

## **ST BEDE’S CATHOLIC SCHOOL AND BYRON SIXTH FORM COLLEGE, PETERLEE ADMISSION POLICY 2026 - 27**

St Bede’s Catholic School<sup>1</sup> and Byron Sixth Form College was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will always be given to Catholic children in accordance with the oversubscription criteria listed below. The school is conducted by its academy company as part of the Catholic Church in accordance with its trust deed and articles of association, 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.

Bishop Chadwick Catholic Education Trust is the admission authority and has responsibility for admissions to this school. The local authority undertakes the co-ordination of admission arrangements during the normal admission round excluding admission to year 12. The admission authority has set the school’s Published Admissions Number (“PAN”) at **180** pupils to year 7 in the school year which begins in September 2026.

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 PAN.

### **Catholic Feeder Primary Schools**

Our Lady of Lourdes Catholic Primary School, Fleming Field, Shotton, Durham, DH6 2JQ  
Our Lady of the Rosary Catholic Primary School, Westway, Peterlee, Co. Durham, SR8 1DE  
Our Lady Star of the Sea RC Primary School, Thorpe Road, Horden, Co. Durham, SR8 4AB  
St. Cuthbert’s Catholic Primary School, Mill Road, New Seaham, Co. Durham, SR7 0HW  
St. Godric’s Catholic Primary School, Thornley Road, Wheatley Hill, Co. Durham, DH6 3NR  
St. Mary’s Catholic Primary School, Welfare Park, Wingate, TS28 5AN  
St. Joseph’s Catholic Primary School, Coast Road, Blackhall, Hartlepool, TS27 4HE  
St Joseph’s RC Primary School, Church Lane, Murton, Co. Durham, SR7 9RD  
St. Mary Magdalen Catholic Primary School, Denehouse Road, Seaham, Co. Durham, SR7 7BJ  
St. William’s Catholic Primary School, Elwick View, Trimdon Village, Co. Durham, TS29 6HY

### **Pupils with an Education, Health and Care Plan (see note 1)**

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan 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.

### **Oversubscription Criteria**

***At any time 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. Catholic looked after and previously looked after children. (see notes 2&3)
2. Catholic children who attend a feeder Catholic primary school. (see note 13&14)
3. Other Catholic children. (see note 3)
4. Other looked after and previously looked after children. (see note 2)

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<sup>1</sup> The term ‘school’ is used throughout the document to mean a Catholic school or academy in the diocese.

5. Catechumens and members of an Eastern Christian Church. (see notes 4&5)
6. Other children who attend a Catholic feeder primary school. (see note 13&14)
7. Up to 18 children to be admitted on football aptitude as determined by Improtech Soccer Limited (See note 6)
8. Children of other Christian denominations and children of other faiths whose membership is evidenced by a minister of religion or other religious leader. (see notes 7&8)
9. Children of other faiths whose membership is evidenced by a minister or faith leader. (see note 8)
10. Any other children.

***Within each of the categories listed above, the following provisions will be applied in the following order.***

- (i) Where evidence is provided at the time of application of an exceptional social, medical or pastoral need of the child which can be most appropriately met at this school, the application will be placed at the top of the category in which the application is made. (see note 11)
- (ii) 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 9)

#### **Tie Break**

Where there are places available for some, but not all applicants within a particular criterion priority will be given to children living closest to the school determined by the shortest distance. In assessing home to school distance the LA measures by the shortest walking route. Routes are measured from the centre point\* of the child's house, or in the case of a flat from the centre point\* of the building, to the nearest school site entrance. A Geographic Information System (GIS) is used to identify and measure the shortest walking route. The GIS identifies routes on the Ordnance Survey Integrated Transport Network (ITN) and Urban Paths Network (UPN), which are national recognised datasets. The LA will not include any other routes. In all cases the GIS identifies the route to be measured by connecting in a straight line the centre point\* of the child's house to the closest point on the nearest route on the ITN/UPN.

\* In accordance with the co-ordinates of the Basic Land and Property Unit on the National Land and Property Gazetteer.

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 in a public place and supervised by a person independent of the school.

