



ST BONIFACE RC PRIMARY SCHOOL CONSULTATION NOTICE

Consultation Notice on the Proposed Admission Arrangements for 2025/6 St Boniface RC Primary School, Undine Street, London SW17 8PP

The Governors of St Boniface RC Primary School would like to consult on changing some details in the 2025/6 Admissions Policy.

A serious issue facing schools at this time is the decline in pupil numbers and the continuing fall in the birth rate. For Catholic schools, there is the additional impact of the significant drop in the number of baptisms over recent years. The Archdiocese of Southwark have updated and amended their Admissions Guidance document to bring it into line with the Admissions Code and, with the new amendments, seek to address, where possible, some of the issues around pupil numbers.

The key change is around Catholic practice and how this is evidenced. Applications based on Catholic practice will be evidenced by way of a signed Certificate of Catholic Practice (CCP). Changes have also been made to the tiebreakers in line with the guidance received from the Archdiocese of Southwark Education Commission.

The proposed admission policy and Certificate of Catholic Practice are attached.

The consultation is for the attention of:

- a) parents of children between the ages of 2 and 11 years old
- b) other persons in the area who have an interest in the proposed arrangements
- c) all other admission authorities within the local area

- d) the Local Authority - Wandsworth
- e) any adjoining neighbouring local authorities
- f) The Archdiocese of Southwark

Proposed Changes to Admission Arrangements

The current oversubscription criteria :

If the school is oversubscribed, after the admission of pupils with a Statement of Special Educational Needs or Education, Health and Care Plan where the school is named in the Statement or Plan, priority for admission will be given to those children who meet the criteria set out below, in order:

1. Looked after Catholic children or looked after children in the care of Catholic families and those who ceased to be looked after children because they were adopted, or because they became subject to a residence order, child arrangements order or a special guardianship order (see *notes 1,2 and 3*).
2. Catholic children, a baptismal certificate or evidence of reception into the Catholic Church must accompany the supplementary information form. (*see note 1*)
3. Other looked after children and those who ceased to be looked after children because they were adopted, or because they became subject to a residence order, child arrangements order or a special guardianship order (see *note 2*) and children who appear (to the admissions authority) to have been in state care outside of England and cease to be in state care outside of England as a result of being adopted
4. Children enrolled in the catechumenate. Evidence of enrolment in the catechumenate will be required.
5. Children who are members of Eastern Orthodox Churches. Evidence of Baptism will be required.
6. Children who are members of other Christian denominations that are part of Churches Together in

England. Evidence of Baptism (or dedication) provided by a priest, minister of a designated place of worship will be required.

7. Children who are members of other faiths. Evidence of membership of the faith provided by a priest, minister or religious leader of a designated place of worship will be required

8. Any other children.

Tiebreakers

The following order of priorities will be applied when applications within any of the above categories exceed places available and it is necessary to decide between applications.

1.

For category two above, the strength of commitment to the faith as demonstrated by the level of the family's Mass attendance on Saturday evenings or Sundays over a period of at least the past three years. The evidence must be provided by the parents /carers and be endorsed by the priest at the church(es) where the family normally worship. Applications will be ranked in the order shown on the supplementary information form; firstly, those who attend Mass weekly, then once or twice a month etc.

2.

Children with a sibling (*see note 4*) on the school roll at the time of admission. Evidence of the relationship may be required.

3.

Living in the parish of St Boniface (Tooting), Our Lady of the Assumption (Links Road) or St Joseph's (Colliers Wood).

4.

Children with a professionally supported acute medical need or exceptional need for a place at the school, as decided by the Governing Body. (Applications made on acute medical grounds must be supported by a current letter from a specialist health professional. Applications made on exceptional social grounds must be supported by a current letter from a social worker or other care professional working with the family. The letters must give the reason why the child's condition or circumstances make it necessary for the child to attend the school, and the difficulties that would be caused if they had to attend an alternative school. If this information is not provided by the application closing date, the application will not be considered under this criterion.)

5.

Children of staff employed as teachers in the school.

