

# Admissions Policy 2024/2025 for



# All Hallows Catholic School

## Document Control

Date	Version	Changes	Senior Leadership Team Approval	Governing Board Approval
19 Jun 20	V1.0	Updated with new format	M Baines & T Fanshawe	
23 Jun 20	V1.0	Approved & Adopted by FGB	M Baines & T Fanshawe	C Sturges
14 Oct 20	V2.0	Updated for 2022/2023	M Baines & T Fanshawe	
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5 Dec 22	V3.1	Updated for 2024/2025, approved & published	M Baines	Admissions Committee

## Review Schedule:

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Review Cadence: [Annual](#)

Next review date: [November 2023](#)

## Our School Vision

Our vision at All Hallows is to form happy, successful students who reach their full potential and leave the school with integrity and moral purpose. We want a whole school experience that everyone would wish for their own children. We put our students at the heart of everything we do, guided by the truth and love of Christ.

## 1. Introduction

All Hallows is a Voluntary Aided Catholic School in the Trusteeship of the Roman Catholic Diocese of Portsmouth.

It is the Governors' policy that the distinctive Catholic nature of the school should be maintained. With this in mind the Governors ask all parents and carers who wish their children to attend All Hallows Catholic School to respect our Catholic 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 for their child. All Hallows will admit 240 children to Year 7 in the school year 2024-2025.

Students will be admitted on a non-selective basis and if there are more applications for entry to the school than places available the Governors will apply oversubscription criteria in the order in which they are set out below i.e. applications for children in criterion 1) will receive first priority followed by those children in criteria 2) and so on.

The Governing Body will use geographical distance (see note 2) in the event of oversubscription when a final decision needs to be made in any criteria, with those living closer to the school receiving priority.

## 2. Oversubscription Criteria

1. All Looked After and Previously Looked After children. (see note 4);
2. Baptised Catholic Siblings (see notes 3 & 5) of children already in attendance at All Hallows Catholic School at the time of entry, whose application is accompanied by an original Baptismal Certificate. Or siblings who have been received into the Catholic Church and whose application is accompanied by an original letter or Certificate of Reception;
3. Baptised Catholic children (see note 3) currently attending one of the following feeder schools: St. Joseph's Aldershot/ St. Polycarp's/ St. Bernadette's/ St. Augustine's/St. Patrick's;
4. Baptised Catholic (see note 3) children whose application is accompanied by an original Baptismal Certificate. Or children who have been received into the Catholic Church and whose application is accompanied by an original letter or Certificate of Reception;
5. Other Children (see note 5) who are not baptised Catholic with a sibling already in attendance at All Hallows Catholic School at the time of entry;
6. Children whose parent is a member of teaching staff, employed by the Governing Body at the school and have been in post for at least two years prior to the application to the school;
7. Other Children currently attending one of the following feeder schools: St. Joseph's Aldershot/ St. Polycarp's/ St. Bernadette's/ St. Augustine's/ St. Patrick's
8. Children of other Christian Denominations or faith communities, (see note 6) applications must be accompanied by a signature from their minister of religion and a signed letter, on official headed notepaper, from a designated place of worship, that confirms membership of their faith;
9. All other children.

In addition to the Local Authority Common Application Form (closing date for submission of 31 October 2023), if you are expressing a preference for a place for your child at this school and wish to apply in connection with one of the faith criteria, you **must** complete a Supplementary Information Form (SIF). Sections 1, 2 & 3 are required to be completed on the Admissions & Supplementary Information Form.

Please note that if you are applying under criteria 1, 5 and 9, you **do not** have to complete a SIF.

The additional information on this form assists Governors in placing applications in the correct oversubscription criteria.

If no supplementary information form is submitted Governors can only rank the application on the basis of the information contained in the Local Authority Common Application Form. **It is crucial that the Supplementary Information Form is completed if you are applying in connection to one of the faith criteria**

and returned to the school by the closing date, Wednesday 1 November 2023, if parents wish to make sure their child is placed in the right criteria.

All Supplementary Information Forms of Catholic children must be accompanied by an **original** Baptismal Certificate or by an original letter or Certificate of Reception. Applications for children of other Christian Denominations or other faith communities must be accompanied by a signed letter from the Minister, on official headed notepaper, from a designated place of worship that confirms membership of their faith.

**ALL** children who attend one of the following schools: **St. Joseph's Aldershot, St. Polycarp's, St. Bernadette's, St. Augustine's or St. Patrick's** must have the Supplementary Information Form signed and dated by their current Headteacher to confirm that they are enrolled at that school.

Children who have an Education Health Care Plan which names All Hallows Catholic School will be awarded a place. They will count towards the Published Admission Number.

