



St Vincent de Paul Catholic Primary School

Morpeth Terrace, London SW1P 1EP
Tel: 0207 641 5990 Fax: 020 7641 5901
Email: office@svpschool.co.uk
Website: www.svpcatholicprimary.org
Head Teacher: *Mr N Scott Cree*

NURSERY ADMISSIONS POLICY 2020–21

St. Vincent de Paul is a Catholic school founded by the Church to provide education for Catholic children. 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 is fully supported by all families in the school. All applicants are therefore expected to give their full, unreserved and positive support for the aims and ethos of the school.

Whenever there are more applicants than places available, priority will always be given to Catholic applicants in accordance with the criteria listed below.

Where the offer of places to all applicants in the categories listed below would lead to oversubscription, places up to the Published Admissions Number (PAN) of 26 will be offered to those living nearest the school. Distances are measured by a straight line (as the crow flies). Distances will be calculated from the home address point, as determined by Ordnance Survey Data, to the school entrance using the Local Authority's computerised measuring system. If the ranking of children from multiple births would mean the remaining twin or triplet would take the class over the standard number for infant class sizes this will be allowed in the case of multiple births. *Where distance is used as a tie breaker, and where it is necessary to differentiate between applicants living in the same block of flats and eligible for the remaining place/s, priority will be given to applicants by ascending flat numerical order. Where it is necessary to further differentiate between applicants living the same distance from the school, priority will be decided by random allocation.*

In the event of oversubscription places will be offered according to the following order of priority:

1. Catholic Looked After Children and Catholic children who have been adopted (or made subject to child arrangement orders or special guardianship orders) immediately following having been looked after.
2. Baptised Catholic children with a Certificate of Catholic Practice with a brother or sister at the school at the time of enrolment (or step sibling resident at the same address).
3. Baptised Catholic children with a Certificate of Catholic Practice whose parent is a permanent member of staff and who has been employed at the school for at least two years at the time of application.
4. All other Baptised Catholic children with a Certificate of Catholic Practice.
5. Other Baptised Catholic children with a brother or sister at the school at the time of enrolment (or step sibling or half sibling resident at the same address).
6. Baptised Catholic children.
7. Looked after children in public care and children who have been adopted (or made subject to child arrangement orders or special guardianship orders) immediately following having been looked after.
8. Christians of other denominations.
9. Children of other faiths.
10. Any other applicants.

Notes on the Oversubscription Criteria (these form part of the Admission Arrangements)

'Catholic', in this instance, 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 in the full communion of the Catholic Church.

'Certificate of Catholic Practice' means a certificate issued by the family's parish priest (or the priest in charge of the church where the family attends Mass) in the form laid down by the Bishops' Conference of England and Wales. It will be issued if the priest is satisfied that at least one Catholic parent or carer (along with the child, if he or she is over seven years old) have (except when it was impossible to do so) attended Mass on Sundays and holy days of obligation for at least five years (or, in the case of the child, since the age of seven, if shorter). It will also be issued when the practice has been continuous since being received into the Church if that occurred less than five years ago. It is expected that most Certificates will be issued on the basis of attendance. A Certificate may also be issued by the priest when attendance is interrupted by exceptional circumstances which excuse from the obligation to attend on that occasion or occasions. Further details of these circumstances can be found in the guidance issued to priests <http://rcdow.org.uk/education/governors/admissions/>

'Looked after children' in public care has the same meaning as in section 22 of the Children Act 1989, and means a child in the care of a local authority or provided with accommodation by them e.g. children with foster parent.

'Home address' means the place where the child lives for at least 50% of the school week.

'Sibling' means brother or sister, to include adopted brothers and sisters, half brothers and sisters or step brothers and sisters. A sibling relationship does not apply when the older child(ren) will leave before the younger one starts.

'Children of other Christian denominations' means: children who belong to other churches and ecclesial communities which, acknowledging 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 of CYTÛN 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.

'Children of other faiths' means children who are members of a religious community that does not fall within the definition of 'other Christian denominations' and which falls within the definition of a religion for the purposes of charity law. The Charities Act 2011 defines religion to include:

- *A religion which involves belief in more than one God, and*
- *A religion which does not involve belief in a God.*

'Adopted' means a child who has ceased to be looked after having been adopted and whose parents can give proof of this status.

'Special Guardianship Order'. A special guardianship order is an order under the terms of the Children Act 1989 s.14A, which defines it as an order appointing one or more individuals to be a child's special guardian(s).

'Child Arrangements Order'. A Child Arrangements order is an order under the terms of the Children Act 1989 s.8 settling the arrangements to be made as to the person with whom the child is to live. Children 'looked after' immediately before the order is made qualify in this category.

Exceptional Need The governing body will give top priority, after the appropriate category of looked-after children and adopted children, to an application where compelling evidence is provided at the time of application, from an appropriate professional such as a doctor, priest or social worker, of an exceptional social, medical, pastoral or other need of the child which can only be met in this school.

