

Voluntary Aided School Admission Policies 2012/2013

The following voluntary aided schools operate the same oversubscription criteria, please note that the below policy applies to all schools listed in the table below:

School	PAN	Parish(es) Served
Sacred Heart	15	Sacred Heart, Byermoor
St Alban's	30	St Alban's, Pelaw
St Augustine's	45	St Augustine's, Felling
St Joseph's Blaydon	30	St Anne's, Winlaton & St Joseph's, Blaydon
St Joseph's Highfield	17	St Joseph's, Highfield & Our Lady of Lourdes, Chopwell
St Mary and St Thomas	30	St Mary & St Thomas Aquinas, Stella
St Mary's	30	St Mary's, Whickham & Immaculate Heart, Lobley Hill
St Oswald's	30	St Oswald's, Wrekenton
St Peter's	30	St Peter's, Low Fell & Our Lady of the Annunciation, Gateshead
St Philip Neri	16	St Philip Neri, Dunston, The Immaculate Heart, Lobley Hill
St Wilfrid's	17	St Wilfrid's, Gateshead

Admission policy 2012/2013

This admissions policy has been formally adopted by the governing bodies of the above Catholic primary schools in Gateshead. In each school the governing body is the admissions authority and is responsible for determining the school's admissions policy.

The planned admission number (PAN) for each school is given in the above table.

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. Parents applying to a voluntary aided Catholic school should also complete the supplementary information 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 a statement of **Special Educational Need** which names our school will be admitted to the school.

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main school.

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 children who will have older siblings attending the school in September 2012)

1. Catholic children in the care of a local authority.
2. Catholic children whose home address is within the parish(es) served by the school.
3. Catholic children whose home address is outside of the parish(es) served by the school.
4. Other children in the care of a local authority.

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5. Children, who are baptised or dedicated members of other Christian churches as recognised by Churches Together in England (see note 4).
6. Children of other faith traditions.
7. Other children.

If applicants are seeking admission under criteria 5 and 6 above, they will be asked for a letter of support to confirm their church membership from their minister or faith leader, or suitable equivalent.

Additional notes

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 criteria 1, 2 or 3 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 child, who is looked after by a local authority in accordance with Section 22 of the Children's Act 1989(b) at the time application for admission to the school is made and who the local authority can confirm, will still be looked after at time of admission to the school.

3. Definition of sibling

Sibling refers to 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.

4. Churches Together in England

(See www.churches-together.org.uk for further details on membership)

The Baptist Union
British Antiochian Orthodox Church

Cherubim and Seraphim Council of Churches
The Church of England
Church of God Prophecy
Church of Scotland (in England)
Congregational Federation
Coptic Orthodox
Council of African and Caribbean Churches
Council of Oriental Orthodox Churches
Ichthus Christian Fellowship
Independent Methodist Churches
Joint Council for Anglo-Caribbean Churches
Lutheran Council of Great Britain
The Methodist Church
United Reform Church
Wesleyan Holiness Church

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. Distance will be measured by a straight line from the front door of the child's home address (including flats) to the main entrance of the school, [using the local authority's computerised measuring system], with those living closer to the school receiving the higher priority.

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.

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.

A Parish boundary map is available for inspection at the Diocese, St. Cuthbert's House, West Road, Newcastle Upon Tyne, NE15 7PY

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 open until the last day of the autumn term.

Application information

It is very helpful to have an early indication of the number of children to be admitted to the reception class in the following September. However, it must be stressed that formal written applications for admission must be made on the form provided by the local authority and returned to them by the stated date. Places will then 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 2 April 2012.

Corpus Christi Catholic Primary School

Admission policy 2012/2013

The governing body of Corpus Christi Catholic School is the Admission Authority for this school.

This admissions policy has been formally adopted by the Governing Body of the school. The Governing Body is the Admissions Authority and is responsible for determining the school's admissions policy.

The Planned Admission Number (PAN) for each the school is 29.

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. Parents applying to a voluntary aided Catholic school should also complete the supplementary information 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.

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

Oversubscription criteria

Children who have a statement of **Special Educational Need** which names our school will be admitted to the school.

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main school.

(First priority in each category will be given to children who have older sibling attending the school in 2012.)

