



St Chads Catholic and Church of England Academy

Admissions Policy 2024-2025

1. ADMISSIONS POLICY 2024-2025

St. Chad's Catholic & Church of England Academy is an 11 to 16 co-educational Catholic & Church of England secondary school within St Joseph Catholic Multi Academy Trust (SJCMAT) working in partnership with the Diocese of Shrewsbury and the Diocese of Chester. It is maintained by Halton Education Authority. The Trust is the Admissions Authority and is responsible for taking decisions on applications for admissions. The co-ordination of admissions is undertaken by the Local Education Authority. For the school year commencing September 2024 the Governing Board has set its admissions number at 190 (one hundred and ninety).

Admissions to the school will be made by St Joseph Catholic Multi Academy Trust. In recognition of the spirit of harmony and partnership that has characterised the growth of this joint-Church school, it has been agreed that there will be one Admissions Panel. Representatives from both denominations will form this panel. All preferences listed on the Local Authority Preference Form will be considered on an equal basis with the following set of Admissions Criteria forming a priority order where there are more applications for admissions than the school has places available.

The school admission number is 190 for Year 7. The Governing Body proposes to admit 190 pupils without regard to ability or aptitude. Places will be allocated according to the basic ratio established at the foundation of the school: 70% of pupils admitted will be from the Catholic tradition and 30% of pupils admitted will be from the Anglican tradition. On the current PAN, a maximum of 133 places will be allocated to pupils from the Catholic tradition and 57 places from the Church of England tradition. Any remaining places will be allocated on the criteria listed below.

SJCMAT recognises that members of other church communities and of no church community have been, and continue to be, part of the life of St Chad's and they are committed to maintaining this within the constraints of the actual numbers applying to the school.

Applications for one of the 190 places available are considered by the Trust in the order of priority below. First priority is given to applications received by the published closing date.

2. ADMISSIONS CRITERIA

As a joint-Church academy in partnership with the Catholic Diocese of Shrewsbury and the Church of England Diocese of Chester, our primary aim is to provide an education that supports parents and carers from our dioceses with their responsibility to share their faith with their children. Because of this, children are prioritised in our admissions criteria. This priority is also taken into consideration in the case of oversubscription. Children in

the care of the Local Authority will be given priority over all other applicants if they wish to come to St Chad's. Pupils with an Educational Health Care Plan naming the school will be admitted.

A maximum of 133 places will be allocated on the basis of A1 Part 1 below:

A Priority will be given to Looked After and previously Looked After Children.

A1 Part 1

1. Baptised Catholic children from the following Catholic Partner Primary Schools
 - The Holy Spirit Catholic Primary
 - Our Lady's Catholic Primary
 - St. Clements's Catholic Primary
 - St. Edward's Catholic Primary
 - St. Martin's Catholic Primary
 - St. Augustine's Catholic Primary
2. Baptised Catholic children from other Catholic Primary Schools.
3. Baptised Catholic children from non-Catholic Primary Schools.
4. Children attending Catholic primary schools.

A maximum of 57 places will be allocated on the basis of A1 Part 2 below:

A1 Part 2

1. 1. Children whose parents are faithful and regular worshippers in Runcorn Church of England communities:
 - St Michael and All Angels
 - Weston St John
 - Holy Trinity
 - All Saints
 - Norton St Berteline and St Christopher
 - St Mary's
 - Grange St Andrew's
 - St Mark's
2. Children from the following Church of England Partner Primary Schools - St Berteline's, All Saints and St Mary's.

Any other remaining places will be allocated on the basis of the criteria below:

A2 1 Any other children

Within each of the categories listed above, the following provision will be applied:

The attendance of a brother or sister at the school at the time of enrolment will increase the priority of an application within each category so that the application will be placed at the top of the category in which the application is made after children in (A) above.

NOTES

- a. *All applicants are considered at the same time. For information after the closing date for admissions. Please see Halton Admissions for closing date - <http://www3.halton.gov.uk>.*
- b. *In the event of the school being oversubscribed all Catholic applicants will be required to produce a baptismal certificate.*
- c. *Evidence of parents' commitment to and their involvement in their place of worship will be required in the form of confirmation from the parish priest on the supplementary application form. By 'involved in the work or worship' we mean attendance at least two services per month for at least six months prior to the closing date for applications.*
- d. *In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.*
- e. *If in any category there are more applications than places available, priority will be given on the basis of distance of a straight-line distance from home to school, those living nearer to the school having priority.*
- f. *For occasional applications received outside the normal admissions round and if places are available then children qualifying under the published criteria will be admitted. If there are places available but more applicants than places then the published oversubscription criteria will be applied. Occasional and late applications will be treated as per the admissions arrangements published by the Local Education Authority.*
- g. *If an application for admission has been turned down by the Trust, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Trust.*

- h. A waiting list for children who have not been offered a place will be operated for the whole school year. Each child added to the list will be ranked in accordance with the published oversubscription criteria. Priority will not be given based on the date a child's application is received or their name was added to the list. Looked after children, previously looked after children, and those allocated a place through a local Fair Access Protocol will take precedence over those on the school's waiting list, in accordance with school's admission criteria.*
- i. The Governing Body reserves the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.*

3. CHALLENGING BEHAVIOUR

We will not refuse to admit a child on behavioural grounds in the normal admissions round or at any point in the normal year of entry. We may refuse admission in certain cases where the specific criteria listed in the School Admissions Code (paragraph 3.8) apply, i.e. where section 87 of the School Standards and Framework Act 1998 is engaged.

We may refuse admission for an in-year applicant for a year group that isn't the normal point of entry, only in such a case that we have good reason to believe that the child may display challenging behaviour that may adversely affect the provision we can offer. In this case, we will refer these pupils to the Fair Access Protocol. We will not refuse admission on these grounds to looked after children, previously looked after children and children with EHC plans listing the school.

4. FAIR ACCESS PROTOCOL

We participate in Halton Local Authority's Fair Access Protocol. This helps ensure that all children, including those who are unplaced and vulnerable, or having difficulty in securing a school place in-year, get access to a school place as quickly as possible.

5. IN-YEAR ADMISSIONS

Parents can apply for a place for their child at any time outside the normal admissions round. As is the case in the normal admissions round, all children whose EHC plans name the school will be admitted.

Likewise, if there are spaces available in the year group you are applying for, your child will be offered a place.

If there are no spaces available at the time of your application, your child's name will be added to a waiting list for the relevant year group. When a space becomes available, it will be filled by one of the pupils on the waiting list in accordance with the oversubscription criteria listed in section 2 of this policy. Priority will not be given to children on the basis that they have been on the waiting list the longest.

For further details of the in-year transfer process please follow the link below to the Halton Local Authority website.

<https://www3.halton.gov.uk/Pages/EducationandFamilies/PDFs/Schools/admissions/inyear/secondaryCAF.pdf>

Applications for in-year admissions should be sent to the following address:

School Admissions,
Halton Local Authority,
Rutland House, Runcorn,
WA7 2ES

OR return to any Halton Direct Link Office OR by email to schooladmissions@halton.gov.uk

Contact: In-Year School Admissions on 0151 511 7271 or 0151 511 8601

Parents will be notified of the outcome of your in-year application in writing within 15 school days.

6. APPEALS

If your child's application for a place at the school is unsuccessful, you will be informed why admission was refused and given information about the process for hearing appeals. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.