# Part 6 - Oversubscription criteria for Wigan primary schools

## Oversubscription criteria for community and voluntary controlled primary schools

Where a school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have an education health and care plan which names the school:

1. Looked after children, previously looked after children and children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted.

Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

2. Children whose older brothers or sisters attend the school and will still be there at the time of admission

3. Children who live closest to the school.

## Oversubscription criteria for St Mary's CE Primary School

Where the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who an education health and care plan which have names the school:

1. Looked after children, previously looked after children and children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted.

Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other

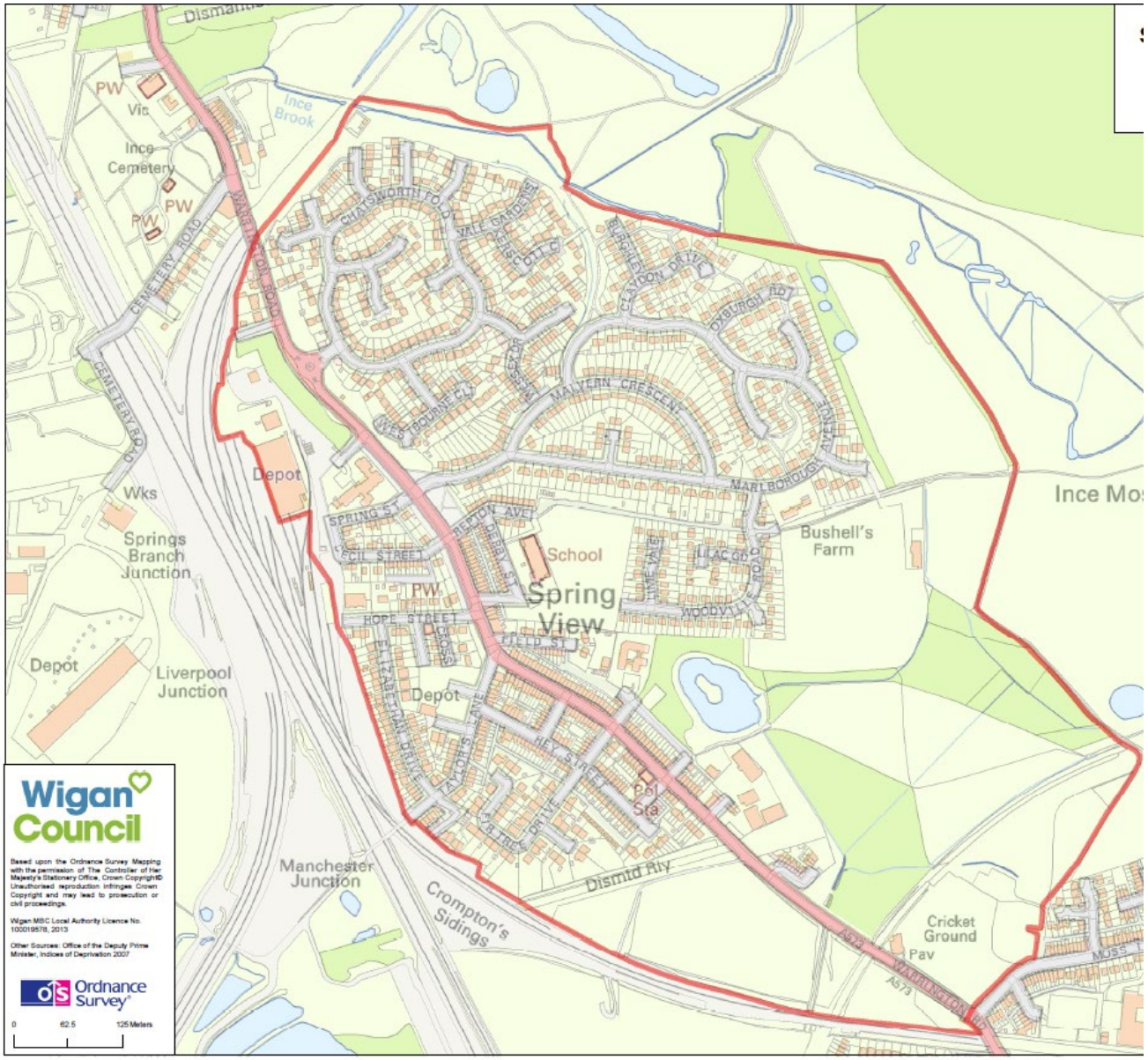
provider of care whose sole purpose is to benefit society.  Applications must be supported with appropriate evidence that the child has been adopted from state care.

2. Children whose older brothers or sisters attend the school and will still be there at the time of admission.

3. Children who live in Spring View. (Map available)

4. Children who live closest to the school.

*If you are unsure whether your address falls in criterion 3 please contact the School Organisation Team.




**St Mary's CE Primary School Criterion 3 Map**

# Notes to oversubscription criteria for community and voluntary controlled schools:

### Tie breaker

Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases we will use a system to randomly pick who will be offered a place. A copy of the policy is available on request from the local authority.

### Child's home address

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. The address of the parent who receives Child Benefit will normally be used, but the Local Authority reserves the right to request other documentary evidence as fit the individual circumstances.

### Brothers and Sisters

We will include:

- Half-brothers and half-sisters;
- Stepbrothers and stepsisters; and
- Foster brothers and foster sisters;

who live at the same address as part of the same family unit.

### Children with an education health and care plan

Children with an education health and care plan which names the school will be offered a place without using the oversubscription criteria. This is a legal requirement.

### Late applications

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for

looked after children that are received by 15 February will be included with on time applications.

**Nursery Applications**

If your child goes to a nursery attached to the school:

- They do not have an automatic right to a place in a reception class at the school
- You must send in your application form or apply online by the closing date for applications.

**Deferred Entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

**Waiting lists**

Places may become available at a school after the offer date. We will:

- Put all children who we refuse a place at one of their preferences on the waiting list for the school;

- Keep the list in priority order, decided by the oversubscription criteria for the school only;

- Offer any place that become available to the next child on the waiting list; and

- Maintain the waiting list until the end of the autumn term.

We must keep the waiting list in order of the oversubscription criteria for the school. This is a legal requirement. We cannot take into account the date the application was received or the length of time a child's name has been on the waiting list. This means that both on time and late applications are treated the same for waiting list purposes. Your child's position on the waiting list may change if another applicant is refused a place and their child is ranked higher in the school's oversubscription criteria.

# Abram Bryn Gates Primary School

**Lily Lane, Bamfurlong, Wigan, WN2 5JT**

**Head Teacher:** Mrs G Talbot
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 2030
**Telephone number:** 01942 866392
**Website:** Visit the school's website

**Note: A School Organisation consultation on reducing primary school places in the Abram area is currently taking place. You can view the consultation and have your say by visiting – www.wigan.gov.uk/consultations**

**Admission Limit 2021:** 30

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 17 | 14 | 8 | 39 |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 17

# Atherton Chowbent Primary School

**Laburnum Street, Atherton, Manchester, M46 9FP**

**Head Teacher:** Mr J Randle
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 3023
**Telephone number:** 01942 883410
**Website:** Visit the school's website

**Admission Limit 2021:** 30

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 15 | 13 | 18 | 46 |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 15

# Beech Hill Community Primary School

**Netherby Road, Beech Hill, Wigan, WN6 7PT**

**Head Teacher:** Ms M McCarthy
**Admission Limit 2022:** 45
**Age Range:** 4-11
**DFE number:** 2000
**Telephone number:** 01942 243582
**Website:** Visit the school's website

**Admission Limit 2021:** 45

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 35 | 8 | 14 | 57 |

Number of pupils admitted following appeals / withdrawals: 42

# Britannia Bridge Primary School

**Winifred Street, Lower Ince, Wigan, WN3 4SD**

**Acting Head Teacher:** Mrs C Pidgeon-Duncalf
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 2033
**Telephone number:** 01942 760036
**Website:** Visit the school's website

**Admission Limit 2021:** 30

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 40 | 8 | 8 | 56 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 1 | 12 | 17 |

The last place was allocated to a pupil living 0.368 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Bryn St Peter's CE Primary School

**Downall Green Road, Bryn, Wigan, WN4 0DL**

**Head Teacher:** Mrs J Alcock
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 3010
**Telephone number:** 01942 204041
**Website:** Visit the school's website

**Admission Limit 2021:** 30

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 25 | 11 | 6 | 42 |

Number of pupils admitted following appeals / withdrawals: 30

# Garrett Hall Primary School

**Garrett Hall Lane, Tyldesley, M29 7EY**

**Head Teacher:** Mrs T Beaty
**Admission Limit 2022:** 60
**Age Range:** 4-11
**DFE number:** 2058
**Telephone number:** 01942 883340
**Website:** Visit the school's website

**Admission Limit 2021:** 60

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 70 | 50 | 39 | 159 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 1 | 33 | 26 |

The last place was allocated to a pupil living 0.683 miles from the school.

Number of pupils admitted following appeals / withdrawals: 60

# Gilded Hollins Primary School

**St Helens Road, Leigh, WN7 3PQ**

**Head Teacher:** Mrs C Burns
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 2053
**Telephone number:** 01942 678903
**Website:** Visit the school's website

**Admission Limit 2021:** 30

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 39 | 20 | 15 | 74 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 0 | 10 | 20 |

The last place was allocated to a pupil living 0.978 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Hindley Junior and Infant School

**Argyle Street, Hindley, Wigan, WN2 3PN**

**Head Teacher:** Mr S Wallace
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 2031
**Telephone number:** 01942 255339
**Website:** Visit the school's website

**Admission Limit 2021:** 30

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 30 | 20 | 14 | 64 |

**Places allocated by criterion:**

| SEN | Public Care | Physical / Mental Difficulties | Sibling | Distance |
|---|---|---|---|---|
| 0 | 1 | 0 | 8 | 21 |

The last place was allocated to a pupil living 0.676 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Hindsford CE Primary School

**Lodge Road, Atherton, M46 9BL**

**Head Teacher:** Ms E Holden
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 3015
**Telephone number:** 01942 882409
**Website:** Visit the school's website

**Admission Limit 2021:** 30

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 39 | 21 | 10 | 70 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 1 | 12 | 17 |

The last place was allocated to a pupil living 0.692 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Leigh Central Primary School

**Windermere Road, Leigh, WN7 1UY**

**Head Teacher:** Mrs D Hurst
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 2034
**Telephone number:** 01942 673810
**Website:** Visit the school's website

**Admission Limit 2021:** 30

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 29 | 18 | 13 | 60 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 0 | 14 | 16 |

Number of pupils admitted following appeals / withdrawals: 30

# Lowton West Primary School

**Slag Lane, Lowton, WA3 2ED**

**Head Teacher:** Mrs J Westhead
**Admission Limit 2022:** 60
**Age Range:** 4-11
**DFE number:** 2049
**Telephone number:** 01942 724865
**Website:** Visit the school's website

**Admission Limit 2021:** 60

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 54 | 41 | 45 | 140 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 0 | 18 | 42 |

The last place was allocated to a pupil living 1.66 miles from the school.

Number of pupils admitted following appeals / withdrawals: 60

# Mab's Cross Primary School

**Standishgate, Wigan, WN1 1XL**

**Head Teacher:** Mrs A Poole
**Admission Limit 2022:** 70
**Age Range:** 4-11
**DFE number:** 2013
**Telephone number:** 01942 749200
**Website:** Visit the school's website

**Admission Limit 2021:** 70

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 46 | 36 | 31 | 113 |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 61

# Marsh Green Primary School

**Kitt Green Road, Wigan, WN5 0EF**

**Head Teacher:** Mrs G Leigh
**Admission Limit 2022:** 60
**Age Range:** 4-11
**DFE number:** 2009
**Telephone number:** 01942 222016
**Website:** Visit the school's website

**Admission Limit 2021:** 60

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 41 | 16 | 8 | 65 |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 58

# Meadowbank Primary School

**Formby Avenue, Atherton, M46 0HX**

**Head Teacher:** Mrs N Hill
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 2045
**Telephone number:** 01942 874271
**Website:** Visit the school's website

**Admission Limit 2021:** 30

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 25 | 15 | 6 | 46 |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 31

# Millbrook Primary School

**Elmfield, Shevington, Wigan, WN6 8DL**

**Executive Head Teacher:** Mrs K Tomlinson
**Head of School:** Mrs C Stevens
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 2062
**Telephone number:** 01257 404552
**Website:** Visit the school's website

**Admission Limit 2021:** 30

This school is federated with Shevington Vale Primary School.

