

St. Thomas More Catholic Primary School

Admission Policy

“Try to be like Jesus in all that we think, do and say”

St. Thomas More Catholic Primary School is a voluntary aided school in the Parish of St. Edward’s RC Church in Kettering. We have a one form intake and an admission number of 30 pupils per class.

The Governing Body of St. Thomas More School is the Admissions Authority in this Voluntary Aided School and is therefore responsible for all admissions to the school.

Pupils with a Statement of Special Educational Needs naming the school will be admitted according to the regulations and the policy of the Local Authority.

In addition, governors will allocate places to children without any reference to ability, aptitude or ethnic background.

The ethos of the school is to:

“try to be like Jesus in all that we think, do and say”.

We ask that all parents applying for a place here respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the Catholic faith to apply for and be considered for a place here.

Applying for a place at St. Thomas More School

All applications for a place at St. Thomas More School must be made through Northamptonshire County Council.

Applications can be made on-line at:

www.northamptonshire.gov.uk/admissions

or by contacting the School Admission Team

on 01604 236599

Please note: Supplementary information must be lodged with the school.

Parents considering making an application are most welcome to make an appointment to visit the school.

Supplementary Information

Once an application has been submitted to Northamptonshire County Council all applicants are required to lodge supplementary information with the school as follows:

- 1) the applicants Baptismal Certificate
- 2) a Priest's Reference Form

Applicants of other Christian denominations and Faiths must provide a reference from their Minister of Religion. This reference must include details of applicants religious practice and family involvement in activities in their place of worship.

A copy of the Priest's Reference Form is available from the school for Catholic applicants.

Admission Criteria

Places will be allocated according to the following order of priority:

- 1) Baptised Catholic 'looked after' children.
- 2) Baptised practising Catholic siblings of children whose siblings will be in attendance at the school at the date of admission, as verified by the baptismal certificate and Priest's reference form.
- 3) Baptised practising Catholic children, as verified by the baptismal certificate and Priest's reference form.
- 4) Baptised non-practising Catholic siblings of children whose siblings will be in attendance at the school at the date of admission, as verified by the baptismal certificate.
- 5) Baptised non-practising Catholic children, as verified by the baptismal certificate.
- 6) 'Looked after' children other than baptised Catholic.

- 7) Siblings of other children whose siblings will be in attendance at the date of admission.
- 8) Children of other Christian denominations, as supported by a reference from their Minister of religion.
- 9) Children of other Faiths, as supported by a reference from their Minister of religion.
- 10) All other children.

In the event that any category is over-subscribed priority will be given to applicants in order of geographical proximity to the school. The Governing Body will use Northamptonshire County Council's GIS computer system to determine the distance between the applicant's address and the main school entrance on Northampton Road.

Waiting List

St. Thomas More School operates a waiting list where there are more applicants than places available. Applicants will be placed on the waiting list in strict order according to the Admission Criteria. If a place becomes available at the school, places will be allocated according to this criteria.

Transport Policy

The school does not operate a transport system and all requests for school transport must be made independently of the school through Northamptonshire County Council.

In-Year Admissions

The school operates a waiting list for all academic years. Parents can request that a student be placed on this waiting list. Places on this list will be allocated according to the admission criteria. The school will then inform the Local Authority when a place becomes available.

Admission Appeals

All unsuccessful applicants have the right to lodge an appeal. Notice of this appeal should be lodged with:

The Chair of Governors
St. Thomas More Catholic Primary School
Northampton Road
Kettering
Northants
NN15 7JZ

The Admissions Policy of the school is subject to regular review by the Governing Body in accordance with current legislation and the Articles of Government.

When reviewing the Admission Policy the Governors will have regard for the views of the Diocese of Northampton, the Parish of St. Edward's Kettering and the Local Authority.

Definition of Terms

Catholic:

This refers to children baptised in accordance with the rites of the Catholic Church, or enrolled in a baptismal programme.

Practising:

This means weekly attendance at Sunday Mass.

Priest's Reference Form:

The form which parents fill in and give to the Priest for verification. The form is used to support applications for a place at the school.

'Looked After' Children:

Children who are in the care of a local authority or provided with accommodation by a local authority.

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, and in every case, the child should be living in the same family unit at the same address.

Applicant's address:

The applicants address is defined as the address registered with the child's General Practitioner.

Christian:

Christian is defined as a member of a church in full membership with Churches Together in Britain and Ireland at the time when admission decisions are made. Proof of church membership must be provided by the appropriate church leader.

Parent(s):

The biological parent(s), or the person(s) with legal responsibility for the child for whom the application is being made.