



# The Fulham Bilingual

A partnership between Holy Cross Catholic Primary and Marie D'Orliac

**Email:** [admin@fulhambilingual.co.uk](mailto:admin@fulhambilingual.co.uk)

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**Executive Head Teacher:** Mrs Kathleen Williams

**Head of School, Bilingual Holy Cross:** Ms Leah Pereira

## HOLY CROSS, FULHAM BILINGUAL PRIMARY SCHOOL

### ADMISSION CRITERIA 2022/2023

Summarised admission policy/criteria Holy Cross School, in partnership with the London Borough of Hammersmith & Fulham, the Diocese of Westminster and L'Ecole de Fulham, admits an additional 28 reception age pupils each year for a bilingual (French and English) education.

Pupils, drawn from both schools, are taught together by teachers from each of the schools, using an agreed common curriculum. The children are fully immersed in French for exactly half of the week, the other half is taught in English. Because of this, the children will have two teachers; an English Teacher and a French Teacher. Families without French as a first or additional language should consider the following:

**During French weeks, the curriculum, homework and any communication from the French Teacher will be in French and not translated.**

Whilst it is not essential or part of the admissions criteria to have spoken French at home, it is important to understand the challenges of the Bilingual prior to making an application.

Applications for the bilingual places at L'école Marie d'Orliac (Fulham) are entirely separate to those for Holy Cross School and subject to different admissions criteria.

The governors welcome applications for admission to the school by parents/carers who wish their children to have a bilingual primary education and who are prepared positively to support the aims and identity of the school generally. Parents applying for a bilingual place may also apply for a foundation place at Holy Cross School, in which case they must name both on the common application form, ranking them separately as two of the six preferences.

Admission to the bilingual course will be determined without reference to religious commitment, in accordance with oversubscription criteria similar to those used for community primary schools in the borough.

Pupils admitted to the bilingual course will normally be expected to remain in the course until they transfer to secondary school at the age of 11. There is no automatic right of transfer from the bilingual course to the standard foundation course at Holy Cross Catholic Primary School.

**Oversubscription criteria** if there are more applicants than places, places will be offered in accordance with the following criteria in order of priority:

1. Children in public care (see explanatory notes).



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2. Children defined as being in priority need within the categories as set out by the Children Act 1989, or as having an otherwise exceptional educational, medical or social need will be considered on an individual basis by the Governing Body.
3. Children who will have a sibling or siblings in the Holy Cross Bilingual section at the time of admission.
4. All admissions after priorities 1, 2, and 3, will be by distance; allocated as living nearest to the school.
5. Any other children

## STAFF MEMBERS

The Governing Body will give top priority within each category to children of members of staff (i.e. teaching staff, support staff and anyone employed by the Governing Body who have completed two years of service at the time of application).

## TIE BREAK

Where the offer of places to all the applicants in any of the sub-categories listed above would still lead to oversubscription, the places up to the admission number will be offered to those living nearest to the school as measured by the LBHF Authority.

## FAIR ACCESS

The school is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admissions round, the Governing body is empowered to give absolute priority to a child where admission is requested under any local protocol that has been agreed by both the Governing Body and the Diocese for the current school year.

## IN-YEAR ADMISSIONS

Applications for In-Year admissions are made directly to the school. If a place is available and there is no waiting list, the local authority will be informed, the e-admissions form will be completed and the child will be admitted. If there is a waiting list, the applications will be ranked by the Governing Body in accordance with the oversubscription criteria. If a place cannot be offered at this time then you may ask us for the reasons and you will be informed of your right of appeal. You will be offered the opportunity of being placed on the waiting list. This waiting list will be maintained by the Governing Body in the order of the oversubscription criteria (as modified above) and not in the order in which the applications

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are received. Names are removed from the list at the end of each academic year. When a place becomes available the Governing Body will re-rank the list and make an offer of a place.

