Contents

Choosing a primary school

4 General admissions policies
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General admissions policies

School information and admission criteria
The School Admissions team try to meet parental preferences for schools where possible, but this isn’t always achievable. Places in schools are limited by the physical space in the school.

Each school has a set number of pupils it can admit which is based on the size of the school. If the number of pupils requiring places at a school exceeds the school’s set number then not everybody will be successful in getting a place at the school. This is what is meant when the school is said to be ‘oversubscribed’. When the school is oversubscribed, places will be allocated using the oversubscription admission criteria. These oversubscription criteria differ for different types of schools.

The following tables show how places for reception were allocated at offer day in 2015. This information should be used as guide only as to what may happen in future years.

Community and voluntary controlled schools admission policies
All community schools have the same admission criteria. See pages 5 to 15.

Voluntary aided and academy schools admission policies
Each voluntary aided school has its own admission criteria. See pages 15 to 78.

Community special schools admission policies
Places at these schools are assigned to children with a relevant Statement of Special Educational Needs (SEN).
<table>
<thead>
<tr>
<th>School</th>
<th>Headteacher</th>
<th>Total number of places available</th>
<th>Total applications received by offer day</th>
<th>Breakdown of reception offers at offer day (16 April 2015)</th>
<th>Total number of offers made*</th>
<th>Total vacancies</th>
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<tbody>
<tr>
<td>Barton Moss Community</td>
<td>Mrs D Anns</td>
<td>30</td>
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<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.939 miles</td>
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<tr>
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<td>Ms T Beaty</td>
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<td>Ms K Armfield</td>
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<td>Cadishead</td>
<td>Mr N Hargreaves</td>
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<td>Clarendon Road</td>
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<tr>
<td>Clifton Wroe Street, Clifton, Swinton, M27 6PF Tel: 0161 794 4124</td>
<td>Mr M Harding</td>
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<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.816 miles</td>
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<td>Ms W Parkins</td>
<td>60</td>
<td>132</td>
<td>All applicants offered</td>
<td>53</td>
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<td>Fiddlers Lane Fiddlers Lane, Irlam, M44 6QE Tel: 0161 775 2490</td>
<td>Mrs J Carson</td>
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<td>29</td>
<td>31</td>
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<tr>
<td>Grosvenor Road Parkgate Drive, Swinton, M27 5LN Tel: 0161 794 1096</td>
<td>Mr L Pridden</td>
<td>90</td>
<td>88</td>
<td>All applicants offered</td>
<td>86</td>
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<tr>
<td>Hilton Lane Madams Wood Road, Little Hulton, M28 0JY Tel: 0161 790 4357</td>
<td>Ms A Birrell</td>
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<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.930 miles</td>
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<td>Irlam Endowed Chapel Road, Irlam, M44 6EE Tel: 0161 775 2911</td>
<td>Mrs J Da Costa</td>
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<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.542 miles</td>
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<td>101</td>
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<td>53</td>
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<tr>
<td>James Brindley Community Parr Fold Avenue, Walkden, Worsley, M28 7HE Tel: 0161 790 8050</td>
<td>Mr C Moore</td>
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<td>Mr J Blackwell</td>
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<td>122</td>
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<td>Lewis Street</td>
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<td>All applicants offered</td>
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<td>Lewis Street, Patricroft, Eccles, M30 0PU Tel: 0161 789 4400</td>
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<td>Light Oaks Infant School</td>
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<td>Light Oaks Junior School</td>
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<td>not applicable as Junior School only and children automatically transfer from Light Oaks Infant School</td>
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<td>Lower Kersal Community</td>
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<td>Mesne Lea</td>
<td>Ms J Finlay</td>
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<td>Moorfield Community</td>
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<td>20</td>
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<tr>
<td>Moorside</td>
<td>Mr S Lawler-Smith</td>
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<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 1.904 miles</td>
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<td>Mossfield</td>
<td>Mr D Magee</td>
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<td>School</td>
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<td>North Walkden</td>
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<td>Primrose Hill Community</td>
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<td>River View</td>
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<td>St Andrew’s CE Boothstown</td>
<td>Mr M Platt</td>
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<td>139</td>
<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.380 miles</td>
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<td>St Andrew’s Methodist</td>
<td>Ms A Smith</td>
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<td>St Andrews CE Barton Lane, Eccles</td>
<td>Ms K Leyland</td>
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<td>St George’s CE Concord Place,</td>
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<td>47</td>
<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.956 miles</td>
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<td>St John’s CE Daisy Bank Avenue,</td>
<td>Mrs S Rubin</td>
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<td>Mrs K Partridge</td>
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<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.871 miles</td>
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<td>Ms J Rowley</td>
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<td>41</td>
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<td>St Pauls Peel CE Stocksfield Drive, Little Hulton, M38 9RB Tel: 0161 790 2327</td>
<td>Mrs R O’Gara</td>
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<td>81</td>
<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.306 miles</td>
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<td>Summerville Summerville Road, Salford, M6 7HB Tel: 0161 736 4814</td>
<td>Ms J Jordan</td>
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<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 1.024 miles</td>
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<tr>
<td>The Deans Vicarage Road, off Partington Lane, Swinton, M27 0WA Tel: 0161 728 2089</td>
<td>Mr S Kirkpatrick</td>
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<td>157</td>
<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.341 miles</td>
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<tr>
<td>The Friars Cannon Street, Salford, M3 7EU Tel: 0161 832 4664</td>
<td>Miss P Arnold</td>
<td>60</td>
<td>65</td>
<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 2.291 miles</td>
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<td>Wardley CE Mossbank Road, Pendlebury, Swinton, M27 9XB Tel: 0161 793 7058</td>
<td>Mr M Foster</td>
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<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 1.298 miles</td>
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<td>Westwood Park</td>
<td>Ms S Walker</td>
<td>45</td>
<td>56</td>
<td>All applicants offered</td>
<td>41</td>
<td>4</td>
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<tr>
<td>Vaughan Street, Winton, Eccles, M30 8DH Tel: 0161 789 2598</td>
<td><a href="mailto:westwoodpark.primaryschool@salford.gov.uk">westwoodpark.primaryschool@salford.gov.uk</a></td>
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<td>Wharton</td>
<td>Ms H Watson</td>
<td>30</td>
<td>51</td>
<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.574 miles</td>
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<td>Willow Tree</td>
<td>Mrs R Munro</td>
<td>60</td>
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<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.274 miles</td>
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*The total number of offers made includes alternative offers. Alternative offers are made to Salford children where an offer of one of their preferences cannot be made.
Admission policies for community, voluntary controlled schools and academies

Oversubscription criteria - community and voluntary controlled primary schools.

Where a school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to children who have a statement of special education need or an Education, Health and Care Plan which names the school.

1. **Looked after children and previously looked after children**
   This includes children who have ceased to be looked after because they were adopted or became subject to a special residency/child arrangements order or special guardianship order.

2. **Children in need** as defined by the Children Act (1989), i.e. those who are unlikely to achieve or maintain or to have the opportunity of achieving or maintaining a reasonable standard of health or development or a child/children whose health or development would be further impaired without the provision of services by the local authority. Confirmation of the child’s needs will be required from their social worker (see note c).

3. **Exceptional medical reasons**
   If claiming exceptional medical reasons, these must be stated at the time of application and parents/carers must ask an appropriately qualified medical professional to complete the medical information form giving evidence that the child’s medical needs can only be met at the preferred school. Claims for admission on the basis of medical grounds will not be considered if submitted after a decision on the original application has been made unless evidence can be provided that the medical condition has only been diagnosed since the allocation of places (see note d).

4. **Brother or sister** in attendance at the school (Reception – Year 6 only) at the date when the pupil is to be admitted. This includes stepchildren and foster children living with the same family at the same address. Other children may be considered under the sibling criterion provided proof is available to demonstrate that the children are permanently resident at the same address and part of the same family unit. (The authority accepts that in some family units the children may not be natural brothers and/or sisters).

5. **Children living nearest to the school** the distance will be measured in a straight line using LLPG (Local Land and Property Gazetteer) information to measure the distance between the address point of the child’s home address and the centre of the school in miles. Those children whose home address is closest to the school will be those who get priority for places (see note e).

Please note

(a) **Entrance to reception.** No child can automatically transfer from a nursery to a reception class. Where a school is over-subscribed, places in the reception class must be allocated according to the published admission criteria, with children who have attended the nursery being considered on the same basis as those who have not.

(b) **Light Oaks Infant School and Light Oaks Junior School.** Pupils who attend Light Oaks Infant School in Year 2 will automatically transfer to Light Oaks Junior School at Year 3.

(c) **Children in need.** In Salford, children who would be eligible for
this criterion are those who are at level three and have ongoing social worker involvement, and all at level four on the ‘Thresholds of needs and response in Salford’ [www.salford.gov.uk/thresholds.htm]. For children resident in other local authorities, contact will be made with the child’s social worker to confirm that the child’s level of need falls within these boundaries of the Salford thresholds. Salford LA must have confirmation of an applicant’s level of need from an appropriate professional before they will be considered under this criterion.

(d) Exceptional medical reasons.
Applicants under this criterion will be required to submit a medical information form completed by an appropriate medical professional. These are available from the school admissions team or on the local authority’s website and should be returned within seven days of the closing date. It is the responsibility of the parent to ensure a medical information form is completed by their medical practitioner and returned to the local authority if they are requesting their child’s admission under this criterion. The school admissions team will not seek information about your child or telephone people on your behalf.

If you apply online, tell us that there is supporting evidence in the space provided, then send the medical form to the school admissions team either by post or send scanned copies with a covering email giving your application reference or child’s details.

If we do not receive this information within seven days of the closing date, we will not be able to consider your child under this priority, unless it relates to a change of circumstances [such as a new diagnosis] which has occurred since the closing date.

Completed and returned medical forms will be placed before the medical panel, consisting of medical and educational professionals. The medical panel will consider all applications under this criterion and whether the child’s medical needs can only be met by attendance at the named school.

Medical conditions consequential from a failure to obtain the preferred school, for example emotional distress (whether or not leading to a recognised medical condition), do not fall within this priority.

Only exceptional medical circumstances will mean that it is appropriate for a child to be admitted to a particular school. Exceptional reasons will be those where in the opinion of the panel, due to the child’s medical needs, the location of the school, the school building, or the support it is able to offer is unique in meeting the child’s medical needs and this cannot be provided by another school.

Parents will be informed of the decision on exceptional medical need before places are allocated, so that where necessary they may amend their preference schools.

Children considered as having a medical need to attend a school may include children with significant special educational needs, but without a statement or Education, Health and Care Plan, who require a carefully planned transition into school. These children will still be required to provide evidence to be considered by the medical panel as above.

(e) St John’s CE Primary School. As this school operates over a split site, for admissions to all year groups the distance measurement will be made to the centre of the school building on the Daisy Bank Avenue site.
(f) **Tie-breaker.** Where there are more children in one particular criterion than the number of places available, places will be allocated to the children whose home address is nearest the school. The distance will be measured in a straight line using the LLPG (Land and Property Gazetteer) information to measure the distance between the address point of the child’s home address and the centre of the school in miles. Those children whose home address is closest to the school will be those who get priority for places. In the event of a tie, where two or more pupils’ home address is the same distance from the preferred school and only one place is available, random allocation will be used. This will be carried out by an independent person. Eligible names will be placed in a hat. One name will be drawn from the hat and the remaining place will be offered to that person. This process for random allocation also applies to the waiting list where two or more pupils are eligible for one vacancy and live the same distance from the preferred school.

(g) **Multiple births.** If there is a situation where only one place is available and the next children to be offered are siblings of a multiple birth, all the siblings will be offered places.

(h) **The child’s homes address.** The child’s home address is considered to be the child’s parent/carer(s) place of residence, that is to say, where they are normally and regularly living. If parents are separated and the child spends time at each parents’ address, the address which will be used for admission to schools is that of the main carer. The main carer is determined as the parent who is in receipt of child benefit. If a child is resident with friends or relatives for reasons other than guardianship, the friend or relative’s address will not be considered.

(i) **Temporary addresses.** The Authority may at its discretion consider as genuine a child’s temporary address where, for example, the child is living with his/her parent/carer(s) in temporary accommodation due, for example, to their parent/carer(s) working commitments, whilst they are seeking a permanent address in the same area. If the parent/carer(s) main address has changed temporarily, for example where a parent/carer resides with extended family during a period of sickness or takes up temporary accommodation due to building or renovation work, then the parent/carer(s) address remains that at which the parent/carer(s) was resident before the temporary residence began.

(j) **Change of address.** Any permanent change in address must be notified in writing or by email to the Admissions Team as soon as possible. Where a change of address occurs after the closing date and before the offer date, the local authority will consider a change of preferences to be on-time only where the change of address is over two miles from the previous address [measured from address point to address point in a straight line]. Where the change of address is under two miles any changes of preference will be considered as a late application.

(k) **Admission of children from overseas.** All children of compulsory school age (five to 16 years) in the UK have a right of access to education. However, where a child is in the UK for a short period only, for example less than half a term, it may be reasonable to refuse admission to a school.
Children who hold full British
Citizen passports (not British
Dependent Territories or British
Overseas passports), have a
passport endorsed to show a right
of abode in the UK or are European
Economic Area nationals normally
have unrestricted entry to the UK.
An application for a school place
will be accepted for such children
even though they may not be
resident in the UK at the time of
application. The application may
however be processed on the basis
of the overseas address.

Other children from overseas do
not generally have automatic right
of entry to the UK. An application
for a school place will not therefore
be accepted until they are resident
in the UK. Proof of residency such
as an endorsed passport or entry
visa will be required with the
application.

(l) Waiting list policy. Children
who are not offered a nursery or
reception place for the September
intakes at their preferred school
will be placed on the school’s
waiting list. The waiting list will be
maintained only for the statutory
period (until 31 December). Should
any places become available they
will be allocated in accordance with
Salford local authority’s published
admission criteria.

As children are added to the
waiting list, the list will be re-
ranked in accordance with the
published admission criteria. This
means that children can move both
up and down the waiting list.

After 31 December, if a parent
wishes their child to continue to
be considered for a school place,
they will need to reapply for a place
using the procedure for in-year
admissions.

Looked after children, previously
looked after children and children
who come under the Fair Access
Protocol will take precedence over
those on the waiting list.

There are no waiting lists for in-
year admissions.

(m) Nursery classes only. No places
will be allocated in nursery classes
to children who have not reached
the age of three by 1 September in
the admission year.

The nursery admission criteria
will be applied to Salford children
initially and then, if places are still
available, to children resident in
other local authority areas.

Should a school decide to allocate
full and part-time places in the
nursery class the decision on how
those places are allocated is the
responsibility of the governing body.
A head teacher however, should
be able to justify to a parent the
reason for the decision i.e. full time
places are given to the older pupils
first.

Salford City Council’s policy states
that parent/carers should be
disallowed from taking two part
time places for their child, thus
limiting the number of places
available.
The admissions criteria and the way places are allocated for voluntary aided schools are decided by the governors of the school. Parents/carer who wish to express a preference for one of these schools are advised to check the appropriate school’s admissions policy, listed on pages 16 to 78. Some of these schools may require parents to provide a copy of their child’s baptismal certificate or to complete a supplementary information form. Please check with each school you are applying for whether this is the case. This information should be returned directly to the school.
All Salford voluntary aided schools have a nursery class.

