



CARDINAL NEWMAN CATHOLIC SCHOOL



Part of
HOLY CROSS
CATHOLIC MAC

Made for Greatness

Prospectus 2022-23

Welcome

‘In 2022, 83% of students achieved a 4+ in GCSE English, with 72% of students achieving a grade 5 or above.’

‘Pupils are well cared for. Each pupil is valued as an individual and disadvantaged pupils are provided with the support they need to ensure that they succeed.’

OFSTED 2016

OUR MISSION

“Knowledge through the light of faith”

‘In 2022, 73% of students achieved a 4+ in GCSE Mathematics, with 53% achieving a grade 5 or above.’

WELCOME TO CARDINAL NEWMAN CATHOLIC SCHOOL

A very warm welcome to Cardinal Newman Catholic School. Our school is named after one of England's foremost Catholics, St John Henry Newman and we are proud to be associated with his love of learning and his strong commitment to providing the best pastoral support for those in his care. Our mission statement “Knowledge through the light of faith” is at the heart of all we do. As a community in 2019, we not only celebrated the canonisation of St John Henry Newman, but we also celebrated our 50th year of education and inspiring young minds.

Choosing the right school for your child is one of the most important decisions you will ever make. We hope that this prospectus will give you an insight into the way we work and what we offer. The aim of this prospectus is

to help you make that decision in guiding you briefly through the life of our school and we hope that it reveals something about the spirit of our school. If you visit our school you will be met with courtesy and politeness from students and staff alike. We endeavour to put our mission as a Catholic school into practice every day in the way we treat others.

At Cardinal Newman Catholic School, we want for your child exactly what you want as parents – the best and nothing but the best. Every student is challenged every day to do their best and to be the best period they can be. However, we know that we can achieve that with your active support and involvement and that is why we place a big emphasis on working with parents. We know we have a good school, and we intend to make it even better in the future.

We are very proud of our successes and will continue to meet the needs of our students in an ever-changing world. We believe that academic success is essential and goes hand in hand with spiritual, moral, social and cultural development.

We look forward to welcoming you and your child as members of our school community.

Best wishes,



Emma O'Connor,
Headteacher

A PRAYER BY
BLESSED JOHN
HENRY NEWMAN

God has created me to do Him
some definite service.

He has committed some
work to me which He has not
committed to another.

I have my mission. I may never
know it in this life, but I shall
be told it in the next.

I am a link in a chain,
a bond of connection
between persons.

He has not created me
for naught.

I shall do good;
I shall do His work.



‘In 2022 75% of
students achieved
a 4+ in RE, with
35% achieving a 7
or above.’



Living our faith

First and foremost our school is a **faith community with a strong Catholic ethos**. This impacts on all aspects of school life.

Our school provides a distinctive type of education. The religious and spiritual life of the school is of the utmost importance. Pride of place is given to the liturgy and Mass is celebrated regularly. Holy Days and Solemnities which fall during term time are marked in a very special way with Mass for all students.

During Advent and Lent, each year group has a Penitential Service as part of the preparation for Christmas and Easter; the sacrament of Reconciliation is available to students in these services. We are privileged to have our own school chapel which is located at the heart of our school and our school chaplain. We offer all of our students the opportunity of residential retreats with the Kenelm Trust at Alton Castle and through our in house retreat programme.

Our chaplain Fr. Pat makes an important contribution to the spiritual formation of our students. He is supported in this work by our Lay Chaplain and her chaplaincy team. Our full time Lay Chaplain is available for discussion with individual students or small groups.

The religious and spiritual atmosphere of the school complements RE lessons which are taught throughout the school as part of the core curriculum. At Key Stage 3 students follow the People of God Diocesan programme of study. All students follow a GCSE course in Years 9, 10 and 11. For those who wish to specialise at Year 12 and 13, there is an opportunity to take A' level Philosophy & Ethics.

Our Mission is to ensure that Jesus Christ is made known to all our students by placing Christ and the teaching of the Catholic Church at the centre of students' lives. We endeavour to make known to every student that they are made for greatness because they are a child of God and are uniquely created and loved by God.

Every student is called to live out the gospel values by loving God, others and themselves and by being prepared to always do their best and be the best person they can be.

Our core values are summed up in the following qualities that we hope all of our students at Cardinal Newman Catholic School will ASPIRE to Inspire by having the following qualities Achievement, Service, Peace, Integrity, Respect and Excellence.

‘Pupils value the spirit of community and are inspired by the many opportunities they have...’

OFSTED Section 48 2022

‘This is an outstanding Catholic School.’

OFSTED Section 48 2022



Service with pride, Lead with confidence

There are many ways in which students develop their leadership skills across the school. Some of these include being a member of the school council or as they get older, students can apply to become a prefect or a member of the sixth form student leadership team.



‘The positive ethos of the school helps pupils to make a good contribution to wider society and prepare for life in modern Britain.’

