



Wimbledon College

Admissions Policy 2025

Wimbledon College is a voluntary aided Roman Catholic secondary school for boys in the trusteeship of the Society of Jesusⁱ. It is part of the provision of Catholic education in the Diocese of Southwark and an apostolic work of the British Jesuit Province.

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 Jesus Christ.

The school exists primarily to provide a Jesuit education for children of the Catholic community and Catholic children always have priority of admission. However, the Governing Body also welcomes applications from those of other denominations and faiths or of no faith who support the religious ethos of the school.

Having consulted with the Local Authority, the Diocese and other admission authorities, the governors intend to admit, in September 2025, up to 199ⁱⁱ pupils to Year 7, the published admission number (PAN), without reference to ability or aptitude.

ⁱ The Society of Jesus (Jesuits) is a Religious Order of the Catholic Church founded in 1540. It has an international work in schools. The ethos and principles of Jesuit schools are set out in the document *The Characteristics of Jesuit Education* (1987)

ⁱⁱ This number will include all pupils who have Educational Health Care Plans and are therefore admitted by law

Oversubscription Criteria

Where the number of applications exceeds the number of available places the governors will offer places using the following criteria in the order stated:

1. Catholicⁱⁱⁱ boys who are looked after Catholic children and all previously looked after Catholic children who have been adopted or who have become the subject of a child arrangement order or special guardianship order. Catholic boys who appear (to the admissions authority) to have been in state care outside of England and cease to be in state care outside of England as a result of being adopted.
2. Baptised Catholic boys, in possession of a Certificate of Catholic Practice^{iv}. Both a baptismal certificate or evidence of reception into the Catholic Church and the Certificate of Catholic Practice must be provided.
3. Baptised Catholic boys who do not have a Certificate of Catholic Practice. A baptismal certificate or evidence of reception into the Catholic Church must be provided.
4. Other boys who are looked after children and all previously looked after children who have been adopted or who have become the subject of a child arrangement order or special guardianship order. Children who appear (to the admissions authority) to have been in state care outside of England and cease to be in state care outside of England as a result of being adopted.
5. Boys enrolled in the catechumenate. Evidence of enrolment in the catechumenate will be required.
6. Boys who are members of Eastern Orthodox Churches. Evidence of Baptism will be required.
7. Boys who are members of other faiths, Churches and denominations. Evidence of Baptism/dedication or evidence of membership required.
8. Other boys.

ⁱⁱⁱ Catholics include members of the Ordinariate and the Latin and Oriental Rite Churches that are in union with the Bishop of Rome. See page 9 for full list

^{iv} A Certificate of Catholic Practice

This is a standard form, completed by the pupil's parish priest or recognised Ethnic Minority Chaplain [please refer to the Archdiocese of Southwark Directory for a list of chaplains]. The purpose of the form is to certify that the child and his family are known to the priest and that to the best of the priest's knowledge and belief the child is a practicing Catholic

Tiebreaker Criteria

The following order of priorities will be applied when applications within any of the above categories exceed the places available and it is necessary to decide between applications.

- i. Boys who will have a brother on the school roll or a brother or sister^v on the school roll of the Ursuline High School, Wimbledon at the time of admission. Evidence of the relationship may be required. The governors 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 published admissions number.
- ii. Boys whose parent is a member of staff, where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- iii. Social, pastoral and medical needs which make the school particularly suitable for the boy in question. Strong and relevant evidence must be provided, at the time of application, by an appropriate professional authority (e.g. qualified medical practitioner, education welfare officer, social worker or priest).
- iv. Proximity to the school from the boy's home^{vi} address, the distance measured in a straight line from the School entrance by the local authority using a geographical computerised information system. Evidence of residence may be required. Where the last remaining place is to be allocated and two or more children are deemed to live at the same distance from the school the place will be decided by the drawing of lots.

^v A "brother or sister" means children who live as brother and sister including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers or sisters. It would not include other relatives e.g. cousins.

^{vi} Home refers to the permanent home address at which the child lives for the majority of his/her time and with the parent who is in receipt of child benefit.

