



HEADTEACHER  
MR GLYN POTTS MBE DL

## SECONDARY ADMISSIONS FOR SEPTEMBER 2023

Thank you for your interest for a place at this Catholic College. During Year 5 parents/Carers will have received a letter/email from the primary school that informs how to apply for a year 7 place for your child and what procedures you must follow. Application information is also available on the local authority website along with other valuable information to guide you.

Parents are advised to read in full the **2023 College Admissions Policy** before completing the Supplementary Information Form to ensure all criteria's are understood and one can be chosen accordingly. This is available on the website at [oldham.gov.uk](http://oldham.gov.uk) or on the college website [www.newmanrc.oldham.sch.uk](http://www.newmanrc.oldham.sch.uk)

### **Important Notice:**

Please be aware, in addition to your application which you need to make online via your own Local Authority (commonly known as a Common Application Form – CAF) as part of the admission procedure for Blessed John Henry Newman RC College we ask that all parents/Carers complete a [2023 Supplementary Information Form](#) to indicate which oversubscription criteria is applicable.

**All Roman Catholic baptised applicants are required to produce evidence of their child's Roman Catholic baptism along with the supplementary form. We cannot list your child as a Roman Catholic without it. This is also applicable if your child is Roman Catholic baptised and also attends a feeder primary school as it is not automatically accepted they are baptised in the Roman Catholic faith without evidence.**

**It is parent's responsibility to ensure any supporting documents are submitted directly to the college. Newman RC do not source this information on your behalf and non-submission of these forms could affect your child's ranking and position on the list. Please contact the college if you have any queries regarding this.** As procedure all information is checked for accuracy to ensure a fair process is adhered to. Further information is available in the Admissions Policy.

We also remind parents not to indicate a sibling if they are now in Year 11 as they will not be on roll at the time of admission. Please list siblings living at the same address as the applicant in Years 7-10 on the supplementary form if this criterion is eligible to be used in order we can confirm this information is correct.

Please write the name of your child's primary school on the form if you live outside the Oldham Borough.

**Complete both sides of the Supplementary Form and return to Mrs Hodgkin, Admissions Officer at the college with any supporting information.** The form will be used if the applications for Year 7 September 2023 exceed the intake level agreed with the Local Authority. Applications made after this date will be classed as late.

**If you fail to reply by the above date or your form is not complete or is without RC baptism certificates for those who have chosen RC status your application will be classed as criteria '9' [other children].** If you require further assistance, please do not hesitate to contact the college and we will be happy to assist.



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**For your assistance, please note the following from the Admission Policy:** A Looked After Child or previously Looked After child is a child who is:

- i. In the care of a Local Authority, or
- ii. Being provided with accommodation by a Local Authority in the exercise of their Social Services functions under section 22(1) of the Children Act 1989.
- iii. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence, or special guardianship order. A child who is adopted from state care outside of England has the same status as a current Looked After Child.

Looked after or previously Looked After children will be prioritised in accordance with the Admission criteria as on the supplementary form in accordance to RC or Non RC.

**Baptism:** **All Catholic applicants will be required to produce a baptismal certificate** along with their Supplementary Information Form. If you have any queries, please contact the college.

In addition to applicants who can give evidence of baptism within the Roman Catholic Church the definition of baptised Roman Catholic is also extended to children enrolled in or having completed the catechumenate [process of preparation to be received into full communion within the Roman Catholic Church] and those from Eastern Rite Churches in communion with Rome:

*Alexandrian -Coptic, Ethiopian (Eritrean Catholic Church)], Antioch [Malankrese (Sri Lanka), Maronite, Syrian], Armenian, Chaldean [East Syrian, Chaldean, Malabar], Byzantine, Albanian, Bulgarian, Georgian, Greek, Melchite, Italo-Albanian, Romanian, Russain, Ruthenian, Slovakian, Ukrainian, Hungarian, Macedonian and the Church of the Byzantines of the Diocese of Krizevci*

If within any category there are more applications than places available, priority will be given on the basis of **distance** from home to college. Distance will be measured in a straight line from the front door of the child's home address [including the community entrance to flats] to the main entrance of the college using the Local Authority's computerised measuring system with those living nearer to the college having priority.

**Random allocation:** In the event of distances being the same for 2 or more applicants where this distance would be last place/s to be allocated, a random lottery will be carried out in a public place. All the names will be entered into a hat and the required number of names will be drawn out. This process will be independently verified. Where this decision falls involving twins living at the same address both pupils will be admitted.

Where a child lives with parents with shared responsibility, each for part of a week, the child's **'permanent place of residence'** will be determined as the address of the parent who normally has responsibility for the majority of college days in a week and with whom the child is registered as living by the Local Authority.

**Sibling** is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or a child of the parent/carer's partner, where the child for whom the college place is sought **is living in the same family unit at the SAME ADDRESS as that sibling.**

All children whose **Statement of Special Educational Needs** [SEN] or **Education, Health and Care plan** [EHC] names Newman RC College will be admitted to the college.

**The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.**

Please contact the college on 0161 785 8858 for further advice or assistance.

Yours sincerely

Mr G R POTTS  
Headteacher

MRS A HODGIN  
Admissions Officer