<table>
<thead>
<tr>
<th>School</th>
<th>Headteacher</th>
<th>Total number of places available</th>
<th>Total applications received by offer day</th>
<th>Breakdown of reception offers at offer day (16 April 2015)</th>
<th>Total number of offers made*</th>
<th>Total vacancies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Broadoak</td>
<td>Mrs K Wild</td>
<td>60</td>
<td>209</td>
<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.424 miles</td>
<td>60</td>
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<tr>
<td>Broughton Jewish Cassell Fox</td>
<td>Ms M Eastwood</td>
<td>60</td>
<td>63</td>
<td>The school was oversubscribed and places were allocated according to the admission criteria. Please check with school for further details.</td>
<td>63</td>
<td>0</td>
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<tr>
<td>Christ Church CE</td>
<td>Mrs W McCormack</td>
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<td>62</td>
<td>All applicants in categories 1-6 to a distance of 0.45 miles</td>
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<tr>
<td>Patricroft, Eccles, M30 0GZ</td>
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<tr>
<td>Christ The King RC</td>
<td>Ms N Potts (Acting Headteacher)</td>
<td>30</td>
<td>51</td>
<td>All applicants in categories 1-10 to a distance of 1.562 miles</td>
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<tr>
<td>Dukesgate Academy</td>
<td>Mrs J Garner</td>
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<td>57</td>
<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.193 miles</td>
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<td>Godfrey Ermen Memorial CE</td>
<td>Mrs J Clancy</td>
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<td>79</td>
<td>All applicants in categories 1-8 to a distance of 0.973 miles</td>
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<td>School Road, Eccles, M30 7BJ</td>
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<td>Holy Cross and All Saints RC</td>
<td>Mrs A Bell</td>
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<td>94</td>
<td>All applicants in categories 1-4 to a distance of 0.207 miles. No non-Catholic pupils were able to be admitted</td>
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<td>Trafford Road, Eccles, M30 0JA</td>
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<td>Holy Family RC</td>
<td>Ms A Shanley</td>
<td>30</td>
<td>73</td>
<td>All applicants in categories 1-4 to a distance of 5.468 miles. No non-Catholic pupils were able to be admitted</td>
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<tr>
<td>3 Lower Seedley Road, Salford, M6 5WX</td>
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Closing date for applications: 15 January 2016
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<th>School</th>
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<tbody>
<tr>
<td>Marlborough Road Academy</td>
<td>Ms A Cookson</td>
<td>60</td>
<td>84</td>
<td>All applicants in categories 1, 2, 3, 4 and 5 to a distance of 0.431 miles</td>
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<td>Marlborough Road, Salford, M7 4XU</td>
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<td>St Augustine’s CE</td>
<td>Mrs C Hutson</td>
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<td>86</td>
<td>All applicants in categories 1-6 to a distance of 1.00 miles</td>
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<tr>
<td>Bolton Road, Pendlebury, M27 8UX</td>
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<tr>
<td>St Boniface RC</td>
<td>Mrs J Bainbridge</td>
<td>30</td>
<td>61</td>
<td>All applicants in categories 1-9 to a distance of 0.80 miles</td>
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<tr>
<td>Yew Street, Salford, M7 2HL</td>
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<td>St Charles’ RC Primary School</td>
<td>Mrs C Campbell</td>
<td>30</td>
<td>69</td>
<td>All applicants in categories 1-4 to a distance of 0.798 miles. No non-Catholic pupils were able to be admitted</td>
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<tr>
<td>Moorside Road, Swinton, M27 9PD</td>
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<td>St Edmunds RC</td>
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<td>All applicants in categories 1-7 to a distance of 0.879 miles</td>
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<td>St Gilbert’s RC</td>
<td>Mrs C Fox</td>
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<td>123</td>
<td>All applicants in categories 1 and 2 only to a distance of 0.737 miles. No non-Catholic pupils were able to be admitted</td>
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<td>St Joseph the Worker RC</td>
<td>Ms D Ridyard</td>
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<td>St Josephs RC</td>
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<td>All applicants in categories 1-8</td>
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<tr>
<td>School</td>
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<tr>
<td>St Luke’s RC</td>
<td>Mr P Jameson</td>
<td>60</td>
<td>129</td>
<td>All applicants in categories 1-5 to a distance of 1.177 miles. No non-Catholic pupils were able to be admitted</td>
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<tr>
<td>Swinton Park Road, Salford, M6 7WR</td>
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<td></td>
<td><a href="mailto:stlukes.rcprimaryschool@salford.gov.uk">stlukes.rcprimaryschool@salford.gov.uk</a></td>
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<tr>
<td>St Mark’s CE</td>
<td>Mrs J Johnson</td>
<td>60</td>
<td>141</td>
<td>All applicants with four points or more to a distance of 2.431</td>
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<tr>
<td>Aviary Road, Worsley, M28 2WF</td>
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<td></td>
<td><a href="mailto:stmarks.ceprimaryschool@salford.gov.uk">stmarks.ceprimaryschool@salford.gov.uk</a></td>
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<tr>
<td>St Mark’s RC</td>
<td>Mrs P Garner</td>
<td>30</td>
<td>93</td>
<td>All applicants in categories 1-6 to a distance of 0.706 miles. No non-Catholic pupils were able to be admitted</td>
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<tr>
<td>Queensway, Clifton, M27 8QE</td>
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<td><a href="mailto:stmarks.rcprimaryschool@salford.gov.uk">stmarks.rcprimaryschool@salford.gov.uk</a></td>
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<tr>
<td>St Mary’s RC</td>
<td>Mrs D Raynor</td>
<td>30</td>
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<td>All applicants in categories 1-4 to a distance of 0.686 miles. No non-Catholic pupils were able to be admitted</td>
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<tr>
<td>Milner Street, Swinton, M27 4AS</td>
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<td></td>
<td><a href="mailto:stmarysswinton.rcprimaryschool@salford.gov.uk">stmarysswinton.rcprimaryschool@salford.gov.uk</a></td>
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<tr>
<td>St Mary’s RC</td>
<td>Mrs J Forshaw</td>
<td>30</td>
<td>114</td>
<td>All applicants in categories 1-3 to a distance of 0.388 miles. No non-Catholic pupils were able to be admitted</td>
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<tr>
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<td></td>
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<tr>
<td>St Paul’s CE</td>
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<td>30</td>
<td>59</td>
<td>All applicants in categories 1-7 to a distance of 0.454 miles</td>
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<td></td>
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<td>St Paul’s CE</td>
<td>Mrs C Whiteway</td>
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<td>All applicants in categories 1-7 to a distance of 0.449 miles</td>
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<td>St Peter’s CE</td>
<td>Mr P Wright</td>
<td>30</td>
<td>91</td>
<td>All applicants in categories 1-8 to a distance of 1.027 miles</td>
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<td>School</td>
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<td>St Philip's CE Barrow Street, Salford, M3 5LF Tel: 0161 832 6637</td>
<td>Mrs H Brady</td>
<td>30</td>
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<td>All applicants in categories 1-8 to a distance of 4.506 miles</td>
<td>30</td>
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<td><a href="mailto:stphilips.ceprimaryschool@salford.gov.uk">stphilips.ceprimaryschool@salford.gov.uk</a></td>
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<td></td>
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<td>St Philip's RC Cavendish Road, Salford, M7 4WP Tel: 0161 792 4595</td>
<td>Mr J Barrett</td>
<td>45</td>
<td>110</td>
<td>All applicants in categories 1-3 to a distance of 0.059 miles. No non-Catholic pupils were able to be admitted</td>
<td>46</td>
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<tr>
<td>St Sebastian's RC Douglas Green, Salford, M6 6ET Tel: 0161 736 6875</td>
<td>Mrs R Bourke</td>
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<td>63</td>
<td>All applicants in categories 1-8 to a distance of 0.31 miles</td>
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<tr>
<td>St Teresa's RC Clarendon Road, Irlam, M44 5ZA Tel: 0161 777 8203</td>
<td>Ms S Burgess</td>
<td>30</td>
<td>52</td>
<td>All applicants in categories 1-8 to a distance of 0.91 miles</td>
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<tr>
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<td></td>
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<tr>
<td>St Thomas of Canterbury Hadfield Street, Salford M7 4XG Tel: 0161 792 3973</td>
<td>Mr D Deane</td>
<td>60</td>
<td>95</td>
<td>All applicants in categories 1-8 to a distance of 0.234 miles</td>
<td>60</td>
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<tr>
<td>The Cathedral School Of St Peter &amp; John Mount Street, Salford, M3 6LU Tel: 0161 834 4150</td>
<td>Mrs M O’Brien</td>
<td>30</td>
<td>67</td>
<td>All applicants in categories 1-7 to a distance of 0.501 miles</td>
<td>30</td>
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<tr>
<td>stpeter&amp;<a href="mailto:stjohn@salford.gov.uk">stjohn@salford.gov.uk</a></td>
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*The total number of offers made includes alternative offers. Alternative offers are made to Salford children where an offer of one of their preferences cannot be made.
Broadoak Primary School

Admission policy 2016/2017
Oversubscription criteria
Where Broadoak Primary School receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to children who have a statement of Special Education Need/Education, Health and Care Plan which names the school.

1. Looked after Children and previously Looked after Children. This includes children who have ceased to be looked after because they were adopted or became subject to a special residency order or special guardianship order.

2. Children in Need as defined by the Children Act (1989), i.e. those who are unlikely to achieve or maintain or to have the opportunity of achieving or maintaining a reasonable standard of health or development or a child/children whose health or development would be further impaired without the provision of services by the local authority. Confirmation of the child’s needs will be required from their social worker. (see note b)

3. Medical reasons. If claiming medical reasons, parents/carers must provide evidence from a medical professional that the child has a medical condition which means that admission to Broadoak Primary school is essential. (see note c)

4. Brother or sister in attendance at Broadoak Primary School (Reception – Year 6 only) at the date when the pupil is to be admitted. This includes step children and foster children living with the same family at the same address. Other children may be considered under the sibling criterion provided proof is available to demonstrate that the children are permanently resident at the same address and part of the same family unit. (Broadoak Primary school accepts that in some family units the children may not be natural brothers and/or sisters).

5. Children living nearest to the school. The distance will be measured in a straight line using LLPG (Local Land and Property Gazetteer) information to measure the distance between the address point of the child’s home address and the centre of the school in miles. Those children whose home address is closest to the school will be those who get priority for places.

Please note
(a) Entrance to reception. No child can automatically transfer from Broadoak nursery to a Broadoak reception class. Where the school is over-subscribed, places in the reception class must be allocated according to our published admission criteria, with children who have attended our nursery being considered on the same basis as those who have not.

(b) Children in Need. In Salford, children who would be eligible for this criterion are those who are at level 3 and have ongoing social worker involvement, and all at level 4 on the ‘Thresholds of needs and response in Salford’ (www.salford.gov.uk/thresholds.htm). For children resident in other local authorities, contact will be made with the child’s social worker to confirm that the child’s level of need falls within these boundaries of the Salford thresholds. Salford City Council must have confirmation of an applicant’s level of need from an appropriate professional before they will be considered under this criterion.
(c) **Medical reasons.** Applicants under this criterion will be required to submit a medical form completed by an appropriate medical professional. Forms are available from the School Admissions team. These forms will be placed before the medical panel, consisting of a consultant paediatrician, school health lead nurse, educational psychologist and two headteachers. The medical panel will consider all applications under this criterion and whether attendance at Broadoak Primary School is essential based on the child’s medical condition. Attendance will be deemed essential by the panel where, due to the child’s medical needs, the location of the school, the school building, or the support it is able to offer the child is unique in meeting the child’s needs and cannot be provided by another school. Parents will be informed of the panel’s decision before places are allocated, so that where necessary they may change their preference schools.

(d) **Tie-breaker.** Where there are more children in one particular criterion than the number of places available, places will be allocated to the children whose home address is nearest to Broadoak Primary School. The distance will be measured in a straight line using the LLPG (Land and Property Gazetteer) information to measure the distance between the address point of the child’s home address and the centre of the school in miles. Those children whose home address is closest to the school will be those who get priority for places.

(e) **Multiple births.** If there is a situation where only one place is available and the next children to be offered are siblings of a multiple birth, all the siblings will be offered places. Broadoak Primary School use children’s home addresses when deciding who to offer places to. You must give the correct permanent home address.

(f) **The child’s home address.** This is considered to be the child’s parent/carer(s) place of residence, that is to say, where they are normally and regularly living. If parents are separated and the child spends time at each parents’ address, the address which will be used for admission to schools is that of the main carer. The main carer is determined as the parent who is in receipt of child benefit. If a child is resident with friends or relatives for reasons other than guardianship, the friend or relative’s address will not be considered.

(g) **Proof of address.** Broadoak Primary School carries out checks to confirm that addresses are genuine. If we are unable to verify an address, or any issues are raised concerning your address, we may carry out further checks and subsequently a conditional offer of a place may be withdrawn. In order to prove residency, we ask to see three forms of evidence of your home address (photocopies are acceptable). These are as follows:

- Proof of where you are registered for council tax
- Proof of your child tax credits
- A recent utility bill (water, gas, electricity or telephone)

Any evidence you provide must show that the parent or main carer lives at this address.

**False information**
If you give any false information to get a school place (for example, if you give the incorrect home address), we may withdraw the offer and your child may lose their place.

If you suspect that someone has given false information to get a school place please contact the school admissions team.
Please note that the Broadoak Primary School will take strong action and the place offered will be withdrawn, if any false or misleading information is given, including an address where the child is not actually living.

(h) Temporary addresses. Broadoak Primary School may at its discretion consider as genuine a child’s temporary address where, for example, the child is living with his/her parent/carer(s) in temporary accommodation due, for example, to their parent/carer(s) working commitments, whilst they are seeking a permanent address in the same area. If the parent/carer(s) main address has changed temporarily, for example where a parent/carer resides with extended family during a period of sickness or takes up temporary accommodation due to building or renovation work, then the parent/carer(s) address remains that at which the parent/carer(s) was resident before the temporary residence began.

(i) Change of address. Any permanent change in address must be notified in writing or by email to the Admissions Team as soon as possible. Where a change of address occurs after the closing date and before the offer date, Broadoak Primary School will consider a change of preferences to be on-time only where the change of address is over two miles from the previous address (measured from address point to address point in a straight line). Where the change of address is under two miles any changes of preference will be considered as a late application.

(j) Waiting list policy. Children who are not offered a place at Broadoak Primary School (this being their preferred school) will be placed on the school’s waiting list. The waiting list will be maintained only for the statutory period (until 31 December). Should any places become available they will be allocated in accordance with Broadoak Primary School’s published admission criteria. After 31 December, if a parent wishes their child to remain on a waiting list for a school, they will need to reapply for a place using the procedure for in-year admissions. Children who come under the Fair Access Protocol will take precedence over those on the waiting list.

(k) Nursery classes only. Broadoak Nursery places will be allocated on a part time basis only. No places will be allocated in Broadoak Nursery to children who have not reached the age of three by 1 September in the admission year. The Broadoak Primary School admission criteria will be applied to Salford children initially and then, if places are still available, to children resident in other local authority areas.
Broughton Jewish Cassel Fox Primary School

Admission policy 2016/2017
Broughton Jewish Cassel Fox Primary School serves the Orthodox Jewish Community of Greater Manchester. It seeks to provide a broad and balanced education based on traditional Torah values combined with the National Curriculum.

Applications to join the school are dealt with confidentially and are processed as quickly as possible. Prospective applicants are encouraged to look around the school and experience the happy atmosphere in which each child achieves his/her fullest potential.

We are delighted to welcome children whose families are understanding and supportive of the Torah ethos of our school. We emphasise the importance of “Shemiras Shabbos”, “Middos Tovos” and “Tznius”, modesty in every aspect of everyday life. It is crucial that pupils experience no conflict between their school life and their home life. It is therefore important for parents to appreciate our aspirations and work with us for the benefit of our children.

The school caters for children of families who conduct their lives in accordance with the laws of the Shulchan Aruch particularly in relation to Shabbos Observance and Kashrus.

By applying to the school families are implying acceptance of its ethos and terms of reference.

The governors will admit all children who have statements of Special Educational Needs/Education, Health and Care Plan in which the school is named.

Admission dates
Most children enter our school’s private pre-nursery, in the school year that they become three years old, or into the nursery in the year they become four. In all cases applications must be made by 15 January for September entries in any year.

Children may join the school later, at any time during the school year upon prior arrangement with the Head Teacher.

Oversubscription criteria
The admission number for the school is 60. In the event of oversubscription in any one year and subject always to the criteria set out above admission will be applied as listed below:

1. Orthodox Jewish children who are looked after by a local authority under the provisions of the Children Act 1989 and formerly Looked After Children.

2. Orthodox Jewish children with a brother or sister or step brother/sister residing at the same address as a pupil currently in the school. This includes step-children and foster children living with the same family at the same address. Other children may be considered under the sibling criterion provided proof is available to demonstrate that the children are permanently resident at the same address and part of the same family unit. The school accepts that in some family units, the children may not be natural brother or sister.

3. Orthodox Jewish children coming through our own Kindergarten and Nursery.

4. Orthodox Jewish children living within a radius of one mile from the school as the crow flies, and adhering to our ethos of Shabbat observance and Kashrut as prescribed by the Shulchan Aruch.
5. Other Jewish children.

6. Other children who are looked after by a local authority under the provisions of the Children Act 1989 and formerly Looked After Children.

7. Other children.

Please note

(a) Parents of pupils who are refused admission can apply to an appeals committee for the case to be reviewed. In such cases the parent/carer has to contact the clerk to the governor body at the school.

(b) Families may be required to produce independent references as regards their observance of Shabbos, Yom Tov, Kashrus etc. from the Rabbi of their community or synagogue verifying their degree of practical commitment to Orthodox Judaism.

(c) Tie-breaker: Where there are more children in one particular criterion than there are places available, places will be allocated to the children whose home address is nearest to the school. The distance will be measured in a straight line. Those children whose home address is closest to the school will be those who get priority for places. In the event of a tie, where two or more pupils’ home address is the same distance from the preferred school and only one place is available, random selection will be used.

(d) The child’s home address. This is considered to be the child’s normal place of residence. If parents are separated and the child spends time at each parent’s address the address which will be used for admission to schools is that of the main carer. The main carer is determined as the parent who is in receipt of child benefit. If a child is resident with friends or relatives for reasons other than guardianship, the friend or relative’s address will not be considered.
Admission policy 2016/2017

Admissions to an aided school are the responsibility of the governors, in agreement with the Diocesan Board of Education and the local authority.

Responsibility for admissions is delegated to the governing body admissions committee.

The standard number agreed for admission to reception class is 30. In addition, 30 children may also be admitted to the nursery class.

If no more than 30 applications are received for admission to the year group concerned, all applicants will be offered places.

Children will be admitted to the reception class at the beginning of the autumn term before their fifth birthday, and to nursery class at the beginning of the autumn term before their fourth birthday.

The school will admit all statemented children in whose statement the school is named or children with an Education, Health and Care (EHC) Plan naming the school.

When the number of applications received is greater than the number of places available (after the admission of any statemented children in whose statement the school is named or children with an EHC plan naming the school), the decision on which children will be admitted will be based on the following criteria which will be applied in the order of priority set out opposite:

1. Looked After Children (children in public care) and previously Looked After Children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
2. Children whose medical or social circumstances mean that their needs can only be met at this school.
3. Children who will have an older brother or sister attending the school at the time of their admission.
4. Baptised children whose parent(s)/guardian(s) are in regular attendance at any of the churches within the parishes of the local Anglican Team Ministry.
5. Baptised or dedicated children whose parent(s)/guardian(s) are in regular attendance at a church within the parishes which is a member of Churches Together in Britain and Ireland, or a local Churches Together organisation.
6. Places will be allocated to any children based on geographical proximity to the school.

www.salford.gov.uk/school-admissions-online
Notes

(a) No child can automatically transfer from nursery to reception class. Where a school is oversubscribed, places in the reception class must be allocated according to the published admission criteria, with children who have attended nursery being considered on the same basis as those who have not.

(b) Where admission is sought under special medical or social circumstances criteria, professional supporting evidence, e.g. from a doctor, psychologist or social worker, is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.

(c) ‘Brother’ or ‘sister’ includes step, half, foster and adopted brothers or sisters living at the same address and full brother or sister living apart.

(d) Regular attendance is normally taken to mean a minimum of monthly attendance the year prior to the application. Evidence of infant baptism or dedication of the child and of regular attendance of parent(s)/guardian(s) must be provided by a member of the clergy or other designated church officer on the form provided.

(e) Where there are more applicants for the available places within a category, then distance will be calculated from the address point of the child’s home address to the centre point of the school in a straight line, with nearer addresses having priority over more distant ones.

(f) The child’s home address is considered to be the child’s parent(s) or carer(s) place of residence, that is, where they normally and regularly live. If parents are separated and the child spends time at each parent’s address, the address which will be used for admission purposes is that of the main carer. The main carer is determined as the parent who is in receipt of child benefit. If a child resides with friends or relatives who do not have guardianship, the friends or relatives address will not be considered.

(g) In the event of a tie where two or more pupils’ home address is the same distance from the preferred school and only one place is available, random allocation will be used. This will be carried out by an independent person. Eligible names will be placed in a hat. One name will be drawn from the hat and the remaining place will be offered to that person. This process also applies to the waiting list where two or more pupils are eligible for one vacancy and live the same distance from the preferred school.

(h) Where there are children of multiple births wishing to be admitted and the sibling is the 30th child, the Governors may admit over the infant class requirement if it is possible to do so.

(i) A map showing the area covered by the parishes of the local Anglican Team Ministry and a list of churches within the parishes can be viewed at www.achurchnearyou.com

(j) A list of Churches Together in Britain and Ireland, and local Churches Together Organisations, can be viewed at www.manchester.anglican.org.

