



ARCHBISHOP MCGRATH CATHOLIC HIGH SCHOOL

ADMISSIONS POLICY 2027-28

OUR VISION

‘Christ at the Centre’

Our core purpose is to ensure that all pupils reach or exceed their potential by using their God-given talents to develop as healthy, ambitious, capable, life-long learners ready to live as valued members of our local community, Wales and the world.

We aim for all our pupils to leave our school as:
Empowered, Virtuous and Employable individuals.



Formulated by:

Mr D A Howells

Approved by:	Full Governing Body 12.11.2025
Review:	Every year or subject to changes in legislation
Next Review:	November 2027

Date	Revisions made
November 2025	First Version released

Archbishop McGrath Catholic High School

Admissions Policy 2027-2028

In Catholic voluntary aided schools, the admission authority is the governing body. The term "school" is used throughout the document to mean all Catholic schools, including schools in the trusteeship of a religious order.

ARCHBISHOP MCGRATH CATHOLIC SECONDARY SCHOOL

ADMISSION POLICY 2027-2028

Archbishop McGrath Catholic High School was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The school is conducted by its governing body as part of the Catholic Church in accordance with its trust deed and instrument of government and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with these admission arrangements.

The governing body is the admission authority and has responsibility for admissions to this school. The local authority, **Bridgend County Borough Council**, undertakes the co-ordination of admission arrangements during the normal admission round¹. The admission authority has set the school's admission number at **145** pupils to be admitted to Year 7 in the school year which begins in September, **2027**.

The admission authority will, where logistically possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's admission number.

Pupils with Individual Development Plans (Statements of SEN) (see note 1)

The admission of pupils with an Individual Development Plan (or Statements of SEN) is dealt with by a completely separate procedure. Children with an Individual Development Plan (or Statement of SEN) that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

¹ This is for admission to the school at the start of the school year in September and not for applications made in-year

Oversubscription Criteria

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority.

1. Baptised Catholic Looked After and Previously Looked After children. (see notes 2&3)
2. Baptised Catholic children who attend a feeder Catholic primary school, namely, St. Mary's, Bridgend, St. Robert's Aberkenfig, St. Mary's & St. Patrick's, Maesteg. (see note 3)
3. Other baptised Catholic children. (see note 4)
4. Other looked after and previously looked after children. (see note 2)
5. Catechumens and members of an Eastern Christian Church. (see notes 4&5)
6. Other children who are attending a Catholic primary school at the time of application and for whom the parents/carers continue to seek a specifically Christian education (see note 6)
7. Children who are attending a Church in Wales primary school at the time of application and for whom the parents/carers continue to seek a specifically Christian education (see note 7)
8. Children of other Christian denominations whose membership is evidenced by a minister of religion. (see note 8)
9. Children of other faiths whose membership is evidenced by a religious leader (see note 9)
10. Other children for whom parents/carers seek a specifically Christian education (see note 11)

Siblings

Within each of the categories listed above, the attendance of a brother or sister at the school at the time of admission 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 (see note 10).

Tie Break

Priority will be given to children living closest to the school determined by the shortest available walking route. Distances are calculated using the local authority's GIS computer programme or such other programme as may be used by the local authority from time to time, which will measure the distance from outside the entrance to the address or the nearest

recognised public road access point from the address to the nearest official school entrance. In the event of distances being the same for two or more children where this would determine the last place to be allocated, random allocation will be carried out and supervised by a person independent of the school. All the names will be entered into a hat and the required number of names will be drawn out.

Application Procedure and Timetable

In order to apply for a place at Archbishop McGrath Catholic High School in the normal admission round², you must complete **TWO** application forms:

1. The BCBC online secondary school common application form:
<https://www.bridgend.gov.uk/residents/schools-and-education/school-admissions/apply-for-admission-to-school/>
2. The Archbishop McGrath online application and supplementary information form.

You will be advised of the outcome of your application on **1st March 2027** or the next working day, by BCBC on our behalf. If you are unsuccessful (unless your child gained a place at a school you ranked higher) you will be informed of the reasons, related to the oversubscription criteria listed above, and you have the right of appeal to an independent appeal panel.

If you do not complete the Archbishop McGrath online form by the closing date, together with all supporting documentation, this may affect your child's chance of being offered a place.

All applications which are submitted on time will be considered at the same time and after the closing date for admissions which is 31 October 2026.

Late Applications³

Late applications will be accepted provided that a good reason is given and provided that any application is received before offers of places are made. You are encouraged to ensure that your application is received on time.

Admission of Children outside their Normal Age Group

A request may be made for a child to be admitted outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health.

Any such request should be made in writing to **Mrs. Keran Machin, School Admissions Manager**, at the same time as the admission application is made. The admission authority will make its decision about the request based on the circumstances of each case and in the best interests of the child. In addition to taking into account the views of the head teacher,

² This is for admission to the school at the start of the school year in September and not for applications made in-year.

including the head teacher's statutory responsibility for the internal organisation, management and control of the school, the admission authority will take into account the views of the parents and of appropriate medical and education professionals, as appropriate.

Waiting Lists

In addition to their right of appeal, unsuccessful children will be offered the opportunity to be placed on a waiting list. This waiting list will be maintained in order of the oversubscription criteria set out above and *not* in the order in which applications are received or added to the list. Waiting lists for admission will operate throughout the school year. The waiting list will be held open until the last day of the summer term. Inclusion on the school's waiting list does not mean that a place will eventually become available.

