



ST BEDE'S R C PRIMARY SCHOOL

ADMISSIONS POLICY (RECEPTION →YEAR 6) 2025-2026

INTRODUCTION

St Bede's School is a Voluntary Aided Roman Catholic Primary School and the Governors have a responsibility to maintain the Catholic character of the school and this admissions policy has been formulated with this in mind.

MISSION STATEMENT

To create a happy, secure and Christian atmosphere in which children are safe and encouraged to be healthy, to achieve and make a positive contribution and can grow and develop physically, intellectually, spiritually and morally.

PUBLISHED ADMISSION NUMBER

The Published Admission Number is 30 (Thirty).

ORDER OF PRIORITY FOR ADMISSIONS

In the event of more applications being received for admission than there are places available within the particular year group, the following order of priority will be applied.

Priority 1 Looked After Children and previously looked after children (School Admissions Code 1.28a). A child looked after, i.e. in public care, is defined in the new School Admission Code as a child who is looked after by a local authority within the meaning of Section 22 of the Children's Act 1989. Previously looked after children are children who are looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).

Priority 2 Baptised Catholic children living in the Parish of Our Lady of Perpetual Help who will have, on the date of admission, a sibling attending the school. This includes full brothers and sisters, half brothers and sisters and step brothers and sisters. Proof of Baptism will be required.

Priority 3 Baptised Catholic children within the Parish of Our Lady of Perpetual Help. Proof of Baptism will be required.

Priority 4 Baptised Catholic children living outside the Parish of Our Lady of Perpetual Help who will have, on the date of admission, a sibling in the school. Proof of Baptism will be required.

Priority 5 Baptised Catholic children living outside the Parish of Our Lady of Perpetual Help. Proof of Baptism will be required.

Priority 6 Non-Catholic children who will on the date of admission have a sibling in the school.

Priority 7 Other Non-Catholic children who have attended St Bede's Nursery.

Priority 8 Non-Catholic children who are baptised in other Christian faiths. Proof of Baptism will be required.

Priority 9 All other children.

Where there are more applications than places available and children in **any** of the above categories cannot be offered a place, priority will be given to those children living closest to the school. We utilise GIS Mapping system to determine the distance from the Schools entrance to the child's home to enable us to rank the pupils. This uses reliable Ordnance Survey data along with Post Office address data.

PROCEDURE

For entry to the Reception Class at the commencement of the school year, a SA1 application form must be completed and returned to the School Admissions Team at Cumberland Council by 15 January.

SUMMER BORN CHILDREN

Summer born children can be admitted to reception class at the age of five (ie a full school year later than they would be entitled to start) if it is in line with their parents' wishes. Those children will remain with that cohort as they progress through school, including through to secondary School.

SHARED PARENTING

The address used for allocation purposes will be the address of the parent with whom the child normally lives. In some cases, e.g. when shared parent living arrangements are in place, a child's address may be difficult to determine. In these circumstances, the address used for child benefit purposes, i.e. the address of the parent claiming benefit will be taken to be the child's address. (primary address)

ADMISSIONS WAITING LIST

Children who are not offered a place may at the written request of the parents be placed on a waiting list for admission should a place become available at a later date. Admission of children from the waiting list shall be subject to this admissions policy. The waiting list will remain open for the academic year.

LATE APPLICATIONS

If admission is requested after the Local Authority closing date (15 January) the Co-ordinated Admission Scheme will govern this decision. The Local Authority is responsible for ensuring that decisions in this respect are consistent.

SPECIAL EDUCATION NEEDS

Applications will be prioritised on the above basis. An exception will be made where a child holds an Education, Health and Care Plan that names St Bede's RC Primary School as, in these circumstances, the governors have a statutory duty to admit the child concerned.

APPEALS

Parents who wish to appeal against the decision of the Governors to refuse their child a place in the school should request details of the appeals procedure from the Headteacher.

TO BE REVIEWED

DECEMBER 2025