

# Our Lady of Mercy Catholic Education Trust



## St Anthony's Girls' Catholic Academy

<b>Policy type:</b>	<b>M.A.T.</b>
<b>Policy:</b>	<b>Admissions Policy (Sixth Form) 2018-2019</b>
Ratified by MAT Directors:	December 2019
Head Teacher signature:	<i>M. Shepherd.</i>
Chair of Directors signature:	<i>Shepherd.</i>
Review Date:	December 2020
Ownership:	M.Shepherd (Head Teacher)

## **Sixth Form Admissions Policy 2018**

The governing body determines the admissions to St. Anthony's Girls' Catholic Academy Sixth Form. The criteria for admission reflect the nature of the foundation of the academy by the Sisters of Mercy, who are the trustees of St. Anthony's, giving preference to Roman Catholic girls and other girls who meet the course entry requirements. The PAN (Pupil Admission Number) for other girls is 50.

Girls who meet the relevant course entry requirements who have an Education, Health and Care (EHC) plan or a statement of Special Educational Need where the school is named as the most appropriate educational setting for the student will be admitted.

Each year the academy will invite applications to sixth form in February for admission the following September.

To apply for a place in the sixth form please complete the application form contained in hard copy within the annual sixth form prospectus or available in electronic copy on the academy website.

The Governors of St. Anthony's will allocate places according to each criterion on an equal preference basis providing students have met the relevant course entry requirements. Course entry requirements are contained within the sixth form prospectus.

The sixth form prospectus is available from January each year in hard copy from the academy and in electronic format on the academy website.

If course entry requirements have been met the criteria are as follows:

1. Catholic looked after and previously looked after girls.
2. Catholic girls in Y11 at St. Anthony's Academy.
3. Catholic girls resident within the parishes of St. Bede's Deanery, Sunderland, who do not attend Y11 at St. Anthony's Academy.
4. Other Catholic girls.
5. Looked after and previously looked after girls.
6. Girls of
  - a. other Christian denominations
  - b. other faithswith sisters already attending St. Anthony's Girls' Catholic Academy at the time of admission.

7. Girls of

- a. other Christian denominations
- b. other faiths

with parents and carers who would like them to benefit from the Roman Catholic ethos of St. Anthony's Girls' Catholic Academy Sixth Form.

8. Other girls with parents and carers who would like them to benefit from the Roman Catholic ethos of St. Anthony's Girls' Catholic Academy Sixth Form.

**Additional notes:**

**1. Definition of "Catholic"**

Girls who have been baptised as Catholics or who have been formally received into the Catholic Church. All applicants seeking admission under criteria 1 will be asked to provide evidence that the student has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will suffice.

**2. Definition of "Christian Denominations"**

Other Christian denominations means girls who are members of a Church or religious community that practises Trinitarian baptism recognised by the Catholic Church. Applicants must provide a baptismal certificate or where child baptism is not practised, a letter confirming their church membership from their minister or faith leader.

**3. Definition of "Other Faiths"**

Girls of other faiths means girls who are members of a religious community that does not fall within the definitions above. Applicants must provide a letter of support to confirm their faith membership from their minister or faith leader.

**4. Definition of "looked after girl"** A looked after girl is a girl 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 (see the definition in section 22 (1) of the Children Act 1989):

**5. Definition of "sister"**

Sisters may be full sisters, half sisters, adopted sisters, step sisters, or the child of the parent/carer's partner where the girl for whom the school place is sought is living in the same family unit at the same address as that sibling.

**6. Definition of "adoption order".**

An adoption order is an order made under section 46 of the Adoption and Children Act 2002.

**7. Definition of "child arrangements order".**

A “child arrangements order” is an order outlining the arrangements as to the person with whom the girl will live under the provisions of section 14 of the Children and Families Act 2014.

#### **8. Definition of “special guardianship order”.**

A special guardianship order is an order appointing one or more individuals to be a child’s special guardian or guardians” (Section 14A Children Act 1989).

#### **9. Definition of a “previously looked after girl”**

Previously looked after girls are those who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).

#### **10. Tie breaker**

Where there are places for some, but not all applicants within a particular criterion, distance from the home address to the school will be the deciding factor, with preference being given to those whose address is nearest to the school when measured by the shortest pedestrian route using the Local Authority’s computerised measuring system with those living nearer the school receiving the higher priority.

In the event of distances being the same for two or more girls where this would determine the last place to be allocated, random allocation will be carried out in a public place and supervised by a person independent of the school.

#### **11. Right of Appeal**

Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to the Admissions Secretary at the school address.

#### **12. Waiting Lists**

If a student has been refused admission, you can request that their name be placed on the school’s waiting list. If places become available, we will consider all relevant applications based on the waiting list which will be maintained until 31 December 2016.

#### **13. Fair Access Protocol**

The school is committed to taking its fair share of girls who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the governing body is empowered to give absolute priority to a girl where admission is requested under any local protocol that has been agreed by the governing body for the current school year. The governing body has this power, even when admitting the student would mean exceeding the published admission number.

#### **14. False Evidence**

The governing body reserves the right to withdraw the offer of a place where false evidence is received.

#### **15. Late Applications**

Late applications will be considered. Parents and girls are encouraged to ensure that their application is received on time.

#### **16. Admission of Girls outside their Normal Age Group**

A request may be made for a student to be admitted outside of their normal age group, for example, if the student is gifted and talented or has experienced problems such as ill health.

Any such request should be made in writing to the headteacher of the school. The governing body will make its decision about the request based on the circumstances of each case and in the best interests of the student. In addition to taking into account the views of the headteacher who has statutory responsibility for the internal organisation, management and control of the school, the governing body will take into account the views of the parents and of appropriate medical and education professionals.

#### **17. In-Year Applications**

An application can be made for a place for a student at any time outside the admission round and the student will be admitted where there are available places. Applications should be made to the school by contacting the Admissions secretary. Parents will be advised of the outcome of their application in writing.

Where there are places available but more applications than places, the published oversubscription criteria will be applied.

If there are no places available, a request can be made that the student is added to the waiting list (see above).