*Notes: Extra Information:*

1. A Statement of Special Educational Needs is a statement made by the local authority under section 324 of the Education Act 1996, specifying the special educational provision for a child. An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.
2. Distance will be measured from the home address using the shortest route (straight line) to the main entrance to the school, using a standard computerised measuring system. Those living closer to the school receiving the higher priority within the relevant criteria. In the unlikely event of the distance between two applicant's homes and the school being the same, random allocation will be used, which will be supervised by an independent party;
3. 'Catholic' means a member of a Church in full communion with the See of Rome. This includes the Eastern Catholic Churches. This will normally be evidenced by a certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church. For the purposes of this policy, it includes a looked after child living with a family where at least one of the parents is Catholic. For a child to be treated as Catholic, evidence of Catholic baptism or reception into the Church will be required. Those who have difficulty obtaining written evidence of baptism should contact their parish priest who can consult with the diocesan Catholic Academies and Schools Office if they need further guidance.;
4. Looked After and Previously Looked After children - A 'looked after child' has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (a) in the care of a local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making application to the school. A 'previously looked after child' is a child who was looked after, but ceased to be so because he or she was adopted or became subject to a child arrangements order or special guardianship order. Previously looked after children also includes those children who appear (to the Governing Body) to have been in state care outside of England and ceased to be in state care as result of being adopted.
5. Sibling refers to brother or sister, half-brother or sister, adopted brother or sister, step-brother or sister, foster siblings 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 of that sibling; twins and other multiple-birth children will be admitted together, as long as at least one of the siblings is within the School's published PAN of 240.
6. Students of other Christian Denominations means – children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTÛN are deemed

to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis;

7. In the event of oversubscription a waiting list will operate and children will be ranked according to the criteria stated in this policy. The waiting list will be operated for the full academic year for which entry has been sought.
8. The school is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the Governing Body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The Governing Body has this power, even when admitting the child would mean exceeding the published admission number.
9. Late applicants will be placed on the waiting list, with places allocated as available according to the criteria stated in this policy;
10. An application can be made for a place for a child at any time outside the admission round, and the child will be admitted where there are available places. Application should be made to the school by contacting the school's Admissions Officer. Where there are places available, but more applications than places, the published oversubscription criteria, as set out above, will be applied. If there are no places available, the child will be added to the waiting list (see above). You will be advised of the outcome of your application in writing, within **15 days** of receipt, and you have the right of appeal to an independent appeal panel;
11. Applicants may choose to seek a place outside their child's chronological (correct) year group. Decisions will be made, by the Headteacher, on the basis of the circumstances of each case and what is in the best interests of the child concerned;
12. Applicants applying in Criteria 3 must supply their original baptism certificate or original letter or Certificate of Reception, as well as the signature from their child's current Headteacher to confirm they are on role at one of the five feeder schools;
13. Applicants applying in Criteria 7 must obtain the signature from their child's current Headteacher to confirm they are on role at one of the five feeder schools.

### **3. Appeals Procedure**

(For entry in September 2024)

In accordance with the provisions of the Education Act 1998 amended by the 2002 Act parents have the right to appeal against the refusal of the Governors to admit the child. An independent appeals panel will hear the appeal.

Closing date for All Hallows Catholic School Supplementary Information Forms for September 2024 is Wednesday 1 November 2023.

## Sixth Form College at All Hallows Catholic School

All Hallows Sixth Form College is a Voluntary Aided Catholic College in the Trusteeship of the Roman Catholic Diocese of Portsmouth. It is the Governors' policy that the distinctive Catholic nature of the college should be maintained. With this in mind the Governors ask that all students who wish to attend The Sixth Form College will respect our Catholic ethos and its importance to the school community. This does not affect the right of students who are not of the faith of this school to apply for and be considered for a place here.

The Sixth Form College at All Hallows has a PAN for entry into Year 12 of 20. This is the number of external applicants who will be admitted to the school for the first time. Internal applications may be received from students who already attend All Hallows in Year 11. Internal applicants will continue into the Sixth Form should they meet the minimum entry requirements. The overall capacity of Year 12 will be 150 students in the school year 2024-2025. If capacity is not met, the school reserves the right to admit additional external applicants above the PAN where possible and in line with the oversubscription criteria below.

Students will be admitted on a non-selective basis and if there are more applications from external applicants than places available the Governors will apply the oversubscription criteria in the order in which they are set out below i.e. applications for students in Criteria 1) will receive first priority followed by those in Criteria 2) and so on.

Oversubscription criteria will only apply to external applicants and not to applicants who are already on roll at the school. The Governing Body will use geographical distance (see notes within the main admissions policy to Year 7) in the event of oversubscription when a final decision needs to be made in any criteria, with those living closer to the school receiving priority.

### 1. Oversubscription Criteria

- 1) All Looked After and Previously Looked After children. (see note 4 in Admissions Policy);
- 2) Baptised Catholic Siblings. (see note 5 in Admissions Policy);
- 3) Baptised Catholic Students. (see note 3 in Admissions Policy);
- 4) Students of other faith communities who require a Catholic Sixth Form College (see note 6 in Admissions Policy);
- 5) All other children;

(For definitions, please refer to the notes within the main Admissions Policy)

It is crucial that the Sixth Form Application Form is completed and returned to the Director of Sixth Form by the closing date of **5 January 2024**. Forms which are received after this date can only be considered as part of a waiting list once places have been allocated to on time applicants according to our criteria. Prior to admission, a meeting will be held to discuss options.

Places within the Sixth Form for both external and internal applicants will be subject to the availability of places on the various courses and in the various subjects offered by the College and the achievement of the academic requirements for the courses contained in the Sixth Form prospectus.