Appeals
Where the governors are unable to offer a place because the school is oversubscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act 1998, as amended by the Education Act, 2002. Parents should notify the clerk to the governors at
the school within 20 days of receiving the letter refusing a place. Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days notice of the place and time of the hearing.

Deferred admissions
Parents/guardians of children admitted into the nursery or reception class at the beginning of the autumn term may request that their school place be deferred until later in the school year and if they do this the place will be held for their child. They cannot, however, defer entry beyond the beginning of the term after their child’s fifth birthday, nor beyond the school year for which the original application was accepted. Parents/guardians can also request that their child attends on a part time basis until he/she reaches compulsory school age.

Waiting list
Where there are more applications than places, the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on the list will be in the order resulting from the application of the admissions criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible for a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available, within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent upon whether an appeal has been submitted. The waiting list will operate until the end of the autumn term only. It should be noted that the length of time on the school’s waiting list is not considered a relevant factor.

In year admissions
In year applications received outside the normal admissions round and if places are available then children qualifying under the published criteria will be admitted. Applications to the school should be made to the School Admissions team. If there are places available but more applications than places then the published oversubscription criteria will be applied.

www.salford.gov.uk/school-admissions-online
Christ The King RC Primary School

Admission policy 2016/2017

Christ The King is a Roman Catholic Primary School provided by the Diocese of Salford and is maintained by Salford local authority as a voluntary aided school. The school’s governing body is the admissions authority and is responsible for taking decisions on applications and admissions.

For the school year commencing September 2015 the governing body has set its planned admission number at 30.

Admission to the school will be made by the governing body in accordance with the stated preferences it receives, subject to 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 places available.

1 Baptised Roman Catholic Looked After Children and previously Looked After Children.
2 Baptised Roman Catholic children with exceptional need/and/or social need.
3 Baptised Roman Catholic children who will have a sibling attending the school at the time of admission and resident in the parish of Christ The King.
4 Baptised Roman Catholic children resident in the parish of Christ The King.
5 Other Baptised Roman Catholic children who will have a sibling or attending the school at the time of admission and are resident in another parish.
6 Other Baptised Roman Catholic children who are resident in another parish.
7 Other Looked After Children or were previously Looked After Children.
8 Other children with exceptional medical and/or social need.
9 Other children with a brother or sister attending the school at the time of admission.
10 Other children.

Notes

(a) Each applicant will be required to complete a supplementary faith request form. For a child to be considered as a Catholic, evidence of a Catholic Baptism will be required.

(b) Looked After Child. A Looked After Child is (a) in the care of local authority, or (b) being provided with accommodation by a local authority in the exercise of their social service function 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 of an adoption, residence or special guardianship order.

(c) If a child has a statement of Special Educational Needs naming a specific school, there is a duty to admit the child.

(d) Exceptional medical and/or social need. Children for whom the governors accept that there are exceptionally strong medical, social or welfare reasons associated with the child and/or family which are directly relevant to the school concerned.

(e) Supporting professional evidence will be required. Professional supporting evidence from i.e. a doctor, psychologist or social worker is essential if admission is to be made under the criteria for exceptional need and such evidence must set out the particular reasons why this school is the most suitable school for these difficulties.
Sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

Parish boundaries. Parents should check carefully whether they are resident within the parish boundaries. A map is available at the school.

Class size. It is the duty of governors to comply with class size limits at Key Stage 1. This means that the school cannot operate classes in Key Stage 1 of more than 30 children.

The governing body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted.

Residence. The parents’/carers’ address is considered to be the child’s parents’/carers’ genuine principal place of residence for the child at the time of allocation of places. All applicants resident in the parish of Christ The King will be required to provide proof of address by supplying an original, up to date utility bill or family credit book.

Where a child lives with parents with shared responsibility, each (or part of) a week, the child’s ‘permanent place of residence’ will be determined as the address to where the child benefit is paid.

Tie breaker. If in any category there are more applications than places available, priority will be given on the basis of proximity to the school, i.e. the distance is measured along a straight line from the address point of the child’s permanent home address to the centre point of the preferred school using the local authority computer system.

The children who live closest to the school will be those who get priority for places. In the event of distances being the same for two or more applicants where this distance would be last place(s) to be allocated, a random lottery will be carried out in a public place.

All the names will be entered into a hat and the required number of names will be drawn out.

If an application for admission has been turned down by the governing body, parents can appeal to an independent appeals panel. This appeal must be sent in writing to the clerk of the governing body at the school within 20 days of notification of refusal. The date of notification will be two working days after posting by first class post. The parents must give their reasons for appealing in writing and the decision of the appeals panel is binding on the governors.

The outcome of the appeal is binding on the parents and on the governing body.

Late applications will be considered in accordance with the published admission criteria.

If the school is oversubscribed, late applications will be placed on a reserve list in priority order according to the published admissions criteria. Parents will be notified if a vacancy subsequently arises.

Waiting list. A waiting list will be maintained until the end of the autumn term and ordered in line with the admission criteria. As children are added to the waiting list, the list will be re-ranked in accordance with the published admission criteria. This means that children can move both up and down the waiting list.

After 31 December, if a parent wishes their child to continue to be considered for a school place, they
will need to reapply for a place using the procedure for in-year admissions.

Looked after Children, previously looked after Children and children who come under the Fair Access Protocol will take precedence over those on the waiting list.

There are no waiting lists for in-year admissions.
Dukesgate Academy
Primary School

Admission policy 2016/2017

Objectives and constraints
The Salford Academy Trust is responsible for determining the Academy’s Admission Policy. In undertaking this responsibility, the trust will be guided by the requirements of the law and will conform fully to the admissions code. The admissions oversubscription criteria have been created so as to ensure fairness, transparency and ease of operation to minimise appeals.

Admission number(s)
The planned admissions number for Reception will be 30.

Priorities for admissions
The academy will admit children with a statement of Special Educational Needs/Education, Health and Care Plan naming the Academy. We will then allocate the remaining places in accordance with this policy.

Where more applications are received than there are places available, applications will be considered in accordance with the academy’s published oversubscription criteria following the order stated below.

Oversubscription criteria
Where the number of applications for the academy received during the normal admissions round exceeds the admission number of the school, or an admission limit set higher than the admission number, then admission will be determined in accordance with the following priority of admission criteria:

1. Looked After Children as defined by section 22 of the Children Act 1989 and former looked after children.

2. Children in Need. As defined by the Children Act (1989) i.e. those who are unlikely to achieve or maintain or have the opportunity of achieving or maintaining a reasonable standard of health or development or a child/children whose health or development would be further impaired without the provision of services of the local authority. Applications under this criterion would need to be supported by an appropriate professional stating that attendance at a particular school is essential.

3. Medical reasons. If claiming medical reasons, parents/carers must provide evidence from the doctor that the child has a medical condition which means that admission to the academy is essential.

4. Older brother or sister in attendance at the academy at the date when the pupil is to be admitted. This includes step-children and foster children living with the same family at the same address. Other children may be considered under the sibling criterion provided proof is available to demonstrate that the children are permanently resident at the same address as part of the same family unit. The Trust accepts that in some family units children may not be natural brother or sister.

5. Distance from the academy. This will be measured in a straight line (as the crow flies) from the child’s permanent home address to the front entrance of the academy. The child’s ordinary place of residence will be deemed to be a residential property at which the person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to the academy.
Where parental responsibility is held by more than one person and those persons reside in separate properties, the child’s ordinary place of residence will be deemed to be that property at which the child resides for the greater part of the week including weekends.

As noted above, upon oversubscription, places will be allocated up to full capacity by filling up each of the categories in order. Should the Academy need to differentiate between the applicants within any of the categories, the following tie breakers will be applied:

Tie breakers within criteria 2-4 will be distance from the academy (as per criteria 5)

Tie breakers within criteria 5 (for example if applicants live in a block of flats) then random allocation will apply.

**Waiting lists**
The academy will operate a waiting list for each year group. Where in any year the academy receives more applications for places than there are places available, a waiting list will operate until the end of the first term after the beginning of the school year. This will be maintained by the academy trust and it will be open to any parent to ask for his or her child’s name to be placed on the waiting list, following an unsuccessful application.

Children’s position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.
Godfrey Ermen Memorial
CE Primary School

Admission policy 2016/2017

Godfrey Ermen Memorial is a Church of England primary school provided by the Diocese of Manchester and is maintained by Salford City Council as a voluntary aided school.

The school’s governing body is the admissions authority and is responsible for taking decisions on applications for admissions. For the school year commencing September 2016, the governing body has set its planned admissions number at 45.

The school will admit all statemented children or with an Education, Health and Care Plan in which the school is named.

Admission to the school will be made by the governing body in accordance with the stated parental preferences it receives, subject to 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 places available.

1. Looked after Children (children in public care) and previously Looked after Children. This includes children who have ceased to be looked after because they were adopted or became subject to a special residency order or special guardianship order.

2. Children in Need as defined by the Children Act (1989), i.e. those who are unlikely to achieve or maintain or to have the opportunity of achieving or maintaining a reasonable standard of health or development or a child/children whose health or development would be further impaired without the provision of services by the local authority. Confirmation of the child’s needs will be required from their social worker. (see note e).

3. Medical reasons. If claiming medical reasons, parents/carers must provide evidence from a medical professional that the child has a medical condition which means that admission to a particular school is essential (see note f).

4. Older brother or sister in attendance at the school at the date when the pupil is to be admitted. This includes step children and foster children living with the same family at the same address. Other children may be considered under this criterion provided proof is available to demonstrate that the children are permanently resident at the same address and part of the same family unit. (The authority accepts that in some family units the children may not be natural brothers and/or sisters).

5. Has at least one parent/carer who worships regularly at the Parish Church of St Michael and All Angels with St Catherine, Barton with Peel Green. (See note g).

6. Has at least one parent/carer who worships regularly in any other Christian church (see notes g and h).
### 7. The child has been baptised according to the rites and practices of the Church of England – documentary evidence (e.g. Baptism Certificate) must be produced if making application on this criterion.

### 8. All other children.

#### Notes

**(a)** No child can automatically transfer from a nursery to a reception class. Where a school is over-subscribed, places in the reception class must be allocated according to the published admission criteria, with children who have attended the nursery being considered on the same basis as those who have not.

**(b)** All applicants will be considered at the same time by the admissions committee after the closing date for admissions which is 15 January (or the next working day).

**(c)** It should be understood that the order in which these admission criteria are written is the order in which they will be applied. Therefore children who meet criterion 1 will be admitted before any children who do not and so on.

**(d)** Should the admission number be exceeded in any one criterion then priority will be given to those who fulfil that criterion and live nearest to the school, distance being calculated on the basis of a straight line using the LLPG (Land and Property Gazetteer) from the front door of the permanent place of residence of the child to the centre of the school. Where parenting is shared the address used will be that to which child benefit is paid. In the event of a tie, where two or more pupils’ home address is the same distance from the preferred school and only one place is available, random allocation will be used. Random allocation means that the children’s names will be drawn out of a hat by an independent person, supervised by a member of the admissions panel.

**(e)** Children in Need: in Salford, children who would be eligible for this criterion are those who are at level 3 and have ongoing social worker involvement, and all at level 4 on the ‘Thresholds of needs and response in Salford’ (www.salford.gov.uk/thresholds.htm). For children resident in other local authorities, contact will be made with the child’s social worker to confirm that the child’s level of need falls within these boundaries of the Salford thresholds. Salford City Council must have confirmation of an applicant’s level of need from an appropriate professional before they will be considered under this criterion.

**(f)** Where admission is sought under exceptional medical criteria, applicants will be required to submit a medical form completed by an appropriate medical professional. Attendance will be deemed essential by the admissions panel where, due to the child’s medical needs, the location of the school, the school building, or the support it is able to offer the child is unique in meeting the child’s needs and cannot be provided by another school. Parents will be informed of the panel’s decision before places are allocated, so that where necessary they may change their preference schools.

**(g)** With regards to criterion 5 and 6 ‘regular attendance’ means at least monthly for the year prior to the application. Written confirmation of attendance must be obtained from the vicar, minister or other specified church officer via the supplementary form.

**(h)** In criterion 6 ‘Christian church’ is defined as one in membership with Churches Together in England or a local Churches Together group. A list of member churches may be found on the Diocesan website, (manchester.anglican.org).

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**Closing date for applications: 15 January 2016**

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### Salford primary schools
It is the duty of the governors to comply with class size limits at Key Stage One. This means that the school cannot operate classes of more than 30 in Key Stage One with exceptions of the children of multiple births or the children of armed services personnel over 30, should they be the final applicants.

Multiple births. If there is a situation where only one place is available and the next children to be offered are siblings of a multiple birth, all the siblings will be offered places.

The child’s home address. The child’s home address is considered to be the child’s parent/carer(s) place of residence, that is to say, where they are normally and regularly living. If parents are separated and the child spends time at each parent’s address, the address which will be used for admission to schools is that of the main carer. The main carer is determined as the parent who is in receipt of child benefit. If a child is resident with friends or relatives for reasons other than guardianship, the friend or relative’s address will not be considered.

Temporary addresses. The admissions panel may, at its discretion, consider as genuine a child’s temporary address where, for example, the child is living with his/her parent/carer(s) in temporary accommodation due, for example, to their parent/carer(s) working commitments, whilst they are seeking a permanent address in the same area. If the parent/carer(s) main address has changed temporarily, for example where a parent/carer resides with extended family during a period of sickness or takes up temporary accommodation due to building or renovation work, then the parent/carer(s) address remains that at which the parent/carer(s) was resident before the temporary residence began.

Change of address. Any permanent change in address must be notified in writing or by email to the school as soon as possible. Where a change of address occurs after the closing date and before the offer date, the local authority will consider a change of preferences to be on-time only where the change of address is over two miles from the previous address (measured from address point to address point in a straight line). Where the change of address is under two miles any changes of preference will be considered as a late application.

Waiting list. Where we have more applications than places, the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the admissions criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted. This waiting list will operate until the 31 December only.

Deferred admissions. Children will be admitted to the reception class at the beginning of the autumn term before their fifth birthday, and to the nursery class at the beginning of the autumn term before their fourth birthday. Parents may request that their school place be deferred until later in the school year and if they do
this the place will be held for the child. They cannot, however, defer entry beyond the beginning of the term after the child’s fifth birthday, nor beyond the school year for which the original application was accepted. Parents can also request that their child attends on a part-time basis until the child reaches compulsory school age.

(p) Late applicants. Any application received after the closing date, but before the offer of places, will be deemed late and will be considered after those received on time. The offer of a place will be decided in accordance with the published admission criteria. Any application received after the allocation of places will be considered as they are received.

Appeals
Where the governors are unable to offer a place because the school is oversubscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. Parents should notify the clerk to the governors at the school within 20 days of receiving the letter refusing a place. Parents will have the opportunity to submit their case to the panel in writing and also attend in order to present their case. You will normally receive 14 days’ notice of the place and time of the hearing.

Nursery admissions
45 places are available in the nursery, and the governors shall determine how many of these are to be allocated on a full-time or part-time basis each year, depending on the number of applicants.

Admission arrangements to the reception class are separate to those for the nursery. Attendance at the nursery does not give a child any guarantee of priority when it comes to consideration by the governors of applicants for admission to the reception class.
Holy Cross and All Saints RC Primary School

Admission policy 2016/2017

Holy Cross and All Saints School is a Roman Catholic Primary school provided by the Diocese of Salford and is maintained by the Salford Education Authority as a voluntary aided school. The school’s governing body is the admissions authority and is responsible for taking decisions on applications and admissions. The governing body has set its planned admissions number at 30 for children in reception to Year 6 and at 26 for the nursery class.

Admission to the school will be made by the governing body in accordance with the stated parental preference subject to 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 places available.

a) Baptised Roman Catholic children who are in public care including previously Looked After Children who have ceased to be looked after because they were adopted or became subject to a residency order or special guardianship order.

b) Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and resident in the parish of Holy Cross.

c) Baptised Roman Catholic children resident in the parish of Holy Cross.

d) Other Baptised Roman Catholic children who will have a brother or sister attending the school at the time of the admission and are resident in another parish.

e) Other Baptised Roman Catholic children who are resident in another parish.

f) Other children who are in public care including previously Looked After Children who have ceased to be looked after because they were adopted or became subject to a residency order or special guardianship order.

g) Exceptional needs.

h) Other children with a brother or sister attending the school at the time of admission.

i) Other children.

Notes

The governing body is the admissions authority. The admissions committee is comprised of the following governors: chair of governors, parish priest, headteacher, parent governor and independent clerk.

The governing body shall consider all applicants at the same time after the closing date for admissions. Parents will be notified of the governors’ decision by the local authority on a date determined by the local authority and published in the Information booklet to parents and on their website.

In the autumn term all parents who have expressed an interest in a school place will be sent a copy of the local authority ‘Primary Admission Booklet’ which gives details of the local authority co-ordinated admissions arrangements. These are available from local authority offices, public libraries and primary schools.

Parents must complete a common application form (CAF) and express preferences for primary school admission. Parents must adhere to the relevant closing date (see Salford City Council website). All applicants will be considered by the governors at the same time in a fair way according to the published criteria. Parents who wish their application to this Roman Catholic school to be considered against the priority faith criteria should also complete the supplementary form. If the school is oversubscribed failure to
complete the supplementary form will result in your application for a place in this school being considered against lower priority criteria as the governing body will have no information upon which to assess the application on the basis of the applicant’s baptism.

It is the duty of governors to comply with class size limits which includes infant (reception, Year 1 and Year 2) class size legislation. This means that the school cannot operate classes of more than 30 children.

Additional/supplementary forms
All parents who list their preferred schools on the local authority’s common application form are regarded as having made valid applications. An additional or supplementary form may also have to be completed for applicants considered under faith criteria of faith schools, for boarding schools and for selective schools.

Parents/family members
A parent is any person who has parental responsibility for or is the legal guardian of the child. Where admission arrangements refer to ‘parents attendance at church’ it is sufficient for just one parent to attend. ‘Family members’ include only parents, as defined above, and siblings.

Parents will be informed of the governors’ decision by letter. An offer of a place does not guarantee a place for brothers and sisters in subsequent years.

Baptism and parish boundaries
Each Roman Catholic applicant will be required to produce a baptismal certificate.

Parents should check carefully whether they are resident within the parish boundaries of Holy Cross, please see map on local authority and school website.

All applicants resident in the parish of Holy Cross will be required to provide proof of address, by supplying an original, up-to-date, utility bill or family credit book.