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 29 | 24 | 12 | 65 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 0 | 11 | 19 |

The last place was allocated to a pupil living 1.038 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Newton Westpark Primary School

**Tennyson Avenue, Leigh, WN7 5JY**

**Head Teacher:** Ms C Whiting
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 2040
**Telephone number:** 01942 606834
**Website:** Visit the school's website

**Admission Limit 2021:** 30

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 32 | 13 | 9 | 54 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 1 | 12 | 17 |

The last place available at the school was offered to a child of a multiple birth (i.e. twins, triplets, etc.) living 0.659 miles from the school. In these circumstances the school's policy is to admit the other child(ren) too. This means that an additional place was offered over the school's admission number and 20 places were offered in criterion 4.

Number of pupils admitted following appeals / withdrawals: 30

# Nicol Mere Primary School

**Roman Road, Off Bryn Road, Ashton-In-Makerfield, Wigan, WN4 8DF**

**Head Teacher:** Mrs S Swift
**Admission Limit 2022:** 60
**Age Range:** 4-11
**DFE number:** 2051
**Telephone number:** 01942 720871
**Website:** Visit the school's website

**Admission Limit 2021:** 60

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 59 | 37 | 11 | 107 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 0 | 28 | 32 |

The last place was allocated to a pupil living 2.637 miles from the school.

Number of pupils admitted following appeals / withdrawals: 60

# Orrell Newfold Primary School

**St James Road, Orrell, Wigan, WN5 7BD**

**Head Teacher:** Ms N Harris
**Admission Limit 2022:** 60
**Age Range:** 4-11
**DFE number:** 2026
**Telephone number:** 01942 207134
**Website:** Visit the school's website

**Admission Limit 2021:** 60

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 69 | 43 | 29 | 141 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 1 | 25 | 34 |

The last place was allocated to a pupil living 0.932 miles from the school.

Number of pupils admitted following appeals / withdrawals: 59

# Parklee Community Primary School

**Wardour Street, Atherton, M46 0AR**

**Head Teacher:** Mrs D Roper
**Admission Limit 2022:** 45
**Age Range:** 4-11
**DFE number:** 2046
**Telephone number:** 01942 874203
**Website:** Visit the school's website

**Admission Limit 2021:** 45

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 31 | 30 | 31 | 92 |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 35

# R L Hughes Primary School

**Mayfield Street, Ashton-in-Makerfield, Wigan, WN4 9QL**

**Head Teacher:** Mrs M Middlehurst
**Admission Limit 2022:** 60
**Age Range:** 4-11
**DFE number:** 2043
**Telephone number:** 01942 701147
**Website:** Visit the school's website

**Admission Limit 2022:** 60

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 58 | 22 | 20 | 100 |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 60

# Shevington Vale Primary School

**Runshaw Avenue, Appley Bridge, Wigan, WN6 9JP**

**Executive Head Teacher:** Mrs K Tomlinson
**Head Teacher:** Mr A Houghton
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 2050
**Telephone number:** 01257 253559
**Website:** Visit the school's website

**Admission Limit 2021:** 30

This school is federated with Millbrook Primary School.

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 37 | 15 | 11 | 63 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 0 | 18 | 12 |

The last place was allocated to a pupil living 0.788 miles from the school.

Number of pupils admitted following appeals / withdrawals: 33

# St Mary's CE Primary School

**Wright Street, Wigan WN2 3NX**

**Head Teacher:** Mrs G A Talbot
**Admission Limit 2022:** 45
**Age Range:** 4-11
**DFE number:** 3029
**Telephone number:** 01942 866416
**Website:** Visit the school's website

**Admission Limit 2021:** 45

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 27 | 17 | 6 | 50 |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 36

# Westfield Community Primary School

**Montrose Avenue, Pemberton, Wigan, WN5 9XN**

**Head Teacher:** Mr T Sherriff
**Admission Limit 2022:** 60
**Age Range:** 4-11
**DFE number:** 3437
**Telephone number:** 01942 776007
**Website:** Visit the school's website

**Admission Limit 2021:** 60

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 75 | 28 | 12 | 115 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 2 | 27 | 31 |

The last place was allocated to a pupil living 0.344 miles from the school.

Number of pupils admitted following appeals / withdrawals: 60

# Winstanley Community Primary School

**Tanhouse Drive, Winstanley, Wigan, WN3 6JP**

**Head Teacher:** Mrs C Whalley
**Admission Limit 2022:** 60
**Age Range:** 4-11
**DFE number:** 2017
**Telephone number:** 01942 749141
**Website:** Visit the school's website

**Admission Limit 2021:** 60

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 60 | 71 | 37 | 168 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 1 | 27 | 33 |

The last place available at the school was offered to a child of a multiple birth (i.e. twins, triplets, etc.) living 1.079 miles from the school.

Number of pupils admitted following appeals / withdrawals: 61

# Wood Fold Primary School

**Green Lane, Standish, Wigan, WN6 0TS**

**Head Teacher:** Mrs R Gough
**Admission Limit 2022:** 60
**Age Range:** 4-11
**DFE number:** 2047
**Telephone number:** 01257 400271
**Website:** Visit the school's website

**Admission Limit 2021:** 60

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 64 | 54 | 26 | 144 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 0 | 25 | 35 |

The last place was allocated to a pupil living 0.897 miles from the school.

Number of pupils admitted following appeals / withdrawals: 60

# Woodfield Community Primary School

**Wigan Lane, Wigan, WN1 2NT**

**Head Teacher:** Miss A Prior
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 2007
**Telephone number:** 01942 243675
**Website:** Visit the school's website

**Admission Limit 2021:** 30

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 43 | 45 | 33 | 121 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 0 | 8 | 22 |

The last place was allocated to a pupil living 0.601 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Worsley Mesnes Community Primary School

**Clifton Street, Poolstock, Wigan, WN3 5HN**

**Head Teacher:** Mrs H Smart
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 2010
**Telephone number:** 01942 776457
**Website:** Visit the school's website

**Admission Limit 2021:** 30

**Preferences received by the closing date:**

| 1st | 2nd | 3rd | Total |
|---|---|---|---|
| 28 | 19 | 20 | 6 |

**Places allocated by criterion:**

| SEN | Public Care | Sibling | Distance |
|---|---|---|---|
| 0 | 0 | 10 | 20 |

The last place was allocated to a pupil living 0.561 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Foundation Primary Schools

# Lowton Junior and Infant School

**Newton Road, Lowton, Warrington, WA3 2AW**

**Head Teacher:** Mrs J Sutcliffe

**Admission Number 2021:** 30
**Age Range:** 4-11
**DFE number:** 2039

**Telephone number:** 01942 673213
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

**Oversubscription Criteria**

Where the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational need or education health and care plan which names the school:

1. Looked after children and previously looked after children
Previously looked after children are children who were looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.

2. Children who appear to the Governing Body to have been in state care as a result of being adopted. A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

3. Children whose older brothers or sisters attend the school and will still be there at the time of Admission

4. Children who live closest to the school.

**Tie-breaker**

Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases we will use a system to randomly pick who will be offered a place.

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who receives the Child Benefit for this.

**Brothers and Sisters**

We will include half-brothers and half-sisters; stepbrothers and stepsisters; and foster brothers and foster sisters who live at the same address as part of the same family unit.

**Nursery Applications**

If your child goes to a nursery attached to the school:

• They do not have an automatic right to a place in a reception class at the school
• You must send in your application form or apply on-line by the closing date for applications.

**Deferred Entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for

looked after children that are received by 15 February will be included with on time applications.

**Waiting lists**

Places may become available at a school after the offer date. We will:

• Put all children who we refuse a place on the waiting list for the school;

• Keep the list in priority order, decided by the oversubscription criteria for the school only;

• Offer any place that become available to the next child on the waiting list; and

• Maintain the waiting list until the end of the autumn term.

We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the oversubscription criteria.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 20<br>2nd preference: 24<br>3rd preference: 28<br><br>Total: 72 | All on time applicants who requested a place at the school were accommodated | 29 |

# Academy primary schools

# Atherton St George's CE Primary School

**Derby Street, Atherton, M46 0HJ**

**CEO:** Mrs R Coulthard
**Head Teacher:** Mrs L Boardman
**Admission Number 2022:** 45
**Age Range:** 2-11
**DFE number:** 3429
**Telephone number:** 01942 883971
**Website:** Visit the school's website

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**Oversubscription Criteria**
This school is federated with St Mark's CE Primary & Leigh CE Primary part of The Wings' CE Trust.

The Governing Body are the admissions authority for Atherton St George's CE Primary School with the process of awarding places delegated to the Admissions Committee. The policy has been written in consultation with the Local Authority and Diocesan Board of Education.

Atherton St George's CE Primary School will admit children up to the maximum Standard Number of 45. If 45 or fewer children apply for admission to the reception year, all will be offered a place. If more than 45 applications are received, the following admission criteria will be applied in the order of priority shown once places have first been allocated to pupils who have a statement of special educational needs or an Education Health Care Plan (EHCP) which names Atherton St George's CE Primary School.

**1.** Children in public care and previously looked after children see note (a)

**2.** Children whose medical circumstances mean that their needs can only be met at this school. see note (b)

**3.** Brother or sister to pupils who will be in attendance at the school at the time of admission. see note (c)

**4.** Children whose social circumstances mean that their needs can only be met at this school. see note (d)

**5.** Child participation in worship in an Anglican Church, i.e. a Church of England Church see note (e)

**6.** Child participation in worship at another Christian church. see note (f)

**7.** Any other children, with priority given to those living nearest to the school see note (g)

Where there are more applications in any category than the available places, the places will be allocated to those having the highest scores. In all categories, where necessary

the tie-breaker will be used, giving priority to those living nearest to the school. (See note (g) below).

**NOTES:**

**(a)**

Children in public care and previously looked after children. This includes any "looked after child", “previously looked after children” and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. ‘Looked after’ means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions.

This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

**(b)**

Where admission is sought under exceptional medical circumstances criteria, professional supporting evidence e.g. from a doctor or psychologist is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.

**(c)**

Brother or sister includes step, half, foster and adopted brothers and sisters living at the same address and full brother or sister living apart.

**(d)**

Where admission is sought under exceptional social circumstances criteria, professional supporting evidence e.g. from a doctor, psychologist or social worker is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.

**(e)**

One point is awarded for attendance by the child at an Anglican church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 6 weeks attendance over the two years is necessary to be eligible under this criteria, (ie during the calendar years 2019 and 2020 for admission to Reception in September 2021).

In the event that during the period specified for attendance at worship the church or relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or relevant place of worship or alternative premises have been available for public worship.

**(f)**

Other Christian Churches are those Churches that are active members of Churches Together in Britain and Ireland (see www.ctbi.org.uk).

One point is awarded for attendance by the child at another Christian Church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 6 weeks attendance over the two years is necessary to be eligible under this criteria.

In the event that during the period specified for attendance at worship the church or relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or relevant place of worship or alternative premises have been available for public worship.

**(g) Tie-Breaker**
Living nearest to the school refers to the distance, measured by the LA, from the child's normal home address to the school's front entrance, nearer addresses having priority over more distant ones. When considering your child's application, we will use the permanent home address we have for you at the closing date for applications.

If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

In cases where there are two or more children with the same measurement (for example if more than one child lives in a block of flats), or where to admit another child would breach the infant class size regulations, a fair draw will pick who will be offered a place. This process will be supervised by someone independent of the school. If we offer the last place available to one of twins (or triplets and so on) our policy is to admit the other twin or triplet too.

**(h) Deferred Entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**(i) Part-Time Attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age.

**It should be noted that Baptism is not a criteria for admission nor is the length of time that a child's name has been registered at the school**.

**COMPLETION OF FORMS**
Please note that all applications must be made on the Local Authority application form.

**RIGHT OF APPEAL**
Where the governors are unable to offer a place because the school is over subscribed, parents/carers have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education

Act, 2002. Parents should notify the clerk to the governors at the school within 20 school days of receiving the letter refusing a place. Parents/Carers will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days notice of the place and time of the hearing.

