

# St Patrick's RC High School



## Admission Arrangements 2025 - 2026

**Approval Date:** Academic Year 2023 – 2024 Autumn Term

**Considered By:** Full Governing Board

**Signed:** .....  
(Chair of Governors)

### **Determined Admission Arrangements 2025 - 2026**

St Patrick's RC High School is a Roman Catholic Secondary School provided by the Diocese of Salford and is maintained by the Salford Local Education Authority as a Voluntary Aided School. The school's Governing Body is the Admissions Authority and is responsible for taking decisions on applications for admission.

For the school year commencing September 2025, the Governing Body has set its planned admissions number at 180.

The Governors recognise that the first responsibility of the school is to serve the Roman Catholic community for which it has been established. This is focused on the identified catchment areas of the Roman Catholic primary schools that are partners in providing for those communities.

In establishing their oversubscription criteria, the Governors have also taken full account of the Admissions Code of Practice 2014, produced by the Department for Education and the emphasis placed of supporting children in public care.

St Patrick's partner primary schools are:

- St Joseph the Worker RC Primary School – Irlam
- St Teresa's RC Primary School – Irlam
- St Gilbert's RC Primary School - Eccles
- St Mary's RC Primary School – Eccles
- Holy Cross and All Saints RC Primary School – Eccles

Maps showing the identified catchment areas of the listed partner primary schools are available on the school website and the Salford Local Authority website.

<https://www.salford.gov.uk/media/394619/holy-cross-and-all-saints-rc-boundary-map-october-2019.pdf>

<https://www.salford.gov.uk/media/381326/st-gilbertsrc-catchment-area.pdf>

<https://www.salford.gov.uk/media/381320/st-teresas-rc-boundary-map.pdf>

<https://www.salford.gov.uk/media/394620/st-marys-rc-eccles-october-2019.pdf>

<http://www.salford.gov.uk/media/381129/st-joseph-theworker-rc-boundary-map.pdf>

Decisions on admission to the school will be made by the Governing Body in accordance with the following set of criteria, which will be used to allocate places in priority order if there are more applications for admission than the school has places available.

Where St Patrick's RC High School receives more applications than places available, the following oversubscription criteria will be applied, once places have first been allocated to children who have an Education, Health Care Plan, which names the school.

### **Oversubscription Criteria for Admission September 2025**

1. Baptised Roman Catholic Looked-After Children and previously Looked-After Children including internationally adopted previously looked after children (IAPLAC).
2. Baptised Roman Catholic children who attend and live in the identified catchment areas of one of the partner primary schools.
3. Baptised Roman Catholic children who attend one of the partner primary schools.
4. Baptised Roman Catholic children who live in the identified catchment area of one of the partner primary schools and have a brother or sister who will be attending St. Patrick's R.C. High School at the time of admission.
5. Baptised Roman Catholic children who live in the identified catchment area of one of the partner primary schools.
6. Baptised Roman Catholic children who have a brother or sister who will be attending St Patrick's RC High School at the time of admission.
7. Baptised Roman Catholic children with a parent/carer employed by the school (see note g).
8. Other Baptised Roman Catholic children.
9. Non-Catholic Looked-After Children and previously Looked-After Children including internationally adopted previously looked after children (IAPLAC).
10. Non-Catholic children who are registered children in one of the partner primary schools and have a brother or sister who will be attending St Patrick's RC High School at the time of admission.
11. Non-Catholic children who are registered in one of the partner primary schools
12. Non-Catholic children with a brother or sister who will be attending St Patrick's RC High School at the time of admission.
13. Non-Catholic children with a parent/carer employed by the school (see note g).
14. Other Non-Catholic Children

## Notes:

- a) St Patrick's RC High School will admit children with an Education Health and Care Plan naming the school. We will then allocate the remaining places in accordance with this policy.
- b) A Looked-After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22 (1) of the Children Act 1989). A previously Looked-After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order. Parent/carers of previously looked after children will be required to produce a photocopy of the relevant order with their application.

All references to previously looked after children in the Code mean children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following a period of having been looked after as well as those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. This means that the other provisions in the Code which apply to PLAC, (for example, in relation to the admission arrangements of schools with a religious character, selective arrangements, and boarding priority) also apply to IAPLAC in exactly the same way.

- c) All applicants will be considered at the same time and after the closing date for admission applications, which is **31st October 2024**.
- d) Roman Catholic applicants from non-partner primary schools will be required to produce a Roman Catholic Baptismal Certificate or Certificate of Reception by **31/10/2024**. The Baptism Certificate should be hand-delivered or sent by recorded delivery directly to the school and addressed to "The Admissions Co-ordinator".

### Written Evidence of Baptism/Reception

Written evidence is required in the form of a Certificate of Baptism or Certificate of Reception into the Catholic Faith, before applications for school places can be considered under categories of "Baptised Roman Catholics". A Certificate of Baptism or Reception is to include; the full name, date of birth, date of baptism or reception, and parent/carer(s) name(s). The certificate must also show that it is copied from the records kept by the place of baptism or reception. This must be received **before 31<sup>st</sup> October 2024**.