Exceptional needs
Children for whom the governors accept that there are exceptionally strong medical, social or welfare reasons associated with the child and/or family, which are directly relevant to the school concerned. Supporting professional evidence will be required. This may be from whatever source(s) the applicant feels are most appropriate. Examples of such evidence are doctors, health visitors and social services.

Special needs
If a child has a statement of special needs naming a specific school there is a duty for the school to admit the child.

Distance
If in any category there are more applications than places available, priority will be given on the basis of proximity to the school.

Distance will be measured in a straight line from the centre point of the child’s home address (including flats) to the centre point of the school, using the local authority’s computerised measuring system, with those living closer to the school receiving the higher priority.

Where a child lives with parents with shared responsibility, each for part of the week, the ‘home’ address will be determined as being where the child resides for the majority of the school week.

Twins/multiple births
The governing body reserves the right to give special consideration to twins or triplets etc. to prevent breaking the sibling link.

Sibling
Sibling refers to brother or sister, half
brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling. The governing body reserves the right to give special consideration to twins or triplets etc. to prevent breaking the sibling link.

**Oversubscription**
It is possible that the school’s admission number will be reached before all the children within a category have been allocated places. If that happens all of the children (but not children in higher categories whose places will be assured) will be allocated places as follows:

If in any category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be measured by the local authority’s computerised measuring system with those living nearer to the school having priority. Distance will be measured in a straight line from the front door of the child’s home address (including the community entrance to flats) to the main entrance of the school. In the event of distances being the same for two or more applicants and only one place is left to be allocated, a random lottery will be carried out in a public place.

The random allocation process will be supervised by someone independent of the school and will be used when an offer is made to a name on the waiting list. A fresh round of random allocation will be used each time a child is offered a place from the waiting list. Each time a child is added to the waiting list this will require the waiting list to be ranked again in line with the published oversubscription criteria. Priority will not be given to children based on the date their application was received or their name was added to the waiting list. Where a child lives with parents with shared responsibility, each part for part of the week, the ‘home’ address will be determined as being where the child resides for the majority of the school week.

**Waiting lists**
If the school is oversubscribed, a waiting list will be maintained. This will be ordered according to our admission over-subscription criteria.

**Late applications**
Late applications will be considered in accordance with the published admissions criteria. If the school is over-subscribed, late applications will be placed on a reserve list in priority order according to the published admissions criteria. Parents will be notified if a vacancy subsequently arises. Parents are expected to provide a reason/ reason(s) for the late application. If this is not exceptional the application will be dealt with after all others have been dealt with.

Parents are asked to read and confirm receipt of the governors’ published admission policy. Any changes to the policy will be circulated to all applicants on file for subsequent years.

**Appeals**
If an application for admission has been turned down by the governing body parents can appeal to the independent appeals panel. This appeal must be sent in writing to the clerk to the governors at the school within 20 days of notification of refusal. The date of notification will be two working days after posting by first class post. The parents must give their reasons for appealing in writing and the decision of the appeals panel is binding on the governors. The outcome of the appeal is binding on the parents and on the governing body.
Holy Family Roman Catholic Primary School

Admission policy 2016/2017
Holy Family Catholic Primary is a Catholic primary school under the trusteeship of the Diocese of Salford. It is maintained by Salford City Council. As a voluntary aided school, the governing body is the admissions authority and is responsible for taking decisions on applications for admissions. The co-ordination of admissions arrangements is undertaken by the local authority. For the school year commencing September 2016, the governing body has set its admissions number at 30.

Admission to the school will be made by the governing body. All preferences listed on the application form will be considered on an equal basis with the following set of admissions criteria forming a priority order where there are more applications for admissions than the school has places available.

The governors will admit all children who have a statement of Special Educational Needs/Education Health and Care Plan, in which the school is named. In the event of over subscription for the remaining places they will be allocated by use of the following criteria applied in order:

1. Baptised Catholic Looked After Children who are in the care of the local authority.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parishes of St James and All Souls.
4. Baptised Catholic children from other parishes.
5. Non Catholic Looked After Children who are in the care of the local authority.
6. Non Catholic children who have a sibling in the school at the time of admission.
7. Other children.

Notes
(a) All applicants will be considered at the same time and after the closing date for admissions which is 15 January 2016.
(b) All Catholic applicants will be required to produce a Baptismal Certificate.
(c) It is the duty of governors to comply with class size limits at Key Stage One.**
(d) If in any category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be measured in a straight line from the address point of the child’s home address (including the community entrance to flats) to the centre point of the school using the local authority’s computerised measuring system with those living nearer to the school having priority. In the event of distances being the same for two or more applicants, where this distance would be last place(s) to be allocated, a random lottery will be carried out in a public place. All the names will be entered into a hat and the required number of names will be drawn out.
(e) Where a child lives with parents with shared responsibility, each for part of a week, the child’s ‘permanent place of residence’ will be determined as the address of the parent who normally has responsibility for the majority of school days in a week.

Closing date for applications: 15 January 2016
Sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

A waiting list for children who have not been offered a place will be kept and will be ranked according to the admission criteria. Parents will be informed of their child’s position on the waiting list which will not be operated for longer than the end of the autumn term.

For ‘in-year’ applications received outside the normal admissions round and if 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. ‘In-year’ and late applications will be treated as per the co-ordinated arrangements published by the local authority.

If an application for admission has been turned down by the governing body, parents can appeal to an independent appeals panel. Parents must be allowed at least 20 school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the appeals panel is binding on the governors.

The governing body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.

Definitions

*Previously Looked After Children who have ceased to be Looked After because they were adopted or became subject to a special residency order or special guardianship order.

**Exceeding statutory infant class size limits will be allowed where the 31st child is a twin or from a multiple birth, or of armed forces personnel.
Marlborough Road Academy

Procedure for admitting pupils to the Marlborough Road Academy.

Objectives and constraints
The Salford Academy Trust is responsible for determining the Academy’s Admission Policy. In undertaking this responsibility, the Trust will be guided by the requirements of the law and will conform fully to the admissions code. The admissions oversubscription criteria have been created so as to ensure fairness, transparency and ease of operation to minimise appeals.

Admission number(s)
The planned admissions number for reception will be 60.

Priorities for admissions
The academy will admit children with a statement of Special Educational Needs or Education, Health and Care Plan naming the academy. We will then allocate the remaining places in accordance with this policy.

Where more applications are received than there are places available, applications will be considered in accordance with the academy’s published oversubscription criteria following the order stated below:

Oversubscription criteria
Where the number of applications for the academy received during the normal admissions round exceeds the admission number of the school, or an admission limit set higher than the admission number, then admission will be determined in accordance with the following priority of admission criteria:

1. Looked after children as defined by section 22 of the Children Act 1989 and former looked after children.
2. Children in Need - as defined by the Children Act (1989) i.e. those who are unlikely to achieve or maintain or have the opportunity of achieving or maintaining a reasonable standard of health or development or a child/children whose health or development would be further impaired without the provision of services of the local authority. Applications under this criterion would need to be supported by an appropriate professional stating that attendance at a particular school is essential.
3. Medical reasons. If claiming medical reasons, parents/carers must provide evidence from the doctor that the child has a medical condition which means that admission to the academy is essential.
4. Older brother or sister in attendance at the Academy at the date when the pupil is to be admitted. This includes step-children and foster children living with the same family at the same address. Other children may be considered under the sibling criterion provided proof is available to demonstrate that the children are permanently resident at the same address as part of the same family unit. The Trust accepts that in some family units children may not be natural brother or sister.
5. Distance from the academy. This will be measured in a straight line (as the crow flies) from the child’s permanent home address to the front entrance of the Academy.

Closing date for applications: 15 January 2016
The child’s ordinary place of residence will be deemed to be a residential property at which the person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to the academy. Where parental responsibility is held by more than one person and those persons reside in separate properties, the child’s ordinary place of residence will be deemed to be that property at which the child resides for the greater part of the week including weekends.

If the academy cannot differentiate between the applications within criteria 2-5 a random allocation tie-breaker will be applied. This may be required for example, where applicants reside in the same block of flats or are children of a multiple birth living at the same address.

Waiting lists
The academy will operate a waiting list for each year group. Where in any year the academy receives more applications for places than there are places available, a waiting list will operate until the end of the first term after the beginning of the school year. This will be maintained by the academy trust and it will be open to any parent to ask for his or her child’s name to be placed on the waiting list, following an unsuccessful application.

Children’s position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.
Admissions to St Augustine’s CE Primary School are the responsibility of the governors, in agreement with the Diocesan Board of Education and the local authority.

The standard number agreed for admission to both the nursery and reception class is 30. If no more than 30 applications are received for admission to the reception class all applicants will be offered places. Children will be admitted to the reception class at the beginning of the autumn term before their fifth birthday and to the nursery class at the beginning of the autumn term before their fourth birthday.

The governors will admit all children having a statement of Special Educational Needs or Education, Health and Care Plan in which the school is named.

Responsibility for admissions is delegated to the admissions committee.

When the number of applications received is greater than the number of remaining places available, the decision on which children will be admitted will be based on the following criteria:

1. Looked After Children (children in public care) and previously Looked After Children who were looked after but ceased to be so because they were adopted or became subject to a residency order or special guardianship order.

2. Children whose medical or social circumstances mean that their needs are best met at this school. Evidence will be required.

3. Baptised children whose parent(s)/guardian(s) are in regular attendance at any of the Churches within the Parish of the local Anglican Team Ministry (St Augustine’s, St Peter’s, All Saints and can provide evidence of attendance).

4. Baptised children who along with their parent(s)/guardian(s), regularly attend a church that is a member of the Churches Together in Britain and Ireland and can provide evidence of attendance.

5. Baptised children with an older brother or sister attending the school at the time of their admission.

6. Baptised children or evidence of dedication or similar who do not show evidence of regularly attending a church

7. Children who will have an older brother or sister attending the school at the time of their admission.

8. Any other children with priority for admission given to children who live nearest to the school.
Notes

(a) Evidence of infant baptism or dedication of the child and of regular attendance of parent(s)/guardian(s) must be provided on the supplementary form available from the school office/website. Whilst completing this form is not compulsory, the governors will not be able to give any credit for church attendance without the completed form and this could disadvantage the applicant. Church attendance of one parent or guardian is sufficient. Regular attendance is normally taken to mean a minimum of fortnightly attendance for at least a year prior to 1 September in the year before admission to the school. The supplementary evidence form is to be signed by the clergy or other designated church officer.

(b) Where there are more applicants for the available places within a category, the local authority on behalf of the governing body, use a measuring system (straight line from address point of a child’s permanent home address as defined by the Local Land and Property Gazetteer to the centre point of school), nearer addresses having priority over more distant ones. In the event of a tie, where two or more pupil’s home addresses are the same distance from the school and only one place is available, random allocation will be used. The ‘normal’ home of the child will be taken to be the home in which the child wakes for the majority of the school week.

(c) Where admission is sought under special medical or social circumstances criteria, professional supporting evidence, e.g. from a doctor, psychologist or social worker, is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school. The information will be considered by the local authority on behalf of the governing body.

(d) ‘Brother’ or ‘sister’ includes step, half, foster and adopted brothers or sisters living at the same address and full brother or sister living apart.

(e) Applications on the basis of medical need (criterion 2) will be considered on behalf of the governing body by the local authority’s medical panel. Applicants under this criterion will be required to submit a medical form completed by an appropriate medical professional. Forms are available from the School Admissions team. These forms will be placed before the medical panel, consisting of a consultant paediatrician, school health lead nurse, educational psychologist and two headteachers. The medical panel will consider all applications under this criterion and whether attendance at the preferred school is considered to be essential by the panel where, due to the child’s medical needs, the location of the school, the school building, or the support it is able to offer the child is unique in meeting the child’s needs and cannot be provided by another school. Parents will be informed of the panel’s decision before places are allocated, so that, where necessary, they may change their preference schools.

(f) Applications with a social need for attending the school (criterion 2) will be those who have involvement with social services. In Salford, children who would be elible for this criterion are those who are at level 3 and have ongoing social worker involvement, and all at level 4 on the ‘Thresholds of needs and response in Salford’ (www.salford.gov.uk/thresholds.htm). For children resident in other local authorities, contact will be made with the child’s social worker to
confirm that the child’s level of need falls within these boundaries of the Salford thresholds. The school must have confirmation of an applicant’s level of needs from an appropriate professional before they will be considered under this criterion.

Admissions
There are a maximum of 30 full-time places in the nursery and reception. The governors shall determine how many of these places are to be allocated on a full-time or part-time basis each year, depending on the number of applicants. A place in the nursery does not guarantee a place in the reception class the following year. A separate application must be made for both nursery and reception places. The above criteria and procedures are followed for nursery admissions with the exception of appeals. There is no right of appeal for nursery admission to the school.

Children will be admitted to the reception class at the beginning of the autumn term before their fifth birthday and to the nursery class at the beginning of the autumn term before their fourth birthday.

Address of pupil
The address used on the school’s admission form must be the current one at the time of application. If the address changes subsequently, the parents should notify the local authority. Where the parents live at different addresses, the current ‘at the time of application’, normal address of the child should be used. This will normally be the one where the child wakes up for the majority of Monday to Friday mornings. The local authority will request proof of address.

Waiting list
Where we have more applications than places, the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the admissions criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted. This waiting list will operate until the end of the autumn term only.

Non-routine admissions
If a child needs to change school other than at the ‘normal’ time, such admissions are known as non-routine admissions and must be made through the local authority. The parent should contact the local authority who will issue an application form to the parent. The completed form will then be sent to St Augustine’s for consideration by the headteacher or governors. There will still be a right of appeal if a place is refused.

Appeals
Where the governors are unable to offer a place because the school is oversubscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act 1998, as amended by the Education Act 2002. Appeals can be
submitted at any time after a place has been refused. However, if this is after the initial 20 days, then this may result in the hearing of the appeal being delayed. Parents should notify the clerk to the governors at the school of their intention to appeal. Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days notice of the place and time of the hearing.

**Fraudulent applications**
Where the governing body discovers that a child has been awarded a place as the result of an intentionally misleading application from a parent, (e.g. a false claim to residence or involvement in a place of worship) which effectively denies a place to a child with a stronger claim, then the governing body is required to withdraw the offer of a place. However, the governors must consider the length of time the child has been at the school, i.e. less than one term. The application will be considered afresh and a right of appeal offered if a place is refused.

**Twins**
Where there are children of multiple births wishing to be admitted and the sibling is the 30th child, the governors may admit over the infant class requirement if it is possible to do so.

**Late applicants**
Where there are extenuating circumstances for an application being received after the last date of application, and it is before the governors have established their list of pupils to be admitted, then it will be considered alongside all the others. Otherwise, applications which are received after the last date will be considered after all the others and placed on the waiting list in order according to criteria.

**Deferred admissions**
The school’s policy is that children will be admitted to the reception class at the beginning of the autumn term before their fifth birthday. Children are eligible for a reception place from the beginning of the school year in which they become five years old. However, they do not become of compulsory school age until the start of the term after their fifth birthday. After a place has been allocated and accepted parents can request that the school place be deferred until later in the school year and, if they do this, the place will be held for the child. They cannot however, defer entry beyond the beginning of the term after the child’s fifth birthday, nor beyond the school year for which the original application was accepted. Parents can also request that their child attends on a part time basis until the child reaches compulsory school age.
St Boniface RC Primary School

Admission policy 2016/17
St Boniface is a Roman Catholic primary school provided by the Diocese of Salford and is maintained by Salford City Council as a voluntary aided primary school. The school’s governing body is the admission authority and is responsible for taking decisions on applications for admission. For the school year commencing September 2016 the governing body’s planned admissions number is 30.

The governor will admit all children who have statements of Special Educational Needs/Education Health and Care Plan in which the school is named.

Admission to the school will be made by the governing body. All preferences listed on the application form will be considered on an equal basis with the following set of criteria forming a priority order where there are more applications for admission than the school has places available.

| 1. | Baptised Catholic Looked After Children and previously Looked After Children. |
| 2. | Baptised Catholic children who have a sibling in the school at the time of admission and resident in the parish of St Boniface. |
| 3. | Baptised Catholic children resident in the parish of St Boniface. |
| 4. | Other baptised Catholic children who will have a sibling in the school at the time of admission and are resident in another parish. |
| 5. | Baptised Catholic children who are resident in other parishes. |
| 6. | Other Looked After Children and previously Looked After Children. |
| 7. | Children with exceptional needs. |
| 8. | Other children who have a sibling in the school at the time of admission. |
| 9. | Other children. |

Notes
(a) All applicants will be considered at the same time and after the closing date for admissions which is 15 January 2016.
(b) All Catholic applicants will be required to produce a Baptismal Certificate.
(c) It is the duty of the governors to comply with class size limits at Key Stage One.
(d) If in any category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be measured from the address point of the home address to the address point of the school as defined by the local authority’s LLPG address point system, with those living nearer to the school having priority. In the event of a tie, with regards to applicants being the same address distance from school, priority will be given to those resident, at the address provided, for the longest period of time.
(e) Where a child lives with parents with shared responsibility, each part of the week, the child’s ‘permanent place of residence’ will be determined as the address of the parent who normally has responsibility for the majority of school days in a week.
(f) ‘Sibling’ is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

Closing date for applications: 15 January 2016

Salford primary schools
Exceptional needs. Children for whom the governors accept that there are exceptionally strong medical, social or welfare reasons associated with the child and/or family, which are directly relevant to the school concerned. Supporting professional evidence will be required. This may be from whatever sources the applicant feels are most appropriate. Examples of such evidence is that from doctors, health visitors and social services.

A waiting list for children who have not been offered a place will be kept and will be ranked according to the admission criteria. Parents will be informed of their child’s position on the waiting list which will not be operated for longer than the end of the autumn term.

For in-year applications received outside the normal admissions round and if places are available then children qualifying under the published criteria will be admitted. If there are places available but more applications than places then the published oversubscription criteria will be applied. ‘In-year’ and late applications will be treated as per the arrangements published by the local authority.

If an application for admission has been turned down by the governing body, parent/carers can appeal to an independent appeals panel. Parent/carers must be allowed at least 20 school days from the date of notification that their application was unsuccessful to submit that appeal. Parent/carers must give reasons for appealing in writing and the decision of the appeals panel is binding on the governors.

The governing body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.