A maximum of up to three places may be offered to children of teachers who have been employed by the school for at least three consecutive years at the time at which the application for admission to the school is made.

6.

Children in order of straight-line distance from home to school, as measured by Wandsworth Council's Geographical Information System.

(The straight-line measurement used to prioritise applicants for admission to schools in Wandsworth commences in all cases at the location of the property determined by the National Land Planning Gazetteer and terminates at the central point of the school site as determined by Wandsworth Council's Geographical Information

System. Measurements by alternative systems and/or to other points will not be taken into account in any circumstances. Where applicants have identical distance measurements, priority amongst them will be determined at random.)

Note 1 Catholics include members of the Ordinariate and the Latin and Oriental Rite Churches that are in union with the Bishop of Rome. Reference to other Christian denominations refers to denominations that are full members of Churches Together in England.

Note 2 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 (see the definition in Section 22(1) of the Children Act 1989). An adopted child is defined by section 46 of the Adoption and Children Act 2002. A residence order is defined by section 8 of the Children Act 1989. A special guardianship order is defined by section 14A of the Children Act 1989. A child arrangement order is defined by section 8 of the Children Act 1989 as amended by section 14 of the Children and Families Act 2014.

Note 3 Families are defined as being the child's natural or adoptive parents or officially designated carers. It would not include grandparents or other relatives unless they are officially designated carers.

Note 4 A sibling is defined as:

- a full brother or sister;
- a step/half brother or sister living at the same address;
- a child who is living as part of the family by reason of a court order;
- or a child who has been placed with foster

carers as a result of being looked after by a local authority.

.....

The proposed new oversubscription criteria :

- 1 Looked after Catholic children and all previously looked after Catholic children who have been adopted or who have become the subject of a child arrangement order or special guardianship order. Catholic children who appear (to the admissions authority) to have been in state care outside of England and cease to be in state care outside of England as a result of being adopted.
- 2 Baptised Catholic children, **in possession of a Certificate of Catholic Practice.** Both a baptismal certificate or evidence of reception into the Catholic Church and the Certificate of Catholic Practice must be provided
- 3 Baptised Catholic children **who do not have a Certificate of Catholic Practice.** A baptismal certificate or evidence of reception into the Catholic Church must be provided.
- 4 Looked after children and all previously looked after children who have been adopted or who have become the subject of a child arrangement order or special guardianship order. Children who appear (to the admissions authority) to have been in state care outside of England and cease to be in state care outside of England as a result of being adopted.
- 5 Children enrolled in the catechumenate. Evidence of enrolment in the catechumenate will be required.

- 6 Children who are members of Eastern Orthodox Churches. Evidence of Baptism will be required.
- 7 Children who are members of other faiths, Churches and denominations. Evidence of Baptism/dedication or evidence of membership required.
- 8 Any other children

Tiebreakers

The following order of priorities will be applied when applications within any of the above categories exceed places available and it is necessary to decide between applications.

1.

Children with a sibling (*see note 4*) on the school roll at the time of admission. Evidence of the relationship may be required.

2.

Children of staff employed as teachers in the school. A maximum of up to three places may be offered to children of teachers who have been employed by the school for at least three consecutive years at the time at which the application for admission to the school is made.

3.

Living in the parish of St Boniface (Tooting), Our Lady of the Assumption (Links Road) or St Joseph's (Colliers Wood).

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attend the school, and the difficulties that would be caused if they had to attend an alternative school. If this information is not provided by the application closing date, the application will not be considered under this criterion.)

5.

Children in order of straight-line distance from home to school, as measured by Wandsworth Council's Geographical Information System. (The straight-line measurement used to prioritise applicants for admission to schools in Wandsworth commences in all cases at the location of the property determined by the National Land Planning Gazetteer and terminates at the central point of the school site as determined by Wandsworth Council's Geographical Information System. Measurements by alternative systems and/or to other points will not be taken into account in any circumstances. Where applicants have identical distance measurements, priority amongst them will be determined at random.)

Note 1 Catholics include members of the Ordinariate and the Latin and Oriental Rite Churches that are in union with the Bishop of Rome. Reference to other Christian denominations refers to denominations that are full members of Churches Together in England.

