



# St. John Vianney School

Steps to Independence & Education for Life

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**SAINT JOHN VIANNEY R C SCHOOL**



**THE MISSION  
STATEMENT OF  
SAINT JOHN VIANNEY SCHOOL**

**Saint John Vianney School recognises and accepts that each individual is unique and of equal value in God's eyes.**

**We set out to provide a friendly and encouraging environment in which all are expected to give their best.**

**We promote the dignity and wholeness of all our children and young people.**

**Responding to the examples of Jesus Christ, we are a community of joy and sharing, encouraging everybody to learn and achieve.**

## **ADMISSION POLICY**

St John Vianney Roman Catholic School welcomes applications from children and young people aged between 4 and 19.

The maximum number of full-time places at the school during the academic year 2020 – 2021 is 125.

### **All applicants are required to:-**

- Have an Education and Health Care Plan (EHCP) in place (or be near to the completion of one).
- Process their application through the Local Authority, within which the prospective pupil resides (Home Local Authority).
- Support the Roman Catholic mission, values and ethos of the school.

### **St John Vianney will:-**

Offer places to pupils who have been identified with:-

- Moderate Learning Difficulties,
- Complex Needs,
- Speech, Language and Communication Needs
- Or has a diagnosis of Autistic Spectrum Condition.

### **Over-subscription**

If there are more applications than the number of places available in the school the following over-subscription criteria will be applied:-

- **Category 1**  
Priority will be given to all Looked After Children or previously Looked After Children who are Roman Catholic over all other Roman Catholic applicants.
- **Category 2**  
Roman Catholic children who reside within the Diocese of Salford.
- **Category 3**  
Roman Catholic children who reside within the Diocese of Shrewsbury.
- **Category 4**  
Roman Catholic children who reside in other dioceses within travelling distance.
- **Category 5**  
Priority will be given to all Looked After Children or previously Looked After Children who are not Roman Catholic over all other applicants who are not Roman Catholic.

- **Category 6**  
Other Non-Roman Catholic children from Greater Manchester.
- **Category 7**  
Other Non-Roman Catholic children within travelling distance.

## **Post 16 Provision**

Students interested in Post 16 provision at St John Vianney will undertake a 'Year 11 Transition Review' during their annual review, which will include the participation of:-

- The student
- His/her parents/carers
- School staff
- Representatives from Connexions
- Representatives from the student's Home Local Authority
- Other relevant agencies as required.  
(The student's statement of Special Educational Need or EHCP will be maintained and updated as required).

## **The Admission Process**

### **1. Application**

- The Home Local Authority sends a letter to St John Vianney School with information regarding a potential application.
- The information is checked by the SENCo who begins the admission process as follows:-
  - Acknowledgement of receipt of the letter and supporting documents from the Home Local Authority.
  - Review of the EHCP and supporting documents.
  - Arrangement of a visit to the pupil's current educational setting to observe the pupil and assess the pupil's needs in discussion with staff.
  - Discussion with the Senior Leadership Team at St John Vianney School to ascertain if the pupil's needs can be met.
  - Decision made by SLT.
  - Offer letter sent to the pupil's Home Local Authority.
  - The Home Local Authority must accept the offer in order to continue the admission process.
  - Upon receipt of acceptance of the offer of a placement from the Home Local Authority, the SENCo liaises with the pupil's parents/carers to complete the admission paperwork and establish a personalised transition programme.

## **2. Transition**

- A Transition Programme is agreed and implemented.
- The Home Local Authority and the pupil's parents/carers are informed of the start date.
- A review of progress takes place weekly during the Transition Programme and adjustments are made as required.
- Ideally pupils will attend on a full-time basis after 6 weeks. However, this can be extended to meet the needs of the pupil.

## **3. No Offer made**

- When a place is not offered by St John Vianney School or the Local Authority does not accept the offer of a place, parents have the right to appeal through the appeal process of their Home Local Authority.
- The SENCo from the school will attend any mediation or tribunal hearings that are generated from an appeal.