Letters of appeal should be addressed to:

The Clerk to the Governors
Atherton St George's CE Primary School
Derby Street
Atherton
Manchester
M46 0HJ

**Late applications**

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**WAITING LIST**

Should the school be over subscribed a waiting list system will be in operation until the end of the Autumn Term 2022. Places may become available after the official offer date. To decide which children have these places, we will:

- Put all children who were refused a place on the waiting list.
- Keep the list in priority order according to the oversubscription criteria.
- Offer places that become available to the next child on the waiting list.

**ADMISSION OF CHILDREN OUTSIDE THEIR NORMAL AGE GROUP**

Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.

The parents of a summer born child (born 1st April and 30th August) may choose not to send their child to school until the September following their 5th birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

A decision is made on the basis of the circumstances of each case.

The process is as follows: -

**Stage 1 - request**

Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence that they wish to be considered.

- A request for early entry into Year 7 should be made before 31st October in the previous academic year in order for sufficient time for the case to be considered prior to the offer of school places on 1st March.

- A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15th January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16th April.
- A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry into reception class for children who will not be of statutory school age.

**Stage 2 - decision**

Requests for voluntary-aided, foundation and academy schools will be referred to the school to be considered.

Requests for community and voluntary controlled schools will be considered by the Local Authority. We will look at the following factors but these are not exhaustive:

- Parent's views.
- The needs of the child and the possible impact on them of being educated out of year group.
- The child's medical history and views of medical professionals if appropriate.
- In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected birth date.
- Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school
- Any other information which the parent requests the Local Authority to consider

**Stage 3 - outcome**

Parents are notified of the decision in writing by the School Organisation Team.

**Request Agreed:**
If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. There is no guarantee that a place will be offered at the preferred school. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. The right does not apply if they are offered a place at the school but not in the preferred year group.

Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.

**Request Refused:**
There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain through the council's complaints procedure for decisions made by the local authority or under the schools complains procedure where the decision has been made by the school.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 45 | 1st preference: 41<br>2nd preference: 11<br>3rd preference: 15<br><br>Total: 67 | All on time applicants who requested a place at the school were accommodated | 44 |

# Bedford Hall Methodist Primary School

**Breaston Avenue, Leigh, WN7 3DJ**

**Executive Head Teacher:** Mrs A Burkes
**Head Teacher:** Miss L Whittaker

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3027

**Telephone number:** 01942 672614
**Website:** Visit the school's website

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**Oversubscription Criteria**

This school is part of the Epworth Education Trust

Where the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational needs or education health and care plan which names the school:

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a residency order, a child arrangements order or special guardianship order. Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.
Children who appear to the Epworth Education Trust to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Children whose older brothers or sisters attend the school and will still be there at the time of admission.

3. Children who live closest to the school

**Tie-breaker**
Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases we will use a system to randomly pick who will be offered a place.

**Notes:**

**Child's home address**
When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who receives the Child Benefit for this.

**Brothers and Sisters**
We will include half-brothers and half-sisters; stepbrothers and stepsisters; and foster brothers and foster sisters who live at the same address as part of the same family unit.

**Applications if your child attends a nursery**
If your child goes to a nursery attached to the school:

- They do not have an automatic right to a place in a reception class at the school
- You must send in your application form or apply on-line by the closing date for applications

**Deferred Entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age.

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Waiting lists**
Places may become available at a school after the offer date. We will:

- Put all children who we refuse a place on the waiting list for the school;
- Keep the list in priority order, decided by the oversubscription criteria for the school only;
- Offer any place that becomes available to the next child on the waiting list; and
- Maintain the waiting list until the end of the autumn term.

We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the oversubscription criteria.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals |
|---|---|---|---|

| | | | |
|---|---|---|---|
| | | | (information correct at time of print) |
| 30 | 1st preference: 37<br>2nd preference: 23<br>3rd preference: 18<br><br>Total: 78 | SEN: 0<br>Criterion 1: 0<br>Criterion 2: 0<br>Criterion 3: 9<br>Criterion 4: 21<br>The last place was allocated to a pupil living 1.102 miles from the school | 30 |

# Canon Sharples CE Primary School

**Whelley, Wigan, WN2 1BP**

**Head Teacher:** Mrs J Woodcock

**Admission Number 2022:** 50
**Age Range:** 4-11
**DFE number:** 2005

**Telephone number:** 01942 776188
**Website:** Visit the school's website

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**Oversubscription Criteria**

If there are more applications than places available the Admission Panel of the Governing Body, after offering places to children with a Statement of Special Educational Needs or Education Health and Care Plan naming Canon Sharples School, will allocate places using the following criteria which are listed in priority order:

1. Looked after children and previously looked after children.

2. Relationship as brother or sister to a pupil already attending the school at the time the application is made and who will still be in the school at the time of admission.

3. Regular parental attendance at a Church which is a member of Churches Together in England. In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

4. Distance from home to school. Children living nearest to the school, measured in a straight line from the child's home address to the main office entrance of the school, will be given priority.

**Tie Breaker**

Criterion 4 will also be used if it is necessary to decide between applications which fall into criteria 1-3.

Should you have any questions regarding the criteria outlined above or any other aspect of admission to school, please do not hesitate to contact us.

PLEASE READ THE ACCOMPANYING NOTES

**Notes to accompany our Oversubscription Criteria**

**Children in public care and previously looked after child**
This includes any "looked after child", "previously looked after children" and any child who was

previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions.

The criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

**'Regular Church attendance'** is normally taken to mean a minimum of monthly attendance at Church for a period of 12 months by the parent (or the more committed parent) prior to the closing date for applications. The Governors will request confirmation of this from the relevant member of the clergy.

**'Brother or sister'** includes full, step, half, foster and adopted siblings living at the same address as part of the family unit at the time of application.

**'Parent'** is defined as the person with parental responsibility.

**A waiting list** will be established and kept up to date until the end of the Autumn Term. The waiting list will be administered using our oversubscription criteria.
Deferred entry Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Nursery Classes**
The admission criteria for schools are different than those for nurseries. Attendance at Canon Sharples Nursery or any other nursery does not guarantee admission to Canon Sharples School. Parents must submit an application for a place in Reception class by the closing date.

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Tie-breaker**
If more children fall into any one category than the number of places left, the Governors will offer places to the children who live nearest to the school. Distance will be measured in a straight line from the child's home address to the main office entrance of the school, using Wigan Council's measuring system.

In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.

If the last place at the school is for one of twins (or triplets, and so on), other twin or triplet will be offered a place too.

**Child's home address**

You must give the correct permanent home address. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live. If you are separated and your child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

**Admission of children outside their normal age group**

Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.

The parents of a summer born child (born between 1 April and 30 August) may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

A decision is made on the basis of the circumstances of each case.

The process is as follows:

**Stage 1 – request**

Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence they wish to be considered.

• A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15 January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16 April.
• A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry to reception class for children who will not be of statutory school age.

**Stage 2 – decision**

Requests for voluntary-aided, foundation and academy schools will be referred to the school to be considered.

Requests for community and voluntary controlled schools will be considered by the local authority. We will look at the following factors but these are not exhaustive:

• Parent's views
• The needs of the child and the possible impact on them of being educated out of year group
• The child's medical history and views of medical professionals if appropriate
• In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected date of birth
• Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school;

• Any other information which the parent requests the local authority to consider.

**Stage 3 – outcome**

Parents are notified of the decision in writing by the School Organisation Team.

**Request agreed:**
If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. There is no guarantee that a place will be offered at the preferred school. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.
Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.

**Request refused:**
There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain through the Council's complaints procedure for decisions made by the local authority or under the school's complaints procedure where the decision has been made by the school.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 50 | 1st preference: 31<br>2nd preference: 5<br>3rd preference: 8<br><br>Total: 44 | All on time applicants who requested a place at the school were accommodated. | 35 |

# Golborne Community Primary School

**Talbot Street, Golborne, WA3 3NN**

**Head Teacher:** Mr A Hunt
**Admission Limit 2022:** 45
**Age Range:** 3-11
**DFE number:** 2037

**Telephone number:** 01942 726059
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

Where a school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational need which names the school:

1. Looked after children and previously looked after children.

   Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.

2. Children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted.

   A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

3. Children whose older brothers or sisters attend the school and will still be there at the time of admission

4. Children who live closest to the school.

**Tie breaker**

Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point

at the school using a Geographical Information System (GIS) which is based on ordnance survey.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases we will use a system to randomly pick who will be offered a place. A copy of the policy is available on request from the local authority.

**Child's home address**

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who receives the Child Benefit for this.

**Brothers and Sisters**

We will include:

- Half-brothers and half-sisters;
- Stepbrothers and stepsisters; and
- Foster brothers and foster sisters;

who live at the same address as part of the same family unit.

**Children with an education health and care plan**

Children with an education health and care plan which names the school will be offered a place without using the oversubscription criteria. This is a legal requirement.

**Late applications**

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Nursery Applications**

If your child goes to a nursery attached to the school:

- They do not have an automatic right to a place in a reception class at the school
- You must send in your application form or apply online by the closing date for applications.

**Deferred Entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

**Waiting lists**

Places may become available at a school after the offer date. We will:

- Put all children who we refuse a place at one of their preferences on the waiting list for the school;
- Keep the list in priority order, decided by the oversubscription criteria for the school only;
- Offer any place that become available to the next child on the waiting list; and
- Maintain the waiting list until the end of the autumn term.

We must keep the waiting list in order of the oversubscription criteria for the school. This is a legal requirement. We cannot take into account the date the application was received or the length of time a child's name has been on the waiting list. This means that both on time and late applications are treated the same for waiting list purposes. Your child's position on the waiting list may change if another applicant is refused a place and their child is ranked higher in the school's oversubscription criteria.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 45 | 1st preference: 35<br>2nd preference: 14<br>3rd preference: 9<br><br>Total: 58 | All on time applicants who requested a place at the school were accommodated. | 41 |

# Highfield St Matthew's CE Primary School

**Billinge Road, Highfield, Wigan, WN3 6BL**

**Head Teacher:** Mrs A Barron

**Admission Number 2022:** 60
**Age Range:** 4-11
**DFE number:** 3306

**Telephone number:** 01942 747818
**Website:** Visit the school's website

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**Oversubscription Criteria**

Parents who make an application to Highfield St. Matthew's C.E. Primary School should also complete the Supplementary Information Form, available from School, as detailed in the booklet for parents 'Admissions to Primary Schools 2021-2022'. Parents who apply on-line should complete the Supplementary Information Form and return it to Highfield St. Matthew's C.E. Primary School.

The school's Admission number is 60. When school receives more applications than places available, the following oversubscription criteria will be applied, once places have first been allocated to pupils who have a statement of special educational needs or education health and care plan, which names the school.

1. Looked after children and all previously looked after children. **[See note 1]**

2. Children and/or parents who regularly attend St. Matthew's Church, Highfield or St. Matthew's Sunday School. **[See note 2]**

3. Children who have a brother or sister attending the school, who will still be there at the time of admission. **[See note 3]**

4. Children and/or parents who regularly attend an Anglican Church or Sunday School other than St. Matthew's Church, Highfield. **[See note 2]**

5. Children and/or parents who regularly attend a Christian Church or Sunday School other than St. Matthew's Church, Highfield. **[See note 2]**

6. Children living closest to school. **[See note 4]**

***Notes***

1 Looked after children and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

Applications under this criteria must be supported with an appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.

2 Regularly for this purpose is defined as "attends a Church service or Sunday School at least once per month, for the previous six months", at the time of application. In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

3 Brother or sister includes step, half, foster and adopted brothers and sisters living at the same address and full brother or sister living apart.

4 Wigan Council measures distance using a Geographical Information System (GIS) which is based on information from an Ordnance Survey. In the event of over-subscription in any one criterion, priority will be given to those children living nearest the school, measured in a straight-line.

***Information***

a. Baptism is not one of the criteria.
b. The length of time a child's name has been registered at the school is not one of the criteria.
c. All admissions are subject to proof of the applicant's address.
d. In the event of a child being refused a place, parent(s)/guardians have the right of appeal. In the first instance they should write to the Chair of Governors of Highfield St. Matthew's C.E. Primary School, setting out their grounds for appeal.

**Waiting List**

School will maintain a waiting list until the end of the Autumn Term 2021, for those children applying for school places in the 2021 intake. Children will be ranked in accordance with the admission criteria. The ranking will not be based on the date of application. School should be advised of any change in circumstances which may affect your child's ranking on the waiting list. Proof will be required.

