



St. Joseph's Catholic Primary School – A Catholic Voluntary Academy



IN PARTNERSHIP WITH ST FRANCIS MULTI ACADEMY TRUST  
Lidgett Lane, Dinnington, Sheffield S25 2QD  
Tel 01909 550123 E mail: office@stjdinnington.co.uk  
Headteacher: Miss LJ Atkinson

13<sup>th</sup> December 2023

Dear All,

**Proposed changes to the admissions arrangements for St Joseph's Catholic Primary School (the 'School'), part of St Francis Catholic Multi Academy Trust ('St Francis CMAT') for entry in September 2025**

St Joseph's Catholic Primary School is an academy within St Francis CMAT, a multi academy trust within the Diocese of Hallam. St Francis CMAT is the Admission Authority for all of the academies in the Trust, although responsibility for deciding on the admissions arrangements for the School has been delegated to the Local Academy Committee.

The Local Academy Committee are proposing to make changes to the School's admissions arrangements for entry in September 2025 and are seeking your feedback in accordance with the Admissions Code of Practice 2021 (the 'Code').

**What is this consultation about?**

The proposed admissions arrangements for St Joseph's Catholic Primary School for admission in September 2025 are available here: <https://www.stjosephs-dinnington.co.uk/our-school/admissions>

This covering letter highlights some of the key changes to the policy but it is recommended that the proposed admission arrangements are read in full.

The changes to the policy are to ensure that there is a broadly consistent approach to the admissions arrangements for the academies across the MAT which is in line with Diocesan guidance. For this reason, many of the changes relate to the format of and the wording used in the admission arrangements. Some of the proposed new wording in the policy provides more detail about how we will comply with the requirements of the Code.

There is also scope for each school in the MAT to tailor the admission arrangements according to our local circumstances, provided that any school specific amendments continue to give priority to Catholic pupils.

The Published Admissions Number for Reception is 28 and remains the same.

Changes are being proposed to the school's oversubscription criteria for the 2025 intake which can be summarised as follows:

- **The removal of the following category:**

***Where evidence is provided at the time of application of an exceptional social, medical or pastoral need of the child which can most appropriately be met at this school, the application will be placed at the top of the category in which the application is made.***

**Rationale:** We have removed this as a means of a child obtaining priority as this category has rarely been used for the admission of children to the school and we do not therefore consider that its removal will disproportionately affect local families. In addition, the Local Academy Committee wish to ensure that our admissions arrangements are as objective as possible instead of requiring an assessment of social, medical or pastoral need for anyone who applies under this priority criteria.



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- Within each category in the oversubscription criteria, the proposed policy allows for priority to be given in the following order if that particular criteria is oversubscribed:

**(i) *The attendance of a brother or sister at the school at the time of enrolment will increase the priority of an application within each category so that the application will be placed at the top of the category in which the application is made after children in (i) above (see note 8).***

**Rationale:** Priority for siblings helps bond links between the school and families and provides a degree of domestic convenience for parents. This approach of giving priority to siblings within each category is consistent with the Diocesan guidance that Catholic schools must not operate a 'siblings first' policy where the effect is to admit a non-Catholic sibling thereby denying a place to a Catholic child who may be the first or only child from a Catholic family. The definition of sibling is consistent with Diocesan guidance.

**(ii) *Children of staff:***

**a. *where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made; or***

**b. *where the member of staff is recruited to fill a vacant post at the school for which there is a demonstrable skill shortage. In Holy Family, this will apply to the following groups of staff: Support and Teaching Staff.***

**Rationale:** We have added this in order to support our school's recruitment processes and attract a wide field of applicants for vacant positions.

**(iii) *Children eligible for the early years' pupil premium, the pupil premium, or the service premium who are attending the School's nursery provision.***

**Rationale:** This additional criterion has been included in order to prioritise our most vulnerable, youngest children to ensure that they have continuity of provision and thus the best start in their educational life.

Other changes to the policy include the following:

- A more detailed explanation of how we define a 'Child's Home Address' to support transparency and clarity:

#### ***Child's Home Address***

***The child's home address will be the address at which they live and sleep with their parent (as defined below) for more than 50% of their time from Monday to Friday during term time at the application deadline. It will usually be the address at which the child is registered with their G.P.***

***Where there is an issue over whether the home address stated in the Common Application Form is the child's main home address as defined by this policy, parents may be required to provide documentary evidence to resolve the issue.***



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## Proposed arrangements

For a paper copy of the arrangements or if you have any questions relating to this consultation, please contact the school directly – 01909550123 [office@stjdinnington.co.uk](mailto:office@stjdinnington.co.uk)

## Who is involved in the consultation?

We will be consulting with various groups in accordance with the Code to include:

- parents of children between the ages of two and eighteen;
- other persons in the relevant area who in the opinion of the admission authority have an interest in the proposed admissions;
- all other admission authorities within the relevant area;
- the local authority;
- the Diocese of Hallam.

## When is the consultation?

The consultation period is open from Wednesday 13<sup>th</sup> December 2023 and will end on 31<sup>ST</sup> January 2024.

If you would like to comment on the consultation, you must submit your response during this period.

## How to participate in this consultation

Written feedback can be sent in the following ways:

- by email to: [office@stjdinnington.co.uk](mailto:office@stjdinnington.co.uk) Please note 'St Joseph's Catholic Primary School Admissions Consultation 2025/2026' in the subject header;
- by letter addressed to:

Assistant Headteacher  
St Joseph's Catholic Primary School  
Lidgett Lane  
Dinnington  
Sheffield  
S252QD

All responses received by the end of the consultation period will be carefully considered, further to which, we will:

- decide on the School's admission arrangements for the school year 2025/2026; notify all appropriate bodies of the outcome; and
- publish the new admission arrangements on the School website by 15 March 2024.



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If you would like this document in a different format or if you have any questions about any aspect of these arrangements, please contact [office@stjdinnington.co.uk](mailto:office@stjdinnington.co.uk) or write to:

Assistant Headteacher  
St Joseph's Catholic Primary School  
Lidgett Lane  
Dinnington  
Sheffield  
S252QD

Yours faithfully

*M. Jenkinson*      *C. Shelton*

Mary Jenkinson & Charlie Shelton  
Assistant Headteachers