

# St Thomas More Catholic Primary School

## Admissions to the Foundation Stage

The Governing Body has sole responsibility for admissions to St Thomas More Nursery Class.

### AGE OF ADMISSION

Children are admitted to the Nursery Class the academic term after their third birthday. The maximum number which is admitted to the Foundation Class in any one year is children. There are three admission dates each year.

### ADMISSION PROCEDURE

All prospective parents are invited to visit the school to discuss the possibility of their children attending St Thomas More's. At that time they may on request be given an application form and a copy of the Admission Policy. The application form must be completed and returned to the school with a copy of the BIRTH and BAPTISMAL certificates attached. The completion of an application form DOES NOT NECESSARILY indicate a guarantee of a place in the Nursery Class. The Governors will require a supporting statement signed by the Catholic Priest whose church the child regularly attends. Parents will be informed whether or not their application is successful at least one term prior to admission date. Parents and children are formally invited to visit the school in the term immediately preceding the entry of their child into Nursery. Additional visits are timetabled as felt necessary by the teacher or parents.

- Children born in September to December (Autumn born) will start in the January after their 3<sup>rd</sup> birthday.
- Children born in January to March (Spring born) will start in the April after their 3<sup>rd</sup> birthday.
- Children born in April to August (Summer born) will start in the September after their 3<sup>rd</sup> birthday.

### Primary School Admission

Allocation of places in the Primary School does not depend on whether a child has attended the Nursery Class, and places will be allocated in accordance with the school's admissions policy (Available on request). Places are allocated each May by Oxfordshire County Council for the following September. Parents should note that a place in the Nursery Class does not guarantee a place in the Primary School.

### ADMISSION CRITERIA

#### Criteria for Admission

The Admission Policy of the Governors of St Thomas More Nursery Class is as follows:

1. Baptised Catholic children living in the Parish of St Thomas More, Kidlington and St Hugh of Lincoln, Woodstock who have a sibling in the school at the time of admission.
2. Baptised Catholic children from within the parish boundaries of St Thomas More, Kidlington and St Hugh of Lincoln, Woodstock.

3. Baptised Catholic children living outside the parish of St Thomas More, Kidlington and St Hugh of Lincoln, Woodstock who have a sibling in the school at the time of admission.
4. Baptised Catholic children living outside the parish of St Thomas More, Kidlington or St Hugh of Lincoln, Woodstock.
5. Non Catholic children who have a sibling in the school at the time of admission.
6. Non Catholic children.

Note 1

Children with a statement of special educational need that names the school must be admitted. This will reduce the number of places available to applicants.

Note 2

Priority in each category will be given to children who are in the care of the local authority (Ref. Section 22 of the Children Act 1989).

Note 3

If there is over subscription within a category the governors will give priority to children living closest to the school determined by shortest straight line distance measured from the pupil's gate of the school to the home address. Where a child resides at more than one address, the one where the child spends the majority of weekday nights will be the one considered.

Note 4

Parents who wish to appeal against the decision of the governors to refuse their child a place in the school may apply in writing, setting out the grounds on which it is made, to the Chair of Governors.

Note 5

Unless there are significant and material changes in the circumstances of a parent's application for their child or the school, the governors will not consider a repeat application in the same academic year.

Note 6

For admissions purposes, siblings are children living at the same address who are brother/sister, half brother/sister (children who share one common parent) or step brother/step sister (where children are related through marriage). The definition also includes adopted or fostered children living at the same address.

Revised April 2012

**Designated Teacher:** Catherine Button

**Date agreed with Governing Body:**

**Signed on behalf of the Governing Body:**

**Date of Review:**