Late applications will be considered in accordance with the published criteria. If the school is oversubscribed, late applications will be placed on a reserve list in priority order according to the published admission criteria. Parents will be notified if a vacancy subsequently arises. Parents will be expected to provide a reason/s for their late application. If this is not exceptional the application will be dealt with after all others have been dealt with.
St Charles RC Primary School

Admission policy 2016/2017
St Charles is a Catholic primary school under the trusteeship of the Diocese of Salford. It is maintained by Salford City Council. As a voluntary aided school, the governing body is the admissions authority and is responsible for taking decisions on applications for admissions. The co-ordination of admissions arrangements is undertaken by the local authority. For the school’s year commencing September 2016, the governing body has set its admissions number at 30.

Admissions to the school will be made by the governing body. All preferences listed on the local authority preference form will be considered on an equal basis with the following set of admissions criteria forming a priority order where there are more applications for admissions than the school has places available. The governors will admit all children who have statements of Special Educational Needs/Education Health and Care Plans in which the school is named.

Oversubscription criteria:
1. Baptised Catholic cared for children who are in the care of the local authority and previously Looked After Children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish(es) of St Charles.
4. Baptised Catholic children from other parishes.
5. Non Catholic cared for children who are in the care of the local authority and previously Looked After Children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
6. Non Catholic children who have a sibling in the school at the time of admission
7. Other children.

Notes
(a) All applicants will be considered at the same time and after the closing date for admissions which is 15 January 2016.
(b) All Catholic applicants will be required to produce a Baptismal Certificate.
(c) It is the duty of governors to comply with class size limits at Key Stage One.
(d) If in any category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be measured in a straight line from the address point of the child’s home address (including flats) to the centre point of the school using the local authority’s computerised measuring system with those living nearer to the school having priority. In the event of distances being the same for two or more applicants where this distance would be last place(s) to be allocated, a random lottery will be carried out in a public place. All the names will be entered into a hat and the required number of names will be drawn out.
(e) Where a child lives with parents with shared responsibility, each for part of a week, the child’s ‘permanent place of residence’ will be determined as the address of the parent who normally has responsibility for the majority of school days in a week.

Closing date for applications: 15 January 2016
(f) ‘Sibling’ is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

(g) A waiting list for children who have not been offered a place will be kept and will be ranked according to the admission criteria. Parents will be informed of their child’s position on the waiting list which will not be operated for longer than the end of the autumn term.

(h) For ‘in-year’ applications received outside the normal admissions round and if 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. In-year and late applications will be treated as per the arrangements published by the local authority.

(i) If an application for admission has been turned down by the governing body, parents can appeal to an independent appeals panel. Parents must be allowed at least 20 school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for their appeal in writing and decision of the appeals panel is binding on the governors.

(j) Late applications will be considered in accordance with the published admissions criteria. If the school is over subscribed, late applications will be placed on a reserve list in priority order according to the published admissions criteria. Parents will be notified if a vacancy subsequently arises. Parents will be expected to provide one or more reasons for the late application. If this is not exceptional the application will be dealt with after all others have been considered.
St Edmunds RC Primary School

Admission policy 2016/2017

St. Edmund’s is a Roman Catholic Primary School under the trusteeship of the Diocese of Salford. It is maintained by Salford City Council. As a voluntary aided school, the governing body is the admissions authority and is responsible for taking decisions on applications for admissions. The co-ordination of admissions arrangements is undertaken by the local authority. For the school year commencing September 2016, the governing body has set its admissions number at 45. The governors will admit all children who have statements of Special Educational Needs/Education Health and Care Plans in which the school is named.

Admissions to the school will be made by the governing body. All preferences listed on the application form will be considered on an equal basis with the following set of admissions criteria forming a priority order where there are more applications for admissions than the school has places available.

1. Baptised Catholic Looked After Children who are in the care of the local authority.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
4. Baptised Catholic children from other parishes.
5. Non Catholic Looked After Children who are in the care of the local authority.
6. Non Catholic children who have a sibling in the school at the time of admission.
7. Other children.

Notes

(a) All applicants will be considered at the same time and after the closing date for admissions which is 15 January 2016.

(b) All Catholic applicants will be required to produce a Baptismal Certificate.

(c) It is the duty of governors to comply with class size limits at Key Stage One.

(d) If in any category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be measured in a straight line from the front door of the child’s home address (including the community entrance to flats) to the main entrance of the school using the local authority’s computerised measuring system, with those living nearer to the school having priority. In the event of distances being the same for two or more applicants where this distance would be last place(s) to be allocated, a random lottery will be carried out in a public place. All the names will be entered into a hat and the required number of names will be drawn out.

(e) Where a child lives with parents with shared responsibility, each for part of a week, the child’s ‘permanent place of residence’ will be determined as the address of the parent who normally has responsibility for the majority of school days in a week.

(f) Sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.
(g) A waiting list for children who have not been offered a place will be kept and will be ranked according to the admission criteria. Parents will be informed of their child’s position on the waiting list which will not be operated for longer than the end of the autumn term.

(h) For in-year applications received outside the normal admissions round and if 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. In-year and late applications will be treated as per the co-ordinated arrangements published by the local authority.

(i) If an application for admission has been turned down by the governing body, parents can appeal to an independent appeals panel. Parents must be allowed at least 20 school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the appeals panel is binding on the governors.

(j) The governing body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.
St Gilbert’s Roman Catholic Primary School

Admission policy 2016/17
This policy applies to admissions to St Gilbert’s Roman Catholic Primary School (the school) which is a Roman Catholic voluntary aided school provided by the Diocese and maintained by Salford City Council.

The ethos of this school is Catholic. The school was founded by the Catholic church to provide education for children of Catholic families. The school is conducted by its governing body as part of the Catholic church in accordance with its Trust Deed and Instrument of Government and seeks at all times to be a witness to Jesus Christ. 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. We ask all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply for, and be considered for, a place here.

The school’s governing body is responsible for the control of admissions to the school. An admissions committee, comprising of the headteacher, chair of governors, and parish priest, will oversee the admissions to the school. The co-ordination of admission arrangements is undertaken by the local authority.

For the school year commencing September 2016, the governing body has set its admissions number at 30.

Admission to the school will be made by the governing body in accordance with the stated parental preferences it receives subject to the following criteria which will be used to form a priority order if there are more applications for admission than the school has places available. All preferences listed on the local authority preference form will be considered on an equal basis. The governors will admit all children who have statements of Special Educational Needs/Education Health and Care Plans in which the school is named. In the event of oversubscription for the remaining places they will be allocated by use of the following criteria applied in order:

1. Baptised Roman Catholic Looked After Children and previously Looked After Children who are baptised Roman Catholic.
2. Baptised Roman Catholic children resident in the former parishes of St Matthew’s, Winton and St Gilbert’s, Brookhouse, Eccles. In the event that there are more children from within the parishes applying for places than there are places available, priority will be given to children with brothers or sisters already in the school at the time of admission to the school.
3. Baptised Roman Catholic children from parishes other than the former St Matthew’s or St Gilbert’s with a brother or sister currently in the school at the time of admission to the school.
4. Other Baptised Roman Catholic children who are resident in another parish.
5. Other Looked After Children and previously Looked After Children.
6. Other children with a brother or sister attending the school at the time of admission.
7. Other children.
**Oversubscription**

It is possible that the school’s admission number will be reached before all the children within a category have been allocated places. If that happens all of the children (but not children in higher categories whose places will be assured) will be allocated places as follows.

If in any category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be measured by the local authority’s computerised measuring system with those living nearer to the school having priority. Distance will be measured in a straight line from the front door of the child’s home address (including the community entrance to flats) to the main entrance of the school. In the event of distances being the same for two or more applications and only one place is left to be allocated, a random lottery will be carried out in a public place. All the names will be entered into a hat and the required number of names will be drawn out.

If the school is oversubscribed, a waiting list will be maintained for the full autumn term in the academic year of admission. It will be ordered according to the admission oversubscription criteria.

It is the duty of governors to comply with regulations on infant class size limit of Key Stage One.

Sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parents’/carers’ partner where the child for whom the place is sought is living in the same family unit at the same address as that sibling.

A Looked After Child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions under section 22(l) 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, residence or special guardianship order.

**Notes**

Parents are asked to read and confirm receipt of the governors’ published admission policy.

(a) The governing body shall consider all applicants at the same time after the closing date for admissions. The local authority will notify parents of the governors’ decision on 18 April 2016.

(b) Each Roman Catholic applicant will be required to produce a Baptismal Certificate.

(c) Parents should check carefully whether they are within the former parish boundary of St Matthew’s Winton, Eccles or St Gilbert’s Brookhouse, Eccles and should consult the parish priest or the school regarding this.

(d) The parents’/carers’ address is considered to be the child’s parents’/carers’ genuine principal place of residence at the time of the allocation of places, that is to say, where they are normally and regularly living. Any permanent change of address must be notified to the school as soon as possible. Parents will be required to produce at least two forms of appropriate evidence of principal place of residence e.g. an original up to date utility bill, proof of where you are registered for council tax, your television licence, or proof of your child tax credits.
Where a child lives with parents with shared responsibility, each for part of the week, the ‘permanent place of residence’ will be determined as the address of the parent who normally has responsibility for the majority of the school days in a week.

The governing body reserves the right to give special consideration to twins or triplets etc. to prevent breaking the sibling link.

If an application for admission has been turned down by the governing body, parents can appeal to an independent appeals panel. This appeal must be sent in writing to the clerk to the governors at the school within 20 days of notification of refusal that their application was unsuccessful to submit that appeal. The parents/carers must give their reasons for appealing in writing and the decision of the appeals panel is binding on the governors and parents.

Admission arrangements to the reception class are separate to those for the nursery. Attendance at nursery does not give a child any guarantee or priority when it comes to consideration by the governing body of applicants for admission to the reception class.

Late applicants. Any application received after the closing date, but before the offer of places, will be deemed late and will be considered after those received on time. The offer of a place will be decided in accordance with the published admission policy. Any applications received after the allocation of places will be considered as they are received in accordance with the published admissions criteria. Parents will be expected to provide a reason(s) for late application. If this is not exceptional the application will be dealt with after all others have been dealt with. In both cases applications will only be considered if places are available in the school. If the school is oversubscribed, late applications will be placed on a reserve list in priority order according to the published admissions criteria.

For in-year application received outside the normal admission round and if 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.

Parents can request that the date their child, if below compulsory school age, is admitted to school is deferred to later in the school year or until the term when they reach compulsory school age.

The governing body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.
St Joseph’s RC Primary School, Ordsall

Admission policy 2016/17
St Joseph’s is a Roman Catholic primary school provided by the Diocese of Salford and is maintained by Salford City Council as a voluntary aided primary school. The school’s governing body is the admission authority and is responsible for taking decisions on applicants for admission. For the school year commencing September 2016 the governing body’s planned admission number is 22.

Admission to the school will be made by the governing body in accordance with the stated parental preferences it receives subject to the following criteria. These will be used to form a priority order if there are more applications for admissions that the school has places available.

As required by law, all children with a statement of Special Educational Needs/Education Health and Care Plan naming the school will be admitted before the application of the oversubscription criteria.

1. Baptised Roman Catholic children who are in public care and previously Looked After Children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
2. Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and resident in the parish of St Joseph’s.
3. Baptised Roman Catholic children resident in the parish of St Joseph’s.
4. Other baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and are resident in another parish.
5. Other baptised Roman Catholic children who are resident in another parish.
6. Children of other Christian families with at least one Roman Catholic parent/carer.
7. Children of other Christian families with no Catholic parent/carer.
8. Other children who are in public care and previously Looked After Children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
9. Children with proven exceptional medical and social needs where admission to the school might best help satisfy those exceptional needs.
10. Other children with a brother or sister attending the school at the time of admission.
11. Other children.
A waiting list will be maintained and ordered according to the school's admission criteria. The list will not give priority based simply on the date the application was received. If new applicants have a higher priority in line with the admissions criteria, they will be ranked higher than those who have been on the list for a longer time.

Late applicants. Any application received after the closing date, but before the offer of places, will be deemed late and will be considered after all those received on time. The offer of a place will be decided in accordance with the published admission criteria. Any application received after the allocation of places will be considered as they are received.

Admission arrangements to the reception class are separate to those for the nursery. Attendance at the nursery does not give any guarantee or priority when it comes to consideration by the governors of applicants for admission to the reception class. Places are allocated according to the admissions criteria.

Notes
(a) All applicants will be considered at the same time by the admissions committee after the closing date for admissions which is 15 January 2016.
(b) Each Roman Catholic applicant will be required to produce a Baptismal Certificate.
(c) Parents/carers should check carefully whether they are within the parish boundary of St Joseph’s.
(d) The governing body will interpret sibling link as follows: brothers/sisters, step brothers/sisters all resident at the same address.
(e) If in any category there are more applicants than places available, priority will be given on the basis of proximity to the school as defined as being nearest to the school, measured in a straight line from the permanent place of residence to the school (as the crow flies – determined by the local authority’s measuring system).
(f) It is the duty of the governors to comply with class size limits at Key Stage 1. This means that the school cannot operate classes of more than 30 in Key Stage 1.
(g) The parents’/carers’ address must be the child’s permanent place of residence at the time of the allocation of places. Parents/carers may be asked to produce documentary evidence of their address.
(h) If an application for admission has been turned down by the governing body, the parents/carers can appeal to an independent appeal panel. This appeal must be sent in writing to the clerk of the governors at the school within 20 days of notification of refusal. The parents/carers must give their reasons for appealing in writing and the decision of the appeals panel is binding on the governors.
St Joseph the Worker RC Primary School, Irlam

Admission policy 2016/17
St Joseph the Worker RC is a Roman Catholic primary school provided by the Diocese of Salford and maintained by Salford City Council as a voluntary aided school.

The school’s governing body is the admissions authority and is responsible for taking decisions on applications for admissions.

For the school year, commencing September 2016, the governing body has set its planned admissions number at 30 for the reception class and 26 for the nursery class.

Admission to the school will be made by the governing body, in accordance with the stated parental preferences it receives, subject to the following set of criteria which will be used to form a priority order in the case of there being more applications than places available.

The governors will admit all children with a statement of Special Educational Needs/Education Health and Care Plan in which the school is named. In the event of oversubscription for the remaining places will be allocated by use of the following criteria applied in order:

1. Baptised Roman Catholic children who are in public care and previously Looked After Children who have ceased to be looked after because they were adopted or became subject to a special residency order or special guardianship order.
2. Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission.
3. Baptised Roman Catholic children resident in the parish of St Joseph’s.
4. Other Baptised Roman Catholic children.
5. Other children who are in public care and previously Looked After Children who have ceased to be looked after because they were adopted or became subject to a special residency order or special guardianship order.
6. Other children with a brother or sister attending the school at the time of admission.
7. Children with exceptional needs.
8. Other children.

Notes
Each Roman Catholic applicant must produce a Baptismal Certificate.

Parents should check whether they are residents within the parish borders (a map is available from the school).

Governors will comply with class size limits in Key Stage One.

If any category is oversubscribed, priority will be given on the basis of proximity to school. This is measured in a straight line from the address point of the child’s home address to the centre point of the school.

Governors have identified the sibling link to include step siblings, foster children in the same household and other children of parents within the same household. Proof should be provided to demonstrate that such children are permanently resident at the same address as part of the family unit.

It has been agreed that whenever possible siblings, who are twins or triplets or siblings within the same year group etc, should be treated as
‘one unit’ so as to avoid splitting a family.

NB. Governors are aware that the class size 26 is the determining factor, so for late applications parents would have to decide which child is to go to the school and an appeal would need to be made for the other child. An appeal panel may well class this as unreasonable and may decide to uphold an appeal; the onus will still fall on the school to make provisions for the following year. This may require the school to group classes vertically or employ an additional teacher.

Refusal to admit can be referred to an independent appeals panel.

Admissions to the nursery are explained in the school’s nursery prospectus and closely follow the local authority arrangements. Attendance in the nursery does not guarantee a place in the reception class.

It has been agreed with governors and nursery staff that we will admit up to a maximum of 26 children into the nursery, on the assumption that all health and safety requirements have been met. If oversubscribed then the limit will be 20 full time and 12 part time.

When seeking a place in nursery, time spent on the request list is not a criterion of admission. The closing date for nursery applications is 15 January 2016 and places will be allocated on 18 April 2016. Any requests received after that date will be placed on a waiting list, if all nursery places have been allocated. The admission criteria will apply when filling any spare places from the waiting list.
St Luke’s RC Primary School

Admission policy 2016/2017
St Luke’s is a Roman Catholic primary school provided by the Diocese of Salford and is maintained by Salford City Council as a voluntary aided primary school. The school’s governing body is the admission authority and is responsible for taking decisions on applicants for admission. For the school year commencing September 2016 the governing body’s planned admissions number is 60.

Admission to the school will be made by the governing body in accordance with the stated parental preferences it receives subject to the following criteria which will be used to form a priority order if there are more applications for admission than the school has places available.

The governors will admit all children with a statement of Special Educational Needs/Education Health and Care Plan in which the school is named.

The remaining places will be prioritised on the basis of the following criteria:

1. Baptised Roman Catholic Looked After Children and previously Looked After Children.
2. Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and resident in the parish of St Luke’s and the designated part of SS Peter and Paul.
3. Other baptised Roman Catholic children who are resident in the parish of St Luke’s and the designated part of SS Peter and Paul.
4. Other baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and resident in another parish.
5. Other baptised Roman Catholic children resident in another parish.
6. Other Looked After Children or previously Looked After Children.
7. Other children with a brother or sister attending the school at the time of admission.
8. Other children.

A brother or sister is defined as a natural brother or sister, or step brother or sister, or foster/adopted brother or sister who live in the same household and which is the child’s genuine main residence.

Oversubscription
In the course of allocating places for children within 1 to 8 of the criteria, it is possible that the school’s admission number will be reached before all the children within that criterion have been allocated places. If that happens all of the children within that criterion (but not children in higher criteria whose places will be assured) will be ranked according to distance from the school. Priority is given to children who live nearest the school. The distance is measured along a straight line between the home address and the school. The local authority will carry out this exercise using a computer package. In the event of distance being the same for two or more applicants, where this distance would be last place(s) to be allocated, a random lottery will be carried out in a public area. Names will be drawn at random.
Residence
The parents/carers address is considered to be child’s parents/carers genuine principal place of residence for the child at the time of allocation of places. All applications will be required to provide proof of address, by supplying an original, up to date, utility bill or family credit book.

In the event of shared custody arrangements the home address will be defined as the address to which child benefit is paid. Evidence of this would need to be provided.

