

Holy Family Catholic School

Admissions Policy

Date issued: January 2016

THE SCHOOL MISSION STATEMENT

Holy Family Catholic School is a Catholic community embracing the clear Christian values of respect, service and justice.

We are a family of many cultures sharing one faith.

We exist to educate young people towards excellence in all dimensions of their lives, recognising the uniqueness of each and the equality of all.

INTRODUCTION

Holy Family Catholic School is the only Catholic secondary school in the London Borough of Waltham Forest. The school is a mixed, comprehensive school catering for the needs of boys and girls between the ages of 11 and 19.

Holy Family seeks at all times to foster the growth of students' understanding and appreciation of their faith.

By naming Holy Family as a preference, it is assumed that parents/carers wish their child to receive a Catholic education and support the aims and ethos of the school as described in the school prospectus. The Governing Body of Holy Family Catholic School intends to admit 240 students into Year 7 for the academic year 2017/18.

Whenever there are more applicants than places available, priority will always be given to Catholic applicants in accordance with the over-subscription criteria for 2017/18 listed below.

Catholic applicants should ask their parish priest for a completed Certificate of Practice. Applicants from other Christian traditions and other faiths should return a reference from their respective religious leader. In all cases the religious reference should be returned to Holy Family Catholic School no later than October 31st 2016

Glossary of definitions

Practising Catholic

Where a child has been baptised in accordance with the teachings of the Catholic Church, and where compliance with the Sunday obligation is the practice of the child and their family.

Siblings

A brother or sister, residing under the same roof, who is currently attending the school. The term sibling also includes half-siblings, adopted siblings and step-children.

Residence

The residence at which a child lives with its birth parents, legal guardian or foster parents.

In the event of over-subscription applicants will be considered in the following order of priority:

1. 'Looked after Catholic children' or Catholic 'formerly looked after children' who have been adopted. To children whose statement of special educational needs (SEN) or Education, Health and Care plan (EHC) names Holy Family Catholic School.
2. Baptised Roman Catholic children whose permanent residence is within one of the following Roman Catholic parish boundaries of the Waltham Forest Deanery and who practise regularly with their family as confirmed by the Diocese of Brentwood's Priest's Reference Form.

PARISH	DISTRICT
Our Lady and St George's	Walthamstow
Christ the King	Chingford
St Patrick's	Blackhorse Road
St Joseph's	Leyton
Our Lady of Grace and St Theresa of Avila	North Chingford
Our Lady of Lourdes	Leytonstone

3. Baptised Roman Catholic children living outside the Waltham Forest Deanery and who practise regularly with their family as confirmed by the Certificate of Catholic Practice.

4. Baptised Roman Catholic children who are resident in Waltham Forest, but whose level of practice cannot be supported by the Certificate of Catholic Practice.
5. Any other baptised Catholic children.
6. All other 'looked after children' or 'formerly looked after children' who have been adopted.
7. Children of other Christian traditions whose parents support the aims and ethos of Holy Family Catholic School in the following order of priority:
 - Christians who have been baptised or received a 'service of dedication' and whose minister can confirm their level of practice
 - All other Christians whose minister can confirm their level of practice
8. Any other Christians.
9. Children of families of other faiths whose parents are supportive of the aims and ethos of Holy Family Catholic School and whose application is supported by a reference from their religious leader
10. Any other applicants.

Tie Break

Where the offer of a place to all applicants in any of the categories listed above would lead to over subscription the following provision will be applied.

- 1) The attendance of a sibling at Holy Family Catholic School at the time of enrolment (Years 7 – 11) will increase the priority of an applicant within each category.
- 2) Where the offer of places to all applicants in any of the categories above would lead to over subscription, the places up to the admission number will be offered to those living nearest the school. The distance measurement has been agreed by the Governors as 'a straight line from the child's home address to the front entrance of the Walthamstow House site', using the Local Authority's computerised measuring system, with those living closer to the school receiving highest priority.

N.B Applicants are requested to note that they must complete their Local Authority's Common Application Form (CAF) for their application to be considered.

Families will be informed of places offered by the LEA by 1st March 2017.

Deadline for letters appealing against an unsuccessful application to be received by the Chair of Governors, Ms. Ana Marie Bradshaw Murray, c/o Holy Family Catholic School by 3rd April 2017.

Waiting Lists

In addition to the right of appeal unsuccessful candidates will be offered the opportunity to be placed on a waiting list. The waiting list will be maintained in order of the over-subscription criteria set out above and not in the order in which applications are received or added to the list. Please note that 'In-Year Fair Access Protocol' admissions will take precedence over those on the waiting list as required.

Advice

Please note that Holy Family is historically oversubscribed in which case many applicants are likely to be disappointed. In recent years the category for siblings of other Christian traditions has been the cut-off point. Parents are therefore advised to make sure that this is not the only school to which you apply.

Applicants who do not produce a Certificate of Practice or a religious reference with their application will not qualify within their respective category and should not assume an offer of a place.