

Voluntary-aided schools' admission criteria for September 2017

St Angela's Ursuline Convent School

St Angela's Ursuline School is an 11-18 voluntary-aided girls' school founded by the Ursuline Sisters in 1862 and now under the trusteeship of the Diocese of Brentwood. The primary aim of the school is the education of Catholic children in accordance with its trust deed. St Angela's seeks at all times to foster the growth of pupils' understanding and appreciation of their faith.

The Governors of St Angela's Ursuline School intend to admit 186 pupils into Year 7 for the academic year 2017/2018. Applications for places to St Angela's for admission in September 2016 were 308.

By naming St Angela's as a preference, it is assumed that parents/carers wish their child to receive a Catholic education and unreservedly support the aims and ethos of the school as described in the school prospectus.

Wherever there are more applicants than places available, priority will always be given to Catholic applicants in accordance with the over-subscription criteria for 2017/2018 listed below.



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

1. Looked After Catholic Children or Catholic 'previously Looked After Children' who have been adopted
2. Baptised Roman Catholic girls whose permanent residence is within one of the following Roman Catholic parish boundaries of the Newham Deanery, and who with their family practise regularly as confirmed by the Diocese of Brentwood's Priests Reference Form.
3. Baptised Roman Catholic girls, who are resident in Newham, but whose level of practice cannot be supported by the Diocese of Brentwood's Priests Reference Form.
4. Any other baptised Catholic girls.
5. All other Looked After Children or 'Previously Looked After Children' who have been adopted
6. Children of families of another Christian denomination in the following order of priority:
 - Christians who have been baptised **or** have a 'service of dedication' and whose minister can confirm their level of practice as at least monthly.

Catholic

'Catholic' means a member of the Church in communion with the See of Rome. This includes the Eastern Catholic Churches. (See school website for complete list)

Practising Catholic

The Governors will determine practice of the Catholic Faith with reference to the following criteria:

- evidence that the child has been baptised in accordance with the disciplines and rites of the Catholic Church
- a certificate of reception into the Catholic Church, or letter from the parish priest is required for all those baptised in other faiths who are now practising Catholics
- a copy of the Child's Baptismal certificate is to be attached to the Priest's Reference Form
- the practice of the faith is confirmed by the Diocesan Priest's Reference Form.

Christian denominations

Christian churches that are members of 'Churches together in England'. A list of member churches can be found at www.churches-together.net

Siblings

Sibling refers to sister, half-sister, adopted sister, step sister, foster sister or the child of the parent/carer's partner where the child for whom the place is sought is living in the same family unit at the same address

as that sibling, currently attending the school in Year 7-10 at the time of application and who will still be attending the school in the Academic Year 2017/2018.

Looked After Children and Previously Looked After Children

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 at the time of making an application to a school.

'Previously Looked After' are 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.

Children with Statements of Special Educational Needs and Education Health and Care Plans (EHCP) will be admitted to their named school before any other applicants are considered.

| Parish in Newham Deanery | District |
|---------------------------------------|---------------------------------------|
| Our Lady of Compassion | Upton Park |
| St Anne's St Mark's | Custom House |
| St Antony of Padua | Forest Gate |
| St Francis of Assisi | Stratford |
| St Margaret and All Saints | Canning Town |
| St Mary and St Edward with St John | Beckton/Silvertown/ North Woolwich |
| St Michael's | East Ham |
| St Stephen's | Manor Park |

- All other Christians whose minister can confirm their level of practice as at least monthly.
 - Any other Christians.
7. Children of families of other faiths residing in Newham whose religious leader can confirm in writing that they are practising at least monthly.
8. Any other applicants, including those who have not provided proof of residence and/or a recent utility bill as stipulated in part 'c' of the Admissions Criteria.

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 St Angela's Ursuline school on the school roll at the time of enrolment (years 7 – 11) becomes the highest priority (in distance order) of an

application within each category.

2. Where the offer of places to all the applicants in any of the sub-categories listed above would still lead to over subscription, the places up to the admission number will be offered to those living nearest to the school. The distance measurement has been agreed by the Governors as 'the distance from home to the nominated central point of Newham, which is the Front Entrance of Our Lady of Compassion Catholic Church, Green Street, London E13 9AX.

