

St Thomas Becket Catholic Primary School

**Admissions Process
for**

**Entry to Primary School
September 2023**

Admissions Policy

- Maximum of 60 places
- Statutory duty to give priority to Catholic children

(this does not mean we only accept Catholic children)

- Governing body is the admissions authority

Oversubscription criteria

Our admissions policy prioritises baptised children from practising Catholic families.

However:

- Our school is inclusive and welcomes applications from children of other faiths or no faith.
- We have a thriving diverse school community with children and staff from different cultures and religions
- Please read the school's admissions policy carefully

Tie Breaks

Where the offer of places to all the applicants in any of the categories listed above would lead to oversubscription, the following provisions will be applied:

The Governing Body may increase the priority of an application within a category where evidence is provided at the time of application of a **compassionate need** of the child, which the Governing Body considers to be exceptional, and which can be most appropriately met by this school.

(Please see “Definitions”)

Whenever the situation arises where there are more applicants who satisfy the admissions criteria to the same degree than unallocated places, then the **distance of the family's home from the school's main entrance**, Becket Close, will be taken into consideration. The distance will be measured in a straight line from the child's home address to the designated entrance(s) of the school using a computerised measuring system (GIS) and geographical reference points as provided by the National Land and Property Gazetteer (NLPG). Those living closer to the school will receive higher priority.

Children of multiple births

The Admissions Code allows admissions authorities, where it is deemed appropriate, to exceed the statutory limit on infant class sizes of 30 if this is to admit all children of a multiple birth.

How to Apply Online

A step- by-step guide on how to apply online is provided.

All Croydon residents must apply using a Common Application Form (CAF).

Download the Admissions Prospectus- 2023/24

https://www.croydon.gov.uk/sites/default/files/2022-08/Primary_School_Admissions_2023-24.pdf

The CAF form should be completed online at www.croydon.gov.uk/admissions.





You can apply for up to six primary schools, including schools located outside Croydon.

Make sure that you list them in your order of preference.

Limiting the number of schools you apply for will not increase your chances of securing an offer of a place at your first preference school.

Local Authority Application Form (CAF)

Closing date for receipt of all
applications

15 January 2023

Catholic Schools require you to complete a *Supplementary Information Form*

- Must also complete the school's supplementary information form
- The SIFs seek information which is not collected on the online application but which is needed by the school to enable governors to reach a decision on your application.

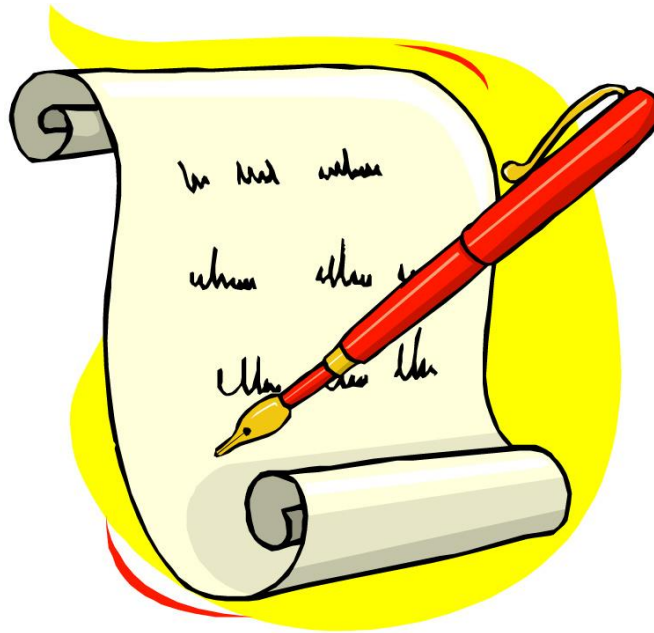
Documents

- Provide your child's Baptismal Certificate & any other relevant supporting information
(Originals - will be returned)



Reference:

- Arrange to meet your Parish Priest to complete a reference form



- Supplementary Information Form and supporting documentation to be returned to St Thomas Becket School by **15th January 2023**

How applications are dealt with

- The Council manages the process to ensure each applicant receives no more than one offer of a Croydon school
- Details of applications received by the Council are passed to the school
- The school decides whether a place can be offered (in accordance with the admissions policy)
- Applications are ranked in 'offer' order by the school
- The school sends the list to the Council
- The Council identifies children in a position to be offered a place at more than one school
- The Council offers a place at the highest ranked school for which a successful application has been made

Allow plenty of time to complete applications and return them and all required documentation by the specified deadlines.



EXTREME WARNING!!!!!!

***Applications received after
this date will be considered
as late.***



Notification of outcome of application

National Offer Day

You will receive your school place offer by email on the evening of 17 April 2023.

Acceptance

By 2 May 2023

Deadline for acceptance or refusal of school
offer

If unsuccessful in achieving a place at your preferred school you can ask for your child's name to be included on the school's waiting list