**Deferred entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the

beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age.

**Nursery Classes**
The admission criteria for schools are different than those for nurseries. Attendance at the nursery or a co-located children's centre does not guarantee admission to the school. Parents must submit an application for a place in Reception class by the closing date.

**Tie-breaker**
If more children fall into any one category than the number of places left, the Governors will offer places to the children who live nearest to the school. Distance will be measured in a straight line from the child's home address to the front door of the school, using Wigan Council's measuring system.

In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), and where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact Wigan Council, School Places Team (01942 489013), if you would like more information about this.

If we offer the last place available to one of twins (or triplets and so on) we will offer the place to the other twin, triplet, etc.

**Child's home address**
You must give the correct permanent home address. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live. If you are separated and your child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who is in receipt of the Child Benefit.

**Admission of children outside their normal age group**
Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.

The parents of a summer born child (born between 1 April and 30 August) may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to Reception rather than Year 1.

A decision is made on the basis of the circumstances of each case. The process is a follows:-

**Stage 1 – request**
Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence they wish to be considered.

- A request for early entry into Year 7 should be made before 31 October in the previous academic year in order to give sufficient time for the case to be considered prior to the offer of school places on 1 March.
- A request for delayed entry to Reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15 January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16 April.
- A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry to Reception class for children who will not be of statutory school age.

**Stage 2 – decision**
Requests for Voluntary Aided, Foundation and Academy schools will be referred to the school to be considered.
We will look at the following factors but these are not exhaustive:

- Parent's views
- The needs of the child and the possible impact on them of being educated out of year group
- The child's medical history and views of medical professionals if appropriate
- In the case of children born prematurely the fact they may have naturally fallen into the lower age group if they had been born on their expected date of birth
- Whether delayed academic, social, emotional or physical development is adversely affecting their reading for school
- Any other information which the parent requests the Local Authority to consider

**Stage 3 – outcome**
Parents are notified of the decision in writing by the School Organisation Team.

Request agreed – If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. There is no guarantee that a place will be offered at the preferred school. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

When a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to Secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.

Request refused – There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents

are dissatisfied they have the right to complain through the Council's complaints procedure for decisions made by the Local Authority or under the school's complaint procedure where the decision has been made by the school.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2022 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 60 | 1st preference: 45<br>2nd preference: 25<br>3rd preference: 32<br><br>Total: 102 | All on time applicants who requested a place at the school were accommodated. | 55 |

# Hindley Green Community Primary School

**Thomas Street, Hindley Green, Wigan, WN2 4SS**

**Chief Executive Officer:** Mrs S L Bruton
**Principal:** Mr T Mooney

**Admission Limit 2021:** 60
**Age Range:** 4-11
**DFE number:** 2032

**Telephone number:** 01942 255406
**Website:** Visit the school's website

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This school is part of the Quest Academy Trust with St John's C of E Primary School, Hindley Green, St Peter's C of E Primary School, Hindley and St John's C of E Primary School, Abram.

Where the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational need or education health and care plan which names the school:

1. Children in public care and previously looked after children.

This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. "Looked after" means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.'

This criteria also includes looked after children and all previously looked after children who appear to the Trust Board of Directors to have been in state care outside of England and ceased to be in state care as a result of being adopted.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

2. Children whose older brothers or sisters attend the school and will still be there at the time of admission

3. Children who live closest to the school.

**Tie-breaker**
Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The

distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.
Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases we will use a system to randomly pick who will be offered a place.

**Notes to the oversubscription criteria**

**Child's home address**
When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who receives the Child Benefit for this.

**Brothers and Sisters**
We will include:
- Half-brothers and half-sisters;
- Stepbrothers and stepsisters; and
- Foster brothers and foster sisters;

who live at the same address as part of the same family unit.

**Children with a statement of special educational need or education health and care plan**
Children with a statement of special educational need or education health and care plan which names the school will be offered a place without using the oversubscription criteria. This is a legal requirement.

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Nursery Applications**
If your child goes to a nursery attached to the school:
- They do not have an automatic right to a place in a reception class at the school
- You must send in your application form or apply on-line by the closing date for applications.

**Deferred Entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

**Waiting lists**

- Places may become available at the school after the offer date. We will:
- Put all children who we refuse a place on the waiting list for the school;
- Keep the list in priority order, decided by the oversubscription criteria for the school only;
- Offer any place that become available to the next child on the waiting list; and
- Maintain the waiting list until the end of the autumn term.

We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the oversubscription criteria.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 60 | 1st preference: 46<br>2nd preference: 22<br>3rd preference: 9<br><br>Total: 77 | All on time applicants who requested a place at the school were accommodated. | 50 |

# Hindley Green St John's CE J&I School

**Atherton Road, Hindley Green, Wigan, WN2 4SD**

**CEO:** Mrs S L Bruton
**Principal:** Mr J Heatley

**Admission Number 2021:** 30
**Age Range:** 4-11
**DFE number:** 3364

**Telephone number:** 01942 255396
**Website:** Visit the school's website

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This school is part of the Quest Academy Trust with Hindley Green Community Primary School, St Peter's C of E Primary School, Hindley and St John's C of E Primary School, Abram.

**Oversubscription Criteria**
Parents/carers must complete the Local Authority application form along with the school's Supplementary Information Form. and after the admission of any child with an Education, Health and Care Plan which names the school, priority is given to:

1. Children in public care and previously looked after children.

This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. "Looked after" means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.'

This criteria also includes looked after children and all previously looked after children who appear to the Trust Board of Directors to have been in state care outside of England and ceased to be in state care as a result of being adopted.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

2. Children who, with their immediate families, are regular worshippers at St. John's Church, Hindley Green.

3. Children with siblings who will be attending St. John's C. of E. Primary School, Hindley Green at the time of admission.

4. Children who, with their immediate families, are regular worshippers at another Christian Church.

5. Children who have been baptised at St. John's Church, Hindley Green.

6. Children who have been baptised at another Christian Church.

7. Children living closest to the school measured by a straight line distance from the home address to the main entrance using the Local Authority measuring system.

*Notes:*

1. A regular worshipper is deemed as one who attends worship a minimum of once a month for at least twelve months prior to the closing date for applications (January-January). A completed clergy reference form or St. John's Church, Hindley Green, Attendance Card(s) is required as evidence of regular worship and must be sent with the completed supplementary information form.

   In the event that during the period specified for attendance at worship the Church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admission arrangements in relation to attendance will only apply to the period when the Church, or alternative premises, have been available for public worship.

2. Immediate family is classed as the parent/carer/grandparent.

3. Siblings refers to brother or sister, half brother or sister, foster brother or sister, step brother or sister, or the child of the parent/carer's partner who live at the same address.

4. If at any stage there is a tie for a place, the decision will be based on distance from school. This will be measured by a straight line distance from the home address to the main entrance using the Local Authority measuring system.
   The address we use for admission to school is that of the main carer who receives the Child Benefit.

   If we offer the last place available at school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

5. The Board of Directors defines 'Christian Church' as being any Church in membership of, or sharing the statement of belief of 'Churches Together in England'.

**Late Applications**

1) Applications received after the closing date and before the date of an offer of places will only be considered after applications received on time.
   The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.
2) Applications received after the offer date, but before the start of the school year, will be considered as they are received and in accordance with the criteria for admission.

**Waiting Lists**

We will put all children, to whom a place has been refused, on the waiting list.
The list will be kept in priority order which is decided by the admission criteria for the school. Any available places will be offered to the next child on the waiting list. The waiting list will be kept until the last day of the Autumn Term.

**Deferred Entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**
Parents can request that their child attends part time until the child reaches compulsory school age.

**Appeal against Non-allocation:**
(a) Parents/carers who are not offered a place for their child will be informed of this in writing and also of their right to appeal. In the first instance they should write to the Chair of the Board of Directors of St. John's C. of E. Primary School, Hindley Green, setting out the grounds for appeal, within 14 days of final allocation.

(b) The right of appeal is through an Appeals' Panel. This Panel's decision is final and binding.

(c) Parents/carers will be notified in writing of the Appeals' Panel's decision.

**Admission of children outside their normal age group**
Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.

The parents of a summer born child (born between 1 April and 30 August) may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

A decision is made on the basis of the circumstances of each case. The process is as follows:

**Stage 1 – request**
Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence they wish to be considered.

- A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15 January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16 April.
- A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry to reception class for children who will not be of statutory school age.

**Stage 2 – decision**
Requests for St. John's C. of E. Primary School, Hindley Green, will be referred to the school to be considered. We will look at the following factors but these are not exhaustive:

- Parent's views

- The needs of the child and the possible impact on them of being educated out of year group
- The child's medical history and views of medical professionals if appropriate
- In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected date of birth
- Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school;
- Any other information which the parent requests the school to consider.

**Stage 3 – outcome**
Parents are notified of the decision in writing by the School Organisation Team.

**Request agreed:**
If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. **There is no guarantee that a place will be offered at the school.** Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.

**Request refused:**
There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain under the Academy Trust's complaints procedure.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 14<br>2nd preference: 31<br>3rd preference: 12<br><br>Total: 57 | All on time applicants who requested a place at the school were accommodated. | 19 |

# Leigh CE Primary School

**Henrietta Street, Leigh, WN7 1LP**

**CEO:** Mrs R Coulthard
**Head Teacher:** Mrs C Oxborough

**Admission Limit 2022:** 45
**Age Range:** 2-11
**DFE number:** 2008

**Telephone number:** 01942 671389
**Website:** Visit the school's website

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This school is federated with Atherton St George's CE & St Mark's CE Primary School as part of the Wings' CE Trust.

If more than 45 applications are received, the following admission criteria will be applied in the order of priority shown once places have first been allocated to pupils who have a statement of special educational needs or an Education Health Care Plan (EHCP) which names Leigh CE Primary School.

1. Children in public care and previously looked after children see note (a)

2. Children whose medical circumstances mean that their needs can only be met at this school. See note (c)

3. Brother or sister to pupils who will be in attendance at the school at the time of admission. See note (d)

4. Children whose social circumstances mean that their needs can only be met at this school. See note (e)

5. Child participation in worship in an Anglican Church, ie a Church of England Church. See note (f)

6. Child participation in worship at another Christian church. See note (g)

7. Any other children, with priority given to those living nearest to the school (See note (h) below).

Where there are more applications in any category than the available places, the places will be allocated to those having the highest scores. In all categories, where necessary the tie-breaker will be used, giving priority to those living nearest to the school. (See note (f) below).

**NOTES:**
**(a)**
Children in public care and previously looked after children. This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or

special guardianship order. ‘Looked after’ means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

**(b)**
A child is regarded as being in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

**(c)**
Where admission is sought under exceptional medical circumstances criteria, professional supporting evidence e.g. from a doctor or psychologist is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.

**(d)**
Brother or sister includes step, half, foster and adopted brothers and sisters living at the same address and full brother or sister living apart.

**(e)**
Where admission is sought under exceptional social circumstances criteria, professional supporting evidence e.g. from a doctor, psychologist or social worker is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.

**(f)**
One point is awarded for attendance by the child at an Anglican church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 6 weeks attendance over the two years is necessary to be eligible under this criteria, (ie during the calendar years 2020 and 2021 for admission to Reception in September 2022).

In the event that during the period specified for attendance at worship the church or relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or relevant place of worship or alternative premises have been available for public worship.

**(g)**
Other Christian Churches are those Churches that are active members of Churches Together in Britain and Ireland (see www.ctbi.org.uk).

One point is awarded for attendance by the child at another Christian Church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the

following Saturday). To demonstrate a commitment to the Christian faith a minimum of 6 weeks attendance over the two years is necessary to be eligible under this criteria.

In the event that during the period specified for attendance at worship the church or relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or relevant place of worship or alternative premises have been available for public worship.

**(h)** Tie-Breaker
Living nearest to the school refers to the distance, measured by the LA, from the child's normal home address to the school's front entrance, nearer addresses having priority over more distant ones. When considering your child's application, we will use the permanent home address we have for you at the closing date for applications.

If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

In cases where there are two or more children with the same measurement (for example if more than one child lives in a block of flats), or where to admit another child would breach the infant class size regulations, a fair draw will pick who will be offered a place. This process will be supervised by someone independent of the school. If we offer the last place available to one of twins (or triplets and so on) our policy is to admit the other twin or triplet too.