OFSTED 2016

SCHOOL COUNCIL

The school council comprises of 2 students from each tutor group from Years 7 through to 13 and is chaired by an elected member of the sixth form. Meetings are held on a regular basis where students have the opportunity to share the opinions and ideas of all other students from their tutor groups.

The student council discusses changing school policies and impacts on decisions such as uniform and catering contracts. They have also been involved in decision making with school building projects. Information discussed during the council meetings is then shared with the tutor groups after the meeting.

Being elected a member of the school council is a great way to develop leadership skills by ensuring that the ideas and opinions you give represent that of the students you speak for.

PREFECTS

Students in KS4 can be elected to the role of the prefect.

They work with younger students when they join the school by supporting the

school during induction days and open evening. They have a mentoring role and work with students to support them with their lower school learning. They also support with whole school charity events and will have duties around the school site during break time and lunch time.

Being a prefect demonstrates strong leadership and a commitment to support the school which are key skills often sought after by universities and employers. We also have 10 senior prefects who organise and run the prefect body.

SIXTH FORM LEADERSHIP TEAM

The sixth form leadership team work alongside the lower school and the prefects to ensure that the student voice is heard and that the school is a great place to learn.

There is a Head Boy and Girl who often speak during school events, a Deputy Head Boy and Girl who support and student ambassadors who run activities such as lunchtime clubs, charity events and social organisation. The team are an essential part of sixth form life and impact greatly on the experiences of students in the lower school.

OUR CORE VALUES

Achievement
Service
Peace
Integrity
Respect
Excellence

ASPIRE TO INSPIRE

Students are encouraged to think about what they do at all times and the effect it has on others.

Students at Cardinal Newman Catholic School are encouraged to always ASPIRE to do their very best and to live out their faith in all they do and say.

The ASPIRE philosophy was devised by the governors, teachers and the students of our school to represent the values that we want all of the students at Cardinal Newman Catholic School to strive for.



‘An all-round education seeks to develop every aspect of the individual: social, intellectual, emotional, moral and spiritual.’

Pope John Paul II



‘Now there are varieties of gifts, but the same Spirit; and there are varieties of service, but the same Lord; and there are varieties of activities, but it is the same God who empowers them all in everyone’

1 Corinthians 12: 4-6

Achievement

Cardinal Newman Catholic School students are challenged to fully achieve in all aspects of school life and fully develop their intellectual abilities and their individual gifts and talents. ‘As each has received a gift, use it to serve one another, as good stewards of God’s varied grace.’ (1 Peter 4:10).

BELIEVING IN ACHIEVING

At Cardinal Newman Catholic School we believe that every child has God given talents to develop and share.

To ensure that each student discovers these talents we offer a broad and balanced curriculum including academic, creative and sporting provision that is appropriate for every child in our school community whatever their specific needs.

The curriculum includes educational experiences inside and outside the classroom

and we have a long and distinguished tradition of extending students’ educational experiences. Our courses include a wide range of vocational and academic examinations taken in Year 10 and Year 11 and the Sixth Form.

OPPORTUNITY FOR ALL

We place a strong emphasis on providing additional literacy and numeracy support for students who need it. By thinking carefully about the needs of each student we create the maximum opportunity for the success of all.



Peace

WE ARE CALLED TO LIVE SIMPLY

Cardinal Newman Catholic School students are called to live lives with the God-given peace that our creator desires for us.

We are all called to live simply. Our school is built on justice, where everything and everyone in God's creation works together to create a community of peace.

Our students listen to the voice of the oppressed, the hungry, the lonely and are

being challenged to take action. Our Peace and Justice Group in school help to lead our community in ensuring that we all strive for peace in our relationships with each other.

We are also a Beacon Peace status school as well as an ICONS school. We work regularly with other communities both locally, nationally and globally.



‘Strive for peace with everyone, and for the holiness without which no one will see the Lord.’

Hebrews 12:14

Service

SERVING GOD AND EACH OTHER

As a Catholic community recognised by our love of God and of our neighbour, we are proud of the tremendous service our students provide both in school and in the wider community.

Sharing our faith and worship extends beyond the school community as each year the students lead a liturgical programme with our local parishes and feeder schools.

Charitable work and putting faith into action is a very important aspect of school life and all students work hard at fund raising giving generously to many charities in our local community, country and abroad, especially during the seasons of Advent and Lent as well as at pertinent events during the year such as Remembrance. It is through such work that students can be helped to live out their Christian vocation.

Students annually go on residential retreats to the Diocesan Youth Centres and Key Stage 4 and 5 students have an opportunity to join the annual Diocesan Pilgrimage to Lourdes where they support the sick.