Notes
(a) All applicants will be considered at the same time by the admissions committee after the closing date for admissions.
(b) Parents must complete the common application form.
(c) Each Roman Catholic applicant will be required to produce a Baptismal Certificate with their original application.
(d) Parents/carers should check carefully whether they are within the parish boundaries of St Luke’s or the designated part of the parish of SS Peter and Paul. To do so contact the school or resident parish.
(e) If an applicant for admission has been turned down by the governing body, parents/carers can appeal to an independent appeals panel. This appeal must be sent in writing to the clerk to the governors at the school within 20 days of notification of refusal. The date of notification will be two working days after posting by first class post. The parents/carers must give their reasons for appealing in writing. The decision of the appeals panel is binding on the governors and the parents/carers.
(f) Parents can request that the date their child [if below compulsory school age] is admitted to school is deferred to later in the school year or until the term when they reach compulsory school age.
(g) The governing body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.
(h) Admission arrangements to the reception class are separate to those for the nursery. Attendance at the nursery does not give a child any guarantee of priority when it comes to consideration by the governors of applicants for admission to the reception class.
(i) 26 places are available in the nursery and the governors shall determine how many of these places are to be allocated on a full time or part time basis each year depending on the number of applicants.

Late applicants
Any application received after the closing date but before the offer of places will be deemed late and will only be considered after those received on time irrespective of category. The offer of a place will be decided in accordance with the published admission criteria. Any application received after the allocation of places will be considered as they are received.

For in-year applications received outside the normal admissions round and if places are available then children qualifying under the published criteria will be admitted. Applications to the school should be made to the school admissions team. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
Admission policy 2016/2017
Admissions to the school are the responsibility of the governing body. The local authority will manage the admissions process. The following agreement between the governors, the Diocese of Manchester and the local authority lays down the criteria for admissions and procedures to be followed. It is intended that:

- 30 children be the standard number admitted to the nursery class
- 60 children be the standard number admitted to the reception class.

Aims and objectives of the policy
In drawing up the admissions arrangements the governors of the school aim to ensure that the admissions criteria is clear, fair and objective for the benefit of all children, including those with Special Educational Needs and disabilities.

Oversubscription criteria
The governors will admit all children having a statement of Special Educational Needs/Education, Health and Care Plan, which names this school.

1. The school will give first priority to Looked After Children (children in public care) and previously Looked After Children who have ceased to be looked after because they were adopted or subject to a special residency order or a special guardianship order.

2. In the event of oversubscription for the remaining places they will be allocated using the following criteria in order. Applications will be prioritised on the basis of the following points system, with places being awarded to those having the highest scores.

(a) 5 points
Children whose parents or guardians are in regular attendance at any of the churches in the parish of the Worsley Team Ministry (St Mark’s Worsley, St Mary’s Ellenbrook and St Andrew’s Boothstown) (See Note (a) on the following page).

(b) 4 points
Children whose parents are resident in that part of the Worsley ward of Salford City Council as defined on the map available from school or www.salford.gov.uk/parishmaps.

(c) 4 points
Children who have a sibling attending the school at the time of admission. A sibling is defined as a brother or sister, a step brother or step sister living at the same address as the child for whom the application is being made.

(d) 3 points
Children whose parents/guardians are in regular attendance at a church which is a member of Churches Together in Britain and Ireland (See note (a) on the following page).

(e) 1 point
Children who are baptised, or have undergone another form of Christian initiation, for which evidence will be sought.
3. All other children.

Notes

(a) Church attendance. Please note, the attendance of one parent or guardian is sufficient. Regular attendance is normally taken to mean a minimum of fortnightly attendance for at least a year prior to 1 September in the year before admission to the school. Evidence of church attendance will be sought from clergy or other church officer. A supplementary form is provided for this purpose. The form is available online at www.salford.gov.uk/vaforms or from the school. NB. While completing this form is not compulsory, the governors will not be able to give any credit for church attendance without the completed form and this could disadvantage the applicant.

(b) Oversubscription criteria. In the event of any selection between children with equal points, children with siblings already in school will take precedence over geographical proximity to the school. In the event of distances being the same for two or more applicants where this would be the last place(s) to be allocated, a random lottery will be carried out in a public place. All the names of those with equal distance will be entered into a draw and the required number of names will be drawn out. Please note, geographical proximity is measured in a straight line from the address point of the home address to the centre point of the school; home is the child’s normal place of residence during the school week. Waiting lists for each year group are maintained and if a place becomes available, it will be offered on the basis of the above criteria for admissions. Any appeals are to be made to an independent panel set up under the Schools Standards and Framework Act 1998 (amended).

(c) Admissions to the nursery class. Children will be admitted at the beginning of the autumn term before their fourth birthday. 30 places are available in the nursery and the governors shall determine how many of these places are to be allocated on a full-time or part-time basis each year, depending on the number of applicants.

(d) Admissions to the reception class. A place in the nursery class does not guarantee a place in reception class the following year.

As from September 2011 all children have the right to start school in reception class from the September following their fourth birthday. All parents must apply for their child to attend the reception class, even if they have previously attended the nursery class at the school or an associated nursery setting. Reception places will be allocated using the criteria in this policy. Once places have been allotted, parents have the option to take the place offered for their child on either a full or part time basis. This place can be deferred until later in the school year or until the child reaches compulsory school age. Once the child reaches the statutory school age the child must attend school on a full time basis. Unless informed otherwise by the parent it will be assumed that all places are required on a full time basis.

(e) Twins. Where applications are made for the admission of twins, triplets etc. and there are too few places available at the school to accommodate them all, then the twins or all the children of the multiple birth will be accepted even though this would exceed the maximum number normally allowed.

(f) Shared custody. Where a child lives with parents with shared responsibility and the child spends time at each parents address, the address used will be that of the main carer. The main carer is defined as the parent who is in receipt of child benefit.
St Mark’s RC Primary School, Swinton

Admission policy 2016/17
St Mark’s is a Roman Catholic primary school provided by the Diocese of Salford and is maintained by Salford City Council as a voluntary aided primary school.

The school’s governing body is the admission authority and is responsible for taking decisions on applicants for admission. For the school year commencing September 2016 the governing body’s planned admission number is 30.

The governors will admit all children who have a statement of Special Educational Needs/Education Health and Care Plan in which the school is named.

Admission to the school will be made by the governing body. All preferences listed on the local authority application form will be considered on an equal basis with the following set of admissions criteria forming a priority order where there are more applications for admissions than the school has places available.

The ethos of the school is Roman Catholic. The Catholic faith and the teaching of the Catholic church have an essential role in school life and influence every aspect of the curriculum. We ask all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply for and to be considered for a place here.

Applications for a place in reception in September 2016 must be made on the application form issued by Salford City Council and returned by 15 January 2016. Parents who wish to seek priority under any criterion that requires additional evidence should ensure copies of documentation are submitted along with the application. (See notes eg. Baptismal Certificate, utility bill).

Admission criteria
1. Baptised Roman Catholic Looked After Children and previously Looked After Children who are also Baptised Roman Catholics.
2. Baptised Roman Catholic children with a sibling attending the school at the time of admission, resident in the Parish of St Mark’s.
3. Baptised Roman Catholic children resident in the Parish of St Mark’s.
4. Baptised Roman Catholic children with a sibling attending the school at the time of admission, resident in another parish.
5. Baptised Roman Catholic children resident in another parish.
6. Baptised children of other Christian denominations with at least one Catholic parent/guardian. (proof required, see notes d and e).
7. Other Looked After Children and previously Looked After Children.
8. Baptised children of other Christian denominations with a sibling in the school at the time of admission (see note d).
10. Other children with a sibling in the school at the time of admission.
11. Other children.

Notes
(a) Parents must complete an application form and express all their preferences for primary school admission. The closing date for all applicants is 15 January 2016. All applicants will be
considered by the governors at the same time in a fair way according to the published criteria.

(b) Parents will be informed of the governors’ decision by Salford City Council in April 2016. An offer of a place does not guarantee a place for siblings in subsequent years.

(c) Each Roman Catholic applicant will be required to produce a Baptismal Certificate.

(d) Evidence of other Christian Baptism will be required (copy of Baptismal Certificate required with application).

(e) For criteria 6 to be applied the Catholic parent/guardian will need to provide a copy of their own Catholic Baptismal Certificate.

(f) All applicants will be required to provide proof of address e.g. up-to-date utility bill or family credit book. The governing body reserves the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or places of residence.

(g) It is the duty of governors to comply with class size limits at Key Stage One. This means that the school cannot operate classes in Key Stage One of more than 30 children.

(h) If in any category there are more applications than places available, priority will be given on the basis of proximity to the school. This will be determined by the nearest, safest walking routes from the address point of the child’s home address to the centre point of the school. This will be digitally measured using the local authority system with those living closer to the school receiving the higher priority. In the case of an equal distance measurement a random draw will be held.

(i) Where a child lives with parents with shared responsibility, each for part of the week, the ‘home’ address will be determined as being where the child resides for the majority of the school week.

(j) The term ‘sibling’ is defined as brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carers partner living in the same household.

(k) If the school is oversubscribed, a waiting list will be maintained for the full autumn term in the academic year of admission. It will be ordered according to the admission criteria.

(l) Late applications will be considered in accordance with the published admissions criteria after applications received by the closing date.

(m) If an application for admission has been turned down by the governing body parents can appeal to an independent appeals panel. This appeal must be sent in writing to the clerk to the governors at the school within 20 days of notification of refusal. The parents must give their reasons for appealing in writing and the decision of the appeals panel is binding on the governors and parents.

(n) Twins/triplets. Where there are twins seeking admission and there is only a single place left within the admission number, then the governing body will exercise as much flexibility as possible. If places for twins or all triplets etc cannot be offered, the family will be advised accordingly. This may also apply to siblings who are in the same year group.

(o) A Looked After Child is a child who is i) in the care of a local authority or ii) being provided with accommodation by their local authority in the exercise of their social services functions (Children’s Act 1989). A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption residence or special guardianship order.
St Mary’s RC Primary School, Eccles

Admission policy 2016/17
St Mary’s is a Catholic primary school under the trusteeship of the Diocese of Salford. It is maintained by Salford City Council. As a voluntary aided school, the governing body is the admissions authority and is responsible for taking decisions on applications for admissions. The coordination of admissions arrangements is undertaken by the local authority. For the school year commencing September 2016, the governing body has set its admissions number at 30.

Admissions to the school will be made by the governing body. All preferences listed on the local authority application form will be considered on an equal basis with the following set of admissions criteria forming a priority order where there are more applications for admissions than the school has places available.

Places will first be allocated to children who have a statement of Special Educational Needs which names the school.

1. Baptised Catholic Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish(es) of St Mary’s and SS Peter and Paul.
4. Baptised Catholic children from other parishes.
5. Non Catholic Looked After Children and previously Looked After Children.
6. Non Catholic children who have a sibling in the school at the time of admission.
7. Other children.

Notes
(a) All applicants will be considered at the same time and after the closing date for admissions which is 15 January 2016.
(b) All Catholic applicants will be required to produce Baptismal Certificates.
(c) It is the duty of governors to comply with class size limits at Key Stage One.
(d) If in any category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be measured in a straight line from the address point of the child’s home address to the centre point of the school using the local authority’s computerised measuring system with those living nearer to the school having priority. In the event of distances being the same for two or more applicants where this distance would be last place(s) to be allocated, a random lottery will be carried out in a public place. All the names will be entered into a hat and the required number of names will be drawn out.
(e) Where a child lives with parents with shared responsibility, each for part of a week, the child’s ‘permanent place of residence’ will be determined as the address of the parent who normally has responsibility for the majority of school days in a week.
(f) Sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that
sibling.

(g) A waiting list for children who have not been offered a place will be kept and will be ranked according to the admission criteria. Parents will be informed of their child’s position on the waiting list which will not be operated for longer than the end of the autumn term.

(h) For ‘in-year’ applications received outside the normal admissions round and if 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. ‘In-year’ and late applications will be treated as per the coordinated arrangements published by the local authority.

(i) If an application for admission has been turned down by the governing body, parents can appeal to an independent appeals panel. Parents must be allowed at least 20 school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the appeals panel is binding on the governors.

(j) The governing body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.

(k) A Looked After Child is a child who is [a] in the care of the local authority, or [b] being provided with accommodation by a local authority in the exercise of the 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, residence or special guardianship order.

Closing date for applications: 15 January 2016
St Mary's RC Primary School, Swinton

Admission policy 2016/17
St Mary’s is a Roman Catholic primary school provided by the Diocese of Salford and is maintained by Salford City Council as a voluntary aided primary school. The school’s governing body is the admission authority and is responsible for taking decisions on applicants for admission. For the school year commencing September 2016, the governing body’s planned admission number is 30.

Admission to the school will be made by the governing body. All preferences listed on the application form will be considered on an equal basis with the following set of admissions criteria forming a priority order where there are more applications for admission than the school has places available.

The ethos of this school is Catholic. The school was founded by the Catholic church to provide education for children of Catholic families. The school is conducted by its governing body as part of the Catholic church in accordance with its Trust Deed and Instrument of Government and seeks at all times to be a witness to Jesus Christ. We ask all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply for, and be considered for, a place here.

Application form
Applications for a place in reception at September 2016 must be made on the common application form issued by Salford City Council and returned by the date specified by Salford City Council. Parents who wish to seek priority under any criterion that requires additional evidence should ensure copies of documentation are submitted along with the application (a copy of their child’s Baptismal Certificate, a utility bill and council tax bill to St Mary’s RC Primary School).

1. Baptised Catholic Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Mary’s RC Church, Swinton.
4. Baptised Catholic children from other parishes.
5. Non-Catholic Looked After Children and previously Looked After Children.
6. Non-Catholic children who have a sibling in the school at the time of admission.
7. Exceptional needs.
8. Other children.

Notes
(a) All applicants will be considered at the same time and after the closing date for admissions which is 15 January 2016. All applicants will be considered by the governors at the same time in a fair way according to the published criteria.
(b) Parents will be informed of the governor’s decision by Salford City Council in April 2016.
(c) 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, residence or special guardianship order.

(d) For a child to be considered as a Catholic evidence of a Catholic Baptism will be required.

(e) All applicants will be required to provide proof of address i.e. up-to-date utility bill and council tax bill.

(f) It is the duty of governors to comply with regulations on class size limits at Key Stage 1.

(g) If in any category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be measured in a straight line from the address point of the child’s home address to the centre point of the school using the local authority’s computerised measuring system with those living nearer to the school having priority. In the event of distances being the same for two or more applicants where this distance would be last places to be allocated, a random lottery will be carried out in a public place. All the names will be entered into a hat and the required number of names will be drawn out.

(h) Where a child lives with parents with shared responsibility, each for part of a week, the child’s ‘permanent place of residence’ will be determined as the address of the parent who normally has responsibility for the majority of school days in a week.

(i) Sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother/sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling. The sibling is in reception to year 5 at the time of application for a place at the school.

(j) A waiting list for children who have not been offered a place will be kept and will be ranked according to the admission criteria. Parents will be informed of their child’s position on the waiting list which will not be operated for longer than the end of the autumn term. The sibling is in reception to year 5 at the time of application for a place at the school.

(k) For in-year applications received outside the normal admissions round and if 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.

(l) If an application for admission has been turned down by the governing body, parents can appeal to an independent appeals panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the appeals panel is binding on the governors.

(m) Parents can request that the date their child, if below compulsory school age, is admitted to school is deferred to later in the school year or until the term when they reach compulsory school age.

(n) The governing body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.

(o) Late applications will be considered in accordance with the published admissions criteria after applications received by the closing date.
Twins/triplets. Where there are twins seeking admission and there is only a single place left within the admission number, then the governing body will exercise as much flexibility as possible. If places for twins or all triplets etc cannot be offered, the family will be advised accordingly. This may also apply to siblings who are in the same year group. If only a single place can be offered for twins, then the local authority’s system for a random draw will decide which pupil receives an offer.

Exceptional needs. Children for whom the governors accept here are exceptionally strong medical, social or welfare reasons associated with the child and/or family, which are directly relevant to the school concerned. Supporting professional evidence will be required. This may be from whatever source(s) the applicant feels are most appropriate. Examples of such evidence are health visitors and social services.

As required by law all children with a statement of Special Educational Needs/Education Health and Care Plan naming the school will be admitted before the application of the oversubscription criteria.
St Paul's CE Primary School, Crompton Street

Admission policy 2016/17
Admissions to an aided school are the responsibility of the governors, in agreement with the Diocesan Board of Education and the local authority (LA). This policy lays down the criteria for admissions and the procedure to be followed. The standard number agreed for admission to nursery class is 26 and for reception class is 30.

Responsibility for admissions is delegated to the administration and staff committee, of which the headteacher is a member. The governors will admit all children who have a statement of Special Educational Needs/Educational, Health and Care Plan in which the school is named. When available places are oversubscribed, applications will be prioritised on the basis of the following criteria:

1. Looked After Children and previously Looked After Children who were looked after but ceased to be so because they were adopted or became subject to a residence order or special guardianship order.
2. Children who have special medical or social circumstances. Professional supporting evidence will be needed in support of their application to this school.
3. Children and parents/guardians who are in regular attendance at St Paul’s Church, Walkden Moor, St John the Baptist, Little Hulton, or St Paul’s Peel.
5. Children and parents/guardians who are in regular attendance at any other Christian church within the team boundary.
6. Children and parents who are in regular attendance at any other religious establishment within the team boundary.
7. Any other children, whilst applying the proximity rule.

Notes
(a) A minimum attendance of 40 Sundays per year is required to qualify for consideration as a church member and those applicants qualifying under this rule with siblings at the school will be given preference over other applicants. If the school is oversubscribed, places will be allocated on the basis of total number of church attendances over the last three years. If new to the area evidence of church attendance should be sought from the previous parish.

(b) If a place is sought under Christian or other religion a supplementary form must be completed and signed by two officers from the church to verify attendance of a child.

(c) In the event of there being more children than places available in any category, geographical proximity will be taken into account, as defined by Salford City Council. In the event of any selection between children with equal distance, children within the parish boundary will take precedence over those who live in equal proximity to the school. Otherwise, the older child based on date of birth. The ‘normal’ home of the child will be taken to be the home in which the child sleeps for the majority of the school week where shared custody arrangements exist for the child.

(d) Siblings defined as brother/sister, step brother/step sister, half brother/half sister or foster siblings in the family unit residing at the same address during the school week. It also includes full brother and sister living apart.
Where admission is sought under special medical or social circumstances criteria, professional supporting evidence is essential. Such evidence must set out the particular reasons why the school is most suitable for the child specifying the special resources the school has to meet the particular needs of the child and the difficulties that it would cause if the child had to attend another school.