**(i) Deferred Entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**(j) Part-Time Attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age.

It should be noted that Baptism is not a criteria for admission nor is the length of time that a child's name has been registered at the school.

**COMPLETION OF FORMS**
Please note that all applications must be made on the Local Authority application form.

**RIGHT OF APPEAL**
Where the governors are unable to offer a place because the school is over subscribed, parents/carers have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. Parents should notify the LA within 20 school days of receiving the letter refusing a place. Parents/Carers will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days notice of the place and time of the hearing.

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

## WAITING LIST

Should the school be over subscribed a waiting list system will be in operation until the end of the Autumn Term 2022. Places may become available after the official offer date. To decide which children have these places, we will:

- Put all children who were refused a place on the waiting list.
- Keep the list in priority order according to the oversubscription criteria.
- Offer places that become available to the next child on the waiting list.

## ADMISSION OF CHILDREN OUTSIDE THEIR NORMAL AGE GROUP

Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.

The parents of a summer born child (born 1st April and 30th August) may choose not to send their child to school until the September following their 5th birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

A decision is made on the basis of the circumstances of each case.

The process is as follows: -

### Stage 1 - request

Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence that they wish to be considered.

- A request for early entry into Year 7 should be made before 31st October in the previous academic year in order for sufficient time for the case to be considered prior to the offer of school places on 1st March.
- A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15th January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16th April.
- A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry into reception class for children who will not be of statutory school age.

### Stage 2 - decision

Requests for voluntary-aided, foundation and academy schools will be referred to the school to be considered.

Requests for community and voluntary controlled schools will be considered by the Local Authority. We will look at the following factors but these are not exhaustive:

- Parent's views.
- The needs of the child and the possible impact on them of being educated out of year group.
- The child's medical history and views of medical professionals if appropriate.
- In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected birth date.
- Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school
- Any other information which the parent requests the Local Authority to consider

**Stage 3 - outcome**

Parents are notified of the decision in writing by the School Organisation Team.

**Request Agreed:**
If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. There is no guarantee that a place will be offered at the preferred school. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. The right does not apply if they are offered a place at the school but not in the preferred year group.

Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.

**Request Refused:**
There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain through the council's complaints procedure for decisions made by the local authority or under the schools complains procedure where the decision has been made by the school.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 45 | 1st preference: 16<br>2nd preference: 7<br>3rd preference: 22<br><br>Total: 45 | All on time applicants who requested a place at the school were accommodated. | 24 |

# Leigh Westleigh Methodist Primary School

**Westleigh Lane, Leigh, WN7 5NJ**

**Head Teacher:** Mrs Xanthe Moragrega

**Admission Number 2021:** 30
**Age Range:** 4-11
**DFE number:** 3022

**Telephone number:** 01942 702967
**Website:** Visit the school's website

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**Oversubscription Criteria**

This school is part of the Epworth Education Trust with Bedford Hall Methodist Primary.

Where the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational needs or education health and care plan which names the school:

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a residency order, a child arrangements order or special guardianship order. Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.
Children who appear to the Epworth Education Trust to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Children whose older brothers or sisters attend the school and will still be there at the time of admission.

3. Children who live closest to the school.

**Tie-breaker**
Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases we will use a system to randomly pick who will be offered a place.

**Notes:**

**Child's home address**
When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who receives the Child Benefit for this.

**Brothers and Sisters**
We will include half-brothers and half-sisters; stepbrothers and stepsisters; and foster brothers and foster sisters who live at the same address as part of the same family unit.

**Applications if your child attends a nursery**
If your child goes to a nursery attached to the school:

- They do not have an automatic right to a place in a reception class at the school
- You must send in your application form or apply on-line by the closing date for applications

**Deferred Entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age.

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Waiting lists**
Places may become available at a school after the offer date. We will:

- Put all children who we refuse a place on the waiting list for the school;
- Keep the list in priority order, decided by the oversubscription criteria for the school only;
- Offer any place that becomes available to the next child on the waiting list; and
- Maintain the waiting list until the end of the autumn term.

We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the oversubscription criteria.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 28<br>2nd preference: 13<br>3rd preference: 13<br><br>Total: 54 | EHCP: 0<br>Criterion 1: 1<br>Criterion 2: 0<br>Criterion 3: 11<br>Criterion 4: 18<br>The last place was allocated to a pupil living 1.848 miles from the school | 30 |

# Marus Bridge Primary School

**Kelvin Grove, Marus Bridge, Wigan, WN3 6SP**

**Head Teacher:** Mr M Gaskill

**Admission Limit 2022:** 60
**Age Range:** 4-11
**DFE number:** 2015

**Telephone number:** 01942 248129
**Website:** Visit the school's website

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## Oversubscription criteria

When the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational need or education health and care plan which names the school:

1. Looked after children and previously looked after children and children who appear to the Admissions Authority of the school to have been in state care outside of England and ceased to be in state care as a result of being adopted.

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). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.

Note: A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is the benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

2. Children whose older brothers or sisters attend the school and will still be there at the time of admission.

3. Children who live closest to the school.

**Notes:**

**Tie-breaker**

Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases we will use a system to randomly pick who will be offered a place. A copy of the policy is available on request from the local authority.

**Notes to the oversubscription criteria**

**Child's home address**

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. The address of the parent who receives Child Benefit will normally be used, but the Local Authority reserves the right to request other documentary evidence as fit the individual circumstances.

**Brothers and Sisters**

We will include:

- Half-brothers and half-sisters;
- Stepbrothers and stepsisters; and
- Foster brothers and foster sisters;

who live at the same address as part of the same family unit.

**Children with a statement of special educational need or education health and care plan**

Children with a statement of special educational need or education health and care plan which names the school will be offered a place without using the oversubscription criteria. This is a legal requirement.

**Late applications**

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Nursery Applications**

If your child goes to a nursery attached to the school:

- They do not have an automatic right to a place in a reception class at the school
- You must send in your application form or apply on-line by the closing date for applications.

**Deferred Entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

**Waiting lists**

Places may become available at the school after the offer date. We will:

- Put all children who we refuse a place on the waiting list for the school;
- Keep the list in priority order, decided by the oversubscription criteria for the school only;
- Offer any place that become available to the next child on the waiting list; and
- Maintain the waiting list until the end of the autumn term.

We must keep the waiting list in order of the oversubscription criteria for the school. This is a legal requirement. We cannot take into account the date the application was received or the length of time a child's name has been on the waiting list. This means that both on time and late applications are treated the same for waiting list purposes. Your child's position on the waiting list may change if another applicant is refused a place and their child is ranked higher in the school's oversubscription criteria.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 60 | 1st preference: 77<br>2nd preference: 51<br>3rd preference: 40<br><br>Total: 168 | EHCP: 0<br>Criterion 1: 1<br>Criterion 2: 31<br>Criterion 3: 28<br>The last place was allocated to a pupil living 0.599 miles from the school | 60 |

# Orrell Holgate Academy

**Moor Road, Orrell, Wigan, WN5 8SJ**

**Head Teacher:** Ms G Worrall

**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 2023

**Telephone number:** 01942 776670
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

## Oversubscription criteria

When the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational need or education health and care plan which names the school:

1. Looked after children and previously looked after children.

   Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.

2. Children whose older brothers or sisters attend the school and will still be there at the time of admission

3. Children who live closest to the school.

## Tie-breaker

Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases we will use a system to randomly pick who will be offered a place. A copy of the policy is available on request from the local authority.

## Notes to the oversubscription criteria

### Child's home address

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. The address of the parent who receives Child Benefit will normally be used, but the Local Authority reserves the right to request other documentary evidence as fit the individual circumstances.

### Brothers and Sisters

We will include:

- Half-brothers and half-sisters;
- Stepbrothers and stepsisters; and
- Foster brothers and foster sisters;

who live at the same address as part of the same family unit.

### Children with a statement of special educational need or education health and care plan

Children with a statement of special educational need or education health and care plan which names the school will be offered a place without using the oversubscription criteria. This is a legal requirement.

### Late applications

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

### Nursery Applications

If your child goes to a nursery attached to the school:

- They do not have an automatic right to a place in a reception class at the school
- You must send in your application form or apply on-line by the closing date for applications.

### Deferred Entry

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year.

Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

**Waiting lists**

Places may become available at the school after the offer date. We will:

- Put all children who we refuse a place on the waiting list for the school;
- Keep the list in priority order, decided by the oversubscription criteria for the school only;
- Offer any place that become available to the next child on the waiting list; and
- Maintain the waiting list until the end of the autumn term.

We must keep the waiting list in order of the oversubscription criteria for the school. This is a legal requirement. We cannot take into account the date the application was received or the length of time a child's name has been on the waiting list. This means that both on time and late applications are treated the same for waiting list purposes. Your child's position on the waiting list may change if another applicant is refused a place and their child is ranked higher in the school's oversubscription criteria.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 25<br>2nd preference: 43<br>3rd preference: 33<br><br>Total: 101 | EHCP: 0<br>Criterion 1: 0<br>Criterion 2: 7<br>Criterion 3: 23<br>The last place was allocated to a pupil living 3.957 miles from the school | 30 |

# Orrell Lamberhead Green Academy

**Kershaw Street, Orrell, Wigan, WN5 0AW**

**Head Teacher:** Mrs J E Chambers

**Admission Limit 2022:** 60
**Age Range:** 4-11
**DFE number:** 2064

**Telephone number:** 01942 768760
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

**Oversubscription criteria**

When the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational need or education health and care plan which names the school:

1. Looked after children and previously looked after children.

   Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.

2. Children whose older brothers or sisters attend the school and will still be there at the time of admission

3. Children who live closest to the school.

**Tie-breaker**

Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases we will use a system to randomly pick who will be offered a place. A copy of the policy is available on request from the local authority.

**Notes to the oversubscription criteria**

**Child's home address**

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. The address of the parent who receives Child Benefit will normally be used, but the Local Authority reserves the right to request other documentary evidence as fit the individual circumstances.

**Brothers and Sisters**

We will include:

- Half-brothers and half-sisters;
- Stepbrothers and stepsisters; and
- Foster brothers and foster sisters;

who live at the same address as part of the same family unit.

**Children with a statement of special educational need or education health and care plan**

Children with a statement of special educational need or education health and care plan which names the school will be offered a place without using the oversubscription criteria. This is a legal requirement.

**Late applications**

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Nursery Applications**

If your child goes to a nursery attached to the school:

- They do not have an automatic right to a place in a reception class at the school
- You must send in your application form or apply on-line by the closing date for applications.

**Deferred Entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

**Waiting lists**

Places may become available at the school after the offer date. We will:

- Put all children who we refuse a place on the waiting list for the school;
- Keep the list in priority order, decided by the oversubscription criteria for the school only;
- Offer any place that become available to the next child on the waiting list; and
- Maintain the waiting list until the end of the autumn term.

We must keep the waiting list in order of the oversubscription criteria for the school. This is a legal requirement. We cannot take into account the date the application was received or the length of time a child's name has been on the waiting list. This means that both on time and late applications are treated the same for waiting list purposes. Your child's position on the waiting list may change if another applicant is refused a place and their child is ranked higher in the school's oversubscription criteria.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 60 | 1st preference: 71<br>2nd preference: 19<br>3rd preference: 22<br><br>Total: 112 | EHCP: 0<br>Criterion 1: 0<br>Criterion 2: 24<br>Criterion 3: 36<br>The last place was allocated to a pupil living 0.78 miles from the school | 60 |

# Platt Bridge Community Primary School

**Rivington Avenue, Platt Bridge, Wigan, WN2 5NG**

**Executive Head Teacher:** Ms S Darbyshire

**Admission Number 2022:** 60
**Age Range:** 2-11
**DFE number:** 3436

**Telephone number:** 01942 487999
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

**Oversubscription Criteria**

Where the school receives more applications than places available, the following admission criteria will be applied once places have first been allocated to pupils who have a statement of special educational needs or education health and care plan which names the school.

1. Looked after children and previously looked after children.

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). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.

2. Children whose older brothers or sisters attend the school and will still be there at the time of admission.

3. Other children living nearest to the school.

**Tie-breaker**

Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally the distance from home to school is the same for more than one child. For example, if more than one child lives in the same block of flats. In these cases, a system to randomly pick who will be offered a place will be used. The governing body will use the same system used by the local authority for community and controlled schools. A copy of the policy as available on request from the local authority.

