

St Thomas More RC College

Admissions Policy 2027-28

St Thomas More RC College was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will always be given to Catholic children in accordance with the oversubscription criteria listed below. 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 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's activity. It is essential that the Catholic character of the school's education be 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 for and be admitted to a place at the school in accordance with these admission arrangements.

The governing body is the admission authority and has responsibility for admissions to this school. The local authority undertakes the co-ordination of admission arrangements during the normal admission round. The admission authority has set the school's Published Admissions Number (PAN) at **160** pupils to year 7 in the school year which begins in September 2027.

The admission authority will, where logistically possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's PAN.

Pupils with an Education, Health and Care Plan

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

Oversubscription Criteria

At any time where there are more applications for places than the number of places available, places will be offered according to the following order of priority:

The duty to apply these arrangements rests with the Governors of the College. All preferences listed on the Local Authority Preference Form will be considered on an equal basis with the following set of oversubscription criteria forming a priority order where there are more applications for admissions than the school has places available.

1. Baptised Catholic children who are looked after (LAC), or Baptised Catholic Children who were previously looked after (PLAC).
2. Baptised Catholic children who live in a designated Parish, namely a) Holy Family, Denton, b) St Anne's, Audenshaw, c) St Mary & St John Fisher, Denton.
3. Baptised Catholic children who attend a feeder Catholic Primary School, namely a) St Anne's RC Primary School, Audenshaw, b) St John Fisher RC Primary School, Haughton Green, c) St Mary's RC Primary School, Denton.
4. Other Baptised Catholic children who will have a brother or sister attending the school at the time of admission.
5. Baptised Catholic children of staff 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.
6. Other Baptised Catholic children.
7. Other children who are looked after (LAC), or other children who were previously looked after (PLAC).
8. Children who are Catechumens or members of an Eastern Christian Church.
9. Children who are members of other Christian denominations and whose membership is evidenced by baptism into that faith and/or evidence from a minister or religious leader of that denomination.
10. Other children who will have a brother or sister attending the school at the time of admission.
11. Other children who attend a feeder Catholic Primary School, namely a) St Anne's RC Primary School, Audenshaw, b) St John Fisher RC Primary School, Haughton Green, c) St Mary's RC Primary School, Denton.
12. Other children of staff 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.
13. All remaining applicants.

Within each of the categories listed above, the following provisions will be applied in the following order.

- (i) Where evidence is provided at the time of application of an exceptional social, medical or pastoral need of the child which can be most appropriately met at this school, the application will be placed at the top of the category in which the application is made.
- (ii) The attendance of a brother or sister at the school at the time of enrolment will increase the priority of an application within each category so that the application will be placed at the top of the category in which the application is made after children in (i) above.

Tie breaker definition:

If in any category there are more applications than places available, priority will be given on the basis of proximity to the school (shortest distance gaining priority).

Distance will be measured as a straight line from the child's home address, using the address point assigned by The National Land and Property Gazetteer, to the main gate to the school property. Measurements will be made using the local authority's school admissions data mapping software, which employs a Geographical Information System based on Ordnance Survey. In the event of distances being the same for 2 or more applications where this distance would be the last place/s to be allocated, the place will be allocated to the pupil that is nearer using walking distance as measured using the local authority's school admissions data mapping software.

In the event of both distances being the same for two or more children where this would determine the last place to be allocated, random allocation will be carried out and supervised by a person independent of the school. All the names will be entered into a hat and the required number of names will be drawn out.

The address from which distance will be measured will be the permanent residential address, at the time of application, of the parent with whom the child is normally resident. Where a child lives with parents with shared responsibility, each for part of a week, the home address is the address from which the child travels to school for the majority of school days per week. If the number of days is exactly equal the home address will be that of the parent who receives the Child Benefit.

Notes: (these notes form part of the oversubscription criteria)

Designated Parishes:

The Designated Parishes are:

Holy Family, Denton
St Anne's, Audenshaw
St Mary & St John Fisher, Denton

Maps showing Parish boundaries can be consulted in the appropriate parish.

Designated Primary Schools:

The Designated Primary Schools are:

St Anne's RC Primary School, Audenshaw
St John Fisher RC Primary School, Haughton Green
St Mary's RC Primary School, Denton

Further Notes: (these notes form part of the oversubscription criteria)

- a) An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014. Specifying the special educational provision required for a child.
- b) A 'looked after child' has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (a) in the care of a 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 an application to the school.

A 'previously looked after child' is a child who was looked after, but ceased to be so because he or she was adopted, or became subject to a child arrangements order, or special guardianship order. Included in this definition are those children who appear (to the admission authority) to have been in state care outside of England and who ceased to be in state care as a result of being adopted.
- c) The governing body is the admissions authority. The admissions committee is composed of the following governors: chair of governors, parish priest, head teacher, parent governor & independent clerk.
- d) All applications for entry into Tameside schools in 2027 should be completed online and copies of "Moving On" will be available via download from the Tameside website. The online application process will enable parents to apply for up to 6 schools as equal preference. The closing date for all applicants is 31 October 2026. All applicants will be considered by the governors at the same time in a fair way according to the published criteria.

- e) Parents will be informed of the governors' decision by the LA on 1 March 2027. An offer of a place does not guarantee a place for brothers and sisters in subsequent years.
- f) 'Catholic' means a member of a Church in full communion with the See of Rome. This includes the Eastern Catholic Churches. This will normally be evidenced by a certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church.

If parents wish the admissions authority to consider their child as a 'Catholic' under the relevant criteria they must submit a Supplementary Information Form (SIF) with their application which is available from the high school or the Local Authority.