1. Catholic children in the care of a local authority.
2. Catholic children whose home address is within the parishes of Corpus Christi and Holy Rosary.
3. Catholic children whose home address is outside of the parishes of Corpus Christi and Holy Rosary.
4. Other children in the care of a local authority.
5. Children who are baptised or dedicated members of other Christian Churches as recognised by Churches Together in England (see note 4.)

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6. Children of other faith traditions.
7. Other children.

If applicants are seeking admission under criteria 5 and 6 above, they will be asked for a letter of support to confirm their church membership from their minister or faith leader, or suitable equivalent.

Additional notes

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 criteria 1, 2 or 3 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 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 child, who is looked after by a Local Authority in accordance with Section 22 of the Children's Act 1989(b) at the time application for admission to the school is made and who the Local Authority can confirm, will still be looked after at time of admission to the school.

3. Definition of sibling

Sibling refers to 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.

4. Churches Together in England

(See www.churches-together.org.uk for further details on membership)

The Baptist Union
 British Antiochian Orthodox Church
 Cherubim and Seraphim Council of Churches

The Church of England
 Church of God Prophecy
 Church of Scotland (in England)
 Congregational Federation
 Coptic Orthodox
 Council of African and Caribbean Churches
 Council of Oriental Orthodox Churches
 Ichthus Christian Fellowship
 Independent Methodist Churches
 Joint Council for Anglo-Caribbean Churches
 Lutheran Council of Great Britain
 The Methodist Church
 United Reform Church
 Wesleyan Holiness Church

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. Distance will be measured (by the shortest route as shown on the AA route planner) from the child's home address (including flats) to the main entrance of the school, with those living closer to the school receiving the higher priority.

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.

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.

A Parish boundary map is available for inspection at the Diocese, St. Cuthbert's House, West Road, Newcastle Upon Tyne NE15 7PY

Waiting lists

If your child has been refused admission, you can request that your child's name be placed on the school's waiting list. If places become available, we will consider all relevant applications based on the waiting list which will be maintained for the full academic year.

Application information

It is very helpful to have an early indication of the number of children to be admitted to the reception class in the following September. However, it must be stressed that formal written applications for admission must be made on the form provided by the local authority and returned to them by the stated date. Places will then 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 2 April 2011.

St Agnes RC Primary School

Admission policy 2012/2013

The governing body of St Agnes Catholic Primary School is the Admissions Authority for this school. The Admissions Policy Criteria will be applied on an equal preference basis. The governing body intends to admit up to 24 pupils to the reception year group in September 2012. This number will apply to the reception Year and to every other year in the school.

How and when to apply

Applications must be made on the Local Authority Common Application Form. Parents applying to a voluntary aided Catholic school should also complete the supplementary information 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 a statement of Special Educational Need which names our school will be admitted to the school.

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 children who will have older siblings attending the school in September 2012).

1. Catholic children in the care of a local authority.
2. Catholic children whose home address is within the parish(es) served by the school.
3. Catholic children whose home address is outside of the parish(es) served by the school.
4. Other children in the care of a local authority.
5. Non Catholic children who have an older brother or sister in school in September 2012
6. Children, who are baptised or dedicated members of other Christian churches as recognised by Churches Together in England (see note 4).
7. Children, who are members of other faith traditions.
8. Other children.

If applicants are seeking admission under criteria 6 and 7 above, they will be asked for a letter to confirm their church membership from their minister or faith leader, or suitable equivalent.

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Additional notes

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 criteria 1,2 or 3 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 child, who is looked after by a local authority in accordance with Section 22 of the Children's Act 1989(b) at the time application for admission to the school is made and who the local authority can confirm, will still be looked after at time of admission to the school.

3. Definition of sibling

Sibling refers to 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.

4. Churches Together in England

(See www.churches-together.org.uk for further details on membership)

The Baptist Union

British Antiochian Orthodox Church

Cherubim and Seraphim Council of Churches

The Church of England

Church of God Prophecy

Church of Scotland (in England)

Congregational Federation

Coptic Orthodox

Council of African and Caribbean Churches

Council of Oriental Orthodox Churches

Ichthus Christian Fellowship

Independent Methodist Churches

Joint Council for Anglo-Caribbean Churches

Lutheran Council of Great Britain

The Methodist Church

United Reform Church

Wesleyan Holiness Church

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from the home address to the school entrance will be the deciding factor. Distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the school, as the crow flies, using the local authority's computerised measuring system, with those living closer to the school receiving the higher priority.

