

**St. Monica's Catholic Primary School**  
**Admissions Policy: Definitions**

1. A **Catholic child** is a child baptised according to the rites of the Roman Catholic Church or enrolled in a baptismal programme.
2. **'Practising'** means attending Mass weekly for Roman Catholic families.

A supplementary form asking parents to confirm whether their child is practising must be completed and signed by the parent/guardian and a priest. This form is available from the school
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3. \* **Christian** means a member of the Churches Together in England:  
Antiochian Orthodox Church, Baptist Union of Great Britain, Catholic Church, Cherubim and Seraphim Council of Churches, Church of England, Church of God of Prophecy, Church of Scotland (Presbytery of England), Congregational Federation, Coptic Orthodox Church, Council of African and Caribbean Churches UK, Council of Oriental Orthodox Christian Churches, Ichthus Christian Fellowship, Independent Methodist Churches, Joint Council for Anglo-Caribbean Churches, Lutheran Council of Great Britain, Methodist Church, Moravian Church, New Testament Assembly, New Testament Church of God, Oecumenical Patriarchate, Redeemed Christian Church of God, Religious Society of Friends, Russian Orthodox Church, Salvation Army, Seventh Day Adventist Church, Transatlantic Pacific Alliance of Churches, United Reform Church, Wesleyan Holiness Church. Proof of membership must be provided by the appropriate church leader.
4. By **'parent'** we mean:
  - a. Both natural parents
  - b. Any person who, although not a natural parent, has parental responsibility for a child; or
  - c. Any person who, although not a natural parent, has care of the child
5. By **'sibling'** we mean children living within the same household. Typically this will be brother(s) and sister(s) or children with the same person having parental responsibility. Siblings must be on the school roll in the September a child is due to start.
6. By **'looked-after child'** we mean one in public care, for whom there is an agreement between a designated officer acting on behalf of the County Council as Corporate Parent and a designated officer of the LA that the school will be more appropriately meet the child's needs. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
7. By **'normal home address'** we mean the child's home address at the time you make your application for a place. We regard a child's home address to be where s/he spends the greater part of the school week (Monday to Friday, including nights).  
We may ask to see official documentation, such as a child's benefit's book or medical card if there are reasons why a child does not live at his or her parent's address. For example, if s/he is resident with a grandparent, you need to tell us this on the application form. If you do not declare and arrangements like this or use a relative's address for your application, we may consider that you have made a false declaration and withdraw the offer of a place. Childcare arrangements are **not** sufficient reason for listing another address. The school reserves the right to check the validity of any address given by asking for evidence such as inclusion on the Electoral Roll, or a recent utilities bill confirming your name and address.  
If you are moving into the catchment area, we will ask for evidence of your move before considering an application. Typical evidence is a letter from your solicitor confirming that you have a legally binding agreement to buy a house or a formal lease agreement for at least six months.
8. The shortest route will be measured using the Milton Keynes Geographical Information System.