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Admissions Policy for St Gabriel's RC High School, Bury

For admission to the school in September 2017

St Gabriel's is a Roman Catholic Secondary School provided by the Diocese of Salford and is maintained by the Bury Local Authority as a Voluntary Aided School. The school's Governing Body has set its planned admissions number at 210. A key role of the school is to help the parents of baptised Roman Catholics fulfill the role taken on at their child's baptism.

The Catholic faith and the teachings of the Roman Catholic Church have an essential role in school life and influence every aspect of the curriculum. All parents applying for a place are asked to respect this ethos and its importance to the school community.

The Governors recognise that the first responsibility is to serve the Roman Catholic community for which it has been established. This is focused on designated parish communities and the Roman Catholic primary schools that are partners in providing for those communities. The Governors have taken full account of the Code of Admissions (2012) produced by the Department for Education and the emphasis placed on supporting children in public care.

Nominated contributory parishes served by the school:

- St Marie's, Bury
- St Hilda's, Tottington
- Our Lady of Good Counsel and Guardian Angels', Bury
- St Joseph's, Bury (which includes the former St Bede's parish)
- St Joseph's, Ramsbottom

Associated Roman Catholic primary schools:

- St Marie's, Bury
- St Joseph's, Ramsbottom
- Guardian Angels', Bury
- St Joseph and St Bede, Bury
- Our Lady of Lourdes, Bury
- Holly Mount, Tottington

Admission to the school will be made by the governing body in accordance with the following set of criteria which will be used to form a priority order if there are more applications for admission than the school has available places once places have been first allocated to children who have a Statement of Educational Need which names St Gabriel's.

Admission Categories:

- a) Children who are Looked After Children (LAC) in public care or who were previously in public care or who became subject to a residence order to special guardianship order
- b) Roman Catholic children living in a contributory parish: St Marie's (Bury), St Hilda's (Tottington), Our Lady of Good Counsel and Guardian Angels (Bury), St Joseph's (Bury) and St Joseph's (Ramsbottom)
- c) Roman Catholic children attending an associated Roman Catholic Primary School: St Marie's (Bury), St Joseph's (Ramsbottom), Guardian Angels (Bury), St Joseph and St Bede's (Bury), Our Lady of Lourdes (Bury), and Holly Mount (Tottington), but do not live in the nominated parishes
- d) Roman Catholic children who have a brother or sister at the school on the proposed date of admission
- e) Roman Catholic children in other maintained Roman Catholic Primary Schools
- f) Roman Catholic children in other maintained primary schools
- g) Children of permanently employed staff of the school who have been in post for two years on the proposed date of admission
- h) Other children who have a brother or sister at the school on the proposed date of admission
- i) Other children who attend an associated Roman Catholic primary school
- j) Children with exceptional social, medical or educational needs which can be only, or best, met at St Gabriel's
- k) Other children

Notes

1. A Looked After Child is a child who is (i) in the care of the LA, or (ii) being provided with accommodation by the LA in the exercise of their Social Services functions under section 22(1) of the Children Act 1989.
2. For children where there is shared personal custody, the address used will be where the child's place of residence for the majority of the school week is.
3. All applicants will be considered at the same time and after the closing date for admissions, which is determined by the local authority each year.
4. Each Roman Catholic applicant will be required to produce a Roman Catholic baptismal certificate.
5. If any of the categories are over-subscribed, places will be allocated by the Governors by reference to subsequent categories in order. For example, if category (b) is over-subscribed, children who satisfy both categories (b) and (c) will have priority over children who satisfy only category (b)
6. If there is over-subscription in relevant categories, places will be offered using a straight line distance measurement from home to school. The distance will be measured using the Local Authority's computerised mapping system, which measures from the address point of the home property to the address point of the school as defined by Bury Council's LLPG (Local Land and Property Gazetteer). In the event of a tie-breaker, a random lottery will be carried out in a public place, eg, school office or staffroom.
7. A brother and sister are defined as blood brothers and sisters, step brothers and step sisters and brothers and sisters by adoption. In addition, a child of the parent/carer's partner where the child for whom a school place is being sought, is living in the same household as a single family unit.
8. If there is a situation where only one place is available and the next children to be offered are twins or triplets, both twins or the three triplets will be offered places.
9. The school will hold a waiting list for the first term after the normal admission round, that will be from September to December. If places become available, they will be offered in accordance with the school's admission policy.
10. All applications will be expected to be completed using Bury Local Authority application form/e-form and returned by the due date.

If an application has been turned down by the Governing Body or the school does not have any places available, an appeal to an independent Appeals Panel can be made. The appeal must be sent in writing to the Admissions Team at the Local Authority. The parents must give their reasons for appealing in writing and the Appeals Panel decision is binding on the Governors.

Approved at Governors Autumn 2016