Pupils with an Education, Health and Care Plan (EHC) The admission of pupils who have an Education, Health and Care Plan (EHC) is dealt with by a completely separate procedure. Details of this separate procedure are set out in the *Special Educational Needs Code of Practice*. If your child has an EHC plan you must contact the SEN Officer of the local authority in which you live. Children with this school named in their EHC Plan will be admitted to the school providing that the school Governors have agreed that the school can meet the child's needs.

The governing body has sole responsibility for admissions to the Nursery and their decision is final.

Please note that there is no automatic entry to the school from the Nursery. A separate application must be made for a place in the Reception class at St Vincent de Paul Catholic Primary School.

APPLICATION PROCEDURE

Children are eligible for Nursery admission in the September that follows their 3rd birthday. Applications are therefore welcome from families whose child reaches his/her 3rd birthday between 1st September 2019 and 31st August 2020.

To apply for a place at St Vincent de Paul Catholic School Nursery you should complete

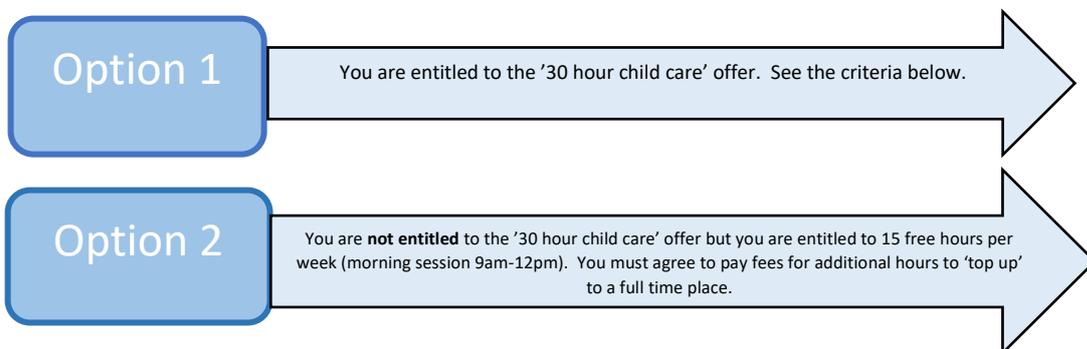
- St Vincent de Paul School's Supplementary Information Form (SIF)
- A Bishops' Conference of England and Wales Certificate of Catholic Practice (if applicable)

Please return the SIF and the Certificate of Catholic Practice, together with a copy of your child's Birth Certificate, Baptismal Certificate and proof of residence (Council Tax letter or Bill) to:

**Admissions
St Vincent de Paul Catholic Primary School
Morpeth Terrace
London SW1P 1EP**

ALL- DAY PLACES St. Vincent de Paul Catholic Primary School Nursery has 26 funded places. The funding equates to 50% of the hours per week (15 hours). From September 2018 the remaining 50% of funding will be met either through the 30 hours free childcare entitlement or by parents themselves. Parents are requested to visit <https://www.childcarechoices.gov.uk/> to check their eligibility for the 30 hours entitlement. If a child is offered a place, and families do not qualify for the 30 hours entitlement, parents will need to 'top up' to a full 30 hours. This will be charged at £100 per week, payable in termly or half-termly instalments. A deposit of £150 is required on acceptance of the all-day place. This is detailed in a separate All Day Services contract. These arrangements will be reviewed annually.

Full-time (30 hours) funding options for Nursery places*:



Option 1. To check your eligibility, you will need to meet the following requirements and apply through the website <https://www.childcarechoices.gov.uk/>. If you meet the requirements you will be issued with a code which will need to be checked once each term during their enrolment in the nursery. In the meantime, you must reserve a place in our nursery as soon as possible.

Eligibility rules for 30 hours of free childcare:

- Your child will be aged 3 or 4 when the scheme starts in your area
- Both parents must be working - or the sole parent is working in a lone parent family
- Each parent earns, on average, a weekly minimum equivalent to 16 hours at National Minimum Wage or National Living Wage
- Each parent must have an annual income of less than £100,000
- You live in England

How much is the equivalent of 16 hours at National Minimum Wage?

It depends on your age. For this scheme, the minimum amount will always reflect the lowest hourly rate that a person of your age can legally be paid. Therefore, currently for a parent aged 21-24, you would need to earn a weekly average of at least £111.20. For a parent aged 25+, you'd need to earn a weekly average of at least £115.20.

For your child to access five full time days over the week, we ask that you spend your 30-hour childcare allocation with us. In addition, school meals are £2.20 per day.

Option 2. If you are not entitled to the '30 hours of childcare' offer, but you are entitled to 15 free hours per week, then we expect you to pay fees for additional hours. All children aged 3 and 4 years old are expected to be full time. In addition, school meals are £2.20 per day.

WAITING LISTS Waiting lists for vacancies in the Nursery are maintained according to the oversubscription criteria and are reviewed whenever places are available.

IN YEAR ADMISSIONS For in year admissions (ie for admissions at times other than normal admission to reception class) the above admissions criteria apply.