In-Year Applications

A transfer form, which is available upon request, should be used where a parent/carer wishes to transfer their child to Archbishop McGrath Catholic High School from another school. You should not make an application using this form unless you have already discussed your intentions to transfer your child to Archbishop McGrath Catholic High School with the Head Teacher of the school your child currently attends/most recently attended. Once completed, the form should be sent, together with a letter outlining your reasons for seeking the transfer, plus a certificate of Baptism in the case of Catholic applicants, to The **Mrs Keran Machin, Schools Admissions Manager**, at e-mail Keran.machin@amg.bridgend.cymru.

The Headteacher will consider each application with reference to the published Oversubscription Criteria (below). The applicant will be notified of the decision of the Admissions Panel within 14 school days of the application. You will be advised of the outcome of your application, and you have the right of appeal to an independent appeal panel.

Oversubscription Criteria for in-year transfers

1. Baptised Catholic looked after and previously looked after children (see notes 2&3)
2. Other baptised Catholic children (see note 3)
3. Other looked after and previously looked after children (see notes 2)
4. Catechumens and members of an Eastern Christian Church (see note 4)
5. Siblings of Baptised Catholic children who are currently attending Archbishop McGrath Catholic High School (see note 3&10)
6. Siblings of other children who are currently attending Archbishop McGrath Catholic High School (see note 10)
7. Children of other Christian denominations whose membership is evidenced by a minister of religion (see note 8)

8. Children of other faiths whose membership is evidenced by a religious leader. (see note 9)
9. Other children for whom parents/carers seek a specifically Christian education (see note 11)

In arriving at its decision, the Headteacher will be mindful of the current number of pupils in the school year concerned. Currently, this is restricted to 145 (the “Admission Number”) in agreement with BCBC and the Welsh Government. If there is no place available at the time of application, the name of the applicant will be added to our waiting list unless you request otherwise. In the event that a place becomes available at a later date, the applications on the waiting list will be reviewed and the available place allocated with regard to the school’s oversubscription criteria below. A prospective pupil’s name will remain on the waiting list until the end of the academic year, when the list will be cleared. If you wish the name to be added to the waiting list for the following year, you will need to reapply.

Where there are places available but more applications than places, the published oversubscription criteria, as set out above, will be applied.

If there are no places available, the child will be added to the waiting list (see above).

The admission authority reserves the right to withdraw the offer of a place or, where a child is already attending the school, the place itself, where it is satisfied that the place was offered on the basis of a fraudulent or intentionally misleading application which effectively denied a place to a child with a stronger claim or where a place was offered by the LA rather than by the admission authority in error.

Notes (these notes form part of the oversubscription criteria)

1. An Individual Development Plan is a statutory plan made by the local authority under The Additional Needs and Educational Tribunal (Wales) Act 2018, specifying the special educational provision required for a child. Section 48 of the Additional Needs and Education Tribunal (Wales) Act 2018 requires the governing body of a maintained school in Wales to admit a child to the school if the school is named in the child’s Individual Development Plan. Individual Development Plans will eventually replace all other statutory or non-statutory plans including any Statement of SEN. For the purposes of this policy, references to an Individual Development Plan also include any other plan currently in place which names the school.
2. A ‘looked after child’ has the same meaning as in section 22(1) of the Children Act 1989 and section 74 of the Social Services and Wellbeing (Wales) Act 2014, and means any child who is (a) in the care of a local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) and whom the local authority has confirmed will be looked after at the time of the child’s admission to school.

A 'previously looked after child' is a child who was looked after but ceased to be so because he or she was adopted, or became subject to a child arrangements order or special guardianship order.

3. 'Catholic' means a member of a Church in full communion with the See of Rome. This includes the Eastern Catholic Churches. This will normally be evidenced by a certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church. For the purposes of this policy, it includes a looked after child living with a family where at least one of the parents is Catholic.

For a child to be treated as Catholic, evidence of Catholic baptism or reception into the Church will be required. Those who have difficulty obtaining written evidence of baptism should contact their Parish Priest who, after consulting with the Diocese, will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

4. 'Catechumen' means a member of the catechumenate of a Catholic Church. This will normally be evidenced by a certificate of reception into the order of catechumens.
5. 'Eastern Christian Church' includes Orthodox Churches, and is normally evidenced by a certificate of baptism or reception from the authorities of that Church.
6. Children who are attending a Catholic Primary School at the time of application and for whom the parents/guardians continue to seek a specifically Christian education.
7. Children who are attending a Church in Wales primary school at the time of application and for whom the parents/guardians continue to seek a specifically Christian education.
8. "Children of other Christian denominations" means children who belong to other churches and ecclesial communities which, acknowledge God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is His body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above.

All members of Churches Together in England and CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis.

9. "Children of other faiths" means children who are members of a religious community that does not fall within the definition of 'other Christian denominations' at 6 above and

which falls within the definition of a religion for the purposes of charity law. The Charities Act 2011 defines religion to include:

- A religion which involves belief in more than one God, and
- A religion which does not involve belief in a God.

Case law has identified certain characteristics which describe the meaning of religion for the purposes of charity law, which are characterised by a belief in a supreme being and an expression of belief in that supreme being through worship.

10. 'Brother or sister' includes:

- i. all natural brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters, foster brothers or sisters, whether or not they are living at the same address; and
- ii. the child of a parent's partner where that child lives for at least part of the week in the same family unit at the same home address as the child who is the subject of the application.

11. A 'parent' means all parents, any person who is not a parent but has parental responsibility for a child, and any person who has care of a child.

12. A child's "home address" refers to the address where the child usually lives with a parent or carer, and will be the address provided in the Common Application Form ("CAF"). Where parents have shared responsibility for a child, and the child lives for part of the week with each parent, the home address will be the address given in the CAF, provided that the child resides at that address for any part of the school week.