



Head Teacher: Mrs Griffiths

Holy Family Catholic Primary School Consultation on Admissions arrangements for the academic year 2026/2027

The Governing Body of Holy Family Catholic Primary School are publicly consulting on proposed changes to their admissions arrangements for 2026/2027.

The consultation period will run for six school weeks in line with the Admissions Code of Practice, commencing Monday 21 October 2024 and ending Sunday 8 December 2024.

A copy of the draft policy can be obtained using [this link](#) or by contacting the school office.

Any comments regarding the admissions policy or proposed changes should be submitted FAO the Chair of Governors, Mrs Kim Keating, by email via admin@holyfamily.coventry.sch.uk

A summary of the proposed changes to the existing policy, for the academic year 2026/2027 are as follows

Oversubscription Criteria

1. Baptised Catholic children (see Note 2 below) who are looked after or previously looked after (See Note 3 below).
2. Baptised Catholic children (see Note 2 below) living in the parish of Holy Family Catholic Primary School who have a brother or sister (see Note 4 below) attending Holy Family Catholic Primary School at the time of admission.
3. Baptised Catholic children (see Note 2 below) living in the catchment area of Holy Family, Coventry
4. Other Baptised Catholic children (see Note 2 below) who have a brother or sister (see Note 4 below) attending Holy Family Catholic Primary School at the time of admission.
5. Baptised Catholic children of a member of staff working for Holy Family Catholic Primary School (see Note 2 & Note 6)
6. Other Baptised Catholic children (see note 2 below).
7. Non-Catholic children who are looked after or previously looked after (See Note 3 below).
8. Non-Catholic children living within the catchment of Holy Family Catholic Primary who have a brother or sister (see Note 4 below) attending Holy Family Catholic Primary School at the time of admission.
9. Non-Catholic children of a member of staff working for Holy Family Catholic Primary School (see note 6)
10. Non-Catholic children.



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Note 1

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.

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.

Note 2

In all categories, for a child to be considered as Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic, see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

Parents making an application for a Catholic child will need to submit a copy of the child's Baptismal Certificate. **This should be returned directly to the school.** If you do not provide a Baptismal Certificate by the closing date, this may affect the criteria that your child is placed into, which may affect your child's chance of being offered a place at this school.

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

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 the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (eg children with foster parents) at the time of making the 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 and includes those children who appear (to the 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:

- A brother or sister sharing the same parents
- A half-brother or half-sister, where two children share one common parent
- A step-brother or step-sister, where two children are related by a parents' marriage or civil partnership, or where they are unrelated but their parents are living as partners.
- Adopted or fostered children

The children must be living permanently in the same household



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Note 5

Distances are calculated on the basis of a straight-line measurement from the centre of the child's home address to the centre of the school site. The Local Authority calculates these measurements on behalf of the school using a computerised mapping system. Ordnance Survey supplies the co-ordinates 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 the children would cause the Published Admission Number for the child's year group to be exceeded the Governing Body will select the child to be offered the place by drawing lots. This process will be overseen by a person independent to the Governing Body.

The governing body 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 published admission number.

A child's home address refers to the address where the child usually lives with a parent or carer and will be the address provided in the Local Authority's Common Application Form.

Where parents have shared responsibility for a child, and the child lives for part of the week with each parent, the home address will be the address provided in the Local Authority's Common Application Form, 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 Governing Body that the child lives at the address put forward by the parents.

The 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.

Note 6

Defines 'A member of staff working for Holy Family Catholic Primary School'

"staff refers to any person employed by the Governing Body of Holy Family Catholic Primary School on a permanent contract working a minimum of 15 hours per week"



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