We ensure that all our students understand St. John Henry Newman's words that, "God has created me to do Him some definite service; He has committed some work to me which He has not committed to another." We want them to find meaning in their lives through forming a spirituality based on a mature relationship with Almighty God; form personal values, rooted in the Gospel of Christ and expressed in the teachings of the Catholic Church, which will enable them to develop an understanding of their obligations, personal aspirations and their role as citizens in society and the world.

‘Whatever you do, work heartily, as for the Lord and not for men, knowing that from the Lord you will receive the inheritance as your reward. You are serving the Lord Christ.’

Colossians 3:23-24

Integrity

BE TRUE IN ALL THAT YOU DO

At Cardinal Newman Cathoic School we believe that integrity is one of the most important life skills because it is composed of many other powerful life skills — patience, honesty, responsibility, dependability, accountability.

Pope Francis said we all need wise, mature and well-balanced people in our lives to help us grow in faith, in family and in our working lives. We encourage our students to have confidence in themselves. We want our students to know the difference between right and wrong and act accordingly.

Respect

TREAT OTHERS AS YOU WOULD LIKE TO BE TREATED

Students are encouraged to show respect for themselves, others and the environment within our school and local community.

Each student has a God given responsibility to protect the environment. We ask everyone in our school community to take on the role of steward as this is our responsibility as children of God.

We strive for an atmosphere of Christian care which acknowledges the value of the individual; to give students self-knowledge and self-esteem and help them to value others.

Excellence

BE THE BEST VERSION OF YOU

We challenge and inspire our young people to achieve great things through hard work. Supporting them as they develop self-confidence and ability and aim to do their best and be the best people they can be.



‘Show yourself in all respects to be a model of good works, and in your teaching show integrity, dignity.’

Titus 2:7

‘But as you excel in everything in faith, in speech, in knowledge, in all earnestness, and in our love for you see that you excel in this act of grace also.’

2 Corinthians 8:7



SCHOOL PRAYER

Lord, Support us
all day long

Help us to learn
and work together.

You have blessed us
with special and
unique gifts, help us
to use them and not to
hide them.

Help us to encourage
others to use their gifts,
to be their best self and
prove that we are all
made for greatness
Amen

St. John Henry Newman,
Pray for us.

PRAYER WRITTEN BY ELLIE TYNAN

THE PASTORAL SYSTEM

Caring for our students

Students are looked after in **Year Groups** by a team of tutors led by a Head of Year.

At Cardinal Newman Catholic School, we place great emphasis on our pastoral care. The role of the form tutor is vital and all students spend 30 minutes each day apart from Tuesday with their tutor.

Students are tutored in year groups and great emphasis is placed on academic mentoring as well as their pastoral care.

Each year group is led by a Pastoral team which includes a Senior Leader, a Head of Year as well as tutors and non-teaching staff. Students are allocated to a tutor group which are carefully selected to create a supportive, caring environment.

Our Year 7 students consistently report how happy they are in school and how welcome they are made to feel by everyone. There is an experienced group of staff chosen for their skills to support the primary transfer process from Year 6 into Year 7.

There are 5 Heads of Year in the school and a Head of Sixth Form, each of whom leads a tutor team and has overall responsibility for the students in their year group. Whilst Cardinal Newman Catholic School is a large school with all the benefits that brings, it is never an impersonal one. The pastoral system, ensures that each child is known and cared for on a daily basis.

In the Sixth Form, another specialist team has responsibility for students' progress at that stage.





Enriching our students lives

Everyone at Cardinal Newman Catholic School is a firm believer that every student has special and unique gifts given to them by God which they can develop at school. This is not always possible in the classroom, so with that in mind, we run a rich extra-curricular programme. The extensive programme of extra-curricular activities further enriches our pupils' secondary school experience.

Our students can take part in a variety of extra-curricular activities including:

- Duke of Edinburgh (Bronze, Silver and Gold)
- Chaplaincy Team
- Stem Club
- Drama Club
- Gymnastics
- Athletics
- Debating
- Choir
- BBC School Report
- Sports teams including: basketball, netball, cricket, tennis, football, rugby, rounders
- Book Club
- Young Librarian
- Instrument and singing lessons
- School theatrical productions
- Peace and Justice Group
- Public Speaking
- Dance Club
- School Radio Station

The details

‘Pupils are unanimous in their view that Cardinal Newman Catholic School is a safe place to be, which is a testament to the pastoral care provided to them.’

Ofsted Section 48 2022

OUR FACILITIES

Cardinal Newman Catholic School is a purpose-built comprehensive school for boys and girls aged 11-18. It occupies a large attractive site on the north-west outskirts of Coventry. Over the years we have built up an impressive range of facilities to give our students a wide range of experiences and opportunities.