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. Details of the appeals process are available from the local authority.

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.

Waiting lists

If your child has been refused admission, you can request that your child's name be placed on the school's waiting list. If places become available, we will consider all relevant applications based on the waiting list which will be maintained for the full academic year.

Application information

It is very helpful to have an early indication of the number of children to be admitted to the reception class in the following September. However, it must be stressed that formal written applications for admission must be made on the form provided by the local authority and returned to them by the stated date. Places will then 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 2 April 2012.

Details of parish boundaries are available from Diocese of Hexham & Newcastle Education Service, St Cuthbert's House, West Road, Newcastle upon Tyne NE15 7PY. Tel: 0191 243 3313

St. Aidan's Church of England Primary School

Admission policy 2012/2013

The governing body of St Aidan's Church of England Primary School is the admissions authority for the school and they intend to admit up to 30 pupils to the reception year group in September 2012. This arrangement follows consultation between the governing body, the local authority, all other schools in the area and all other admission authorities in the area.

In the event of the number of applications exceed the number of places available priority will be given to applications in the order of priority indicated below.

Oversubscription criteria

1. Looked After Children (in the care of a Local Authority)
2. Children with at least one parent who worships in a Church of England congregation in the Parish of Bensham and Teams who will have a brother or sister at the school at the time of admission (see note 1 below)
3. Other children with a brother or sister at the school at the time of admission
4. Children with at least one parent who worships in a Church of England congregation in the Parish of Bensham and Teams (see note 1 below)

5. Children with at least one parent who worships in another faith community in the Parish of Bensham and Teams (see note 1 below)
6. Children who have exceptional medical or social needs (see note 2 below)
7. Children of parents living within the Parish of Bensham and Teams
8. Other children

Tie-breaker

Where there are places available for some but not all applicants within a particular priority, distance from the home to school will be the deciding factor, with preference given to those applicants who live nearest the school when measured in a straight line (i.e. as the crow flies) from the centre of the home residence to the school's main entrance.

Waiting list

A waiting list will be maintained if the school is oversubscribed. If places subsequently become available after the closing date places will be allocated from those applicants on the waiting list. The waiting list will be maintained according to the admission criteria above for one term.

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Notes

1. If applicants are seeking admission under criteria 2, 4 and 5 above they will be asked to provide evidence that they worship.
To qualify under this priority parents must have worshipped at least once in every calendar month since 1st September 2010 to 30 Sept 2011. A letter from the incumbent or minister must be provided to substantiate this.
2. If applicants are seeking admission under criterion 6 above they will be asked to provide appropriate evidence from a relevant professional, e.g. a letter from a doctor or social worker. It should set out the particular reasons why our school is the most suitable school and the difficulties that would be caused if your child had to attend another school. We will not consider such applications if the relevant professional evidence is not provided. We will also seek an independent opinion of the evidence provided from the Gateshead local authority admission officer.

Other information

We reserve the right to seek proof of address where relevant.

Children who have a statement of Special Educational Need which names our school will be admitted to the school.

A map showing the parish boundaries can be inspected in the school office and on the school website – www.staidansprimary.co.uk

Nursery admissions are entirely separate and parents are asked to note that attendance at the school's nursery does not guarantee a place in the reception class.

Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available from the school.

The Admissions Policy criteria will be applied on an equal preference basis.

If relevant where an application was originally considered on the basis of false information provided by the parent (e.g. fraudulent information about address or church attendance) then the governing body reserves the right to place the child in a much lower category based on the established facts.

Where a parent fails to provide evidence requested by the governing body then the application will be considered and placed in the relevant criteria based only on the information provided. An offer of a place provided on the basis of fraudulent evidence may be subsequently withdrawn if found to have denied a place to a child who was more eligible for the place under the admission criteria.

Parents will be notified as to whether or not their child has been allocated a place on 2 April 2012.