3. In the event of the tie break proving unable to decide between two applicants, a unbiased random allocation will be used to decide the tie break.

Sixth form admissions

For admissions to the sixth form please refer to St Angela's Ursuline Sixth Form Admission Criteria 2017-

2018 available from St Angela's Ursuline Sixth Form. St George's Road, Forest Gate, London, E7 8HU. Telephone Number: 020 8475 7329.

Timescales

Parents will be advised of the outcome of their application on 1 March 2017, National Offer Day.

Late applications

Late applications received after the closing date will be considered in accordance with the Admissions Criteria from the date of receipt but not so as to prejudice decisions already taken after the closing date regarding the allocation of places.

Accuracy

All offers are made on condition that the information received by the Governing Body is entirely accurate. If at any stage this is proved to be otherwise, the offer of a place may be withdrawn.

Places offered using St Angela's oversubscription criteria for entry for September 2016 (as at 14 July 2016)

| Places available | Statement of SEN | Priority group 2 with sibling | Priority group 2 | Priority group 3 with sibling | Priority group 3 | Priority group 4 with sibling | Priority group 4 | Priority group 5 with sibling | Priority group 5 | Priority group 6 with sibling | Priority group 6 | Priority group 7 with sibling | Priority group 7 | Amalgated Priority group categories 8-9 with and without siblings | Distance of final offer |
|------------------|------------------|-------------------------------|------------------|-------------------------------|------------------|-------------------------------|------------------|-------------------------------|------------------|-------------------------------|------------------|-------------------------------|------------------|---|-------------------------|
| 186 | 0 | 34 | 107 | 3 | 13 | 3 | 17 | 1 | 0 | 2 | 6 | 0 | 0 | 0 | 1.447 |



Appeals procedure

Parent/carers wishing to appeal should read pages 76-79 or visit www.newham.gov.uk for more information.

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.

All waiting lists will be maintained only for the academic year 2017-2018. If parents wish the application to join or remain on the waiting list for the following academic year 2018-2019, they need to contact the school in writing to request this in early September 2018.

Applications

a) Pink SIF forms for St Angela's (obtained from Newham eadmissions website or from St Angela's directly) should be returned only to the school. **A copy of Baptism Certificate must be attached to this application**

form. The closing date for the forms is 31 October 2016.

b) Catholic applicants will be required to support their application with a Parish Priest's Reference Form, which will confirm practice. **The Priest's Reference Form is obtainable only from the Parish church/Parish Priest.**

Non Catholic applicants must also arrange for their minister/faith leader to send a letter confirming that they are practising at least monthly.

c) The Governors require parents to submit **TWO** proofs of residence, one from section 1 **AND** one from section 2.

Section 1

- Council Tax bill for this financial year
- Current housing benefit entitlement letter
- tenancy agreement for your council housing or housing association property
- tenancy agreement for your housing privately rented from a landlord accredited by us (for tenancies which started before 1 January 2013) or
- tenancy agreement from a landlord licensed by us (for tenancies which started from 1 January 2013)

- letter from the National Asylum Support Service (NASS) telling you of your housing address
- letter from Adult or Children's Services Asylum Team, telling you of your housing address.

Section 2

- gas bill, payment schedule or reminder
- electricity bill, payment schedule or reminder
- water bill, payment schedule or reminder
- telephone bill or reminder
- mobile phone bill or reminder.

Applicants who do not produce a parish priest's reference or minister's or religious leaders supporting letter with their application will not qualify within their respective category and should not assume an offer of a place.

Online admissions

If you are applying online via the eadmissions website you must still send your completed SIF directly to the school. You **MUST NOT** attach it to the online form.



St Bonaventure's Catholic Comprehensive School

St Bonaventure's School was founded by the Catholic Church to provide education for boys 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.

Whenever there are more applications than places available, priority will always be given to Catholic applicants in accordance with the over subscription criteria stated.

The Governors of St Bonaventure's School intend to admit 186 boys into Year 7 in the school year which begins in September 2017.