The school is made up of fourteen single or two storey buildings which provide:

- A separate building for most subject areas
- A state of the art Media Suite
- Bases for each year group
- A chapel for liturgical celebrations and individual use
- A refurbished library providing books and multimedia support for computer aided learning
- Nine refurbished Science laboratories
- A refurbished Design & Technology area
- A Student Support centre
- An extensive fully networked computer system including eight computer suites and departmental based computers
- A refurbished Post 16 centre with Lecture Theatre
- A Music area with rehearsal rooms
- A large theatre for Drama and Dance and 2 Drama studios
- Extensive sporting facilities, including a gym, tennis courts, sports hall and outstanding health and fitness suite
- A chaplaincy centre
- A brand-new, extensive canteen and learning facility which includes state of the art sound and multimedia technologies as well as a bespoke KS4 and 5 area which leads onto the school fields
- Large extensive and attractive grounds comprising of football, rugby and cricket pitches with a nine-hole golf course in the summer
- A new £500,000 hall converted from the old swimming pool
- Newly refurbished changing room facilities
- Music studio and a suite of Apple Macs for music students





THE SCHOOL CURRICULUM

All students follow a programme that meets the requirements of the National Curriculum and aims to challenge and inspire.

THE GROUPING OF STUDENTS

As students progress through the school, they will be placed in a variety of teaching groups according to their ability and the needs of individual departments. Some lessons take place in mixed-ability groups, although there is setting in Mathematics, English, Science, RE and Humanities. As students progress into KS4, there is greater emphasis on grouping according to ability.

KEY STAGE 3
YEARS 7 - 9

All students follow courses in the curriculum consisting of Religious Education, English, Mathematics, Science, Computer Science, Art, Drama, French or Spanish, Geography, History, Music, Technology and Physical Education.

KEY STAGE 4
YEARS 10 - 11

We have a staggered approach to the start of the Key Stage 4 curriculum with options taking place in Year 9. However, the Core Curriculum for Key Stage 4 begins in Year 9. All students study a core programme of Religious Education, English, Maths, Science and Physical education as well as Humanities subjects. Some students choose to follow vocational courses in a number of subject areas. All students are expected to achieve at least eight, or equivalent, GCSE qualifications.

KEY STAGE 5
YEARS 12 AND 13
SIXTH FORM (AGES 16-19)

Most of our Year 11 students return to us after the GCSE examinations to join the Sixth

Form. Depending on their results and their future ambitions, they follow a wide variety of courses. There are over 25 AS and A2 courses on offer as well as a range of vocational courses at both Level 2 and Level 3. All students in the Sixth Form follow a General Religious Education programme and have the opportunity to complete the Duke of Edinburgh Gold Award. We can guarantee our students:

- a long and proven track record of success in examination results and progression onto higher education and employment
- highly qualified, experienced and dedicated teaching staff
- a continued caring pastoral system in which students benefit from distinct personal support from the Sixth Form team in Years 12 and 13
- a true partnership between students, parents and tutors
- a broad range of academic and vocational courses
- a wide variety of enrichment activities including retreats, visits to Lourdes and World Youth Day and the opportunity to develop their leadership skills by mentoring younger students

HOMEWORK

We recognise that homework is an essential requirement for all our students helping them to develop skills in organisation, time-management and independence. All homework is designed to consolidate and extend the knowledge and understanding students have acquired in lessons. The amount set will vary according to the age and ability of the students, as well as the requirements of each subject. There is a Homework Support Club after school

every day, to help students complete their homework. Homework should be expected to increase in the build up to internal and external examinations.

All homework must be recorded in the Student Planner, which is then countersigned by tutors and parents each week.

All homework and deadlines are also recorded on Class Charts which is an on line tool, designed to allow access to tasks and resources at any time. We encourage parents to take an active interest in the homework that our students are set.

ACADEMIC STANDARDS

As far as we are concerned, the sky is the limit for every student. We are passionately committed to challenging all students to reach his or her potential. The examination results of Cardinal Newman Catholic School continue to show improvement at GCSE, A levels and in vocational qualifications too. We are determined to ensure that trend continues and we are committed to improving on our previous best.

‘For we aim at what is honourable not only in the Lord’s sight but also in the sight of man’

2 Corinthians 8:21

PARTNERSHIP WITH PARENTS

Effective communication is the key to a successful partnership with parents and it must be a two-way process.

Our newsletters are emailed home to parents on a fortnightly basis as well as being uploaded to our website and our social media pages. The Student Planner is also an efficient means of communication with parents and staff using the weekly page to send messages.

Our address can be found at the back of this booklet and the email addresses of key staff are on our website. The school website: www.cncs.school is a key vehicle for communicating with parents and the outside world. Our Facebook and Twitter feeds can be accessed from our website and give a regular update on school life.

It is a very high quality website that is updated regularly and contains a wealth of information. However, underpinning all of our communication is a simple principle; that students will succeed and flourish only where there is the most effective possible partnership between school and home.

GIFTED AND TALENTED STUDENTS

In accordance with Our Mission Statement, we aim to support all our students to achieve their potential.

