



Our Lady of the Magnificat MAC is part of the Birmingham Local Authority-co-ordinated admissions scheme. The admissions authority for the school is the Board of Directors of Our Lady of the Magnificat MAC who has responsibility for admissions to this school. The Board of Directors has delegated responsibility for the administration of the admissions process to the Local Governing Body.

The admissions process for Our Lady of the Magnificat MAC is part of the Birmingham Local Authority-co-ordinated admissions scheme. To apply for a place at Our Lady of the Magnificat MAC school in the normal admissions round, an application must be made using the school admission application process of the local authority in which you live, naming Our Lady of the Magnificat MAC on the application form. Applications need to be made by 15th January 2025. A Supplementary Information Form (SIF) must also be completed and returned directly to the school by the same date (see Note 2).

All applications which are submitted on time will be considered at the same time, after the closing date.

You will be advised of the outcome of your application on 16th April 2025, or the next working day, by the local authority on behalf of the school.

Please note that throughout this policy, the term parent means all natural parents, any person who is not a parent but has parental responsibility for a child and any person who has care of a child.

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 oversubscription criteria listed below. The school is conducted by its Board of Directors as part of the Catholic Church in accordance with its Statutes 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 pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school.

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 applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with the admission arrangements.

The Local Governing Body acts for the Board of Directors who is the admissions authority and has responsibility for admissions to this school. The Local Governing Body has published Admission Arrangements for 2025. 160 pupils to be admitted to Year 5 in the school year which begins in September 2025. (See Note 1 below)

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the Local Governing Body will give priority firstly to children who will have a brother or sister (see Note 4 below)

attending _____ at the time of admission and then secondly to children living closest to the school determined by the shortest distance (see Note 6 below)

For the purposes of this policy, parish boundaries are as shown on the Archdiocese of Birmingham parish boundary map which can be accessed at

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 a Catholic. It will result in the looked after child being ranked as a Catholic.

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

- A brother or sister sharing the same parents
- A halfbrother or halfsister, where two children share one common parent
- A stepbrother or stepsister, where two children share one common parent or civil partnership, or where they are unrelated, but their parents are living as partners.
- Adopted or fostered children

The named feeder schools for are:
Mount Carmel Catholic First School

St Thomas More Catholic First School

Parish of Mount Carmel, Redditch, Worcestershire

Maps of the parish areas are available at the academy and parish or by post on request.

Distances are calculated on the basis of a straightline measurement between the home address and the school front gate. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the coordinates that are used to plot a child's home address and the address of the school.

In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and the school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all, of

Local Authority, on behalf of the Local Governing Body will use a computerised system to randomly select the child to be offered the final place.

Priority will be given to non-Catholic children of staff and the child placed into oversubscription criteria 6 where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made.

The Local Governing Body will, where logistically possible, admit twins and all siblings from multiple births where one of the children is the last child raised

refers to the address where the child usually lives with a parent or carer and will be

Where parents have shared responsibility for a child, and the child lives for part of the week with each

provided that the child resides at that address for any part of school week

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.

The Local Governing Body reserves the right to withdraw the offer of a place, where a child is already attending the school the place itself, where it is satisfied that the offer or place was obtained by deception.

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or already being educated in a class outside of their normal age group at their current Primary school. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Local Governing Body for the child to be considered for a different age group class instead. This request should be in the form of a written letter of

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 authority should refer to the Education Act 1996, section 19(1)(b) and the Education (Appeals) Regulations 2001, regulation 6.91 744(r)12(o)-536595706 it is strongly recommended that they also read the DFE guidance which can be found at: (the)

- Has been baptised into full communion (*Catechism of the Catholic Church, 837*) 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 (*Code of Canon Law, 877 & 878*).

Or

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Communion of the Catholic Church. Written evidence of their baptism and reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases, a subsection of the Baptismal Registers of the church in which the Reception took place (Cf *Rite of Christian Initiation*, 399).

The Governing bodies of Catholic schools and Boards of Directors of Catholic Academies will require written evidence in the form of a Certificate of Baptism or Certificate of Reception before applications for school

include: the full name, date of birth, date of Baptism or Reception, and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of Baptism or Reception.

Those who would have difficulty obtaining written evidence of Catholic Baptism/Reception for a good reason, may still be considered as Baptised Catholics but only after they have been referred to their parish priest who, after consulting the Vicar General, will decide how the question of Baptism/Reception is resolved and how written evidence is to be produced in accordance with the law of the Church.

Those who would be considered to have good reason for not obtaining written evidence would include those who cannot contact the place of Baptism/Reception due to persecution or fear, the destruction of the church and the original records, or where Baptism/Reception was administered validly but not in the Parish church where records are kept.

Governors and Boards of Directors may request extra supporting evidence when the written documents that are produced do not clarify the fact that a person was baptised or received into the Catholic Church, (i.e. where the name and address of the Church is not on the certificate or where the name of the Church does not state whether it is a Catholic Church or not.)

For the purposes of this policy, a looked after child (see Note 3) living with a family where at least one of the parents/carers is Catholic will be considered as Catholic.

	Catholic Middle School Admission Arrangements for the academic year 2025/2026	
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