



Diocese of Middlesbrough
Academy Admission Policy for
Trinity Catholic College a member of the St Hilda's Catholic Academy Trust,
geographically located within the Middlesbrough Local Authority area.

2018-2019

Trinity Catholic College was founded by the Catholic Church to provide education for baptised Catholic children. The school is run by the Board of Directors of the St Hilda's Catholic Academy Trust as part of the Catholic Church in accordance with its Trust Deed and Articles of Association 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 oversubscription criteria listed below. By applying to the school parents or carers understand this is a school centred upon its Catholic ethos.

The school gives preference within our oversubscription criteria to the following named feeder schools; Corpus Christi Catholic Academy Middlesbrough, Sacred Heart Catholic Academy, Middlesbrough, St Alphonsus' Catholic Academy Middlesbrough, St Augustine's Catholic Academy Middlesbrough, St Bernadette's Catholic Academy Middlesbrough, St Clare's Catholic Academy Middlesbrough, St Edward's Catholic Academy Middlesbrough, St Gerard's Catholic Academy Middlesbrough, St Joseph's Catholic Academy Middlesbrough, St Pius X RC Primary School Middlesbrough and St Thomas More Catholic Academy Middlesbrough.

The Board of Directors is the Admissions Authority and is responsible for determining the academy's admissions policy. The Planned admission number for September 2018 is 240.

The Admissions Policy Criteria will be applied on an Equal Preference basis.

How and When to apply

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic Academy should also complete the Supplementary Information Form (SIF) as this is used to determine whether you are applying under a specific category. All forms must be returned by the closing date set by the Local Authority, failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent / carer to complete all forms and supply evidence – reminders will not be sent.

Children with an **Educational Health and Care Plan** which names our academy in their plan will be admitted to the academy.

Late Applications

Any applications received after the closing date will be accepted but considered only after those received by the closing date.

Oversubscription Criteria

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 3) that is, children who will have older brothers or sisters attending the academy in September 2018.)

1. Catholic 'children looked after' (in public care) and Catholic children previously 'looked after' but ceased to be so because they became adopted or became subject to a residence or special guardianship order immediately following having been looked after.
2. Catholic children who attend one of our named feeder schools. .
3. Other Catholic children.
4. Other 'children looked after' (in public care) and other children previously 'looked after' but ceased to be so because they became adopted or became subject to a residence or special guardianship order immediately following having been looked after.
5. Children who are baptised or dedicated members of other Christian Churches as recognised by Churches Together (see note 3)
6. Other children who attend one of our named feeder schools.
7. Other children.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholic or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 3 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will be required.

2. Definition of Looked After Child in Public Care

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):

3. Churches Together in England See

http://www.cte.org.uk/Groups/234772/Home/Contacts/Member_Churches_list/Member_Churches_list.aspx -

Applicants seeking admission under criteria 5 will be required to produce a baptismal certificate or a letter confirming their baptism.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, allocation will be made on a random basis with lots drawn.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to the Chair of the Board of Directors at the academy address.

Home Address

It is the parental address which will be used in applying the admission criteria. This means that, when stating your choice of school or academy, you should give the parental/guardian address at the time of application. The address of childminders or other family members who may share in the care of your child should not be quoted as the home address.

Waiting Lists

If your child has been refused admission, a waiting list is available where priority will be given according to the above criteria based on the information provided at the time of application. The waiting list will be open until the end of the Autumn term.

Application Information

It is very helpful to have an early indication of the number of children to be admitted to the Year 7 in the following September. However, it must be stressed that formal written applications for admission must be made on the form provided by the Local Authority and returned to them by the stated date. Place will then be allocated by strict application of the above criteria, with no reference to the date of application. Parents will be notified as to whether or not their child has been allocated a place according to LA timetable.

Policy last consulted upon Dec 2016 to Feb 2017

Policy next consultation due December 2023