Note 2 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 (see the definition in Section 22(1) of the Children Act 1989). An adopted child is defined by section 46 of the Adoption and Children Act 2002. A residence order is defined by section 8 of the Children Act 1989. A special guardianship order is defined by section 14A of the Children Act 1989. A child arrangement order is defined by section 8 of the Children Act 1989 as amended by section 14 of the Children and Families Act 2014.

Note 3 Families are defined as being the child's natural or adoptive parents or officially designated carers. It would not include grandparents or other relatives unless they are officially designated carers.

Note 4 A sibling is defined as:

- a full brother or sister;
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- a child who is living as part of the family by reason of a court order;
- or a child who has been placed with foster carers as a result of being looked after by a local authority.

The above changes have been made in line with the guidance received from the Archdiocese of Southwark Education Commission.

A copy of the school's current Admissions Policy can also be viewed at:
<https://www.stboniface.wandsworth.sch.uk>

Pupil Services at Wandsworth and the Southwark Diocesan Board of Education will publish and circulate the policy to all the relevant organisations for consultation.

The consultation period is open for 6 weeks from **13 December 2023 to 23 January 2024**. Any comments about these changes should be submitted in writing to:

Veronika Hughes-Bednar
Chair of Governors
St Boniface RC Primary School
Undine Street
London SW17 8PP

Alternatively you can email your comments to the school's email address:
admin@stboniface.wandsworth.sch.uk

Following the consultation period all submitted comments will be considered at a governors' meeting and the final arrangements will be published on the school website after **28 February 2025**.

St Boniface R C Primary School

Undine Street, Tooting, London SW17 8PP

Tel: 020 8672 5874

Email: admin@stboniface.wandsworth.sch.uk • Web: www.stboniface.wandsworth.sch.uk



Headteacher: Mrs L Platts • Deputy Headteacher: Mrs L Whitwell

ST BONIFACE RC PRIMARY SCHOOL

GOVERNORS ADMISSIONS POLICY 2025 – 2026

‘As a Catholic School we recognise our call to serve and contribute to our local and parish communities and to appreciate the broader multicultural /faith community in which St Boniface is situated.’

St Boniface RC Primary School is a voluntary aided school in the Diocese of Southwark. It is in the trusteeship of the Diocese. 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. The school exists primarily to serve the Catholic community and Catholic children always have priority of admission. However, the Governing Body also welcomes applications from those of other denominations and faiths and from those who have no faith who support the religious ethos of the school.

Having consulted with the Local Authority, the Diocese and other admission authorities, the governors intend to admit into the reception class, in September 2025, up to 30 pupils, the published admission number (PAN), without reference to ability or aptitude.

Where the number of applications exceeds 30, after the admission of pupils with a Statement of Special Educational Needs or Education, Health and Care Plan where the school is named in the Statement or Plan, the Governors will offer places using the following criteria in the order stated below:

1. Looked after Catholic children and all previously looked after Catholic children who have been adopted or who have become the subject of a child arrangement order or special guardianship order. Catholic children who appear (to the admissions authority) to have been in state care outside of England and cease to be in state care outside of England as a result of being adopted.

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Admissions procedure

The **Common Application Form** (CAF) required by the Local Authority and the Certificate of Practice should be completed and received at the school not later than 15 January 2025 which is the national closing date for primary schools. The **Common Application Form** is supplied by your **home local authority** which can be completed online. Wandsworth residents should apply online at www.eadmissions.org.uk, or use the link from the council's website at www.wandsworth.gov.uk/admissions. If you cannot apply online, paper forms available from the admissions section of your local authority will be available.

The **Certificate of Catholic Practice** is not mandatory and is only required for those applying under Criteria 2. Parents are advised to retain a copy of the certificate. Offers of places will be sent to parents by their home Local Authority on 16 April 2025, the common offer date.

Education, Health and Care (EHC) Plan

The admission of pupils with an EHC Plan is dealt with by a completely separate procedure. The procedure is integral to the making and maintaining of EHC plans by the pupil's home local authority. Details of this separate procedure are set out in the SEND code of practice. Pupils with an EHC plan naming the school will be admitted without reference to the above criteria.