#### **Application Procedures and Timetable**

To apply for a place at this school in the normal admission round, you must complete a Common Application Form, excluding admission to year 12, available from the local authority in which you live.

If you are required to provide supplemental evidence to support the application (e.g. a baptismal certificate), this evidence should be provided at the time of application. If not provided, evidence may be sought by the admissions authority following the closing date for applications. This information must have been correct at the date of closing for applications.

If you do not provide the supplemental evidence, this may affect your child's chance of being offered a place.

You will be advised of the outcome of your application on **1 March 2026** or the next working day, by the local authority 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.

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 2025**.

### **Late Applications**

Late applications will be administered in accordance with your home Local Authority Secondary Co-ordinated Admissions Scheme. 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 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 the head teacher of the school 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, 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 in the school's waiting list does not mean that a place will eventually become available.

### **In-Year Applications**

An application can be made for a place for a child at any time outside the admission round and the child will be admitted where there are available places. Applications should be made to the school by contacting School Places and Admissions at Children and Young people's service on 03000 265 904. [[www.st-bedes.durham.sch.uk](http://www.st-bedes.durham.sch.uk)] Parents will be advised of the outcome of their application in writing.

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, a request can be made that the child is added to the waiting list (see above).

The parent has the right of appeal to an independent appeal panel.

### **Fair Access Protocol**

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 admission

round the admission authority is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The admission authority has this power even where admitting the child would mean exceeding the PAN.

### **False evidence**

The admission authority reserves the right to withdraw the offer of a place or, where the child is already attending the school the place itself, where it is satisfied that the offer or the place was obtained by deception.

### **Notes (these notes form part of the oversubscription criteria)**

1. An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014. Specifying the special educational provision required for a child.
2. A 'looked after child' has the same meaning as in section 22(1) of the Children Act 1989, 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) at the time of making an application to the 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. Included in this definition are those children who appear (to the admission authority) to have been in state care outside of England and who ceased to be in state care as a result of being adopted.

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 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 laws 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 selected on the basis of aptitude. There are up to 50 places available in total to girls and boys who fulfil the following criteria on the basis of aptitude: The individual girls and boys must be identified by an independent professional soccer training company who is the partner provider with St Bede's Catholic Comprehensive School (A pupil with aptitude is one who demonstrates a particular capacity to succeed in playing soccer. In determining allocations the board of Directors will consider whether a child has an aptitude for soccer, a particular capacity to learn or to develop skills in soccer and will benefit from particular expertise and facilities in the academy).
7. "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 CYTÛN 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.

8. “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 7 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.

9. ‘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 for whom the school place is sought 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.

10. A ‘parent’ means all natural parents, any person who is not a parent but has parental responsibility for a child, and any person who has care of a child.

11. To demonstrate an exceptional social, medical or pastoral need of the child which can be most appropriately met at this school, the admission authority will require compelling written evidence from an appropriate professional, such as a social worker, doctor or priest.

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.

13. Catholic Feeder Primary Schools

Our Lady of Lourdes Catholic Primary School, Fleming Field, Shotton, Durham, DH6 2JQ

Our Lady of the Rosary Catholic Primary School, Westway, Peterlee, Co. Durham, SR8 1DE

Our Lady Star of the Sea RC Primary School, Thorpe Road, Horden, Co. Durham, SR8 4AB

St. Cuthbert’s Catholic Primary School, Mill Road, New Seaham, Co. Durham, SR7 0HW

St. Godric’s Catholic Primary School, Thornley Road, Wheatley Hill, Co. Durham, DH6 3NR

St. Mary’s Catholic Primary School, Welfare Park, Wingate, TS28 5AN

St. Joseph’s Catholic Primary School, Coast Road, Blackhall, Hartlepool, TS27 4HE

St Joseph’s RC Primary School, Church Lane, Murton, Co. Durham, SR7 9RD

St. Mary Magdalen Catholic Primary School, Denehouse Road, Seaham, Co. Durham, SR7 7BJ

St. William’s Catholic Primary School, Elwick View, Trimdon Village, Co. Durham, TS29 6HY

14. Children who are not Catholic attending a Catholic feeder primary school at the time of application.

