Nursery Admission Policy of St. Mary of the Angels
for admission during the academic year 2021/22

The Governor's Policy for admissions to the Nursery is as follows:

The Nursery Admission number is 26 with up to 26 places offered on a full-time or part-time basis at any one time. An offer of a place in Nursery does not guarantee a place in the main school.

If the number of applications exceeds the admission number, for either part time or full time applications within the agreed Admission Number (26), the governors will give priority to applications in accordance with the criteria listed, provided that the governors are made aware of that application before decisions on admissions are made (see Note 1 below). A map of the parish boundary is available at the school and parish church or by post on request.

1. Baptised Catholic children (see Note 2 below) who are looked after or previously looked after (See Note 3 below).

2. Baptised Catholic children (see Note 2 below) living in the parish of St Mary of the Angels, who have a brother or sister (see Note 4 below) attending St Mary of the Angels Catholic Primary School at the time of admission.

3. Baptised Catholic children (see Note 2 below) living in the parish of St Mary of the Angels.

4. Other Baptised Catholic children (see Note 2 below) who have a brother or sister (see Note 4 below) attending St Mary of the Angels at the time of admission.

5. Other Baptised Catholic children (see note 2 below).

6. Non-Catholic children who are looked after or previously looked after (See Note 3 below).

7. Non-Catholic children who have a brother or sister (see Note 4 below) attending St Mary of the Angels Catholic Primary School at the time of admission.

8. Non-Catholic children.

Note 1
Children with an Education, Health and Care (EHC) Plan that names the school **MUST** be admitted. This will reduce the number of places available to applicants. This is not an oversubscription criteria.

Note 2
In all categories, for a child to be considered as Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic, see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

Parents making an application for a Catholic child should also complete a Supplementary Information Form (SIF) **which should be returned directly to the school**. If you do not provide the information required in the Supplementary Information Form and return it by the closing date, together with all supporting documentation, this is likely to affect your child's chance of being offered a place at this school.

Note 3

A "looked after child" has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (eg children with foster parents) at the time of making the application to the school. A "previously looked after child" is a child who immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order and includes those children who appear to have been in state care outside of England and ceased to be in state case as a result of being adopted.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

Note 4

For all applicants the definition of a brother or sister is:

- A brother or sister sharing the same parents
- A half-brother or half-sister, where two children share one common parent
- A step-brother or step-sister, where two children are related by a parents' marriage or where they are unrelated but their parents are living as partners.
- Adopted or fostered children

The children must be living permanently in the same household

Note 5

In the event of over subscription to any one category, distance will be measured in a straight line from the centre point of the home address to the centre point of the school address using the Local Authority's computerised measuring system with those living closer to the school receiving the higher priority.

In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and the school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all, of the children would cause the Published Admission Number for the child's year group to be exceeded the Governing Body will randomly select the child to be offered the final place.

Nursery Admission Policy of St. Mary of the Angels
for admission during the academic year 2021/22

The governing body will, where possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's published admission number.

A child's home address is considered to be a residential property that is the child's only or main permanent residence and is either:

- Owned by the child's parent(s);
- Leased to or rented by the child's parent(s) under lease or written rental agreement of not less than twelve months duration.

Evidence of ownership or rental agreement may be required, plus proof of permanent residence at the property concerned.

Where parents have shared responsibility for a child, and the child lives with both parents for part of the week, then the main residence will be determined as the address where the child lives for the majority of the week. Parents may be requested to supply documentary evidence to satisfy the Governing Body that the child lives at the address put forward by the parents.

If a place in the school is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to be withdrawn.

Applying for a place in Nursery

- Parents who request a place for their child will be forwarded an application form for completion and a current Nursery Admission Policy.

- All applications should be accompanied by a copy of the child's Birth Certificate.

- Applications for children who are baptised Catholic should be accompanied by a copy of their Baptismal Certificate. This certificate is used for the purpose of determining that correct priority is given to applications from children who have been baptised into the Catholic Church.

Appeals

Parents who wish to appeal against the decision of the Governors to refuse their child a place in the Nursery may apply in writing to the Chair of Governors.

Repeat Applications

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.

Waiting Lists

Waiting lists for admission will remain open until the end of December 2021 and will then be discarded. Parents may apply to the governing body for their child's name to be reinstated. The waiting list will be kept in admission criteria order. A child's name may move up or down the list.

Nursery Admission Policy of St. Mary of the Angels
for admission during the academic year 2021/22

Applications Other Than The Normal Intake To Nursery

An application should be made directly to the headteacher at the school who may need to consult with the governors.

Reception Class 2021

The school is part of the Walsall LA co-ordinated scheme which means that parents must apply on the Local Authority Preference form for a place in Reception Class.
Attendance at St. Mary of the Angels Nursery does not automatically guarantee that a place will be offered in main school.

APPENDIX

DEFINITION OF A "BAPTISED CATHOLIC"

A "Baptised Catholic" is one who:

- Has been baptised into full communion (Cf. *Catechism of the Catholic Church, 837*) with the Catholic Church by the Rites of Baptism of one of the various ritual Churches in communion with the See of Rome (i.e. Latin Rite, Byzantine Rite, Coptic, Syriac, etc, Cf. *Catechism of the Catholic Church, 1203*). Written evidence* of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place (Cf. *Code of Canon Law, 877 & 878*).

Or

- Has been validly baptised in a separated ecclesial community and subsequently received into full communion with the Catholic Church by the *Right of Reception of Baptised Christians into the Full Communion of the Catholic Church.* Written evidence of their baptism and reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases, a sub-section of the Baptismal Registers of the church in which the *Rite of Reception* took place (Cf. *Rite of Christian Initiation, 399*).

WRITTEN EVIDENCE OF BAPTISM

- *The Governing bodies of Catholic schools will require written evidence in the form of a Certificate of Baptism or Certificate of Reception before applications for school places can be considered for categories of "Baptised Catholics". A Certificate of Baptism or Reception is to include: the full name, date of birth, date of baptism or reception, and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of baptism or reception.*

- *Those who would have difficulty obtaining written evidence of baptism for a good reason, may still be considered as baptised Catholics but only after they have been referred to their parish priest who, after consulting the Vicar General, will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.*

- *Those who would be considered to have good reason for not obtaining written evidence would include those who cannot contact the place of baptism due to persecution or fear,*

the destruction of the church and the original records, or where baptism was administered validly but not in the Parish church where records are kept.

- *Governors may request extra supporting evidence when the written documents that are produced do not clarify the fact that a person was baptised or received into the Catholic Church, (i.e. where the name and address of the Church is not on the certificate or where the name of the Church does not state whether it is a Catholic Church or not.)*