- e) If in any category there are more applications than places available, priority will be given based on proximity to the school, St Patrick's RC High School, (measured as the shortest straight-line distance from the address point of the home to the centre point of the school in miles). This will be calculated by the Local Authority's computer software package. In the event of a tie break places will be offered by random allocation. This is with the exception of category 9, where priority will first be given to applicants with brothers and sisters in the school at the time of admission and then based on proximity. Names of applicants will be placed in a draw, independently supervised by the school's designated Local Authority Education Welfare Officer.
- f) Parents/carers should check carefully whether they are resident within the identified catchment area of one of St Patrick's partner primary schools. Maps showing the identified catchment areas of the listed partner primary schools are available on the school website and the Salford Local Authority website.
- g) Children of staff at the school  
Priority will be given to children of staff employed by the school in either or both of the following circumstances:

- where a member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or;

- the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

- h) If an application for admission has been turned down by the Governing Body, parents/carers can appeal to an Independent Appeal Panel. Appeals should be submitted on-line to Salford Local Authority within 20 days of refusal. Parents/Carers must give their reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i) Brothers and sisters are defined as blood brothers and sisters, stepbrothers and stepsisters, and brothers and sisters by adoption. Other children may be considered, provided proof is available to demonstrate that the children are permanently resident at the same address as part of the same family unit.
- j) Shared Custody Arrangements  
If parents are separated and the child spends time at each parents' address, the address which will be used for admission to schools is the address where the child sleeps the majority of the school nights (Sun-Thurs) during the week in term time. Where there is dispute or equal nights are slept, the parent will be asked to provide proof of the address registered with the child's GP.
- k) A waiting list will be maintained until the 31<sup>st</sup> December 2025 and children will be ranked in the same order as the oversubscription criteria. The waiting list will be re-ranked as new names are added and this can result in applicants moving up and down the waiting list.

Looked-After Children, Previously Looked-After Children and In-Year Fair Access children take precedence over children on the waiting list.

Parents/Carers will be contacted by the School Admissions Coordinator, should a place become available for their child.

Once the waiting list end-date has been reached (end of the autumn term) if a place is still required, the parent/carer will need to reapply for a place using the Local Authority In-Year Fair Access process.

- l) Late applications will be considered by Governors after and separately to all other applications.
- m) For 'In-Year' applications received outside the normal admissions round and provided 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. All applications should be made to the School Admissions Team and will be considered by the In-Year Fair Access Panel on a regular basis.
- n) The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, brother or sister connections or place of residence.
- o) For the school year commencing September 2025 the Governing Body has set its planned admissions number at 180, in line with the Local Authority recommendation, based on Net Capacity.

**N.B. If a parent/carer wishes for their child to be taught out of their usual age group, they should make the school aware of this at the time of application. The school governing body will consider the request taking into account information provided by the parent/carer and previous school, and whether the child has previously been taught out of age. The decision of the governing body will be communicated to the parent/carer in writing giving full reasons for the decision. If a place is offered to the child at the school but not in the age group, the parent/carer requested there is no right of appeal.**

# ST PATRICK'S RC HIGH SCHOOL

## SUPPLEMENTARY INFORMATION REQUEST FORM



Thank you for your interest in a school place at St Patrick's for your child.

St Patrick's RC High School is a Catholic Voluntary Aided school. The Governors recognise that as a Roman Catholic High School the first responsibility of the school is to serve the Roman Catholic community for which it has been established.

The governing body has responsibility for admissions to the school and in order to apply the school's over subscription criteria the governing body requires additional information that is not collected on the local authority's application form. This information can be supplied by completing this Supplementary Information Form. **Please note Christian is not the same as Roman Catholic.**

Child's surname	Child's first name
Male/Female	Date of birth
Parent/Carer's name	Mobile number:
Parent/Carer's name	Mobile number:
Child's <u>permanent</u> home address including postcode	<b>Shared Parenting</b> – Child's 2 <sup>nd</sup> home address
Postcode:	Postcode: School nights Mon, Tues, Wed, Thurs, Sun Resides: (please circle)
Home telephone number	Home telephone number

Religion: (Please note Christian is not the same as Roman Catholic )	
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Parent/Carer employed by the school

Name:	Role:	Date employment commenced:
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### **Non-Feeder School Roman Catholic children only**

***Please confirm your child is a baptised Roman Catholic by enclosing a copy of the Baptism/Reception Certificate – and complete the following:***

Date of Baptism/Reception into the Church		
Parish of Baptism	(Name)	(District)
Name of Parish in which you live/worship		
Address of Parish		
Name of Parish Priest/ Minister/Church Officer		

**Please give details of any brothers or sisters who will be attending the school at the time of admission**

<i>Name</i>	<i>Relationship</i>	<i>Year Group</i>

Please return this form and supporting documentation to school by email to [michelle.keogh@salford.gov.uk](mailto:michelle.keogh@salford.gov.uk), or by handing in to the main reception at school.

**As an oversubscribed school it is really important that this is received by school together with the required supporting documentation by 31st October 2024 at the latest. Failure to provide this information may affect your child's placement within the oversubscription category.**