



## Consultation Paper

**On a proposal by the Governing Body of Runnymede St Edward's School at North Drive, Sandfield Park, Liverpool, L12 1LE, to become a Catholic voluntary aided maintained school.**

The Governing Body of Runnymede St Edwards School, on behalf of the Trustees (The Congregation of Christian Brothers), is proposing that the school joins the maintained sector and becomes a voluntary aided school for pupils aged 4 to 11 with effect from 1 September 2020.

The process of an independent school joining the maintained sector is defined in law under section 11 of the Education and Inspections Act 2006 and must follow a defined statutory process.

Runnymede St Edwards School is currently an independent fee paying school for children aged 3 to 11. It currently caters for approximately 150 pupils as a single form of entry school, although the school buildings have the capacity for 2 forms of entry. Until 1997 Runnymede was part of St Edwards College. At this point it became a separate school when St Edwards's Senior School joined the maintained sector. The two Schools have continued to share a campus and sports facilities under the same Trusteeship.

The Trustees have always been keen that Runnymede should be able to offer a Catholic education in the tradition of Blessed Edmund Rice to any boy or girl, irrespective of their ability to pay. With this in mind, the Trustees who own the school site have agreed to make all the facilities available to a new state-funded school. The Trustees have also committed to a significant financial contribution which would enable this proposal to progress.

The Archdiocese of Liverpool is supporting the proposal as it offers a unique opportunity to provide a significant increase in Catholic primary places in Liverpool. Although the new voluntary aided school would remain under the Trusteeship of the Congregation of Christian Brothers it would work in close partnership with the Archdiocese. St Edwards College Governing Body has also offered full support to the proposals.

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A further factor in the proposal is the desire to strengthen and secure the future of the Metropolitan Cathedral Choir. Currently boy choristers are educated at Runnymede from years 3 to 6. The more recently established girls' choir is open to girls from age 11, who are educated at St Edwards College. These proposals will also allow boys to become Cathedral Choristers irrespective of their parent's ability to pay, as is the current case with the girls' choir. The Trustees are also committed to work closely with the Metropolitan Cathedral to widen access to the girls' choir at a younger age.

## **Consultation Meeting**

Consultation meetings have been arranged at Runnymede. This will give you an opportunity to have the proposal explained and to hear why it is being made. The meetings are your opportunity, whether you are a parent or a member of staff, to express your views and any concerns. The meetings have been arranged as follows:

<b>Staff:</b>	<b>Monday 25<sup>th</sup> November at 16.30, Runnymede St Edwards.</b>
<b>Parents:</b>	<b>Monday 25<sup>th</sup> November at 17.30, Runnymede St Edwards.</b>

## **Benefits for the Children**

- A Catholic education in the tradition of Edmund Rice, irrespective of parental ability to pay.
- Continued access to outstanding academic, musical and sporting facilities.
- Ensuring the opportunity to become a Metropolitan Cathedral Chorister is not dependent upon parental ability to pay.
- All pupils currently in Runnymede St Edwards independent school year groups Reception to Year 5 would have a guaranteed place in the new voluntary aided school on 1 September 2020.

## **Benefits for Parents / Carers**

- An opportunity to access an outstanding Catholic education for their children, irrespective of their ability to pay.
- Increasing the diversity and choice of available primary schools within the City of Liverpool.
- No defined catchment area for the School within the City.
- Ensuring continuity for all current pupils in year groups Reception to Year 5.

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## **Benefits for Staff**

- Greater access to a network of learning / professional development opportunities through the Archdiocese and City Council.
- New leadership opportunities within the voluntary aided school.
- Ability to offer unique educational opportunities to a wider cohort of children.

## **Capacity & Admissions**

- Runnymede voluntary aided school would admit 54 children into a two form Reception.
- Other year groups would initially be single form but would increase to 2 forms over a 7 year transition period.
- An additional 6 children (Cathedral Choristers) would be admitted to Year 3.
- The School would ultimately have a capacity of 384 pupils.
- A copy of the draft Admissions Policy is attached.