This includes supporting students who show above average ability in a number of subjects or who have a talent in a particular subject area. Through target setting, appropriate resources and enrichment activities, students are challenged to improve on their previous best.

THE SCHOOL DAY

Students are expected to be on the school site by 8:30am everyday so they can go to their teaching room or form room for a prompt start. The canteen is open from 8.00am each morning for free tea and toast for all students.

MONDAY, WEDNESDAY, THURSDAY, FRIDAY:

8.40 - 9.10am	Registration/Assembly
9.10 - 10.10am	Period 1
10.10 - 11.10am	Period 2
11.10 - 11.30am	Break
11.30 - 12.30pm	Period 3
12.30 - 1.30pm	Period 4
1.30 - 2.10pm	Lunch
2.10 - 3.10pm	Period 5

TUESDAY:

8.40 - 9.40am	Period 1
9.40 - 10.40am	Period 2
10.40 - 11.00am	Break
11.00 - 12.00pm	Period 3
12.00 - 1.00pm	Period 4
1.00 - 1.40pm	Lunch
1.40 - 2.40pm	Period 5

School finishes at 3.10pm every day apart from Tuesday when it finishes at 2.40pm.

LUNCHTIME

We have a new canteen from which food and drink can be purchased. We operate a cashless system and information on this can be found on our school website.

£2.50 is usually enough to purchase a meal and a drink.

If your child is eligible for free school meals please make sure that you have contacted the Education Department at the Council House and arrange this well before the start of term.

DISCIPLINE

Discipline at Cardinal Newman Catholic School operates within the context of a caring Christian community with the firm belief that praise and encouragement are more effective than criticism and sanction.

Students are expected to take responsibility for their actions and maintain the high standards of behaviour which are central to the Christian ethos of the school.

The support of parents in this respect is essential. To help students understand what is expected of them we have a Code of Conduct. This is displayed around the school and is also printed in students' planners.



‘Pupils make good progress across a wide range of subjects and reach standards that are above national averages.’

OFSTED 2016

‘Conduct in lessons and around the school is good. Pupils are courteous and polite, listen attentively to their teachers and show respect for the school buildings.’

OFSTED 2016

SPECIAL EDUCATIONAL NEEDS AND INCLUSION

The school places great emphasis on the importance of meeting the needs of all students.

We have students who have a range of learning difficulties and we pride ourselves on ensuring quality first teaching for all in the classroom. Students with additional needs may be taught in small groups and may receive additional support from teaching staff or teaching assistants. Their work is closely monitored by a specific team of teachers and support staff under the direction of the Special Educational Needs Coordinator, who has responsibility for Special Education Needs and Inclusion.

Our Student Support Centre is the home of our SEND support. It is used for specialist interventions, reading groups, Fresh Start and phonics programmes and many more. The SSC is also open before school, during breaks/ lunches and after school - for a safe space, homework catch up or computer access. September 2021 welcomed the launch of our refurbished Lighthouse classroom, ran and managed by a designated member of the inclusion team, situated in our SSC. The Lighthouse is a separate area of the SSC and is used for core subject teaching for our most vulnerable students. It is a teenage space which is sensory and suitable for all learning needs.

STUDENTS WITH DISABILITIES

Students with disabilities are admitted following consultation with parents/carers and all appropriate agencies.

Early identification of clear needs helps to ensure that all reasonable steps are taken to make a successful transition. Such steps include pre-entry visits to school by student and parents/carers to allow all concerned to become familiar with the student’s needs, including physical access to buildings and site and care requirements.

Where necessary outside agencies work with teaching staff and students to enhance disability awareness and to reduce discrimination in any form. Access to school is currently supported by disabled toilet facilities, including one with a shower, ramps to all ground floor buildings and other aids such as laptops and writing slopes. The accessibility plan covers areas such as improved signage and other improvements to the physical access of the school site.

CHILD PROTECTION

In the interest of safeguarding children there may be occasions when the school has to consult other agencies without a parent’s prior knowledge.

The school’s first concern is the child’s welfare and the school has a duty to act to protect the child at all times. We follow the procedures laid down by the Coventry Safeguarding Children Board. A copy of the Coventry Safeguarding Children Board Inter-Agency procedures is available in school.

Admissions

HOW TO APPLY FOR A PLACE

TRANSFER FROM PRIMARY TO SECONDARY SCHOOL

Leaflets explaining how to apply online and where to obtain paper applications will be distributed to all year 6 children.

The closing date for all applications is 31st October 2022. Information about the application process can be found at: www.coventry.gov.uk/admissions

Parents will be informed of the Governors’ decisions on allocation of places in March.

IN-YEAR APPLICATION

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there are places available. Applications should be made by contacting Coventry local authority’s School Admissions Team who will liaise with the school’s Governing Body regarding any applications submitted.

