be treated with equal priority. Where the final place is offered to a child who has a twin/triplets etc. applying for a place in the same school year, these siblings will also be admitted.

## **Notes (these notes form part of the oversubscription criteria)**

*'Adopted'* - An adopted child is a child who is adopted under the terms of the Adoption and Children Act 2002 s.46 (adoption orders).

*'Baptised Catholic'* means Catholic families who have had their child baptised Catholic in accordance with current code of Canon Law 867. All applications must be supported by an original Baptismal Certificate.

BAPTISM Canon 867 - §1 Parents are obliged to see that their infants are baptised within the first few weeks. As soon as possible after the birth, indeed even before it, they are to approach the parish priest to ask for the sacrament for their child, and to be themselves duly prepared for it. §2 If the infant is in danger of death, it is to be baptised without any delay

*'Carer'* – is the person or persons who have legal responsibility for the child.

*'Catechumen'* means a member of the catechumenate of the Catholic Church. This is normally evidenced by a certificate/letter of reception into the order of catechumens.

*'Catholic'* means a member of a church in full communion with the See of Rome. This includes Eastern Catholic Churches. This will normally be evidenced by a certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church.

*'Certificate of Catholic Practice'* means a certificate issued by the family's parish priest (or the priest in charge of the church where the family attends Mass) in the form laid down by the Bishops' Conference of England and Wales. It will be issued if the priest is satisfied that at least one Catholic parent or carer (along with the child, if he or she is over seven years old) have (except when it was impossible to do so) attended Mass on Sundays and holy days of obligation for at least five years (or, in the case of the child, since the age of seven, if shorter). It will also be issued when the practice has been continuous since being received into the Church if that occurred less than five years ago. It is expected that most Certificates will be issued on the basis of attendance. A Certificate may also be issued by the priest when attendance is interrupted by exceptional circumstances which excuse from the obligation to attend on that occasion or occasions. Further details of these circumstances can be found in the guidance issued to priests [<http://rcdow.org.uk/education/governors/admissions>].

*'Child Arrangements Order'* - An order under the terms of the Children Act 1989 s.8 settling the arrangements to be made as to the person with whom the child is to live. A child 'looked after' immediately before the order is made, qualify in this category.

*'Looked after Child'* has the same meaning as in section 22 of the Children Act 1989, and means any child in care of a local authority or provided with accommodation by them (e.g. children with foster parents).

*'Parent'* – is the person or persons who have legal responsibility for the child.

*'Proof of Address'* - To ensure that the admissions policy is applied fairly, we reserve the right to request further documentation if there is a question concerning the validity of the address. If you are unable to provide the required proofs of residency as stated in the Nursery Application Form, please write to the School Admissions Committee explaining your reasons at the time of application. If we find that a place was offered on the basis of false information, we reserve the right to withdraw the place, even if the child has started school.

*'Resident'* – If you have a genuine 50/50 share care arrangement with your child's other parent it will be for you to determine which address will be used as the main address for your child's application. Only one address will be used throughout the application process.

*'Special Guardianship Order'* - An order under the terms of the Children Act 1989 s.14A which defines it as an order appointing one or more individuals to be a child's special guardian(s).

**The closing date for Nursery applications 2018-2019: Friday 20<sup>th</sup> April 2018**

**PLEASE NOTE: ADMISSION TO RECEPTION CLASS FOLLOWS A DIFFERENT POLICY AND INVOLVES A SEPARATE PROCEDURE.  
(See Reception Admissions Policy and Criteria)**