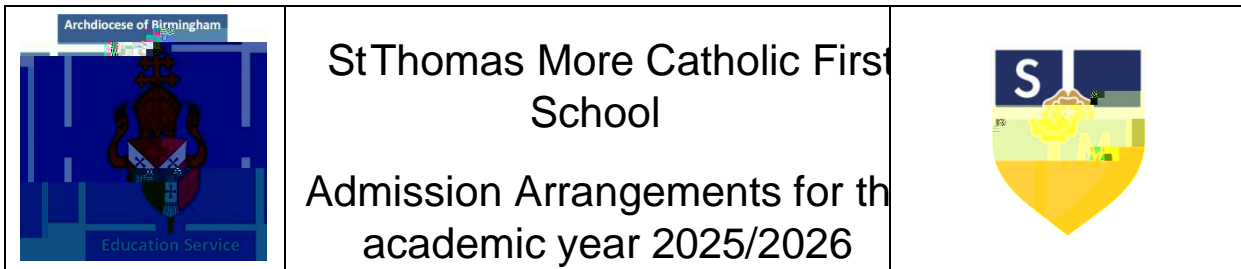




Admissions Arrangements 2026





St Thomas More Catholic First School is part of the Our Lady of the Magnificat MAC. The admissions authority for the school is the Board of Directors of the 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 of St Thomas More Catholic First School.

The admissions process for St Thomas More Catholic First School is part of the Worcestershire Local Authority coordinated admissions scheme. To apply for a place at St Thomas More Catholic First 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 St Thomas More Catholic First School on the application form. Applications need to be made by 15 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 16 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 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 pupils. At a Catholic school, Catholic

is fully supported by all families in the school. We therefore hope 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 applicant who is not Catholic to apply and be admitted to a place at the school in accordance with these 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 set its Published Admission at 45 pupils to be admitted to the Reception class 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 to children living closest to the school determined by the shortest distance (see Note 5).

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.

Note 3

child who is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making the application to the school.

be so because he or she was adopted or became subject to a child arrangements 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.

Note 4

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

x

x

Evidence of ownership or rental agreement may be required.

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 the 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.

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

SCHOOL ENTRY

Parents must, by law, ensure that their child is receiving suitable full time education from the beginning of

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

school, until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the first day of the summer term 2026.

A child may take up a part-time place until later in the school year, but not beyond the point at which the child reached compulsory school age.

Upon receipt of the offer of a place a parent should notify the school, as soon as possible, that they wish to take up a part-time place.

admission until the beginning of the following academic year (when the child will have begun to be of compulsory school age) will therefore need to make a separate application for a place in Year 1 at the school. Any reception class place offered following an application made for the 2025/2026 admission round will be withdrawn if the child does not take up that place by the first day of the summer term 2026.

APPLICATIONS FOR CHILDREN TO BE ADMITTED INTO A CLASS OUTSIDE OF THEIR NORMAL AGE GROUP

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

LATE APPLICATIONS

-ordinated admissions
scheme. This states that late applications received between 16 January 2025 and 28 February 2025 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.

APPLICATIONS OTHER THAN THE NORMAL INTAKE TO RECEPTION (EARLY ADMISSIONS)

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there are places available. Further information regarding instructions on how to apply for a place in the school at any

website at <https://www.stthomasmorefirst.com/ourschool/schooladmissions>

-year coordinated admissions scheme. Therefore, in order to apply for a place at this school, an application must be submitted to the local authority who will then forward that application to the school for consideration by the Local Governing Body. The school will inform the local authority of the outcome of the application who will then inform the parents on behalf of the school. Applications can be submitted through the local authority via <https://www.worcestershire.gov.uk/schools/education-and-learning/contact/apply-school-place0/apply-school-place>

If there are no places available, the child will be added to the waiting list (see above).

APPENDIX

x Has been baptised into full communion (Catechism of the Catholic Church, 137) with the Catholic

Governors and Boards of Directors may request 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.

	<p>St Thomas More Catholic First School</p> <p>Admission Arrangements for the academic year 2025/2026</p>	
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Supplementary Information Form

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children.

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 have asked for on this form.

1. We are St Thomas More Catholic First School at Woodrow Centre, Studley Road, Redditch B98 7RY
- 2.