**Brothers and sisters**
Children with brothers or sisters who will be attending the school in the school year. We will include: -

- Half-brothers and half-sisters;
- Stepbrothers and stepsisters; and
- Foster brothers and foster sisters;

who live at the same address as part of the same family unit.

**Home Address**
When considering an application, we will use the permanent home address at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to schools is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

**Nursery Classes**
The admission criteria for schools differ from those for nursery classes. Attendance at the nursery or a co-located children's centre does not guarantee admission to the school. Parents must submit an application for a place in the Reception class by the closing date.

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Waiting list policy**
Places may become available at a school after the offer date. To decide which children have these places, we will:

- put all children who we refused a place on the waiting list for the school;
- keep the list in priority order, decided by the oversubscription criteria for the school only;
- offer places that become available to the next child on the waiting list; and
- keep the waiting list until the end of the autumn term.

We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admission criteria.

**Deferred Entry**

Parents may request that that the date their child is admitted to school is deferred until later in the school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday; nor can parents defer entry beyond the academic year for which the original application was accepted.

**Part Time Attendance**
Parents may request that their child attends school part-time until the child reaches compulsory school age.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 60 | 1st preference: 53<br>2nd preference: 15<br>3rd preference: 12<br><br>Total: 80 | All on time applicants who requested a place at the school were accommodated. | 58 |

# Saint Paul's CE Primary School

**Warrington Road, Goose Green, Wigan, WN3 6SB**

**Head Teacher:** Mrs A E Jackson

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3315

**Telephone number:** 01942 243068
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

**Oversubscription Criteria**

1. Looked after children and previously looked after children. (See note 1).
2. Children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted. Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order. (See note 1).
3. Children of regular worshipers or attendees at a Christian worshipping community. (See notes 2, 3).
4. Children who attend a Christian worshipping community on a regular basis. (See note 4).
5. Children who have brothers/sisters already attending the school who will be there at the time of admission including half-brother/half-sister, step brothers/step sisters and foster brothers/foster sisters who live at the same address as part of the same family unit.
6. Children with a proven special educational, medical or social need whom the Governors believe would benefit from a place in this, their nearest school. (Supporting evidence from a professional person e.g. doctor, social worker or clergy member will be needed).

7. Children whose home address is within the proximity of the school premises as measured by the L.A. GIS system will be given priority. (Proof of residence may be required e.g. Child Benefit Book). (Please see note 5).

**Tie Breaker**

If a tie breaker is required, proximity to the school premises as measured by the LA GIS system will be given priority. (See note 6)

**Notes:**

1. 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 a special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order, or special guardianship order.
2. A regular worshipper of a Church is deemed by the Governing Body to be one who has attended a service in that Church, a minimum of once a month, for at least 1 year prior to the closing date for applications. The vicar or minister of the Church which you attend must sign the supplementary form to confirm said attendance.
3. The 'Governing Body' defines 'Christian Church' as being any Church in membership of, or sharing the statement of belief of 'Churches Together in England'.
4. Regular attendance at Sunday school is deemed by the Governing Body to be once a month, for the 12 months prior to the closing date for applications.
   In the event that during the period specified for attendance at worship the Church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admission arrangements in relation to attendance will only apply to the period when the Church, or alternative premises, have been available for public worship.
5. The home address is deemed by the Governing body to be the child's permanent home address. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live. If you are separated and your child spends time at each parents address the Governing Body deems that the address which is used for admissions is that of the main carer. Therefore the address of the parent who receives Child Benefit will be used.
6. If a tie occurs in the case of twins, triplets then they will all be offered a place.

**Additional Information**

**Deferred entry**

Parents may request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

**Late applications**

1. Applications received after the closing date and before the date of an offer of places will only be considered after applications received on time.

2. Applications received after the offer date but before the start of the school year will be considered as they are received and in accordance with the criteria for admission.

**Waiting Lists**

1. If any places become available after the offer date, but before pupils are admitted in the Autumn Term, we will put all children, to whom a place has been refused, on the waiting list. The list will be kept in priority order which is decided by the admission criteria for the school. Any available places will be offered to the next child on the waiting list. The waiting list will be kept until the end of the Autumn Term.
2. The Governing Body cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent/carer asks for their child to be put on the list and their child has higher priority in the admissions criteria.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 30<br>2nd preference: 21<br>3rd preference: 10<br><br>Total: 61 | EHCP: 0<br>Criterion 1: 1<br>Criterion 2: 0<br>Criterion 3: 4<br>Criterion 4: 0<br>Criterion 5: 11<br>Criterion 6: 0<br>Criterion 7: 14<br>The last place was allocated to a pupil living 0.914 miles from the school | 30 |

# St David Haigh and Aspull CE Primary School

**Copperas Lane, Haigh, Wigan, WN2 1PA**

**Head Teacher:** Mrs J Woodcock

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3427

**Telephone number:** 01942 831310
**Website:** Visit the school's website

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## Oversubscription Criteria

Where the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational need or education health and care plan which names the school:

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order
   This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions.

   This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

### Siblings

2. Siblings of pupils attending the school during the academic year to which the child would be admitted. 'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or sister, a step brother or sister, or other child living in the same household who, in any of these cases, will be living with them at the same address at the date of their entry to the school.

### Faith based

3. Regular attendance at public worship at St. David Haigh Church of England church.

Attendance will be established by information provided on the Supplementary Information Form completed by a member of the clergy or other designated church officer. For the purposes of these admission arrangements 'regular' means

attendance at least eight times in the twelve months immediately prior to the date of application.

4. Regular attendance at public worship in any Church of England church.

Attendance will be established by information provided on the Supplementary Information Form completed by a member of the clergy or other designated church officer. For the purposes of these admission arrangements ‘regular’ means attendance at least eight times in the twelve months immediately prior to the date of application.

5. Regular attendance at public worship in any other Christian church.

For the purposes of these admission arrangements 'other Christian church' means a church which is Designated under the Ecumenical Relations Measure 2018, nationally by the Archbishops of Canterbury and York, or locally by the diocesan bishop, or which is a member of Churches Together in England, or affiliated to the Evangelical Alliance or a Partner Church of Affinity. The list of nationally Designated churches can be found at https://www.churchofengland.org/sites/default/files/2019-04/list_of_designated_churches_3_oct_18.pdf.

Attendance will be established by information provided on the Supplementary Information Form completed by a member of the clergy or other designated church officer. For the purposes of these admission arrangements ‘regular’ means attendance at least eight times in the twelve months immediately prior to the date of application.

6. Practising member of any religious faith.

Membership and practice of the faith will be established by information provided on the Supplementary Information Form completed by a designated faith leader of the relevant faith eight times in the twelve months immediately prior to the date of application.In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship, has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church, or in relation to those of other faiths, relevant place of worship, or alternative premises have been available for public worship.

**Distance from school**

7. Proximity to the school with those living closest to the school having priority calculated by:

Straight line – the distance will be measured in a straight line from the child’s home address to the main entrance using the local authority Geographical Information System (GIS) which is based on ordnance survey.

The child’s home address will be determined by:

Main residence – you must give the correct permanent home address; this is where the child and parent, or the person who has care of the child or parental responsibility, normally live.

**Tie-breaker**

Proximity to the school. We will measure the distance by a straight line. All straight line distances are calculated electronically using a geographical information system.

In the event that two or more children live at the same distance from the school (as can happen with families living in blocks of flats), random allocation, where supervised drawing of lots by an independent responsible person of good standing will be used to decide which child(ren) will be allocated the remaining place(s) (in accordance with 1.34 and 1.35 of the School Admissions Code).

## Late applications

Applications received after the closing date and before the [Admission Authority's] admission meeting will be placed last in the criteria in which they fall unless the [Admission Authority] is satisfied that there are exceptional circumstances which reasonably prevented the application from being submitted on time. Supporting evidence, including that provided by the required Supplementary Information Form, must also be supplied by the closing date for applications, unless it is satisfied that there are exceptional circumstances which reasonably prevented it being submitted on time. In the absence of such supporting evidence, the allocation of places will be made on the basis of the application alone.

## In-Year admissions

From time to time a place becomes available further up the school. The allocation of places is in accordance with the admissions criteria. Preference will be given to children moving into the area from outside the Local Authority area who do not have a school place. Evidence will need to be provided that the child has recently moved in.

## Admission of children outside their normal age group

Parents may request that their child is admitted to a year group outside their normal age range, for instance where the child is gifted or talented or where a child has suffered from particular social or medical issues impacting on their schooling. All such requests will be considered on their merits and either agreed or refused, on that basis. If a request is refused, the child will still be considered for admission to their normal age group.

The process for requesting such an admission is as follows: With the application, parents should request that the child is admitted to another year group (state which one), and the reasons for that request. Parents will submit any evidence in support of their case with the application, for instance from a medical practitioner, headteacher etc. Some of the evidence a parent might submit could include:

information about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have

previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

The school will consider each case on its merits, taking into account the individual circumstances of the request and the child's best interests. We will also ensure the parent is aware of whether the request for admission out of age group has been agreed before final offers are made, and the reason for any refusal. Requests for admission out of the normal year group will be considered alongside other applications made at the same time.

**Waiting Lists**

The school will operate a waiting list for each year group. Where in any year the school receives more applications for places than there are places available, a waiting list will operate until the end of the first term after the beginning of the school year. This will be maintained by the admission authority and it will be open to any parent to ask for their child's name to be placed on the waiting list, following an unsuccessful application. Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves it.

**Appeals Procedure**

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code. Appellants should contact Headteacher at St David Haigh and Aspull CofE Primary School at Copperas Lane, Haigh, Wigan, Lancashire, WN2 1PA within 20 days of the date of the letter refusing your child a place at the school for information on how to appeal. Information on the timetable for the appeals process is on our website at http://www.saintdavids.wigan.sch.uk.**Deferred entry for infants**

Parents offered a place for their child have a right to defer entry, or to take a place up part- time, until the start of the term beginning immediately after their child has reached compulsory school age of 4. However, places cannot be deferred until the next academic year.

**Address definition**

The address is the place where the child is permanently resident with his or her parent or parents or legal guardians. Evidence may be requested to show the address, for example: to which any Child Benefit is paid or at which the child is registered with a medical GP together with recent utilities bill, council tax bill or tenancy agreement. This evidence will be used when reaching a decision on the child's home address for admissions purposes (including where a child lives with parents with shared responsibility for each part of the week). Parents should not assume that a place will automatically be allocated to their child.

**Enquiries**

Should be to: The Headteacher, St David Haigh & Aspull CofE Primary School, Copperas Lane, Haigh, Wigan, Lancashire, WN2 1PA or via email to enquiries@admin.saintdavids.wigan.sch.uk

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 14<br>2nd preference: 11<br>3rd preference: 17<br><br>Total: 42 | All on time applicants who requested a place at the school were accommodated. | 16 |

# St James' C of E Primary School

**Tyrer Avenue, Worsley Mesnes, Wigan, WN3 5XE**

**Head Teacher:** Mr G Lovgreen
**Admission Limit 2022:** 30
**Age Range:** 4-11
**DFE number:** 3007

**Telephone number:** 01942 703952
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

**Oversubscription criteria**

When the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational need or education health and care plan which names the school:

1. Looked after children and previously looked after children.

   Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.

2. Children whose older brothers or sisters attend the school and will still be there at the time of admission

3. Children who live closest to the school.

**Notes:**

**Tie-breaker**

Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases we will use a system to randomly pick who will be offered a place. A copy of the policy is available on request from the local authority.

**Notes to the oversubscription criteria**

**Child's home address**

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. The address of the parent who receives Child Benefit will normally be used, but the Local Authority reserves the right to request other documentary evidence as fit the individual circumstances.

**Brothers and Sisters**

We will include:

- Half-brothers and half-sisters;
- Stepbrothers and stepsisters; and
- Foster brothers and foster sisters;

who live at the same address as part of the same family unit.

**Children with a statement of special educational need or education health and care plan**

Children with a statement of special educational need or education health and care plan which names the school will be offered a place without using the oversubscription criteria. This is a legal requirement.

