

**OUR LADY OF THE ROSARY SCHOOL  
DAVYHULME**

**ADMISSIONS ARRANGEMENTS  
FOR THE SCHOOL YEAR 2023 - 2024**

The school's Admissions Arrangements are reviewed annually in accordance with Statutory Requirements and Guidance. In light of the review these arrangements may subsequently change. The school's Admissions Policy is published in Trafford LEA's Admissions Information Booklet for Parents and is on the School Website ([www.ourladyrosary.co.uk](http://www.ourladyrosary.co.uk)).

Our Lady of the Rosary RC Primary is a Roman Catholic School situated in the Diocese of Salford and is maintained by Trafford Local Education Authority. As a Voluntary Aided School the Governing Board is the Admissions Authority and is responsible for taking decisions on applications for admissions. For the school year commencing September 2023 the Governing Board has set its admissions number at 30.

**ALL ADMISSIONS TO THE SCHOOL** is the responsibility of the Governing Board who has devolved powers to the Admissions Committee. Offers of a place can only be determined by the Committee, not by any individual Governor, irrespective of their position (e.g. Headteacher, Chair of Governors, Parish Priest). The decision is collective and only made once full and fair consideration has been given to each application.

Admissions will be made in the following priority order:

1. Baptised Roman Catholic Looked After Children, Children Adopted from State Care Outside of England and previously Looked After Children.
2. Baptised Roman Catholic Children who will have a sibling attending the school at the time of admission and are resident in the catchment area of Our Lady of the Rosary School (Old Parish of Our Lady of the Rosary) see attached map.
3. Baptised Roman Catholic Children who are resident in the catchment area of Our Lady of the Rosary School (Old Parish of Our Lady of the Rosary) see attached map.
4. Baptised Roman Catholic Children who have a sibling attending the school at the time of admission and are resident in another Parish.
5. Baptised Roman Catholic Children resident in the Parish of Saint John Henry Newman.
6. Baptised Roman Catholic Children resident in another Parish.
7. Other Looked After Children and previously Looked After Children, Children Adopted from State Care Outside of England and previously Looked After Children.
8. Other Children who have a sibling in the school at the time of admission.
9. Other Children.

If there are more applications than places available in any of the above categories, priority will be given on the basis of distance from home to school, those living nearer to the school having priority. Distance from home to school is measured in a straight line from the child's permanent place of residence to the main entrance of the school, using co-ordinates held by Trafford. We may also check names and addresses on the local Electoral Register.

The criteria used to determine admission refer in every case to the child's home address. This means the address where the child normally lives on a full-time basis, not the address of any child-minder or relative.

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.

We assume that you will always give us the correct factual information when you apply for a school place. You should be aware that any school place that has been offered on the basis of false information may be withdrawn and the place offered to another child.

Parents will be asked to provide evidence of their correct postal address in the form of an original Council Tax Bill, Utility Bill and documentation placing the child at that address.

**NOTE:** Our Lady of the Rosary is a very popular school and, as such, we have been required to follow our over-subscription criteria in recent years.

Unsuccessful applicants have a Statutory Right of Appeal to an Independent Appeal Panel which is administered by the Local Education Authority.

Our Lady of the Rosary School does not consider repeat applications within the same academic year unless there have been significant and/or material changes in the circumstances of the parent, child or school relevant to the application. (See DFES School Admission Appeals Code of Practice).

**The school do not use a Supplementary Information Form as part of the admission procedure but if you wish your application to be considered under the Faith criteria you must submit a copy of the child's Baptismal Certificate to the school by 15<sup>th</sup> January**

### **SUPPORTIVE INFORMATION**

1. All applicants will be considered at the same time and after the closing date for application. This is always 15<sup>th</sup> January.
2. All Catholic applicants will be required to produce Baptismal Certificates before January 15<sup>th</sup>.
3. It is the duty of Governors to comply with class size limits (no more than 30 in a class).

### **YOUR RIGHT OF APPEAL**

Under the terms of the 1998 Education Act you have the right to appeal against any decision made by the school Governing Body's Admissions Committee and an Independent Appeals Panel is set up specifically for this purpose. This appeal must be sent in writing to the Clerk of Governors at the school within 14 days (10 working days) of refusal. The parents must give their reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.

You will be informed of the appeals procedure should your child be refused a place at the school.

### **SUBSEQUENT APPLICATIONS**

Our Lady of the Rosary school has adopted the guidance set out in paragraph 4.83 of the Code of Practice on School Admissions Appeals issued by the Department for Education and Skills in 2003. In accordance with that Code of Practice repeat applications relating to the same academic year will not be "determined" unless there has been a significant and material change in the circumstances of the parent, child or school relevant to the further application.