



For the purposes of this policy, parish boundaries are as shown on the Archdiocese of Birmingham parish boundary map which can be accessed at <https://www.birminghamdiocese.org.uk/boundary-map> and will be applied to the admission arrangements for the academic year 2024/2025.

#### Oversubscription Criteria

1. Baptised Catholic children (see Note 2 below) who are looked after or previously looked after (See Note 3 below).
2. Baptised Catholic children (see Note 2 below) living in the parish of Our Lady of Mount Carmel who have a brother or sister (see Note 4 below) attending St Thomas More Catholic First School at the time of admission.
3. Baptised Catholic children (see Note 2 below) living in the parish of Our Lady of Mount Carmel.
4. Other Baptised Catholic children (see Note 2 below) who have a brother or sister (see Note 4 below) attending St Thomas More Catholic First School at the time of admission.
5. Other Baptised Catholic children (see note 2 below).
6. Non

application to the school. \* \* \* \* \* 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 and includes those children who appear (to the Local Governing Body) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

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

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

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

The children must be living permanently in the same household

Distances are measured in a straight line using the GeoCode Points for each property and the GeoCode point for the school. The Local Authority uses a software package called Arcview41(u)3c/F5 11.04 Tf1 0 0 1 72/I TfS0 595.32

Parents may be requested to supply documentary evidence to satisfy the Local Governing Body that the child lives at the address put forward by the parents.

If a place in the school is offered on the basis of an address that is subsequently found to be different from

Parents must, by law, ensure that their child is receiving suitable full time education from the beginning of  
to be of compulsory school age.

Where a place is offered in the school, the pupil will be entitled to take up that place, on a full-time basis  
in the September following their fourth birthday.

school, until later in the school year but no

If the request is agreed and the year group for which the parents have requested a place is for a future year group, ie Reception in September 2025, then the original application is withdrawn and the parents must submit a fresh application for Reception 2025 when applications open in the autumn term of 2024. Please note that parents only have the right to re-apply for a place. Where the Local Governing Body agrees to consider an application for Reception the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

Parents who wish to appeal against the decision of the Local Governing Body to refuse their child a place in the school should make that appeal request in writing to the Chair of the Local Governing Body at the school address. Appeals will be heard by an independent panel.

Please note that parents do not have the right to appeal if their request for their children to be admitted to a class outside of their normal year group has been refused, but the Local Governing Body have offered a place in the normal age group instead.

Any parent can apply for a place for their child at any time outside of the normal admissions round. Parents do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the Local Governing Body has accepted a second application from the parent because of a significant and material change in the circumstances of the parent, child or school, but have still refused admission.

Late applications will be considered in the context of the school's normal, non-ordinat-ed admissions scheme. This states that late applications received between 16<sup>th</sup> January 2024 and 28<sup>th</sup> February 2024 will be considered as being submitted on time only in the following circumstances:

- a) Where a family have just moved address.
- b) Where it is agreed that individual circumstances apply and the delay was reasonable given the circumstances of the case.

In each case independent supporting documentary evidence will need to be submitted with the application.

In addition to their right to appeal, children who have not been offered a place at St Thomas peal, c



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- Has been baptised into full communion (Cf. ) with the Catholic Church by the Rites of Baptism of one of the various ritual Churches in communion with the See of Rome. Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place (Cf. ).

Or

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	<p>ST Thomas More Catholic First School</p> <p>Admission Arrangements for the academic year 2024/2025</p>	
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The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the Catholic Church's teaching. The school is conducted by its Board of Directors as part of the Catholic Church in accordance with its Articles of Association and seeks at all times to be a witness to Our Lord Jesus Christ. As a Catholic school, we aim to provide a Catholic education for all our children in accordance with the Catholic faith. We aim to ensure that the Catholic character of the school is maintained and that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an application who is not Catholic to apply for and be admitted to a place at the school in accordance with the admission arrangements.

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Address:	
Contact number:	

Please tick the appropriate boxes below:

Is the above named child a Baptised Catholic or have they been received into the Catholic Church?	Yes*		No	
Is the certificate of Catholic Baptism or Reception into the Catholic Church attached?	Yes		No*	

\*A Certificate of Catholic Baptism or Reception into the Catholic Church is required in order for the Local Governing Body to give the correct priority to an application. Failure to provide evidence of Catholic Baptism or Reception in the Church may affect the oversubscription criterion.

Please note that as well as completing this Supplementary Information Form, \_\_\_\_\_ in order for the application to be complete. This Supplementary Information Form must be returned directly to St Thomas More Catholic First School at Woodrow Centre, Studley Road, Redditch B98 7RY by 15<sup>th</sup> January 2024.

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In compliance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018, we wish to ensure that you are aware of the purpose for which we collect and process the data we