Those who have difficulty obtaining written evidence of baptism should contact their Parish Priest who, after consulting with the diocese, will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the laws of the Church.

If you do not provide the information required in the SIF and return it by the closing date, together with all supporting documentation, your child may not be placed in the appropriate criteria and be placed in category of reduced priority this may affect your child's chance of being offered a place.

- g) 'Catechumen' means a member of the catechumenate of a Catholic Church. This will normally be evidenced by a certificate of reception into the order of catechumens.
- h) 'Eastern Christian Church' includes Orthodox Churches, and is normally evidenced by a certificate of baptism or reception from the authorities of that Church.
- i) 'Children of who are members of other Christian denominations' means children who belong to other churches and ecclesial communities which, acknowledge God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is His body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above.

All members of Churches Together in England and CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis.

Required documentation to evidence children who are members of other Christian Denominations would be, Proof of Baptism in the form of a Baptismal Certificate, a certificate of reception into their Church or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of the Religion.

- j) The term 'brothers and sisters' will be taken to include natural/half/step brothers and sisters, adopted children, and foster children; and children of partners living in the same household. In cases where twins, triplets or other multiple birth siblings would be split between St Thomas More RC College and another school when allocations take place, siblings will be offered a place at St Thomas More RC College, if that is the parents' wish.
- k) To demonstrate an exceptional social, medical or pastoral need of the child which can be most appropriately met at this school, the admission authority will require compelling written evidence from an appropriate professional, such as a social worker, doctor or priest. Where evidence is provided from a child's doctor or other agency that he/she has exceptional needs which mean that admission to a particular school is essential, reference will be made to the Community Health Physician, Social Services, or Educational Psychologist, as appropriate. A panel of governors will make a decision as to whether to admit a child under this criterion using the evidence provided. (All information provided will be treated in the strictest confidence.)
- l) Staff are taken to include all staff directly employed by the school but does not include staff employed via an agency or third party.
- m) Late applications will be considered after all those that were received by the deadline.
- n) **Admission of children outside their normal age group:** Parents may seek a place for their child outside of their normal age group (younger or older), for example, if the child is gifted and talented. Any request for admission of a child outside their normal age group should be made in writing (including all relevant information) to the Chair of the Governors of the school at the same time as the admission application is made. The Admissions Committee acting on behalf of the Governing Body will make its decision about the request based on the circumstances of each case and in the best interests of the child. The Admissions Committee will take into account the views of the head teacher, including the head teacher's statutory responsibility for the internal organisation, management and control of the school, and will take into account the views of the parents, and as necessary appropriate medical and educational advice.
- o) **Waiting List:** If the school is oversubscribed the governors will maintain a waiting list. The waiting list will operate until the end of the summer term 2028 for those parents who have submitted an appeal or who have opted to go on the list. All pupils on the waiting list will be ranked according to the oversubscription criteria. Places will be offered, should any become available, to the highest ranked application received by the date the place becomes available. If new or late applications have a higher priority under the oversubscription criteria, they will be ranked higher than those who have been on the list for some time. A significant change of circumstances, such as a change of address, will be taken into account: evidence must be provided. Children who have been referred under the local authority's Fair Access protocol or who are the subject of a direction by the local authority to admit must be given precedence over any other children on the waiting list.

The school operates a waiting list for each year group in school for in-year transfer applications for Year 7-11, the waiting list is maintained for the full academic year until the end of the Summer Term, in order to keep a place on the waiting list for the subsequent academic year a new application must be completed the following year. When the school is oversubscribed and there are no places available for an in-year transfer the student is automatically added to the waiting list.

- p) **In-Year Applications:** 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 available places. Application should be made to **Tameside Local Authority**

Where there are places available but more applications than places, the published oversubscription criteria, as set out above, will be applied.

If there are no places available, the child will be added to the waiting list (see above). You will be advised of the outcome of your application in writing, and you have the right of appeal to an independent appeal panel.

- q) **Appeal to an Independent Appeals Panel:** Any parent or guardian who is dissatisfied with the refusal of a school place has the right of appeal to an Independent Appeals Panel. Parents/Guardians will be sent details of the appeal procedures with the letter refusing a place. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal.

If you wish to appeal, your written appeal request should be sent to:

Chair of Governors
c/o St Thomas More RC College
Town Lane
Denton
M34 6AF

Eastern Catholic Churches in Communion with the See of Rome (as at the date of issue).

Alexandrian liturgical tradition:

Coptic Catholic Church
Eritrean Catholic Church
Ethiopian Catholic Church

Syro-Antiochian or West Syriac liturgical tradition:

Maronite Church
Syriac Catholic Church
Syro-Malankara Catholic Church

Armenian liturgical tradition:

Armenian Catholic Church

Byzantine (Constantinopolitan) liturgical tradition:

Albanian Greek Catholic Church
Belarusian Greek Catholic Church
Bulgarian Greek Catholic Church
Greek Byzantine Catholic Church
Greek Catholic Church of Croatia and Serbia
Hungarian Greek Catholic Church
Italo-Albanian Catholic Church
Macedonian Greek Catholic Church
Melkite Greek Catholic Church
Romanian Greek Catholic Church
Russian Greek Catholic Church
Ruthenian Greek Catholic Church
Slovak Greek Catholic Church
Ukrainian Greek Catholic Church

Chaldean or East Syriac tradition:

Chaldean Catholic Church
Syro-Malabar Church

Western liturgical tradition:

Latin Church