Applications for places at St Bonaventure's for Year 7 starting September 2016 were: 517

Application procedures and timetable – what you have to do

1. The Common Application Form (CAF) for Year 7 application must be returned to Pupil Services Section by 31 October 2016. The St Bonaventure's School Supplementary Information Form (SIF) (obtained from London Borough of Newham; downloaded from the school's website: www.stbons.org or collected from the school's reception) together with a photocopy of the Baptismal Certificate should be returned to St Bonaventure's School, who will provide a receipt if requested. A photocopy of the Baptism Certificate must be firmly attached to this Supplementary Information Form. The closing date for the SIF to be handed directly to St Bonaventure's is 31 October 2016.
2. Non-Newham residents must apply through their own Local Authority using the appropriate Common Application Form (CAF). They can either obtain the St Bonaventure's School Supplementary Information Form (SIF) from the school's reception; download from the school's website: www.stbons.org/admissions or contact Newham's Pupil Service Section to be sent one. Non-Newham residents should return their own borough's CAF to their Local Authority by the specified deadline. The St Bonaventure's School Supplementary Information Form (SIF) together with photocopies of the Baptismal Certificate must be completed and returned to St. Bonaventure's by 31 October 2016.
3. Catholic applicants will be required

to support their application with a Certificate of Catholic Practice which will confirm practice as a regular member of the Catholic faith. This can be obtained from your parish priest and must be returned to St Bonaventure's by 31 October 2016.

4. Non-Catholic applicants will need to obtain a Faith Leader's Reference Form, which will be available on the school website (www.stbons.org/admissions), and must arrange for this to be returned to St Bonaventure's by their faith leader by 31 October 2016.

Applicants should note that unless the SIF described above has been completed and returned on time to the school, the Governors will be unable to determine the criteria and so the application will be placed under Criterion 9: "Other Applicants" by default.

If the Common Application Form is not completed and returned to the appropriate Education Authority as explained above the application will be invalid and the Education Authority will not offer a place in St Bonaventure's school.

5. The Admissions Authority of St Bonaventure's will inform parents of the outcome of the determination of applications following an admissions meeting held in December 2016. This letter will inform applicants of the criterion in which their application has been placed. This will not be an offer of a place at St Bonaventure's.
6. Parents will be advised of the outcome of their application by Pupil Services Section (not the school) on 1 March 2017, National Offer

Day. Unsuccessful applicants will be advised of their right of appeal to an independent appeal panel.

7. Parents wishing to appeal must do so in writing 20 days after they have received confirmation of their offer from Pupil Services.

Over subscription criteria

At any time where there are more applications for places than the number of places available, places will be offered according to the following order of priority.

Children with Statements of Special Educational Needs and Education Health and Care Plans (EHCP) will be admitted to the school named in their statement before any other applicants are considered.

1. Adopted, looked after and previously looked after children from Catholic families
2. Practising Catholic children as determined by a Catholic priest using the Certificate of Catholic Practice and who are resident in the Deanery of Newham
3. Practising Catholic children as determined by a Catholic priest using the Certificate of Catholic Practice and who are resident outside of the boundary of the Deanery of Newham
4. Baptised Catholic children as determined by a Catholic certificate of baptism
5. Any other adopted, looked after and previously looked after children who are not Catholic
6. Members of an Eastern Christian Church, whose application is supported by a minister of religion using the Reference Form for Non-Catholic Faith Leaders
7. Members of other Christian denominations that are members of 'Churches Together in England', whose application is supported by an appropriate minister of religion using the Reference Form for Non-Catholic Faith Leaders
8. Children of other faith traditions, whose application is supported by an appropriate minister of religion using the Reference Form for Non-Catholic Faith Leaders
9. All other applicants.

Places offered using St. Bonaventure's oversubscription criteria for entry for September 2016*

| | | | | | | | | | | | | | | | | | |
|------------------|-----------|-----------------------|-------------------------------|------------------|-------------------------------|------------------|-------------------------------|------------------|-------------------------------|------------------|-------------------------------|------------------|-------------------------------|------------------|-------------------------------|------------------|-------------------------|
| Places available | Statement | Looked after children | Priority group 2 with sibling | Priority group 2 | Priority group 3 with sibling | Priority group 3 | Priority group 4 with sibling | Priority group 4 | Priority group 5 with sibling | Priority group 5 | Priority group 6 with sibling | Priority group 6 | Priority group 7 with sibling | Priority group 7 | Priority group 8 with sibling | Priority group 8 | Distance of final offer |
| 210 | 2 | 0 | 20 | 118 | 2 | 13 | 2 | 22 | 0 | 2 | 0 | 0 | 1 | 13 | 3 | 14 | 0.944 miles |

Please note the criteria listed are those published in the Autumn 2015 Moving from Primary to Secondary school brochure, which have been updated for page 63 of this guide.