St Anne's Catholic Primary School

Admission policy 2012/2013

The governing body of St Anne's Catholic Primary School is the admissions authority for this school and is responsible for determining the school's admissions policy.

Details of parish boundaries are available from the school.

The Planned Admission Number (PAN) for St Anne's Catholic Primary School is 30.

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. Parents applying to St Anne's Catholic Primary School should also complete section B of the 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 may be considered but only after those received by the closing date.

Oversubscription criteria

Children who have a statement of **Special Educational Need** which names our school will be admitted to the school.

Parents are asked to note that admission to the pre-school is no guarantee of entry into the main school.

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order based on the information provided on the application form at the time of application:

1. Catholic children in the care of a local authority.
2. Catholic children whose home address is within the parish(es) served by the school.
3. Catholic children whose home address is outside of the parish(es) served by the school with a sibling attending the school at the time of admission
4. Catholic children whose home address is outside of the parish(es) served by the school who will not have a sibling attending the school at the time of admission
5. Other children in the care of a local authority.
6. Children who are baptised or dedicated members of other Christian Churches as recognised by Churches Together in England (see note 4) with a sibling attending the school at the time of admission.
7. Children, of other faith traditions with a sibling attending the school at the time of admission.
8. Other children with a sibling attending the school at the time of admission
9. Children who are baptised or dedicated members of other Christian churches as recognised by Churches Together in England (see note 4) who will not have a sibling attending the school at the time of admission
10. Children, who are members of other faith traditions who will not have a sibling attending the school at the time of admission.
11. Other children

If applicants are seeking admission under criteria 6, 7, 9 or 10 above, they will be asked for a letter to confirm their church membership from their minister or faith leader, or suitable equivalent.

Additional notes

1. **Definition of Catholic.** For the purposes of this policy the definition of a Catholic child is one who has been baptised as Catholic or who has been formally received into the Catholic Church. All applicants seeking admission under criteria 1, 2, 3 or 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received

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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 child, who is looked after by a local authority in accordance with Section 22 of the Children's Act 1989(b) at the time application for admission to the school is made and who the local authority can confirm, will still be looked after at time of admission to the school.

3. Definition of sibling. Sibling refers to 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.

4. Churches Together in England

(See www.churches-together.org.uk for further details on membership)

The Baptist Union

British Antiochian Orthodox Church

Cherubim and Seraphim Council of Churches

The Church of England

Church of God Prophecy

Church of Scotland (in England)

Congregational Federation

Coptic Orthodox

Council of African and Caribbean Churches

Council of Oriental Orthodox Churches

Ichthus Christian Fellowship

Independent Methodist Churches

Joint Council for Anglo-Caribbean Churches

Lutheran Council of Great Britain

The Methodist Church

United Reform Church

Wesleyan Holiness Church

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. Distance will be measured in a straight line from the centre of the home residence (including flats) to

the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

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.

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.

A Parish boundary map is available for inspection at the Diocese, St. Cuthbert's House, West Road, Newcastle Upon Tyne NE15 7PY.

Waiting lists

If your child has been refused admission, a waiting list is available where priority will be given according to the above criteria. The waiting list will be open until the last day of the autumn term.

Application information

It is very helpful to have an early indication of the number of children to be admitted to the reception class in the following September. However, it must be stressed that formal written applications for admission must be made on the form provided by the local authority and returned to them by the stated date. Places will then 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 2 April 2012.

St Joseph's Catholic Infant School, Birtley

Admission policy 2012/2013

This admissions policy has been formally adopted by the governing bodies of the Catholic primary schools in Gateshead. In each school the governing body is the admissions authority and is responsible for determining the school's admissions policy.

Details of parish boundaries are available from Diocese of Hexham & Newcastle Education Service, St Cuthbert's House, West Road, Newcastle upon Tyne NE15 7PY.
Tel: 0191 243 3313

The Planned Admission Number (PAN) for St Joseph's Infant School, Birtley is 30.

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. Parents applying to a voluntary aided Catholic school should also complete part B of the 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 a statement of **Special Educational Need** which names our school will be admitted to the school.