## **What happens next?**

- i) Feedback from the consultation period will be considered by the Trustees. The comments will inform the decision as to whether to continue with the proposals.
- ii) A statutory notice proposing the establishment of the new school would be published by the Trustees. The notice would be posted on the school website, at the school entrance and published in the Liverpool Echo.
- iii) A copy of the proposal would be sent, within one week of publication, to the Local Authority, the Secretary of State, the Diocesan Authorities and any other interested parties.
- iv) There would be a representation period of four weeks, during which people can comment or object. Any comments or objections received during this four week statutory period would be reported to the Local Authority.
- v) The Local Authority's Cabinet would then meet to consider the proposal together with any reported comments and objections before deciding whether or not to approve it.
- vi) If the proposal is approved then it will, subject to modification, be implemented on the date specified in the statutory notice. The new voluntary aided school will open as from 1 September 2020. The Trustees of Runnymede will as a consequence determine to close Runnymede independent school as from 31 August 2020.

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## Timetable

The expected timetable for progress of the proposal is:

Consultation Period	4 <sup>th</sup> November 2019 – 20 <sup>th</sup> December 2019
School Trustees consider results of consultation and decide whether to proceed to publish proposals	January 2020
If approved, statutory notices published with four week representation period	January 2020
City Council Cabinet decision	March 2020
If approved, Runnymede St Edwards Independent School will close	31 <sup>st</sup> August 2020
Runnymede St Edwards Voluntary Aided School will open	1 <sup>st</sup> September 2020

## How to respond

You can submit views in writing about the proposal to:

**Chair of Governors**  
**Runnymede St Edwards School**  
**North Drive**  
**Liverpool**  
**L12 1LE**

or by e-mail to: [consultation@runnymede-school.org.uk](mailto:consultation@runnymede-school.org.uk)

Before the close of the consultation on **Friday 20<sup>th</sup> December 2019**.

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## Runnymede St Edwards voluntary aided primary school Draft Admissions Policy

### Transitional Arrangements:

Pupils in Runnymede St Edwards Independent Preparatory School, in year groups from Reception to Year 5 on Monday 4<sup>th</sup> November 2019 would have a guaranteed place in Runnymede St Edwards Voluntary Aided School on 1<sup>st</sup> September 2020 if the offer of place is duly accepted.

### Reception:

In September 2020, Runnymede St Edwards will admit 54 children aged 4 to Reception.

When the number of applicants exceeds the number of places available, the Governing Body will apply the following over-subscription criteria:

1. Baptised Catholic children who are in the care of the Local Authority (looked after children) and children who were looked after, who ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children of members of staff where the member of staff was employed at the school on 1<sup>st</sup> September 2020 or 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.
4. Baptised Catholic children
5. Other children who are in the care of the Local Authority (looked after children) and children who were looked after, who ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
6. Other children who have a sibling in the school at the time of admission.
7. Other children of members of staff.
8. Other children whose parents express a preference for a place at the School.

If there are more applicants than places in criteria 2 to 8, the tie-break will be via a random allocation process.

### Year 3:

In September 2020 and in subsequent years, Runnymede St Edwards School will admit a maximum of 6 Baptised Catholic boys aged 7, who have had a successful voice trial at the Metropolitan Cathedral of Christ the King and been offered a place in the cathedral choir.

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Notes:

- a) All applications will be considered at the same time and after the national closing date. Applications received after that date will be treated as late applications and will not be considered until after the main allocation of places has taken place.
- b) Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.
- c) For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.  
A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.  
Or  
A person who has been baptised in a separate 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 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.  
The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.
- d) Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- e) A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- f) For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. Direct application to the school can now be made under this heading. If there are places available but more applicants than places then the published oversubscription criteria will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- g) If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- h) The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.