Definitions

'Looked after child' has the same meaning as in Section 22 of the Children Act 1989 and means any child in the care of a local authority or provided with accommodation by them (e.g. children with foster parents).

'Catholic' means a member of the Church in 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 and a certificate of reception into the full communion of the Catholic Church.

'Practicing Catholic' – it is the role of a priest to determine whether applicants meet the criteria for qualification as practicing Catholic families. The definition of a practicing Catholic is defined by 'Canon Law' which states that the faithful are obliged to participate in Sunday Mass and Holy Days. It is up to the applicant to identify and approach a priest who will complete the standard diocesan reference which is obtained from your parish priest or your ethnic chaplain. If you attend mass outside of the Newham Deanery please obtain the Priest reference from a Catholic Church in Newham.

'Sibling' – each of two or more children or offspring having one or both parents in common, or by adoption, who is resident at the same

address as the child for whom a place is being sought.

'Eastern Christian Church' includes Orthodox Churches, and is normally evidenced by a certificate of baptism or reception from the authorities of that Christian Church. The list of churches recognised as belonging to the Eastern Christian Churches can be found on the school website www.stbons.org/admissions

'Churches Together in England' – CTE is a national body set up in 1990. CTE is a visible sign of the Churches' commitment as they seek a deepening of their communion with Christ and with one another, and proclaim the Gospel together by common witness and service. Its strength comes from people from different traditions finding new ways to work and worship together – www.cte.org.uk/Groups/234690/Home/About/Member_Churches_of/Member_Churches_of.aspx

'Deanery boundaries' – for the purposes of this policy, deanery boundaries (as laid down by the Diocese of Brentwood) are as shown on the map in the school office.

Where the offer of places to all applicants in any of the categories listed above would lead to oversubscription, the following provisions will be applied.

1. The attendance of a sibling at the school who will be on the

school roll at St Bonaventure's in September 2016 in Years 8-13 will take priority within each criterion.

2. Distance from home to the nominated central point of Newham, which has been agreed as the Front Entrance of Our Lady of Compassion Catholic Church, Green Street, London E13 9AX. This distance is determined by London Borough of Newham, using the 'Shortest Walking Distance' and will be used to rank order applicants within each criterion.

Admission to sixth form

The Sixth Form is available for all existing students in Year 11 at St Bonaventure's School, if they fulfil the individual entry requirements for courses, details of which can be found in the 6th Form Prospectus. Remaining places in the 6th Form will be distributed in accordance with the school's over-subscription criteria, subject to applicants fulfilling the individual entry requirements of the courses for which they have applied. It is important that 6th form applicants follow the application procedures below, the dates will be published separately.

The Published Admission Number for additional applicants into Year 12 from schools other than St Bonaventure's is 20.

Appeals procedure

Parents may appeal against the decision of the Governors to offer their son a place, in the first instance by writing to the Chair of Governors (Admissions Appeals) c/o the school within 20 days, stating the grounds for the appeal.

- The appeal will be heard by an independent appeal panel, which will be made up of three people, none of whom have any connection with the school and one of whom will be a lay person. The lay person is someone who is

aware of educational issues but is not directly involved with it.

- The Appeals Panel will accept representation from any interested parties in writing or in person at the appeal hearing.
- The names of unsuccessful candidates will be placed onto the waiting list, which will be organised in accordance with St Bonaventure's Admissions Criteria.

Waiting lists

In addition to their 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 oversubscription criteria set out above and not in the order in which applications are received or added to the list. This Waiting List will be updated on an annual basis.

Online admissions

If you are applying online via the eadmissions website you must still send your completed SIF directly to the school. You MUST NOT attach it to the online form.