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 children who will have older brothers or sisters attending Birtley St Joseph's Infant or Junior school in September 2012)*

- 1 Catholic children in the care of a local authority.
- 2 Catholic children whose home address is within the parish served by St Joseph's Infant School.
- 3 Catholic children whose home address is outside of the parish served by St Joseph's Infant School.
- 4 Other children in the care of a local authority.
- 5 Children who are baptised or dedicated members of other Christian churches as recognised by Churches Together in England (see note 4).
- 6 Children who are members of other faith traditions.
- 7 Other children.

If applicants are seeking admission under criteria 5 and 6 above, they will be asked for a letter of support to confirm their church membership from their minister or faith leader, or suitable equivalent.

Additional notes

1. Definition of Catholic

Children who have been baptised as a Catholic or have been formally received into the Catholic Church. All applicants seeking admission under criteria 1, 2 or 3 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 child who is looked after by a local authority in accordance with Section 22 of the Children's Act 1989(b) at the time application for admission to the school is

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made, and who the local authority can confirm will still be looked after at time of admission to the school.

3. Definition of sibling

Sibling refers to 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.

4. Churches Together in England

(See www.churches-together.org.uk for further details on membership)

The Baptist Union
British Antiochian Orthodox Church
Cherubim and Seraphim Council of Churches
The Church of England
Church of God Prophecy
Church of Scotland (in England)
Congregational Federation
Coptic Orthodox
Council of African and Caribbean Churches
Council of Oriental Orthodox Churches
Ichthus Christian Fellowship
Independent Methodist Churches
Joint Council for Anglo-Caribbean Churches
Lutheran Council of Great Britain
The Methodist Church
United Reform Church
Wesleyan Holiness Church

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. Distance will be measured by the shortest walking route from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system, with those living closer to the school receiving the higher priority.

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.

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.

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 open until the last day of the school autumn holiday.

Application information

It is very helpful to have an early indication of the number of children to be admitted to the reception class in the following September. However, it must be stressed that formal written applications for admission must be made on the form provided by the local authority and returned to them by the stated date. Places will then 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 the date specified by the local authority.

St Joseph's Catholic Junior School, Birtley

Admission policy 2012/2013

The governing body of St Joseph's Catholic Junior School is the admissions authority for this school and is responsible for determining the school's admissions policy. This admissions policy has been adopted by the governing body of St. Joseph's Catholic Junior School, Birtley, Gateshead.

Details of parish boundaries are available from Diocese of Hexham & Newcastle Education Service, St Cuthbert's House, West Road, Newcastle upon Tyne NE15 7PY. Tel: 0191 243 3313.

The admissions policy criteria will be applied on an equal preference basis. The governing body intends to admit up to 30 pupils (PAN) to Year 3 in September 2011.

Oversubscription criteria

Children who have a statement of **Special Educational Need** which names our school will be admitted to the school.

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 children who will have older siblings attending the school in September 2012).*

- 1 Catholic children in the care of a local authority
- 2 Children who have completed their education at St. Joseph's Catholic Infant School, Birtley
- 3 Catholic children whose home address is within the parish boundaries of St Joseph's Parish.
- 4 Catholic children whose home address is outside of the parish boundaries of St Joseph's Parish.
- 5 Other children in the care of a local authority.
- 6 Children who are baptised or dedicated members of other Christian churches as recognised by Churches Together in England (see note 4).
- 7 Children of other faith traditions.
- 8 Other children.

If applicants are seeking admission under criteria 5 and 6 above, they will be asked for a letter of support to confirm their church membership from their minister or faith leader, or suitable equivalent.

Additional notes

- 1. Definition of Catholic.** Children who have been baptised as a Catholic or have been formally received into the Catholic Church. All applicants seeking admission under criteria 1, 2 or 3 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 child who is looked after by a local authority in accordance with Section 22 of the Children's Act 1989(b) at the time application for admission to the school is made and who the local authority can confirm, will still be looked after at time of admission to the school.
- 3. Definition of sibling.** Sibling refers to 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.
- 4. Churches Together in England**
(See www.churches-together.org.uk for further details on membership)
The Baptist Union
British Antiochian Orthodox Church
Cherubim and Seraphim Council of Churches
The Church of England
Church of God Prophecy
Church of Scotland (in England)
Congregational Federation
Coptic Orthodox
Council of African and Caribbean Churches

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Council of Oriental Orthodox Churches
Ichthus Christian Fellowship
Independent Methodist Churches
Joint Council for Anglo-Caribbean Churches
Lutheran Council of Great Britain
The Methodist Church
United Reform Church
Wesleyan Holiness Church

The Planned Admission Number (PAN) for the school is given above.