Where there are places available but more applications than places, the published oversubscription criteria, as set out for the normal round of admissions, will be applied. If there are no places available, the child will be added to the waiting list (see above). Parents will be advised of the outcome of their application in writing and, where the Governing Body’s decision is to refuse their child a place, have the right to appeal to an independent appeal panel.

YEAR 12

There are separate entry requirements and over-subscription criteria.

Further details can be found in the Sixth Form Prospectus.

ADMISSION ARRANGEMENTS FOR 2021/2022

The admissions process for Cardinal Newman is part of the Coventry Local Authority co-ordinated admissions scheme and is led by a member of the senior leadership team. To apply for a place at Cardinal Newman in the normal admissions round, an application must be made using the school admission application process of the local authority in which you live naming Cardinal Newman on the application form. The closing date for all applications is 31st October 2022. Baptismal Certificates MUST be submitted with the application for any child who is Baptised Catholic (see Note 2).

All applications which are submitted on time will be considered at the same time, after the closing date.

You will be advised of the outcome of your application on 1st March 2023, or the next working day, by the local authority on behalf of the school.

Please note that throughout this policy, the term 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.

The ethos of this school is Catholic. The 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 the admission arrangements.

The governing body is the admissions authority and has responsibility for admissions to this school. The governing body has set its admission number at 250 students to be admitted into Year 7 in the school year which begins in **September 2022**. (If you have any queries regarding the admissions process, please see Note 1 below)

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the Governing Body will give priority to children living closest to the school determined by the shortest distance (see Note 5 below).

If the number of applications exceeds the admission number, the governors will give priority to applications in accordance with the criteria listed, provided that the governors are made aware of that application before decisions on admissions are made.

THERE IS NO CHARGE OR COST RELATED TO THE ADMISSION OF A CHILD TO THIS SCHOOL.



ADMISSION CRITERIA FOR 2022

1. Baptised Catholic children (see note 2 below) who are looked after or previously looked after. (see note 3 below).
2. Baptised Catholic children (see Note 2 below) of a member of staff working for Cardinal Newman Catholic School (see Note 7 below).
3. Baptised Catholic children who currently attend one of our Catholic Feeder Schools.
4. Baptised Catholic children who are siblings of children in attendance at Cardinal Newman Catholic School at the time of admission.
5. Other Baptised Catholic children.
6. Non-Catholic children who are looked after or previously looked after (see note 3 below).
7. Non-Catholic children (see Note 2 below) of a member of staff working for Cardinal Newman Catholic School (see Note 7 below).
8. Non-Catholic children who currently attend one of our Catholic Feeder Schools, who are siblings of children in attendance at Cardinal Newman Catholic School at the time of admission.
9. Non-Catholic children who are siblings of children already in attendance at Cardinal Newman Catholic School at the time of admission.
10. Non-Catholic children who currently attend one of our Catholic Feeder Schools.
11. Other Non-Catholic children.

OVER-SUBSCRIPTION

If there is over-subscription within the category, the Governors will give priority to children living closest to the school determined by shortest distance.

Distances are calculated on the basis of a straight-line measurement between the centre of the applicant's home address and centre of the school site. The local authority uses a computerised system, which measures all distances in miles. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address within this system (See Note 4).

In a very small number of cases it may not be possible to decide between the applicants of those pupils who are qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or if the distance between the home and school is exactly the same, for example, blocks of flats.

If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the governing body will draw lots to select the child to be offered the final place. Where appropriate, the governing body will give careful consideration to offering places above the admission number to applications from individuals with parental responsibility for children whose twin or sibling from a multiple birth is admitted even when there are no other vacant places.

ADMISSION ARRANGEMENTS

Cardinal Newman Catholic School's main feeder schools are:

- Holy Family Primary School
- Christ the King Junior School
- St Augustine's Primary School
- St Elizabeth's Catholic Primary School
- St Osburg's R C Primary School

In 2021 students also joined us from other Catholic and non-Catholic primary schools in Coventry and the surrounding area.

If you require any support or have any queries regarding the admissions process, please contact admin@cncs.school who will be able to provide guidance.

EXPLANATORY NOTES

NOTE 1 - EDUCATION, HEALTH AND CARE (EHC) PLAN

Children with an Education, Health and Care (EHC) Plan that names the school MUST be admitted. This will reduce the number of places available to applicants. This is not an oversubscription criteria.

NOTE 2 - CATHOLIC CHILDREN

In all categories, for a child to be considered as Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic, see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

Parents making an application for a Catholic child will need to submit a copy of the child's Baptismal Certificate. This should be returned directly to the school. If you do not provide a Baptismal Certificate by the closing date, this is likely to affect the criteria that your child is placed into, which is likely to affect your child's chance of being offered a place at this school.