## **RECEPTION YEAR DEFERRED ENTRY**

Applicants may defer entry to school, up until compulsory school age i.e. the first day of term following the child's fifth birthday. Application is made in the usual way and then deferral is requested. The place will then be held until the first day of the spring or summer term as applicable. Applicants may also request that their child attend part-time until compulsory school age is reached. Entry may not be deferred beyond compulsory school age or beyond the year for which the application has been made. This application will be treated in the same way as all other applications and there is no guarantee that an offer will be made.

## **CHILDREN EDUCATED OUT OF THEIR CHRONOLOGICAL AGE GROUP (except Reception applications for summer born children)**

Parents may request that their child be educated out of his/her chronological age group. Such requests must be made in writing to the Chair of Governors at the time of application. Governors will consider each request on its own merits and permission will only be given in exceptional circumstances. When the application is made, it will be ranked with all of the other applications and no further exceptions will be given. A statutory right of appeal will be given upon refusal if no place has been offered in any school year. This application will be treated in the same way as all other applications and there is no guarantee that an offer will be made.

## **SUMMER BORN CHILDREN**

If a parent wishes his/her summer born child to start school in Reception in the September following his/her fifth birthday i.e. a child born between 1<sup>st</sup> April-31<sup>st</sup> August being admitted to Reception at 5 years of age, they should make the school aware of this by writing a letter to the Chair of Governors at the time of application. Parents must then submit an application in the normal way. This application will be treated in the same way as all other applications and there is no guarantee that an offer will be made.



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## RIGHT OF APPEAL

If you are unsuccessful you may ask us for the reasons for the refusal of a place. These reasons will be related to the oversubscription criteria listed in the policy and you will have the right of appeal to an independent panel. Should you wish to appeal please contact the school as soon as possible for an appeal form on which you must list your reasons for making an appeal. The deadline for appeals is xxx 2022.

## WAITING LIST

In addition to their right of appeal, unsuccessful candidates will be offered the opportunity to be placed on a waiting list. This list will be maintained in order of the oversubscription criteria set out in the policy and not in the order in which applications are received or added to the list. Please note the waiting list is subject to change at any time. Names are removed from the list after one year, unless applicants request in writing to remain on the list.

## CHANGE OF DETAILS

If any of the details on either of your forms changes between the date of application and the receipt of the letter of offer or refusal, you **must** inform the School and the local authority immediately. If misleading information is given or allowed to remain on either of your forms, the Governing Body reserves the right to withdraw the place, even if the child has already started at the School.

## APPLICATION PROCEDURE 2022-2023

In order to make an application, you **must** complete an **e-admissions form** from your local authority and return it to them. Applications received after the closing date will be dealt with after the initial allocation process has been completed. The LA will send the outcome on or about 15<sup>th</sup> April 2022.

## Explanatory Notes

1. The School Admissions Code requires that priority to Looked After Children (Children in Public Care) be extended to include those who ceased to be Children Looked After because they were adopted or became subject to a child arrangement order or special guardianship order.

2. If you think your child has an exceptional educational, social or medical need for a bilingual place at L'école Marie d'Orliac (Fulham), your case must be supported by documented evidence from a doctor, health visitor, social worker or other medical professional, which must be submitted at the time of your original application. You will need to show why the bilingual place at L'école Marie d'Orliac (Fulham) is the only school that meets your child's social or medical need. The case must be a clear connection between the child's need and an explanation of the difficulties which would

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be caused if the child were to attend another school. The decision as to whether your child qualifies on medical or social grounds is made by the Governing Body.

3. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

4. For admissions purposes, we will not accept a temporary address if you still possess a property that was used as a home address, nor will we accept a temporary address used solely or mainly to obtain a school place. We reserve the right to review the offer of a place and consider options including the withdrawal of the place and the status of a sibling link for future applicants where it becomes apparent that false or misleading information was provided to obtain a place at the school.

For the purposes of this policy, nearness to the school will be calculated using a straight line measurement (as the crow flies) from the child's home address point to the centre point of the school as determined by the Governing Body. Accessibility by car or public transport will be disregarded.