

ADMISSIONS POLICY

The Governors aim to offer a high-quality education based on Christian principles for all children at the College. We recognise our responsibility to children of Christian families, to those from Church schools and to children in the local community. Applicants applying for a school place should appreciate that the Governors hope that all students will attend religious education lessons and take part in Christian worship at the College. Governors reserve the right to determine the category under which an application is considered. To apply for a place, please visit: [Apply for a school place | East Sussex County Council](#)

For admissions enquiries, please contact the College directly on 01323 465437. The arrangements are agreed in accordance with and in consultation with the [School admissions code - GOV.UK](#), Chichester Diocesan Board of Education and a range of stakeholders.

In order for a child to be considered under admission category 4, 5 or 6 at the College, parents must, in addition to the East Sussex County Council application form, complete the College's [Foundation Reference Form](#). This must be returned to the College by the admission deadline.

In the event of oversubscription, the Governors will allocate places using the following categories which are listed in order of priority:

Admission categories

1. Looked After Children (LAC); Previously Looked After Children (PLAC); and Internationally Adopted Previously Looked After Children (IAPLAC).
2. A student whose parent is a member of staff who has been employed at the College for two or more years; or staff recruited to fill a vacant post for which there is a demonstrated skill shortage at the time at which the application for admission to the College is made.
3. Students who have a brother or sister attending the College at the time of admission.
4. Students who are, or whose parents are, regular worshippers at an Anglican Church. For applications to be considered under this category, a Foundation Reference Form must be completed – See Appendix A.
5. Students who are, or whose parents are, regular worshippers at another Christian Church. For applications to be considered under this category, a Foundation Reference Form must be completed – See Appendix A.
6. Students who are, or whose parents are, regular worshippers at a place of worship of another major world faith which is a member body of the UK Inter-Faith Network. For applications to be considered under this category, a Foundation Reference Form must be completed. - See Appendix A
7. Students from named feeder schools and living within the area identified in category 8 below.
8. Students living within the Eastbourne Borough Ward of Sovereign and to the east of Lottbridge Drove in the Borough Ward of St Anthony's.
9. Students from named feeder schools and living outside the area identified in category 8 above.
10. Students who have a strong medical or other special reason for attending St Catherine's College.
11. Students living outside the area identified in category 8 above.

APPLICANTS WHO ARE NOT OFFERED A PLACE

If an application is unsuccessful, the applicant will be notified in writing. The applicant should contact the College directly if they would like their child to be placed on the waiting list.

Applicants who are not offered a place for their child have the right to appeal. The deadline for submitting your appeal can be found on the [College's website](#). **More information on the schools' appeal process can be found at eastsussex.gov.uk/schoolappeals.**

Note 1: A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school. A child is regarded as having been in state care outside of England if they were in the care of, or were accommodated by, a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society. This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). Child arrangements orders are defined in Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Note 2: This includes all staff directly contracted by St Catherine's College, with a continuous employment record for the two years prior to the application for admission. The demonstrated skills shortage is at the discretion of the Headteacher.

Note 3: A brother or sister includes: half brother or sister; adopted or fostered brother or sister; stepbrother or sister; or the child of an applicant's partner where the student for whom the school place is sought and is living at the same address.

Note 4, 5 and 6: Applicants applying for a church place should submit a [Foundation Reference Form](#) to the College by the application deadline. This is in addition to the East Sussex County Council (ESCC) application form. The Foundation Reference Form must be completed by your priest, minister or religious leader confirming that you or the student have attended a public service of worship at least once a month during the last 12 months. The term 'Christian Church' refers to a church that is, or is eligible to be, a full member of Churches Together in Britain and Ireland or of The Evangelical Alliance. Applicant/s includes legal guardians with parental responsibility granted by a court order.

Note 7: Named feeder schools are Pevensey and Westham CE Primary School; St. John's Meads CE Primary School; The Haven VA CE Methodist Primary School; and Tollgate Community Junior School. These schools are named feeder schools (Church or Church Partnership Schools) so that parents can express a preference to continue the student's faith-based education. You do not need to submit a Foundation Reference Form if you are applying under this category.

Note 8/9: The College catchment area can be viewed at [Find a secondary school or community area | East Sussex County Council](#)

Note 10: Where applicants feel there is a medical or other special reason for the student to attend the College, verification such as a medical or education welfare officer's report will be required at the time of application. To be given priority for admission on this basis, the admissions authority would have to be satisfied that the student's needs could only be met at St Catherine's College.

Note 11: In the event of any of the above categories being over-subscribed, place allocation will be decided by prioritising applications based on home to college distance measured in a straight line (as the crow flies). Distances will be measured from the student's home address to the nearest gate used by the students at the College. Distances will be measured using the East Sussex County Council GPS measuring system.

In the event that applicants cannot be prioritised using distance as detailed above, because the distance measurements are the same, the College will use random allocation to decide which children will be offered the remaining places. This will be overseen by a person independent of the College and the applicant.