NOTE 3 - LOOKED AFTER CHILDREN

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 the 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 the application to the school. A "previously looked after child" is a child who immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order and includes those children who appear to have been in state care outside of England and ceased to be in state case as a result of being adopted.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

NOTE 4 - SIBLINGS

For all applicants the definition of a brother or sister is:

- . A brother or sister sharing the same parents
 - . A half-brother or half-sister, where two children share one common parent
 - . A step-brother or step-sister, where two children are related by a parents' marriage or where they are unrelated but their parents are living as partners.
 - . Adopted or fostered children
- The children must be living permanently in the same household.

NOTE 5 - FEEDER SCHOOLS

The named feeder schools for Cardinal Newman are: Holy Family, St Augustine's, St Elizabeth's, St Osburg's, Christ the King

NOTE 6 – DISTANCE

Distances are calculated on the basis of a straight-line measurement from the centre of the child's home address to the centre of the school site. The Local Authority calculates these measurements on behalf of the school using a computerised mapping system. Ordnance Survey supplies the co-ordinates that are used to plot a child's home address and the address of the school.

In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and the school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all, of the children would cause the Published Admission Number for the child's year group to be exceeded the Governing Body will select the child to be offered the place by drawing lots. This process will be overseen by a person independent to the Governing Body.

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

A child's home address is considered to be a residential property that is the child's only or main permanent residence. Evidence of ownership or rental agreement may be required, plus proof of permanent residence at the property concerned.

Where parents have shared responsibility for a child, and the child lives with both parents for part of the week, then the main residence will be determined as the address where the child lives for the majority of the week. Parents may be requested to supply documentary evidence to satisfy the Governing Body that the child lives at the address put forward by the parents. Where documentary evidence can substantiate to the satisfaction of the Local Authority that care is split equally between parents at two homes, parents must name the address to be used for the purpose of allocating a school place.

If a place in the school is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to be withdrawn.

NOTE 7

Staff refers to any person employed by the Governing Body of the school, or if employed by another organisation who works wholly or mainly in the school.

APPLICATIONS FOR CHILDREN TO BE ADMITTED INTO A CLASS OUTSIDE OF THEIR NORMAL AGE GROUP

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or is already being educated in a class outside of their normal age group at their current Primary school. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Governing Body for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

For full details please see the school's Admissions Policy 2019/20 which is available on the school website.

APPEALS

Parents who wish to appeal against the decision of the Governing Body to refuse their child a place in the school should make that appeal request in writing to the Chair of Governors at the school address. Appeals will be heard by an independent panel.

Please note that parents do not have the right to appeal if their request for their children to be admitted to a class outside of their normal year group has been refused, but the Governing Body have offered a place in the normal age group instead.

REPEAT APPLICATIONS

Any parent can apply for a place for their child at any time outside of the normal admissions round. Parents do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the Governing Body has accepted a second application from the parent because of a significant and material change in the circumstances of the parent, child or school, but have still refused admission.

LATE APPLICATIONS

Late applications will be dealt with in accordance with the Local Authority’s co-ordinated admissions scheme. This states that applications received after the closing date of 31st October 2022 will be accepted but will be considered to be late and may not be processed until after 1st March 2023. Parents will be advised in their receipt letter that this will be the case.

You are encouraged to ensure that your application is received on time.

CHANGE IN PREFERENCE

Once an application has been submitted, requests to change the preferences on that application will be accepted up to the closing date of applications on 31st October 2022.

Requests to change preferences after 31st October 2022 will not be considered until after the allocation of school places on 1st March 2023.

All requests to change preferences should be made in writing to the Local Authority to whom the parents submitted the original application.

WAITING LIST

Children who have not been offered a place at Cardinal Newman School but were offered a school that was ranked as a lower preference on their application form will be added to a waiting list. The waiting list will be maintained until 31st December 2023 and will then be discarded. Parents may apply to Cardinal Newman School for their child’s name to remain on the waiting list until the end of the academic year 2023/2024 when it will be discarded.

A child’s position on a waiting list is not fixed. When a new child joins the waiting list, all applicants on that waiting list will be re-ranked to ensure that the list is always maintained in oversubscription criteria order. This means that a child’s position on the waiting list could go up or down during the time that it is on the list. Any late applications accepted will be added to the waiting list in accordance with the oversubscription criteria.

Inclusion on the waiting list does not mean that a place will eventually become available. It may be that those already offered place may accept them, thereby filling all available places.

Children who are the subject of a direction by the Local Authority to admit or who are allocated to a school in accordance with the Fair Access Protocol take precedence over those on a waiting list.

IN YEAR FAIR ACCESS PROTOCOL

The Governing Body of Cardinal Newman 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 governing body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The Governing Body has this power, even when admitting the child would mean exceeding the published admission number subject to the class size exceptions.

APPLICATIONS OTHER THAN THE NORMAL INTAKE TO YEAR 7 CLASS (IN-YEAR ADMISSIONS)

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there are places available. Applications should be made by contacting Coventry local authority’s School Admissions Team who will liaise with the school’s Governing Body regarding any applications submitted.