Admissions procedure

In addition to the Common Application Form (CAF) required by the local authority, the Admissions Administration Form (available from the school and from the local authority), should be completed and submitted to the Admissions Officer at Wimbledon College no later than the national closing date for secondary schools (31 October 2024). This should be done even if the CAF is completed online. If the Admissions Administration Form is not submitted, the governing body of the school will only be able to consider the application after all applicants who have submitted the Admissions Administration Form.

Offers of places will be sent to parents by the child's home local authority on National Offer Day, 1 March 2025.

Looked after children

The law requires the school to give priority to the admission of boys who are looked after children or who were previously looked after children.

A looked after child has the same meaning as in section 22 (1) of the Children Act 1989 that is a 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. A previously looked after child is a child who was looked after but ceased to be so because they were adopted or became subject to a child arrangement order or special guardianship order. This will include children who appear (to the admissions authority) to have been in state care outside of England as a result of being adopted.

Catholic boys who are looked after children are given first priority and non-Catholic boys who are looked after children are admitted after places have been offered to Catholics boys but before other boys.

Boys with an Education, Health and Care Plan [EHCP]

The admission of pupils with an Educational Health Care Plan is dealt with by a completely separate procedure. The procedure is integral to the making and maintaining of EHCPs by the pupil's home local authority. Details of this separate procedure are set out in the SEND code of practice. Pupils with an EHC plan naming the school will be admitted without reference to the above criteria.

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 Admissions Officer [Mrs Cray] at the College at the same time as the admission application is made. The governing body will make its decision about the request based on the circumstances of the case and in the best interests of the child. In addition to taking into account the views of the headteacher, including the headteacher's statutory responsibility for the internal organisation, management and control of the school, the governing body will take into account the views of the parents and of medical and/or education professionals, as appropriate.

Late Applications

Any late applications will be considered by the Governors' Admissions Committee, in the event of there being any available places using the above criteria. If all places have been filled, parents will be offered the opportunity of placing their child's name on the waiting list. This does not prevent parents from exercising their right to appeal against the decision not to offer a place.

Appeals

Parents whose applications for places are unsuccessful may appeal to an Independent Appeal Panel set up in accordance with section 94 of the School Standards and Framework Act 1998. Appeals must be made in writing and must set out the reasons on which the appeal is made. Appeals should be made to the Admissions Appeal Clerk at the school address. Parents/Carers have the right to make oral representations to the Appeal Panel. The decision of the Appeal Panel is final.

Waiting Lists

Parents of boys who have not been offered a place at the school may ask for their child's name to be placed on a waiting list.

The waiting list for Y6 to Y7 transfers is operated by the London Borough of Merton on behalf of the school as part of the London-wide co-ordinated admissions system until the end of December. Thereafter, Wimbledon College operates the waiting list.

Parents who wish their child's name to be included on the Y7 waiting list after December must inform the school in writing or by email during the month of December. The waiting list is maintained for one school term. Parents wishing their son's name to remain on the waiting list after that time must inform the school in writing or by email before the beginning of each school term.

Boys (including new and late applications) are ranked on the waiting lists according to the admissions criteria. This means that a boy's place on the waiting list may go down as well as up.

Placing a child's name on the waiting list does not guarantee that a place will become available. This does not prevent parents from exercising their right to appeal against the decision not to offer a place. It is possible that when a child is directed under the local authority's fair access protocol they will take precedence over those children already on the waiting list.

Fair Access Protocol

The school participates in the local authority's Fair Access Protocol to allocate places to vulnerable and other children in accordance with the School Admissions Code 2021. Admitting pupils under the protocol may require the school to admit above the planned admission number for the relevant year group.

In year admissions - Applications for Years 8 to 11

Boys wishing to apply for a place in Y8-11 at Wimbledon College, or who are already in Y7 at a secondary school, should do so by contacting the school's Admissions Officer *to enquire about potential vacancies and the application process, including completing and submitting the Wimbledon College Admissions Administration Form to Wimbledon College.*

You will also need to contact *Merton Admissions* by visiting www.merton.gov.uk/admissions and complete the *In year application for Merton Schools form provided by Merton Council.* Once Merton Council have processed your application and you have submitted the required documents to Wimbledon College, you will be notified of the outcome within 10 school days.