**Late applications**

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Nursery Applications**

If your child goes to a nursery attached to the school:

- They do not have an automatic right to a place in a reception class at the school
- You must send in your application form or apply on-line by the closing date for applications.

**Deferred Entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

**Waiting lists**

Places may become available at the school after the offer date. We will:

- Put all children who we refuse a place on the waiting list for the school;
- Keep the list in priority order, decided by the oversubscription criteria for the school only;
- Offer any place that become available to the next child on the waiting list; and
- Maintain the waiting list until the end of the autumn term.

We must keep the waiting list in order of the oversubscription criteria for the school. This is a legal requirement. We cannot take into account the date the application was received or the length of time a child's name has been on the waiting list. This means that both on time and late applications are treated the same for waiting list purposes. Your child's position on the waiting list may change if another applicant is refused a place and their child is ranked higher in the school's oversubscription criteria.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 30<br>2nd preference: 9<br>3rd preference: 13<br><br>Total: 52 | All on time applicants who requested a place at the school were accommodated. | 30 |

# St John's C of E Primary, Abram

**Simpkin Street, Abram, Wigan, WN2 5QE**

**CEO:** Mrs S L Bruton
**Principal:** Mrs L Butcher

**Admission Number 2022:** 45
**Age Range:** 4-11
**DFE number:** 3360

**Telephone number:** 01942 703465
**Website:** Visit the school's website

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This school is part of the Quest Academy Trust with Hindley Green Community Primary School, St Peter's C of E Primary School, Hindley and St John's C of E Primary School, Hindley Green.

**Oversubscription Criteria**

Parents/carers must complete the Local Authority application form along with the school's Supplementary Information Form.
However, if the demand exceeds the number of places available, and after the admission of any child with an Education, Health and Care Plan which names the school, priority is given to:

1. Children in public care and previously looked after children.

This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. "Looked after" means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.'

This criteria also includes looked after children and all previously looked after children who appear to the Trust Board of Directors to have been in state care outside of England and ceased to be in state care as a result of being adopted.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

2. Children who, with their immediate families, are regular worshippers at Abram St. John the Evangelist Church.

3. Children with siblings who will be attending St. John's C. of E. Primary School, Abram at the time of admission.

4. Children who, with their immediate families, are regular worshippers at another Christian Church.

5. Children who have been baptised at Abram St. John the Evangelist Church.

6. Children who have been baptised at another Christian Church.

7. Children living closest to the school measured by a straight line distance from the home address to the main entrance using the Local Authority measuring system.

**Notes:**
1. A regular worshipper is deemed as one who attends worship a minimum of once a month for at least twelve months prior to the closing date for applications (January-January). A completed clergy reference form or Abram St. John the Evangelist Church Attendance Card(s) is required as evidence of regular worship and must be sent with the completed supplementary information form.

In the event that during the period specified for attendance at worship the Church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admission arrangements in relation to attendance will only apply to the period when the Church, or alternative premises, have been available for public worship.

2. Immediate family is classed as the parent/carer/grandparent.

3. Siblings refers to brother or sister, half brother or sister, foster brother or sister, step brother or sister, or the child of the parent/carer's partner who live at the same address.

4. If at any stage there is a tie for a place, the decision will be based on distance from school. This will be measured by a straight line distance from the home address to the main entrance using the Local Authority measuring system.

The address we use for admission to school is that of the main carer who receives the Child Benefit.

If we offer the last place available at school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

5. The Board of Directors defines ‘Christian Church’ as being any Church in membership of, or sharing the statement of belief of ‘Churches Together in England’.

**Late Applications**
1. Applications received after the closing date and before the date of an offer of places will only be considered after applications received on time. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.
2. Applications received after the offer date, but before the start of the school year, will be considered as they are received and in accordance with the criteria for admission.

**Waiting Lists**
We will put all children, to whom a place has been refused, on the waiting list.
The list will be kept in priority order which is decided by the admission criteria for the school. Any available places will be offered to the next child on the waiting list. The waiting list will be kept until the last day of the Autumn Term.

**Deferred Entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**
Parents can request that their child attends part time until the child reaches compulsory school age.

**Appeal against Non-allocation:**
(a) Parents/carers who are not offered a place for their child will be informed of this in writing and also of their right to appeal. In the first instance they should write to the Chair of the Board of Directors of St. John's C. of E. Primary School, Abram, setting out the grounds for appeal, within 14 days of final allocation.

(b) The right of appeal is through an Appeals' Panel. This Panel's decision is final and binding.

(c) Parents/carers will be notified in writing of the Appeals' Panel's decision.

**Admission of children outside their normal age group**
Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.
The parents of a summer born child (born between 1 April and 30 August) may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.
A decision is made on the basis of the circumstances of each case. The process is as follows:
**Stage 1 – request**
Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence they wish to be considered.

- A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15 January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16 April.
- A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry to reception class for children who will not be of statutory school age.

**Stage 2 – decision**
Requests for St. John's C. of E. Primary School, Abram, will be referred to the school to be considered. We will look at the following factors but these are not exhaustive:

- Parent's views
- The needs of the child and the possible impact on them of being educated out of year group

- The child's medical history and views of medical professionals if appropriate
- In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected date of birth
- Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school;
- Any other information which the parent requests the school to consider.

**Stage 3 – outcome**
Parents are notified of the decision in writing by the School Organisation Team.

**Request agreed:**
If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. **There is no guarantee that a place will be offered at the school.** Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.

**Request refused:**
There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain under the Academy Trust's complaints procedure.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 45 | 1st preference: 45<br>2nd preference: 9<br>3rd preference: 7<br><br>Total: 61 | All pupils who expressed a preference for the school were accommodated. | 45 |

# St Mark's CE Primary School

**Alexandra Street, Wigan, WN5 9DS**

**CEO:** Mrs R Coulthard
**Head Teacher:** Mrs K Ferguson

**Admission Number 2022:** 30
**Age Range:** 2-11
**DFE number:** 2006

**Telephone number:** 01942 748618
**Website:** Visit the school's website

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**Oversubscription Criteria**

This school is federated with Atherton St George's CE Primary part of The Wings' CE Trust.

The Governing Body are the admissions authority for St Mark's CE Primary School with the process of awarding places delegated to the Admissions Committee. The policy has been written in consultation with the Local Authority and Diocesan Board of Education.

St Mark's CE Primary School will admit children up to the maximum Standard Number of 30. If 30 or fewer children apply for admission to the reception year, all will be offered a place. If more than 30 applications are received, the following admission criteria will be applied in the order of priority shown once places have first been allocated to pupils who have a statement of special educational needs or an Education Health Care Plan (EHCP) which names St Mark's CE Primary School.

**1.** Children in public care and previously looked after children see note (a)

**2.** Children whose medical circumstances mean that their needs can only be met at this school. see note (b)

**3.** Brother or sister to pupils who will be in attendance at the school at the time of admission. see note (c)

**4.** Children whose social circumstances mean that their needs can only be met at this school. see note (d)

**5.** Child participation in worship in an Anglican Church, i.e. a Church of England Church see note (e)

**6.** Child participation in worship at another Christian church. see note (f)

**7.** Any other children, with priority given to those living nearest to the school see note (g)

Where there are more applications in any category than the available places, the places will be allocated to those having the highest scores. In all categories, where necessary

the tie-breaker will be used, giving priority to those living nearest to the school. (See note (g) below).

**NOTES:**

**(a)**

Children in public care and previously looked after children. This includes any "looked after child", “previously looked after children” and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. ‘Looked after’ means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions.

This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

**(b)**

Where admission is sought under exceptional medical circumstances criteria, professional supporting evidence e.g. from a doctor or psychologist is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.

**(c)**

Brother or sister includes step, half, foster and adopted brothers and sisters living at the same address and full brother or sister living apart.

**(d)**

Where admission is sought under exceptional social circumstances criteria, professional supporting evidence e.g. from a doctor, psychologist or social worker is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.

**(e)**

One point is awarded for attendance by the child at an Anglican church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 6 weeks attendance over the two years is necessary to be eligible under this criteria, (ie during the calendar years 2019 and 2020 for admission to Reception in September 2021).

In the event that during the period specified for attendance at worship the church or relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or relevant place of worship or alternative premises have been available for public worship.

**(f)**

Other Christian Churches are those Churches that are active members of Churches Together in Britain and Ireland (see www.ctbi.org.uk).

One point is awarded for attendance by the child at another Christian Church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 6 weeks attendance over the two years is necessary to be eligible under this criteria.

In the event that during the period specified for attendance at worship the church or relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or relevant place of worship or alternative premises have been available for public worship.

**(g) Tie-Breaker**
Living nearest to the school refers to the distance, measured by the LA, from the child's normal home address to the school's front entrance, nearer addresses having priority over more distant ones. When considering your child's application, we will use the permanent home address we have for you at the closing date for applications.

If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

In cases where there are two or more children with the same measurement (for example if more than one child lives in a block of flats), or where to admit another child would breach the infant class size regulations, a fair draw will pick who will be offered a place. This process will be supervised by someone independent of the school. If we offer the last place available to one of twins (or triplets and so on) our policy is to admit the other twin or triplet too.

**(h) Deferred Entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**(i) Part-Time Attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age.

**It should be noted that Baptism is not a criteria for admission nor is the length of time that a child's name has been registered at the school**.

**COMPLETION OF FORMS**
Please note that all applications must be made on the Local Authority application form.

**RIGHT OF APPEAL**
Where the governors are unable to offer a place because the school is over subscribed, parents/carers have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education

Act, 2002. Parents should notify the clerk to the governors at the school within 20 school days of receiving the letter refusing a place. Parents/Carers will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days notice of the place and time of the hearing.

Letters of appeal should be addressed to:

The Clerk to the Governors
St Mark's CE Primary School
Derby Street
Atherton
Manchester
M46 0HJ

**Late applications**

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**WAITING LIST**

Should the school be over subscribed a waiting list system will be in operation until the end of the Autumn Term 2022. Places may become available after the official offer date. To decide which children have these places, we will:

- Put all children who were refused a place on the waiting list.
- Keep the list in priority order according to the oversubscription criteria.
- Offer places that become available to the next child on the waiting list.

**ADMISSION OF CHILDREN OUTSIDE THEIR NORMAL AGE GROUP**

Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.

The parents of a summer born child (born 1st April and 30th August) may choose not to send their child to school until the September following their 5th birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

A decision is made on the basis of the circumstances of each case.

The process is as follows: -

**Stage 1 - request**

Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence that they wish to be considered.

- A request for early entry into Year 7 should be made before 31st October in the previous academic year in order for sufficient time for the case to be considered prior to the offer of school places on 1st March.

- A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15th January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16th April.
- A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry into reception class for children who will not be of statutory school age.

**Stage 2 - decision**

Requests for voluntary-aided, foundation and academy schools will be referred to the school to be considered.

Requests for community and voluntary controlled schools will be considered by the Local Authority. We will look at the following factors but these are not exhaustive:

- Parent's views.
- The needs of the child and the possible impact on them of being educated out of year group.
- The child's medical history and views of medical professionals if appropriate.
- In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected birth date.
- Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school
- Any other information which the parent requests the Local Authority to consider

**Stage 3 - outcome**

Parents are notified of the decision in writing by the School Organisation Team.

**Request Agreed:**
If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. There is no guarantee that a place will be offered at the preferred school. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. The right does not apply if they are offered a place at the school but not in the preferred year group.

Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.

**Request Refused:**
There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain through the council's complaints procedure for decisions made by the local authority or under the schools complains procedure where the decision has been made by the school.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 28<br>2nd preference: 16<br>3rd preference: 11<br><br>Total: 55 | EHCP: 0<br>Criterion 1: 0<br>Criterion 2: 0<br>Criterion 3: 0<br>Criterion 4: 13<br>Criterion 5: 0<br>Criterion 6:0<br>Criterion 7:0<br>Criterion 8: 17<br>The last place was allocated to a pupil living 0.354 miles from the school. | 30 |

# St Peter's CE Primary School

**Kildare Street, Hindley, Wigan, WN2 3HY**

**CEO:** Mrs S L Bruton
**Principal:** Mrs N Green

**Admission Number 2022:** 45
**Age Range:** 4-11
**DFE number:** 3366

**Telephone number:** 01942 258647
**Website:** Visit the school's website

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This school is part of the Quest Academy Trust with Hindley Green Community Primary School, St John's C of E Primary School, Abram and St John's C of E Primary School, Hindley Green.