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Appeals

Parents whose applications for places are unsuccessful may appeal to an Independent Appeal Panel set up in accordance with section 94 of the School Standards and Framework Act 1998. Appeals must be made in writing and must set out the reasons on which the appeal is made. Appeals should be made to the Admissions Appeal Clerk at the school address. Parents/Carers have the right to make oral representations to the Appeal Panel.

Infant classes are restricted by the legislation to 30 children. Parents should be aware that an appeal against refusal of a place in an infant class may only succeed if it can be demonstrated that: -

- a) the admission of additional children would not breach the infant class size limit; or
- b) the admission arrangements did not comply with admissions law or had not been correctly and impartially applied and the child would have been offered a place if the arrangements had complied or had been correctly and impartially applied; or
- c) the panel decides that the decision to refuse admission was not one which a reasonable admission authority would have made in the circumstances of the case.

Admission of children below compulsory school age

The governors will provide for the admission of all children in the September following their fourth birthday. Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year; parents may also request that their child attends part-time until the child reaches compulsory school age.

Admission of children outside their normal age group

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Parents who are seeking a place for their child outside of their normal age group, eg, the child has experienced problems such as ill health or the parents of a summer born child preferring not to send their child to school until the September following their fifth birthday, may request that they are admitted out of their normal age group that is to reception rather than year 1. Governors will make decisions on the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; information about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group, and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. They will also take into account the views of the school's head teacher. When informing a parent of the decision which year group the child should be admitted to, the governors will set out clearly the reasons for their decision.

Where the governors agree to a parent's request for their child to be admitted out of their normal age group and, as a consequence of that decision, the child will be admitted to the age group to which pupils are normally admitted to the school the local authority will process the application as part of the main admissions round, (unless the parental request is made too late for this to be possible) and on the basis of the determined admission arrangements, including the application of oversubscription criteria where applicable. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school, but it is not in their preferred age group.

Waiting Lists

Parents of children who have not been offered a place at the school may ask for their child's name to be placed on a waiting list. The waiting list, which will be maintained until at least 31st December of each school year of admissions. The waiting list will be operated using the same admissions criteria listed above. Placing a child's name on the waiting list does not guarantee that a place will become available. This does not prevent parents from exercising their right to appeal against the decision not to offer a

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place. It is possible that when a child is directed under the local authority's fair access protocol they will take precedence over those children already on the list.

Late Applications

Any late applications will be considered by the Governors' Admissions Committee, in the event of there being any available places, using the above criteria. If all places have been filled, parents will be offered the opportunity of placing their child's name on the waiting list. This does not prevent parents from exercising their right to appeal against the decision not to offer a place.

This admissions procedure, although primarily relevant to children for whom a place is sought at the normal age of entry to primary education (Year R), will also apply to succeeding years, and be subject to the availability of places.

Fair Access Protocol

The school participates in the local authority's Fair Access Protocol to allocate places to vulnerable and other children in accordance with the School Admission Code 2014. Admitting pupils under the protocol may require the school to admit above the planned admission number for the relevant year group.

Arrangement for visits for parents considering applying for the school

In October 2024 an Open Morning and guided tour of the school at work will be held for parents interested in a place for their child at St Boniface. After the date of the Open Morning, parents should contact the school and make an appointment to visit the school. Visits to the school do not form part of the formal admissions process.



ARCHDIOCESE OF SOUTHWARK

CERTIFICATE OF CATHOLIC PRACTICE

Details of child (for identification only)

Full name of child: _____

Address of child: _____

Postcode: _____ Date of Birth: _____

I am [the child's parish priest] [the priest in charge of the Church where the child practices] **[delete as applicable]**

I hereby certify that this child is known to me and, to the best of my knowledge and belief, the child is a practising Catholic.

Priest's name _____ Position _____

Parish (or ethnic chaplaincy) _____

Address _____

Telephone _____

Priest's signature _____

Parish stamp or seal

Date _____