There is a right of appeal to an independent appeals panel.

Admissions
There is a maximum of 26 nursery places. The governors shall determine how many of these places are to be allocated on a full-time or part-time basis. A place in the nursery does not guarantee a place in reception the following year. A separate application must be made for both nursery and reception places.

Children will be admitted into the reception class at the beginning of the autumn term before their fifth birthday and to the nursery class at the beginning of the autumn term before their fourth birthday.

The governing body shall consider all the applicants at the same time after the closing date for admissions. Parents will be notified of the governor’s decision by the local authority on a date determined by the local authority and published in the information to parents and on their website.

Late applicants
Where there are extenuating circumstances for an applicant being received after the last date of application, and it is before the governors have established their list of pupils to be admitted, then it will be considered alongside all others. Otherwise, applications which are received after the last date will be considered after all the others and placed on a waiting list in order according to criteria.

Multiple births
Where there are children of multiple births wishing to be admitted and the sibling is the 30th child, the governors may admit over the infant class requirement if it is possible to do so.

Appeals
Where the governors are unable to offer a place because the school is oversubscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School’s Standards and Framework Act 1998, as amended by the Education Act 2002. Appeals can be submitted at any time after a place has been refused. Parents will have the opportunity to submit their case to the panel in writing and also attend to present their case. You will normally receive 14 days notice of the place and time of the meeting.

Address of pupil
The address used on the school’s admission form must be the current one ‘at the time of the application’. If the address changes subsequently, the parents should notify the local authority. Where the parents live at different addresses the current ‘at the time of application’, a normal address of the child should be used. This will be the one where the child wakes up for the majority of Monday to Friday mornings. The local authority will request proof of address. There is no right of appeal for nursery children.

Fraudulent applications
Where a governing body discovers that a child has been awarded a place as a result of an intentionally misleading application from a parent (e.g. a false claim to residence or involvement in a place of worship) which effectively denies a child with a stronger claim,
then the governing body is required to withdraw the offer of a place. However, the governors must consider the length of time the child has been at the school i.e. less than one term.

**Non-routine admissions**
If a child needs to change schools other than at the ‘normal’ time, such admissions are known as non-routine admissions. Since 2010, in-year admissions should be made through the local authority. The parent should contact the local authority who will issue an application form to the parent.

**Deferred admissions**
Children are eligible for a reception place from the beginning of the school year in which they become five years old. However, they do not become of compulsory age until the start of the term after their fifth birthday. After a place has been allocated and accepted parents can ask that the place be deferred until later in the school year and if they do this the place will be held for the child. They cannot however defer entry beyond the term after the child’s fifth birthday, nor beyond the school year for which the original application was accepted. Parents can also request that their child attends on a part time basis until the child reaches compulsory school age.
St Paul’s CE Primary School, Cross Lane

Admission policy 2016/2017
St Paul’s is a Church of England primary school provided by the Diocese of Manchester and is maintained by the Salford City Council as a voluntary aided school. The school’s governing body is the admissions authority and is responsible for taking decisions on applications for admissions. For the school year commencing September 2016 the governing body has set its planned admissions number at 30. This admissions policy has been agreed with the Diocese of Manchester and the local authority.

The governors will admit all children who have statements of Special Educational Needs/Educational, Health and Care Plan in which the school is named. In the event of oversubscription for the remaining places they will be allocated by use of the following criteria applied in order:

1. Looked After Children and previously Looked After Children who were looked after but ceased to be so because they were adopted or became subject to a residence order or special guardianship order.
2. Anglican children who are baptised and are resident in the parish of St Paul with Christ Church, or have a parent on the electoral roll of the parish.
3. Children who, on their admission, will have a brother or sister in attendance at the school. [A sibling, step sibling, adoptive sibling or foster sibling who is ordinarily resident at the same address as a pupil who occupies a place in St Paul’s school.]
4. Other baptised or dedicated Christian children of denominations which are members of Churches Together in Britain and Ireland or a local Churches Together organisation.
5. Children of parents practising the faith of one or other of the world’s great religious traditions, and who can provide evidence of this, who are resident in the parish of St Paul with Christ Church.
6. Children whose medical or social circumstances mean that their needs can best be met at this school as shown by professional supporting evidence e.g. from a doctor, psychologist, social worker.
7. Any other children resident in the parish.
8. Any other children.

Notes
(a) The governing body shall consider all applicants at the same time after the closing date for admissions. Parents will be notified of the governors’ decision by the local authority on a date determined by the local authority and published in the information booklet to parents and on their website.
(b) Late applicants. Any application received after the closing date, but before the offer of places, will be deemed late and will be considered after those received on time. The offer of a place will be decided in accordance with the published admission criteria. Any application received after the allocation of places will be considered as they are received.
(c) Parents claiming eligibility on the grounds of Christian baptism or dedication (criterion 2 and 4) or other religious beliefs (criterion 5) should submit a completed supplementary form as evidence.
Parents should be aware that a nursery place at the school does not mean automatic entitlement to a reception place at the school.

Parents should check carefully whether they are resident in the parish boundary of St Paul with Christ Church. The school office will keep a map showing parish boundaries, which parents may consult.

It is the duty of the governors to comply with class size limits at Key Stage 1. This means that the school cannot operate classes in Key Stage 1 of more than 30 (except see note h).

If, in any category, there are more applications than places available, priority will be given on the basis of proximity to the school. Proximity to the school is defined in terms of straight line distance from home to school. In the event of a tie, where two or more pupil’s home address is the same distance from the school and only one place is available, random allocation will be used.

Parents will need to provide proof of address when a child is admitted.

Twins, triplets. Where there are children of multiple births wishing to be admitted and the sibling is the 30th child, the governors may admit over the infant class requirement if it is possible to do so.

Appeals. If an application for admission is turned down by the governing body, parents can appeal to an independent appeals panel. This appeal must be sent in writing to the clerk to the governors at the school within 20 days of notification of refusal. Parents must give their reasons for appealing in writing and the decision of the appeals panel is binding on the governors.

Waiting list. The school maintains a waiting list. The admission criteria will be applied to all applicants on the waiting list in the event that a place becomes available.

Shared parenting. Where a child lives with parents with shared responsibility, each for part of the week, the home address will be decided by using the address on the child benefit paperwork.

Deferred admissions. Children will be admitted to the reception class at the beginning of the autumn term before their fifth birthday and to the nursery class at the beginning of the autumn term before their fourth birthday. Parents may request that their school place be deferred until later in the school year and if they do this a place will be held for the child. They cannot, however, defer entry beyond the beginning of the term after the child’s fifth birthday, nor beyond the school year for which the original application was accepted. Parents can also request that their child attends on a part time basis until the child reaches compulsory school age.

Nursery applications. Applications for nursery admissions should be made to the school. In the event of oversubscription, places will be allocated in line with the criteria outlined above.
Admission policy 2016/17

The capacity of the school, excluding nursery places, is 210. The maximum admission number is 30. Admissions will be made within these limits. The governing body is responsible for admissions to the school. The governors will admit all children who have a statement of Special Educational Needs/Educational, Health and Care Plan in which the school is named. In the event of oversubscription for the remaining places, the following criteria will be applied in the priority listed:

1. Looked After Children and previously looked after children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).

2. Baptised children, who are themselves, or of whom at least one parent/guardian is, in regular attendance at any of the churches within the parish of the local Anglican Team Ministry – All Saints, Wardley; St Augustine, Pendlebury; St Peter, Swinton.

3. Baptised children, of whom at least one parent/guardian is on the church electoral roll of the parish of Swinton and Pendlebury.

4. Practising Christian children, resident in the ecclesiastical parish of Swinton and Pendlebury, who are themselves, or of whom at least one parent/guardian is, in regular attendance at a church which is a member of Churches Together in Britain and Ireland or a local Churches Together organisation.

5. Baptised children with an elder sibling in attendance at the school when the younger child commences education. A brother or sister will include a step, adoptive or foster sibling who ordinarily resides at the same address as the child.

6. Children with exceptional medical or social needs. If claiming for exceptional medical or social reasons on behalf of a child or parent/guardian, evidence must be provided that the child/parent/guardian has a medical condition or social need which means that admission to this school is most suitable (this must be in the form of written, professional evidence from, for example, a doctor, psychologist or social worker). The school will give priority to children who have exceptional medical or social needs.

7. Children with an elder sibling in attendance at the school when the younger child commences education. A brother or sister will include a step, adoptive or foster sibling who ordinarily resides at the same address as the child.

8. Baptised children, resident in the ecclesiastical parish of Swinton and Pendlebury.

9. Distance from the school. The distance will be measured in a straight line using Local Land and Property Gazetteer (LLPG) information to measure the distance between the address point of the child’s home address and the centre of the school in miles. Those children whose home address is closest to the school will be those who get priority for places.

Notes

(a) Where more than one child meets the same criteria, these children will be distinguished by the application of the other admission criteria in the same order of priority. In the event of a tie, where two or more pupil’s home address is the same distance from the preferred school and only one place is available, random allocation will be carried out. The names of the equidistant pupils only will be entered into a draw and the
required number of names drawn out.

(b) A copy of the ecclesiastical parish boundary is available for reference at the school or from the Parish Office, Fletcher Hall, Vicarage Road, Swinton, M27 0WA.

(c) All applicants claiming under priority criteria relating to baptism must produce a baptism certificate.

(d) All applicants claiming under priority criteria relating to church attendance must provide written evidence that the child or at least one parent/guardian attends church at least once every four weeks.

(e) A list of churches together in Britain and Ireland and local churches together organisations can be obtained from www.ctbi.org.uk.

Nursery
The nursery class accepts children from the September after their third birthday. Part-time places are not offered. It is the policy of Salford City Council that parents are not allowed to take two part-time nursery places in Salford schools.

Reception
In accordance with the policy of Salford City Council, admissions are made into the reception class in the September following a child’s fourth birthday.

Where an application for a place is unsuccessful, parents have a statutory right of appeal and, if wishing to do so, should contact the Admissions and Exclusions Team at Salford Civic Centre; 0161 909 6508.

We are happy for any parents/guardians to look around the school. Visits are to be arranged in advance by phoning 0161 794 2616.

Multiple births (twins, triplets etc)
Where there are children of multiple births wishing to be admitted and one sibling is the 30th child with one or more siblings beyond this point, the governors may admit over the infant class-size requirement if it is possible to do so.

Late applications
Applications received after the set local authority deadline will be treated as late, regardless of the admission criteria met. After initial school places have been allocated, late applicants will take the relevant criteria-related position on the waiting list, see below.

Waiting list
Where there are more applications than places, the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list; the names on this list will be in the order resulting from the application of the admissions criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible for a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available, within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent upon whether an appeal has been submitted. The waiting list will operate until the end of the autumn term only.

It should be noted that the length of time on the school’s waiting list is not considered a relevant factor and that a place in the nursery class does not guarantee a place in the reception class.
Deferred admissions
Parents/guardians of children admitted into the nursery or reception class at the beginning of the autumn term may request that their school place be deferred until later in the school year and if they do this the place will be held for their child. They cannot, however, defer entry beyond the beginning of the term after their child’s fifth birthday, nor beyond the school year for which the original application was accepted. Parents/guardians can also request that their child attends on a part-time basis until he/she reaches compulsory school age.

In year admissions
In year applications received outside the normal admissions round and if places are available the children qualifying under the published admission criteria will be admitted. Applications to the school should be made to the admissions team. If there are places available but more applicants than places, then the oversubscription criteria will be applied.

Shared custody arrangements
The child’s home address is considered to be the child’s parent/carers place of residence, that is to say where they are normally and regularly living. If parents are separated and the child spends time at each parent’s address, the address which will be used for admission to school is that of the main carer. The main carer is determined as the parent who is in receipt of child benefit.
The Cathedral School of St Peter and St John RC

Admission policy 2016/17
The Cathedral School of St Peter and St John is a Roman Catholic primary school under the trusteeship of the Diocese of Salford. It is maintained by the Salford City Council as a voluntary aided school. The school’s governing body is the admissions authority and is responsible for taking decisions on applications and admissions. For the school year commencing September 2016 the governing body has set its planned admissions number at 30.

The Catholic faith and teachings of the Catholic church have an essential role in school life and influence every aspect of the curriculum. We ask all parents applying for a place at this school to respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply for and be considered for a place here.

Admission to the school will be made by the governing body. All preferences listed on the local authority application form will be considered on an equal basis with the following set of criteria used to form a priority order if there are more applications for admission than the school has places available.

**Admission criteria:**
1. Children who are in public care/looked after, or have previously been in public care/looked after.
2. Baptised Roman Catholic children who will have a sibling attending the school at the time of admission and resident in the parish of St John’s Cathedral.
3. Baptised Roman Catholic children resident in the parish of St John’s Cathedral.
4. Other baptised Roman Catholic children who will have a sibling attending the school at the time of admission and resident in another parish.
5. Other baptised Roman Catholic children resident in another parish.
6. Children with exceptional needs.
7. Other children who will have a sibling attending the school at the time of admission.
8. Other children.

**Notes**
(a) The governing body is the admissions authority. The admissions committee is comprised of the following governors: chair of governors, parish priest and headteacher.
(b) Parents must complete a common application form and can express up to three preferences for primary school admission. The closing date for all applicants is 15 January 2016. All applicants will be considered by the governors at the same time in a fair way according to the published criteria. The common application form can also be accessed and completed online at www.salford.gov.uk/learning
(c) A Looked After Child is a child who is [a] in the care of the local authority, or [b] being provided with accommodation by a local authority in the exercise of the 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, residence or special guardianship order.
(d) Supplementary form. The supplementary form must only request information relating to the fact of baptism. Any further information usually collected by the school should be requested on admission.
Parents will be informed of the governors’ decision by Salford City Council on 18 April 2016. An offer of a place does not guarantee a place for brothers and sisters in subsequent years.

Each Roman Catholic applicant will be required to produce a baptismal certificate.

Parents should check carefully whether they are resident within the parish boundaries of St John’s Cathedral, Chapel Street, Manchester.

All applicants resident in the parish of St John’s Cathedral will be required to provide proof of address, by supplying an original, up to date utility bill or family credit book.

It is the duty of governors to comply with regulations on class size limits at Key Stage 1. The governing body may exceed Key Stage 1 class size regulations for twins, siblings in the same year group and children from multiple births where one of the children is the 30th child admitted.

Exceptional needs. Children for whom the governors accept that there are exceptionally strong medical, social or welfare needs associated with the child and/or family, where these needs can only be met by this school. Supporting professional evidence is essential under this criterion. This may be from, for example, a doctor, a psychiatrist, a social worker and such evidence must set out the particular reasons why this school is the most suitable one for those particular difficulties.

Sibling is defined as a natural brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling. The governing body must comply with maximum class size of 30 children but if there is one place remaining and the next qualifying application is for children of a multiple birth, then all children of that multiple birth will be admitted.

If the school is oversubscribed, a waiting list will be maintained until the end of the autumn term. This will be ordered according to the admission oversubscription criteria.

Late applications will be considered in accordance with the published admissions criteria. If the school is over subscribed, late applications will be placed on a reserve list in priority order according to the published admissions criteria. Parents will be notified if a vacancy subsequently arises. Parents will be expected to provide a reason(s) for the late application. If this is not
exceptional the application will be dealt with after all others have been dealt with.

(r) For in-year applications received outside the normal admissions round and if places are available then children qualifying under the published criteria will be admitted. Direct applications to the school can now be made under this heading. If there are places available but more applicants than places then the published oversubscription criteria will be applied.

(s) Parents are asked to read and confirm receipt of the governors’ published admission policy. Any changes to the policy will be circulated to all applicants on file for subsequent years.

(t) If an application for admission has been turned down by the governing body parents can appeal to an independent appeals panel. This appeal must be sent in writing to the clerk to the governors at the school within 20 school days of notification of refusal. The date of notification will be two working days after posting by first class post. The parents must give their reasons for appealing in writing and the outcome of the appeal is binding in the parents and the governing body.

(u) The governing body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.

(v) Admission to the nursery class does not necessarily secure admission to the primary school. Admission to the nursery class will be made on a full time basis.
St Philip’s CE Primary School

Admission policy 2016/2017
St. Philip’s is a Church of England primary school provided by the Diocese of Manchester and is maintained by Salford City Council as a voluntary aided school. The school’s governing body is the admissions authority and is responsible for taking decisions on applications for admissions. Responsibility for admissions is delegated to the governing body admissions committee. For the school year commencing September 2016 the governing body has set its planned admissions number at 30.

This admissions policy has been agreed in consultation with the Diocese Board of Education and Salford City Council.

The school will admit all children who are statemented/have an Educational, Health and Care Plan and who have this school named. When other applications are received, the decision on which children will be admitted will be based on the following criteria:

1. Looked After Children and previously Looked After Children who were looked after, but ceased to be so because they were adopted or became subject to a residence order or special guardianship order.

2. Children who, on their admission, will have a brother or sister in attendance at the school. (A sibling, step sibling, adoptive sibling or foster sibling who is ordinarily resident at the same address as a pupil who occupies a place in St Philip’s school.)

3. Anglican children who are baptised, and are resident in the parish of St Philip’s and St Stephen or have a parent on the electoral roll of the parish. Evidence of a Baptism Certificate is required.

4. Other baptised or dedicated Christian children of denominations which are members of Churches Together in Britain and Ireland or a local Churches Together organization, who are resident in the parish of St Philip and St Stephen. Evidence of a Baptism Certificate is required.

5. Children of parents practising the faith of one or other of the world’s great religious traditions, and who can provide evidence of this, who are resident in the parish of St. Philip and St. Stephen. (Parents should complete the supplementary form to evidence practise of a faith. This is available on the school website www.stphilipssalford.org.uk or from the council website www.salford.gov.uk/vaforms).

6. Any other children resident in the Parish.

7. Any other children.

Notes
(a) All applicants will be considered at the same time and after the closing date for admissions which is 15 January 2016.

(b) Late applicants. Any application received after the closing date, but before the offer of places, will be deemed late and will be considered after those received on time. The offer of a place will be decided in accordance with the published admission criteria. Any application received after the allocation of places will be considered as they are received.

(c) Applicants should complete a supplementary form giving evidence of their faith commitment only when school is oversubscribed and points 3, 4 and 5 are applicable. There is a link on the
school website to obtain this form
www.stphilipssalford.org.uk

(d) Parents should be aware that a
nursery place at the school does
not mean automatic entitlement to
a reception place at the school.