Where there are places available but more applications than places, the published oversubscription criteria, as set out for the normal round of admissions, will be applied.

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

Parents will be advised of the outcome of their application in writing and, where the Governing Body’s decision is to refuse their child a place, have the right to appeal to an independent appeal panel.

There is no charge or cost related to the admission of a child to this school.

ADMISSION TO THE SIXTH FORM

Cardinal Newman School also considers applications from external students aged 16 or 17 years old in September 2022 for admission into year 12 in September 2023. Cardinal Newman School does not accept new applications from students aged 18 +.

Cardinal Newman School provides for a maximum number of 150 students in Year 12. The admission number for external students applying to join in Year 12 in September 2022 is 30. In order to pursue their preferred courses both internal and external students will be expected to meet the minimum requirements for the course(s) for which they are applying.

Both internal and external students wishing to enter the sixth form will be expected to have met minimum academic entry requirements for the sixth form (an external student is a student not on roll at Cardinal Newman School in Year 11). If either internal or external applicants fail to meet the minimum course requirements they will be given the option of pursuing any alternative courses for which they do meet the minimum requirements. These minimum requirements for each course offered will be published annually

on the Post 16 section of Cardinal Newman School’s website. Minimum class sizes will be set and if insufficient applications are received the school reserves the right to withdraw the course, an alternative course will be offered in these circumstances.

For full details of the Post 16 Admission Policy, please see the school’s Admissions Policy 2022/23 which is available on the school website.

APPENDIX
DEFINITION OF A “BAPTISED CATHOLIC”

A “Baptised Catholic” is one who:

Has been baptised into full communion (Cf. Catechism of the Catholic Church, 837) with the Catholic Church by the Rites of Baptism of one of the various ritual Churches in communion with the See of Rome. Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place (Cf. Code of Canon Law, 877 & 878).

Or

Has been validly baptised in a separated ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their baptism and reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases, a sub-section of the Baptismal Registers of the church in which the Rite of Reception took place (Cf. Rite of Christian Initiation, 399).

WRITTEN EVIDENCE OF BAPTISM

The Governing bodies of Catholic schools and Boards of Directors of Catholic Academies will require written evidence in the form of a Certificate of Baptism or Certificate of Reception before applications for school places can be considered for categories of “Baptised Catholics”. A Certificate of Baptism or Reception is to include: the full name, date of birth, date of Baptism or Reception, and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of Baptism or Reception.

Those who would have difficulty obtaining written evidence of Catholic Baptism/Reception for a good reason, may still be considered as Baptised Catholics but only after they have been referred to their parish priest who, after consulting the Vicar General, will decide how the question of Baptism/Reception is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

Those who would be considered to have good reason for not obtaining written evidence would include those who cannot contact the place of Baptism/Reception due to persecution or fear, the destruction of the church and the original records, or where Baptism/Reception was administered validly but not in the Parish church where records are kept.

Governors and Boards of Directors may request extra supporting evidence when the written documents that are produced do not clarify the fact that a person was baptised or received into the Catholic Church, (i.e. where the name and address of the Church is not on the certificate or where the name of the Church does not state whether it is a Catholic Church or not.)

School info

SCHOOL DETAILS

SCHOOL TYPE:
Mixed Catholic Voluntary Aided School

AGE RANGE:
11-18

NUMBER ON ROLL (SEPTEMBER 2021):
1425

GET IN TOUCH

Cardinal Newman Catholic School
Sandpits Lane
Keresley
Coventry
CV6 2FR

TELEPHONE:
024 76332382

FAX:
024 76335626

E-MAIL:
admin@cncs.school

WEBSITE:
www.cncs.school

LEADERSHIP

HEADTEACHER:
Ms E O'Connor

DEPUTY HEADTEACHERS:
Ms M Goodwin

SENIOR ASSISTANT HEADTEACHER:
Mr A Williams

ASSISTANT HEADTEACHERS:
Mr C Courtney
Mr S McDonnell
Mrs K Perkins
Mrs S Scanlon
Mr M Baker
Mr J Kemp

BUSINESS MANAGER:
Ms A Heffernan

PART OF THE HCCMAC:
CSEL: Mrs M Kelly
CFOO: Mr M Alcott



DISCLAIMER

Whilst all the information contained within this prospectus was correct at the time of writing, it should be noted that it relates to the Academic Year 2022/23 and that it should not be assumed that there will be no change before the school year in question or in relation to subsequent years.



CARDINAL NEWMAN
CATHOLIC SCHOOL

‘The school’s faith-based ethos supports a rich spiritual life within the school. Pupils’ moral, social and cultural development is given a high priority through the school’s assembly and tutorial programme. The tutorial programme promotes a good understanding of diversity, the need for equality and other British values.’

OFSTED 2016