How and when to apply

Applications must be made on the local authority common application form. Parents applying to a voluntary aided Catholic school should also complete the supplementary information 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.

Where there are places available for some but not all applicants within a particular criterion, distance from home address to school will be the deciding factor, with preference being given to those whose home address is nearest to the school, measured as the crow flies from home to the school's main entrance.

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. Distance will be measured as the crow flies from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system, with those living closer to the school receiving the higher priority.

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 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 contacting the local authority.

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.

A Parish boundary map is available for inspection at the Diocese, St. Cuthbert's House, West Road, Newcastle Upon Tyne NE15 7PY.

Waiting lists

If your child has been refused admission, you can request that your child's name be placed on the school's waiting list. If places become available we will consider all relevant applications based on the waiting list which will be maintained for the full academic year. All applicants on the waiting list are placed according to the admission criteria set out above.

Application information

Formal written applications for admission must be made on the form provided by the local authority and returned to them by the stated date. Places will then be allocated by strict application of the above criteria. Parents will be notified as to whether or not their child has been allocated a place on 2 April 2012.

St Joseph's Roman Catholic Voluntary Aided Primary School Gateshead

Admission policy 2012/2013

This admissions policy has been formally adopted by the governing body of St Joseph's Roman Catholic Voluntary Aided Primary School, Gateshead. The governing body is the admissions authority and is responsible for determining the school's admissions policy. The Planned Admission Number (PAN) for St Joseph's is 29.

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. Parents applying to a voluntary aided Catholic school should also complete the supplementary information 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 a statement of **Special Educational Need** which names our school will be admitted to the school.

Parents are asked to note that admission to the nursery unit is no guarantee of entry into the main school.

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 children who will have older siblings attending the school in September 2012).*

- 1 Catholic children in the care of a local authority.
- 2 Catholic children whose home address is within the parish of St Joseph's.
- 3 Catholic children whose home address is outside of the parish of St Joseph's.
- 4 Other children in the care of a local authority.
- 5 Children who are baptised or dedicated members of other Christian churches as recognised by Churches Together in England (see note 4).
- 6 Children of other faith traditions.
- 7 Other children.

If applicants are seeking admission under criteria 5 and 6 above, they will be asked for a letter of support to confirm their church membership from their minister or faith leader, or suitable equivalent.

Additional notes

1. Definition of Catholic

Children who have been baptised as Catholic or have been formally received into the Catholic Church. All applicants seeking admission under criteria 1, 2 or 3 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 child who is looked after by a local authority in accordance with Section 22 of the Children's Act 1989(b) at the time application for admission to the school is made and who the local authority can confirm will still be looked after at time of admission to the school.

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3. Definition of sibling

Sibling refers to 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.

4. Churches Together in England

(See www.churches-together.org.uk for further details on membership)

The Baptist Union
British Antiochian Orthodox Church
Cherubim and Seraphim Council of Churches
The Church of England
Church of God Prophecy
Church of Scotland (in England)
Congregational Federation
Coptic Orthodox
Council of African and Caribbean Churches
Council of Oriental Orthodox Churches
Ichthus Christian Fellowship
Independent Methodist Churches
Joint Council for Anglo-Caribbean Churches
Lutheran Council of Great Britain
The Methodist Church
United Reform Church
Wesleyan Holiness Church

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. Distance will be measured by the shortest walking route from the front door of the child's home address (including flats) to the main entrance of the school, with those living closer to the school receiving the higher priority.

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.

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.

A Parish boundary map is available for inspection at the Diocese, St. Cuthbert's House, West Road, Newcastle Upon Tyne NE15 7PY.

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 open until the last day of the autumn term.

Application information

It is very helpful to have an early indication of the number of children to be admitted to the reception class in the following September. However, it must be stressed that formal written applications for admission must be made on the form provided by the local authority and returned to them by the stated date. Places will then 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 2 April 2012.