(e) Parents should check carefully
whether they are resident in the
parish boundary of St Philip and St
Stephen. There is a map available
in school and on the school website
www.stphilipssalford.org.uk, and
on the local authority website
www.salford.gov.uk/parishmaps

(f) It is the duty of the governors to
comply with class size limits at Key
Stage 1. Where there are children
of multiple births wishing to be
admitted and the sibling is the 30th
child, the governors may admit
over the infant class requirement if
it is possible to do so.

(g) If, in any category, there are more
applications than places available,
priority will be given on the basis of
proximity to the school. Proximity
to the school is defined in terms of
straight line distance from home
to school, as measured by Salford
City Council's computer system
and protocol. Where two applicants
are equidistant from the school
and only one place is remaining,
random allocation will be used
to determine which of these two
children will be offered the place.

(h) If an application for admission is
refused by the governing body,
parents can appeal to an
independent appeals panel. This
appeal must be sent in writing to
the clerk to the governors at the
school within 20 days of
notification of refusal. Parents
must give their reasons for
appealing in writing and the
decision of the appeals panel is
binding on the governors.

(i) Where there are more
applications than places, the
admissions criteria will be used.
Children who are not admitted
will have their name placed on a
waiting list. The names on this
waiting list will be in the order
resulting from the application of
the admissions criteria. Since the
date of application cannot be a
criterion for the order of names
on the waiting list, late applicants
for the school will be slotted into
the order according to what
extent to which they meet the
criteria. This waiting list will
operate until the end of the
autumn term only.

(j) Shared parenting. Where a child
lives with parents with shared
responsibility, each for part of the
week, the home address will be
decided by using the address on
the child benefit paperwork.

(k) Deferred admissions. Children
will be admitted to the reception
class at the beginning of the
autumn term before their fifth
birthday, and to the nursery class
at the beginning of the autumn
term before their fourth birthday.
Parents may request that their
school place be deferred until
later in the school year and if they
do this the place will be held for
the child. They cannot, however,
defer entry beyond the beginning
of the term after the child’s fifth
birthday, nor beyond the school
year for which the original
application was accepted. Parents
can also request that their child
attends on a part time basis until
the child reaches compulsory
school age.

Salford primary schools

Closing date for applications:
15 January 2016

Closing date for applications:
15 January 2016
Salford primary schools
St Philip’s RC Primary School

Admission policy 2016/17
Please note that a nursery place does not guarantee a place in reception class.

St. Philip’s is a Roman Catholic Primary School provided by the Diocese of Salford and is maintained by the Salford City Council as a voluntary aided school. The school’s governing body is the admissions authority and is responsible for taking decisions on applications and admissions. For the school year commencing September 2016, the governing body has set its planned admissions number at 45.

The governors will admit all children with a statement of Special Educational Needs/Education Health and Care Plan in which the school is named.

Admission to the school will be made by the governing body in accordance with the stated preferences it receives, subject to the following set of criteria, which will be used to form a priority order if there are more applications for admissions than the school has places available.

1. Baptised Roman Catholic Looked After Children and previously Looked After Children (as defined in point d).
2. Baptised Roman Catholic children resident in the parish of Our Lady of Dolours who will have a brother or sister attending the school at the time of admission (as defined in point g).
3. Baptised Roman Catholic children who are resident in the parish of Our Lady of Dolours (as defined in point f).
4. Other baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and resident in another parish (as defined in point g).
5. Other baptised Roman Catholic children resident in another parish.
6. Other Looked After Children and previously Looked After Children.
7. Exceptional needs (as defined point i)
8. Other children.

If in any category there are more applications than places available, priority will be given on the basis of distance from the school (as defined by Salford City Council).

Nursery/reception
Admission arrangements to the reception are separate to those for the nursery. 30 places are available in the nursery and the governors shall determine how many of these places are to be allocated on a full time or part time basis each year depending on the number of applications. Attendance at the nursery does not give a child any guarantee of priority when it comes to consideration by the governors of applicants for admission to the reception class. Parents must make a separate application for a reception place.

Late applications
Any applications received after the closing date, but before the offer of places, will be deemed late and will be considered after those received on time. The offer of a place will be decided in accordance with the published admission criteria. Any applications received after the allocation of places will be considered as they are received.
Notes

(a) The governing body is the admissions authority. The admissions committee is comprised of the following governors: chair of governors, parish priest and headteacher.

(b) All applicants will be considered at the same time and after the closing date for admissions as published by Salford City Council.

(c) For a child to be considered as a Catholic, evidence of a Catholic Baptism will be required. Proof of address in the form of council tax statement, child benefit or working/family tax credit documentation, driving licence (photocard style only), addressed payslip or P45/P60 statement (UK) will be required before a place is offered.

(d) 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, residence or special guardianship order.

(e) If in any category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be measured in a straight line from the address point of the child’s home address (including the community entrance to flats) to the centre point of the school using the local authority’s computerised measuring system with those living nearer to the school having priority. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, a random lottery will be carried out in a public place. All the names will be entered into a box and the required number of names will be drawn out.

(f) Parents need to ensure that they are resident in the parish of Our Lady of Dolours.

(g) Where the admission criteria refer to ‘a brother or sister currently in school’ this means that the older child will be attending the school at the time of admission of the younger child. A brother or sister is defined as a natural brother or sister, or step brother or sister, or foster/adopted brother or sister who lives in the same household and which is the child’s genuine main residence.

(h) Where a child has parents with shared responsibility and lives with each parent part of the week, the home address will be decided by using the address to which the child benefit is paid.

(i) The governing body reserve the right to admit children with proven exceptional medical and social needs where admission to the school might best help satisfy those exceptional needs, providing that such application is submitted with appropriate evidence from a doctor or social worker.

(j) The governing body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.

(k) A waiting list for children who have not been offered a place will be kept and will be ranked according to the admission criteria. Parents will be informed of their child’s position on the waiting list which will be reviewed on a termly basis.
(l) If an application for admission has been turned down by the governing body parents can appeal to an independent appeals panel. This appeal must be sent in writing to the clerk to the governors at the school within 20 days of notification of a refusal. The parents must give their reasons for appealing in writing and the decision of the appeals panel is binding on the governors.

(m) For in-year applications received outside the normal admissions round, if 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.
St Sebastian’s RC Primary School

Admissions policy 2016/17
St Sebastian’s RC Primary is a Roman Catholic Primary school provided by the Diocese of Salford and is maintained by the Salford Education Authority as a voluntary aided school. The school’s governing body is the admissions authority and is responsible for taking decisions on applications and admissions. For the school year commencing September 2016, the governing body has set its planned admissions number at 30.

Admission to the school will be made by the governing body. All preferences listed on the local authority preference form will be considered on an equal basis, with the following set of admissions criteria forming a priority order where they are more applications for admissions than the school has places.

1. Baptised Roman Catholic Looked After Children and previously looked after children.
2. Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and resident in the parish of St Sebastian’s.
3. Baptised Roman Catholic children who are resident in the parish of St Sebastian’s.
4. Other baptised Roman Catholic children who will have a brother or sister attending the school at the time of admissions and are resident in another parish.
5. Other baptised Roman Catholic children resident in another parish.
6. Other Looked After Children and previously looked after children.
7. Other children with a brother or sister attending the school at the time of admission.
8. Children with exceptional medical or social needs where these needs can only be met at this school.
9. Other children.

Oversubscription
In the course of allocating places for children within 1 to 8 of the above criteria, it is possible that the school’s admission number will be reached before all the children within that criterion have been allocated places. If that happens all of the children within that criterion (but not children in higher criteria whose places will be assured) will be ranked according to distance from the school. This exercise will be carried out by the local authority.

Notes
(a) The governing body is the admissions authority. The admissions committee is comprised of the following governors: choir of governors, two additional governors and headteacher.
(b) Parents must complete a common application form and express their preferences for primary school admission. The closing date for all applicants is indicated on the form. All applicants will be considered by the governors at the same time in a fair way according to the published criteria.
(c) Each Roman Catholic applicant is required to produce a Baptismal Certificate. A copy can be obtained from the church in which your child was baptised.
(d) All applicants may be required to provide proof of address, by supplying original, up to date evidence, such as utility bills or family credit book.
(e) If in any category there are more applications than places available, priority will be given on the basis of proximity to the school. This will
be determined by the straight line distance from the address point of the house to the centre point of the school. This will be digitally measured using the local authority system with those living closer to the school receiving the higher priority. In the case of an equal distance measurement a random draw will be made.

(f) Where a child lives with parents with shared responsibility, each part of the week, the ‘home’ address will be determined as being where the child resides for the majority of the school week.

(g) Governors reserve the right to admit children where there are exceptionally strong medical, social or welfare reasons associated with the child and/or family, which are directly relevant to the school concerned. Supporting professional evidence will be required. This may be from whatever source(s) the applicant feels are most appropriate. Examples of such evidence are doctors, health visitors and social services. As required by law all children with a statement of Special Educational Needs/Educational, Health and Care Plan naming the school will be admitted before the application of the oversubscription criteria.

(h) It is the duty of governors to comply with regulations on class size limits at Key Stage One. The governing body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted.

(i) A brother or sister is defined as a natural brother or sister, or stepbrother or sister, or foster/adopted brother or sister who lives in the same household and which is the child’s genuine main residence.

(j) If the school is oversubscribed, a waiting list will be maintained for the full autumn term in the academic year of admission.

(k) Late applications will be considered in accordance with the published admissions criteria. If the school is oversubscribed, late applications will be placed on a reserve list in priority order according to the published admissions criteria. Parent will be notified if a vacancy subsequently arises parents will be expected to provide a reason(s) for the late application. If this is not exceptional the application will be dealt with after all others have been dealt with. For in year applications received outside the normal admissions round and if places are available then children qualifying under the published criteria will be admitted. Applications to the school should be made to the school admissions team. If there are places available but more applicants than places then the published oversubscription criteria will be applied.

(l) St. Sebastian’s also operate a nursery class. The planned admission number for the nursery is 30. The headteacher will apply the above criteria to those parents wishing a place in the nursery class. A place in the nursery does not necessarily guarantee a place in the reception class.

(m) If an applicant for admission has been turned down by the governing body, parents can appeal to an independent appeals panel. This appeal must be sent in writing to the clerk to the governors at the school within 20 days of notification of refusal. The parents must give their reasons for appealing in writing and the decision of the appeals panel is binding by the governors.

(n) Looked after child. A looked after child is (a) in the care of the local authority, or (b) being provided
with accommodation by the local authority in the exercise of their social service function under the section 22(1) of The Children Act 1989. A previously looked after child is one who immediately moved on from that status after becoming the subject to an adoption, social residence or guardianship order.

(o) Parents can request that the date their child, if below compulsory school age, is admitted to school is deferred to later in the school year or until the term when they reach compulsory school age.

(p) The governing body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.
St Teresa’s RC Primary School

Admission policy 2016/17
St Teresa’s is a Roman Catholic primary school provided by the Diocese of Salford and is maintained by Salford City Council as a voluntary aided primary school.

The school’s governing body is the admission authority and is responsible for taking decisions on applicants for admission. For the school year commencing September 2016 the governing body’s planned admissions number is 30.

Admission to the school will be made by the governing body in accordance with the stated parental preferences it receives subject to the following criteria which will be used to form a priority order if there are more applications for admission than the school has places available.

The ethos of this school is Catholic. The school was founded by the Catholic church to provide education for children of Catholic families. The school is controlled by its governing body as part of the Catholic church in accordance with its Trust Deed and Instrument of Government and seeks at all times to be a witness to Jesus Christ. We ask all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply for, and be considered for, a place here.

Oversubscription criteria

1. Baptised Roman Catholic children who are in public care (including previously Looked After Children) who ceased to be looked after because they were adopted or became subject to a special residency or special guardianship order.
2. Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission.
3. Baptised Roman Catholic children resident in the parish of St Teresa’s/Sacred Heart.
4. Other baptised Roman Catholic children.
5. Other children who are in public care (including previously Looked After Children).
6. Other children with a brother or sister attending the school at the time of admission.
7. Children with exceptional needs.
8. Other children.

Notes

(a) The governing body is the admissions authority. The admissions committee is comprised of the following governors: chair of governors, two additional governors and headteacher.

(b) Parents must complete a common application form and express three preferences for primary school admission. The closing date for all applicants is indicated on the form. All applicants will be considered by the governors at the same time in a fair way according to the published criteria.

(c) The governing body shall consider all applicants at the same time after the closing date for admissions. Parents will be notified of the governors’ decision by Salford City Council on 16 April 2016. An offer of a place does not

www.salford.gov.uk/school-admissions-online
guarantee a place for brothers and sisters in subsequent years. A place in the nursery does not guarantee a place in the reception class the following year.

(d) Each Roman Catholic applicant will be required to produce a Baptismal Certificate. The criteria of being a baptised Catholic, is that of being baptised on, or before the deadline for applications in January.

(e) Parents should check carefully whether they are resident within the parish boundaries of St Teresa’s/Sacred Heart [map available from the school].

(f) All applicants may be required to provide proof of address, by supplying an original, up-to-date utility bill or family credit book.

(g) It is the duty of governors to comply with class size limits at Key Stage 1. This means that the school cannot operate classes in Key Stage 1 of more than 30 children.

(h) Exceptional needs. Children for whom the governors accept that there are exceptionally strong medical, social or welfare factors associated with the child and/or family, which are directly relevant to the school concerned. Supporting professional evidence will be required. This may be from whatever sources[s] the applicant feels are most appropriate. Examples of such evidence are doctors, health visitors and social services.

(i) Special needs. As required by law all children with a Statement of Special Educational Needs/ Educational, Health and Care Plan naming the school will be admitted before the application of the oversubscription criteria.

(j) If in any category there are more applications than places available, priority will be given on the basis of proximity to the school. This will be determined by the straight line distance from the address point of the house to the centre point of the school. This will be digitally measured using the local authority system with those living closer to the school receiving the higher priority. In the case of an equal distance measurement a random draw will be held.

(k) Where a child lives with parents with shared responsibility, each part of the week, the ‘home’ address will be determined as being where the child resides for the majority of the school week.

(l) The terms ‘brother’ and ‘sister’ will be taken to include step brothers and sisters, foster children, adopted children and children of the parent/carers partner in the same household. The governing body reserves the right to give special consideration to twins or triplets etc to prevent breaking the sibling link. However, the governing body must comply with maximum class size of 30 children.

(m) Recent legislation (2012) has clarified the position of Looked After Children to include: any child who leaves public care through adoption, a residence order or special guardianship order will continue to be given the same priority although they are no longer looked after by the state.

Admissions to the nursery class only
Admissions to the nursery class are explained in the school prospectus and closely follow the LA arrangements. As from September 2016, the school became its own admissions authority for nursery applications. As such, all applications are made directly to the school and not on the online authority website. Opportunity to list up to four nursery schools in preference order is given. All applications are administered using the admissions criteria stated above at the closing date of applications.
It has been agreed with governors and nursery staff that we will admit up to a maximum of 30 children into the nursery, on the assumption that all health and safety requirements have been met.

When seeking a place in nursery, time spent on the request list is not a criterion of admission.

On making an application to the school, a detailed form will be filled in and you will be requested to supply supporting documents in the form of; birth certificate, baptismal certificate.

The closing date for the nursery applications is 15 January 2016 and places will be allocated on 18 April 2016. Parents will have two weeks to respond to the offer of a place and will need to provide proof of residence at the given home address on the allocation date.

Unsuccessful applications will also be informed and there will be an option to remain on the school waiting list.

Any requests received after the closing date will be treated as a late application and will be placed on the school waiting list in priority order according to the published admissions criteria.

There is no right to appeal for a nursery place.

Attendance in the nursery does not guarantee a place in the reception class.
St Thomas of Canterbury RC Primary School

Admission policy 2016/17
St Thomas of Canterbury RC Primary School is a Roman Catholic primary school provided by the Diocese of Salford and is maintained by Salford City Council as a voluntary aided school. The school’s governing body is the admissions authority and is responsible for taking decisions on applications and admissions. For the school year commencing September 2016, the governing body has set its planned admissions number at 60.

Admission to the school will be made by the governing body in accordance with the stated preferences it receives, subject to 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 places available.

The governors will admit all children with a statement of Special Educational Needs/Education Health and Care Plan in which the school is named. In the event of oversubscription for the remaining places they will be allocated by use of the following criteria applied in order:

1. Baptised Roman Catholic Looked After Children and previously Looked After Children.
2. Baptised Roman Catholic children who will have a brother or sister attending the school at the time of admission and resident in the parish of St Thomas.
3. Other baptised Roman Catholic children who are resident in the parish of St Thomas.
4. Other baptised Roman Catholic children who have a brother or sister attending the school at the time of admission and resident in another parish.
5. Other baptised Roman Catholic children who are resident in another parish.
7. Other children who will have a brother or sister attending the school at the time of admission.
8. Other children.

Oversubscription
In the course of allocating places for children within 1 to 8 of the above criteria, it is possible that the school’s admission number will be reached before all the children within that criterion have been allocated places. If that happens, all of the children within that criterion (but not children in higher criteria whose places will be assured) will be ranked according to distance from the school. Priority is given to children who live nearest the school. The distance is measured along a straight line between the home address and the school. This exercise will be carried out by the local authority using a computer package.

In the event of distances being the same for two or more applicants where this distance would be for the last place(s) allocated.

Notes
(a) All applicants will be considered at the same time by the admissions committee after the closing date for admissions, which is 15 January 2016.
(b) Each Roman Catholic applicant will be required to produce a Baptismal Certificate.
(c) Parents/carers should check carefully whether they are within the parish boundary of the school concerned. A map illustrating the parish boundary will be available at the school.
(d) It is the duty of the governors to comply with class size limits at Key Stage 1. This means that the school cannot operate classes of more than 30 in Key Stage 1.

(e) The term ‘brother or sister’ will be defined as a natural brother or sister, or step brother or sister, or foster/adopted brother or sister who live in the same household and which is the child’s genuine main residence.

(f) The governing body reserve the right to admit children proven with exceptional medical and social needs where admission to the school might best help satisfy those exceptional needs, providing that such application is submitted with appropriate evidence from a doctor or social worker.

(g) If an applicant for admission has been turned down by the governing body, parents/carers can appeal to an independent appeals panel. This appeal must be sent in writing to the clerk to the governors at the school within 20 days of notification of refusal.

(h) A Looked After Child is a child who is a) in the care of the local authority or, b) been provided with accommodation by a local authority in the exercise of their Social Services functions under section 22(i) of the Children’s Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
Salford primary schools

Closing date for applications:
15 January 2016

Notes
This document can be provided in large print, audio, electronic and Braille formats. Please telephone 0161 909 6539.