If a place is available it will be given at the earliest opportunity. If the year group is full, a place will not be offered because the school's accommodation and resources are limited. Applications will be ranked according to our Admissions Policy. Parents have the right of an independent appeal if a place is refused. Parents may also ask for their son to be placed on the waiting list

Applications to the Sixth Form

Please refer to our separate Admissions Information for entry into our Sixth Form on the College website

The Honesty of the Application

Any false or deliberately misleading information given on the Common Application Form or Wimbledon College Admissions Administration Form or in supporting papers, or any relevant information withheld, may lead to the withdrawal of a place, even after the child has started at the school.

Information and Assistance

Wimbledon College is committed to fairness and transparency in the way it operates its admissions procedures. Parents are invited to contact the school to discuss their situation and to obtain help in applying, especially if they are disabled or have difficulties of language or are unfamiliar with school admissions. Independent advice and assistance can also be obtained from the Local Authority.

Wimbledon College
approved by the Board of Governors (November 23)

iii Catholics include members of the Ordinariate and the Latin and Oriental Rite Churches that are in union with the Bishop of Rome

Churches in union with Rome

Personal Ordinariate. Baptised children of parents who are members of the Ordinariate, established under The Apostolic Constitution *Anglicanorum Coetibus* of 4th November 2009, are to be given equal preference to that offered to children baptised in a Catholic church. It is important to note that these children may have been baptised in the Church of England.

Eastern Catholic (or Oriental Rite) Churches in union with Rome. The Holy See's *Annuario Pontificio* gives the following list of Eastern Catholic Churches.

1. Alexandrian liturgical tradition:
 1. Coptic Catholic Church (patriarchate):
 2. Eritrean Catholic Church (metropolia):
 3. Ethiopian Catholic Church (metropolia):

2. West Syrian, including Malankara, liturgical tradition (which is part of Antiochene Rite):
 1. Maronite Church (patriarchate):
 2. Syriac Catholic Church (patriarchate):
 3. Syro-Malankara Catholic Church (major archepiscopate):

3. Armenian liturgical tradition:
 1. Armenian Catholic Church (patriarchate):

4. Chaldean or East Syrian liturgical tradition:
 1. Chaldean Catholic Church
 2. Syro-Malabar Catholic Church (Major Archepiscopate):

5. Constantinopolitan (Byzantine) liturgical tradition:
 1. Albanian Catholic Church (apostolic administration):
 2. Belarusian Catholic Church (no established hierarchy at present):
 3. Bulgarian Greek Catholic Church (apostolic exarchate):
 4. Byzantine Church of Croatia, Serbia and Montenegro (an eparchy and an apostolic exarchate):
 5. Greek Byzantine Catholic Church (two apostolic exarchates):
 6. Hungarian Greek Catholic Church (an eparchy and an apostolic exarchate):
 7. Italo-Albanian Catholic Church (two eparchies and a territorial abbacy):
 8. Macedonian Catholic Church (an apostolic exarchate):
 9. Melkite Greek Catholic Church (patriarchate):
 10. Romanian Church United with Rome (major archiepiscopate):
 11. Russian Catholic Church (two apostolic exarchates, at present with no published hierarchs):
 12. Ruthenian Catholic Church (a *sui juris* metropolia, an eparchy & an apostolic exarchate):
 13. Slovak Catholic Church (metropolia and an eparchy):
 14. Ukrainian Catholic Church (major archiepiscopate):

There are an equivalent number of Eastern Orthodox Churches with similar names that are not in union with the See of Rome. The general rule is Eastern Rite Churches in union with the See of Rome will have the word Catholic in their titles. Churches with the word Orthodox in their titles are not in union with the See of Rome and children from these Churches should not be considered as Catholic children.