



RICHARD CHALLONER SCHOOL



ADMISSION ARRANGEMENTS FOR SEPTEMBER 2011

Richard Challoner is a Voluntary Aided school in the trusteeship of the Archdiocese of Southwark. The school is conducted by its Governing Body as part of the Catholic Church in accordance with its Trust Deed and the Instrument of Government, and seeks at all times to be a witness to Jesus Christ. The school exists primarily to serve the local Catholic community. However, the Governing Body welcomes applications, subject to the availability of places, from those of other Christian denominations and other faiths who support the religious ethos of the school. All applicants should complete Supplementary Form A and, where appropriate, Supplementary Form B.

The Governors intend to admit in September 2011, 132 students without reference to ability or aptitude.

Where the number of applicants exceeds 132, the Governors will offer places in the order stated using the following criteria, but subject to 12 places being offered to applicants who qualify under criterion 4:

1. 'Looked after' applicants who are baptised Catholics
2. Applicants who are baptised Catholics
3. Other 'Looked after' children
4. Applicants who are baptised (where infant baptism is practised) and members of other Christian denominations, ie those that are part of Churches Together in England, as well as Eastern Orthodox Churches
5. Applicants who are members of other faiths
6. All other applicants.

Oversubscription

Where the number of applicants exceed the number of places within any of the above categories, the following tie breakers will be applied in the order stated, using the following criteria:

1. The strength of evidence of commitment to the applicant's faith, where appropriate, as demonstrated by the child's level of Mass attendance on a Sunday or equivalent (for Catholic applicants), or level of attendance at religious services (for applicants of other faiths). Applicants will be ranked according to the evidence provided on Supplementary Form 'B' (available from the school), which must be endorsed by the priest or minister of religion where the child normally worships. Applicants who worship weekly will have priority, followed by those who practise fortnightly, and so on.
2. Within each level of attendance (ie weekly, fortnightly, etc) the following tiebreakers will apply:
 - A A boy with a brother on roll at the time of admission. A brother is defined as a full, step or half brother, or a legally adopted brother living at the same address on the date of application.
 - B A boy attending one of the following 7 Catholic primary schools in the Kingston or Sutton Deanery: Corpus Christi, Our Lady Immaculate, St Agatha's, St Joseph's, St Cecilia's, St Mary's Junior and St Elphege's Federation, or St Clement's (Ewell).
 - C Distance from the school, as measured by the shortest walking distance from the applicant's home to the school gate (adjacent to the school garage) used by students, located on Manor Drive North. This distance will be measured using Kingston LA's School Admissions geographical information system or another system approved by the governing body.
 - D Where there is a tie for places, a random selection procedure (lottery) will be used to identify the applicant to be offered the remaining place.

Other Relevant Information

- All baptised applicants (where infant baptism is practised) applying under criteria 1, 2, and 4, must attach a copy of the applicant's signed baptismal certificate.
- Completion of a supplementary form is not compulsory. However, if a supplementary form is not completed and returned to the school by the required date, then an application will be considered under criterion 6 "All Other Applicants".

Reminder

Catholic parents are reminded that they should send their children to Catholic schools, as required by the teaching of the Catholic Bishops of England and Wales (Catholic Bishops' Conference of England and Wales, May 2000).

Hard to Place Students

The school is committed to taking its fair share of vulnerable children who are hard to place, in accordance with locally agreed protocols. Accordingly, outside the normal round of admissions, the governing body are empowered to give absolute priority to a child where admission is requested under any protocol which carries the agreement of the governing body for the current admission year. The governing body has this power even when admitting such a child would exceed the normal admission number.

Looked After Children

Looked after children are those in the care of a local authority.

Late Applications

Any late applications will be considered in accordance with the agreed terms of Kingston's co-ordinated secondary admissions scheme, as published in the "Which Secondary School" booklet.

Waiting List

The position of any applicant on any waiting list maintained by the governors will be determined using the admissions criteria and over subscription criteria as outlined above.

After the start of the year, applicants for in-year admissions and waiting lists will be managed in accordance with the Royal Borough of Kingston's co-ordinated scheme for in-year admissions.

In Year Admission

Richard Challoner School is part of Kingston's coordinated admissions scheme for in-year admissions. Applications for admission to all year groups 7 to 11, after 1st September 2010, must be made to your home Local Authority (LA) on their in-year application form and if you wish to apply for a place at this school, you must name the school as one of your preferences on your home LA in year application form and submit this to your Home LA. You will also need to complete and submit any supplementary information forms to the school directly.

Appeals

If you are unsuccessful in gaining a place at Richard Challoner School, you can appeal against the decision of the governors to an Independent Appeals Panel which the governors have established under the terms of the relevant Education Act.

Appeal forms will be available from the school office after the national offer date of 1st March 2011.