

**ADMISSIONS POLICY FOR
St John's School & Sixth Form College, A Catholic Academy
Durham
2016-17**

This Admissions policy has been formally adopted by the Governing Body of the above Catholic Secondary School in Durham.

The Governing Body is the Admissions Authority and is responsible for determining the school's admissions policy. The Planned admission number for **September 2016** is 209.

The Catholic partner schools are:

Blessed John Duckett Smith Street, Tow Law, DL13 4AU
Our Lady & St Thomas Cumberland Terrace, Willington, DL15 0PB
St Chad's Primary Witton Park, DL14 0EP
St Charles' Primary Durham Road, Tudhoe, DL16 6SL
St Cuthbert's Primary Church Hill, Crook, DL15 9DN
St Joseph's Primary Victoria Lane, Coundon, DL14 8NN
St Joseph's Primary Garburn Place, Newton Aycliffe, DL5 7DE
St Mary's Primary Birch Road, Barnard Castle, DL12 8JR
St Mary's Primary Central Avenue, Newton Aycliffe, DL5 5NP
St Wilfrid's Primary Murphy Crescent, Bishop Auckland, DL14 6QH
St William's Primary, Elwick Road, Trimdon Station, TS29 6JU

The Admissions Policy Criteria will be applied on an Equal Preference basis.

How and When to apply

Applications must be made on the Local Authority Common Application Form. All forms must be returned by the closing date set by the Local Authority.

Late Applications

Any applications received after the closing date will be accepted but considered only after those received by the closing date.

Oversubscription Criteria

Children who have an Education, Health and Care (EHC) plan or a statement of Special Educational Need where the school is named as the most appropriate educational setting for the child will be admitted.

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 3) that is, children who will have older brothers or sisters attending the school in September 2016)

1. Looked after Catholic Children in the care of a local authority or children that were looked after by the local authority and immediately after that became subject to adoption, child arrangements or special guardianship order (see definitions)
2. Catholic Children, who attend a Catholic partner primary school
3. Catholic Children, who attend another Catholic primary school
4. Catholic Children, who attend another primary school

5. Looked after children in the care of a local authority or children that were looked after by a local authority and immediately after that became subject to an adoption, child arrangements or special guardianship order (see definitions)
6. Children, who are baptised or dedicated members of other Christian Churches and attend a Catholic Primary school
7. Children of other Faith traditions (not included in 5 above), who attend a Catholic Primary school
8. Other children, who attend a Partner Catholic Primary school
9. Other children, who attend another Catholic Primary school
10. Children, who are baptised or dedicated members of other Christian Churches as recognised by Churches Together in England(see note 6) and do not attend a Catholic Primary school.
11. Children of other Faith traditions (not included in 5 above), who do not attend a Catholic Primary school
12. Other children who do not attend a Catholic Primary school.

If applicants are seeking admission under criteria 6, 7, 10 or 11 above, they will be asked for a letter of support to confirm their church membership from their minister or Faith leader.

ADDITIONAL NOTES

In assessing home to academy distance the measure will be by the shortest walking route. Routes are measured from the centre point of the pupil's house, or in the case of a flat from the centre point of the building, to the nearest academy entrance. A Geographic Information System (GIS) is used to identify and measure the shortest walking route. The GIS identifies routes on the Ordnance Survey Integrated Transport Network and Urban Paths Network, which are national recognised datasets. The routes include all man-made paths, i.e. those that are metalled or surfaced.

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will suffice.

2. Definition of Children in the care of a Local Authority

A looked after child is a child who is in the care of a local authority in accordance with section 22 of the Children Act 1989 at the time the application for admission to school is made and whom the local authority has confirmed will still be looked after at the date of admission.

3. Definition of an adoption order

An adoption order is an order made under section 46 of the Adoption and Children Act 2002.

4. Definition of a child arrangements order

A child arrangements order is an order outlining the arrangements as to the person with whom the child will live under section 8 of the Children Act 1989.

5. Definition of a special guardianship order

A special guardianship order is an order appointing one or more individuals to be a child's special guardian or guardians' (Section 14A Children Act 1989)

6. Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the school entrance will be the deciding factor. In assessing home to school distance the LA measures by the shortest walking route. Routes are measured from the centre point* of the child's house, or in the case of a flat from the centre point* of the building, to the nearest school site entrance. A Geographic Information System (GIS) is used to identify and measure the shortest walking route. The GIS identifies routes on the Ordnance Survey Integrated Transport Network (ITN) and Urban Paths Network (UPN), which are national recognised datasets. The LA will not include any other routes. In all cases the GIS identifies the route to be measured by connecting in a straight line the centre point* of the child's house to the closest point on the nearest route on the ITN/UPN.

* In accordance with the co-ordinates of the Basic Land and Property Unit on the National Land and Property Gazetteer.

8. Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to the Chair of Governors at the school address.

9. Home Address

It is the parental address which will be used in applying the admission criteria. This means that, when stating your choice of school, you should give the parental/guardian address at the time of application. The address of childminders or other family members who may share in the care of your child should not be quoted as the home address.

10. Waiting Lists

If your child has been refused admission, a waiting list is available where priority will be given according to the above criteria based on the information provided at the time of application. The waiting list will be maintained for the whole of the Academic Year by the school.

11. Application Information

Places will be allocated by strict application of the above criteria, with no reference to the date of application. Parents will be notified as to whether or not their child has been allocated a place on a date to be advised by Durham LA.