**Oversubscription Criteria**

Parents/carers must complete the Local Authority application form along with the school's Supplementary Information Form.

However, if the demand exceeds the number of places available, and after the admission of any child with an Education, Health and Care Plan which names the school, priority is given to:

1. Children in public care and previously looked after children.

This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. "Looked after" means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.'

This criteria also includes looked after children and all previously looked after children who appear to the Trust Board of Directors to have been in state care outside of England and ceased to be in state care as a result of being adopted.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

2. Children who, with their immediate families, are regular worshippers at St. Peter's Church, Hindley.

3. Children with siblings who will be attending St. Peter's C. of E. Primary School, Hindley at the time of admission.

4. Children who, with their immediate families, are regular worshippers at another Christian Church.

5. Children who have been baptised at St. Peter's Church, Hindley.

6. Children who have been baptised at another Christian Church.

7. Children living closest to the school measured by a straight line distance from the home address to the main entrance using the Local Authority measuring system.

Notes:
1. A regular worshipper is deemed as one who attends worship a minimum of once a month for at least twelve months prior to the closing date for applications (January-January). A completed clergy reference form or St. Peter's Church, Hindley, Attendance Card(s) is required as evidence of regular worship and must be sent with the completed supplementary information form.

In the event that during the period specified for attendance at worship the Church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admission arrangements in relation to attendance will only apply to the period when the Church, or alternative premises, have been available for public worship.

2. Immediate family is classed as the parent/carer/grandparent.

3. Siblings refers to brother or sister, half brother or sister, foster brother or sister, step brother or sister, or the child of the parent/carer's partner who live at the same address.

4. If at any stage there is a tie for a place, the decision will be based on distance from school. This will be measured by a straight line distance from the home address to the main entrance using the Local Authority measuring system.

The address we use for admission to school is that of the main carer who receives the Child Benefit.

If we offer the last place available at school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

5. The Board of Directors defines 'Christian Church' as being any Church in membership of, or sharing the statement of belief of 'Churches Together in England'.

**Late Applications**
1. Applications received after the closing date and before the date of an offer of places will only be considered after applications received on time. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.
2. Applications received after the offer date, but before the start of the school year, will be considered as they are received and in accordance with the criteria for admission.

**Waiting Lists**
We will put all children, to whom a place has been refused, on the waiting list.
The list will be kept in priority order which is decided by the admission criteria for the school. Any available places will be offered to the next child on the waiting list. The waiting list will be kept until the last day of the Autumn Term.

**Deferred Entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**
Parents can request that their child attends part time until the child reaches compulsory school age.

**Appeal against Non-allocation:**
(a) Parents/carers who are not offered a place for their child will be informed of this in writing and also of their right to appeal. In the first instance they should write to the Chair of the Board of Directors of St. Peter's C. of E. Primary School, Hindley, setting out the grounds for appeal, within 14 days of final allocation.

(b) The right of appeal is through an Appeals' Panel. This Panel's decision is final and binding.

(c) Parents/carers will be notified in writing of the Appeals' Panel's decision.

**Admission of children outside their normal age group**
Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.
The parents of a summer born child (born between 1 April and 30 August) may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.
A decision is made on the basis of the circumstances of each case. The process is as follows:

**Stage 1 – request**
Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence they wish to be considered.

- A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15 January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16 April.
- A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry to reception class for children who will not be of statutory school age.

**Stage 2 – decision**
Requests for St. Peter's C. of E. Primary School, Hindley will be referred to the school to be considered. We will look at the following factors but these are not exhaustive:

- Parent's views
- The needs of the child and the possible impact on them of being educated out of year group
- The child's medical history and views of medical professionals if appropriate

- In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected date of birth
- Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school;
- Any other information which the parent requests the school to consider.

**Stage 3 – outcome**
Parents are notified of the decision in writing by the School Organisation Team.

**Request agreed:**
If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. **There is no guarantee that a place will be offered at the school.** Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.

**Request refused:**
There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain under the Academy Trust's complaints procedure.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 45 | 1st preference: 32<br>2nd preference: 13<br>3rd preference: 21<br><br>Total: 66 | All pupils who expressed a preference for the school were accommodated. | 34 |

# St Wilfrid's Church of England Primary Academy

**Rectory Lane, Standish, Wigan, WN6 0XB**

**Head Teacher:** Mr Stuart Colothan

**Admission Number 2022:** 75
**Age Range:** 4-11
**DFE number:** 3357

**Telephone number:** 01257 423992
**Website:** Visit the school's website

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**Oversubscription Criteria**
Arrangements for admission have been agreed following consultation between the governing body, the Blackburn Diocesan Board of Education, Local Authorities and other admissions authorities in the area.

**The number of places available for admission to the Reception class in the year 2022 will be a maximum of 75.**

The governing body will not place any restrictions on admissions to the reception class unless the number of children for whom admission is sought exceeds their admission number. By law, no infant class may contain more than thirty children. The Governing Body operates a system of equal preferences under which they consider all preferences equally and the Local Authority notifies parents of the result. In the event that there are more applicants than places, after admitting all children with a statement of educational need/Educational, Health and Care Plan naming the school, the governing body will allocate places using the criteria below, which are listed in order of priority.

1. Children in public care and previously looked after children.
   (a) This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Children with special medical or social circumstances affecting the child where these needs can only be met at this school See note (i)

3. Children whose parents live within the ecclesiastical parish of Standish, St. Wilfrid's. See note (ii)
   (a) Children who have a sibling attending the school on the date of the application and on the date of admission. See note (iv)
   (b) Children with a parent/guardian worshiping in a church in full membership of churches together in England
   (c) Other children.

4. Children whose parents live outside the parish
    (a) Children who have a sibling attending the school on the date of the Application and on the date of admission. See note (iv)
    (b) Children with a parent/guardian worshiping in a church in full membership of churches together in England
    (c) Other children.

5. Proximity of home to school.

**Tie Breaker**

Where there are more applications for the available places within a category, then the distance between the GIS address points for the school and the home measured in a straight line will be used as the final determining factor, nearer addresses having priority over more distant ones. This address point is a predetermined point generated from the Local Authority's GIS computer database, which is based on information from an Ordnance Survey to the front entrance of the school. If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too. Where the cut off point is for addresses within the same building, or within the same distance from the school, then the single measure between the address points will apply and the Local Authority's system of a random draw will determine which address(es) receive the offer(s).

**NOTES:**

i) Professional supporting evidence from e.g. a doctor, psychologist, social worker is essential if admission is to be made under the criterion for special medical or social circumstances, and such evidence must set out the particular reasons why the school in question is the most suitable school and the difficulties which would be caused if the child had to attend another school.

ii) A map showing the boundaries is available in school.

iii) The distance between the Ordnance Survey address points for the school and the home measured in a straight line will be used to determine which addresses are closest to the school.

iv) Siblings include step, half, foster, adopted brothers and sisters living at the same address as part of the same family unit.

v) Churches Together in England is taken as on the 1st September 2021. A list may be obtained from its website "Churches Together in England website at cte.org.uk". Churches in membership of the equivalent bodies to CTE in Northern Ireland, Scotland and Wales are equally accepted. Parental worshipping is normally taken to mean a minimum of monthly attendance at church at public worship for at least the year leading up to the closing date of the application.

The governors will request confirmation of this from the relevant members of the clergy or church officer. Where a family has changed churches, then information about all of them will be required.

**Late applications for admission**

Applications received after the closing date would be considered late and would be considered after all the others, and placed on a waiting list in accordance with the criteria.

**Waiting List**

Where we have more applications than places, the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the admissions criteria. Since the date of the application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number, the child whose names are at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted.

The waiting list will operate until the end of the Autumn term 2022 for those applying for a place for the 2022 intake.

**Deferred entry**

If your child is due to start school during the next academic year, it is important that you apply for a place for September. If your child's fifth birthday is between the months of September and December, then, if you wish it, admission may be deferred until January; if it is between January and April, then admission may be deferred until the start of the summer term though it is likely to be in your child's interest to start no later than January. You may also request that your child attend school part time until he/she reaches his/her fifth birthday.

**Part-time attendance**

Parents can request that their child attends part time until the child reaches compulsory school age.

**Nursery Classes**

The admission criteria for schools are different than those for nurseries. Attendance at the nursery does not guarantee admission to the school. Parents must submit an application for a place in reception class by the closing date.

**Address of pupil**

The address used on the school's admission form must be the current one at the time of the application, i.e. the family's main residence. If the address changes subsequently, the parents should notify the school. Where the parents live at different addresses, and there is shared parenting, the address used will normally be the one where the child wakes up for the majority of Monday to Friday mornings. If there is any doubt about this, then the address of the Child Benefit recipient will be used. Parents may be asked to show evidence of the claim that is being made for the address, e.g. identity cards of various sorts showing the child's address as the one claimed. Where there is dispute about the correct address

to use, the governors reserve the right to make enquiries of any relevant third parties e.g. the child's GP, Council Tax Office, Electoral Registration Officer, utilities provider. For children of UK Service personnel and other Crown Servants returning to the area proof of the posting is all that is required.

**Non-routine admissions**

It sometimes happens that a child needs to change school other than at the "normal" time; such admissions are known as non-routine admissions. Parents wishing their child to attend this school should arrange to visit the school. They should then approach the home Local Authority who will co-ordinate the admission arrangements. If there is a place in the appropriate class, then the governors will arrange for the admission to take place. If there is no such place, then the Local Authority will advise on how to appeal. Appeals for children moving into the area will not be considered until there is evidence of a permanent address, e.g. exchange of contracts or tenancy agreement with rent book.

Please note that you cannot re-appeal for a place at a school within the same school year unless there has been relevant, significant and material change in the family circumstances.

**Appeals**

Where the governors are unable to offer a place because the school is over subscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. **Parents should notify the Clerk to the Governors at the school within 14 days of receiving the letter refusing a place.** Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days' notice of the place and time of the hearing.

If your child was refused a place in Reception or Key Station 1 because of Government limits on Infant class sizes, the grounds on which your appeal could be successful are limited. You would have to show that the decision was one which in the circumstances no reasonable governing body would have made, that the admission arrangements are illegal or that your child would have been offered a place if the governors' admissions arrangements had been properly implemented. Please note that this right of appeal against the governors' decision does not prevent you from making an appeal in respect of any other school.

**Fraudulent applications**

Where the governing body discovers that a child has been awarded a place as the result of an intentionally misleading application from a parent (for example a false claim to residence in the catchment's area or of involvement in a place of worship) which effectively denies a place to a child with a stronger claim, then the governing body is required to withdraw the offer of the place. The application will be considered afresh and a right of appeal offered if a place is refused.

**Deferred admission**

If your child is due to start school during the next academic year, it is important that you apply for a place for September. If your child's fifth birthday is between the months of September and December, then, if you wish it, admission may be deferred until January; if

it is between January and April, then admission may be deferred until the start of the summer term though it is likely to be in your child's interest to start no later than January.

**Twins.etc**

Where there are twins, etc wanting admission and there is only a single place left within the admission number, then the governing body will exercise as much flexibility as possible within the requirements of infant class sizes. In exceptional circumstances cases we are now able to offer places for both twins and all triplets, even when this means breaching infant class size limits. This may also apply to siblings who are in the same year group.

**Admission to Nursery**

Application forms will be sent out by the school to all parents who have registered an interest to them in their child attending Nursery. The forms will be sent out in the Autumn term preceding admission.

**The number of places available for admission to the Nursery class in the year 2021 will be a maximum of 60.**

A range of options are available for attendance with the option to purchase additional sessions if required.

Places will be allocated in accordance with the admission criteria for school.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 75 | 1st preference: 91<br>2nd preference: 35<br>3rd preference: 25<br><br>Total: 151 | EHCP: 0<br>Criterion 1: 1<br>Criterion 2: 0<br>Criterion 3a: 27<br>Criterion 3b: 12<br>Criterion 3c: 35<br>The last place was allocated to a pupil living 0.833 miles from the school. | 83 |

# Tyldesley Primary School

**Ennerdale Road, Astley, Tyldesley, M29 7PY**

**Head Teacher:** Mr J M McKenna
**Admission Number 2022:** 60
**Age Range:** 4-11
**DFE number:** 2036

**Telephone number:** 01942 882870
**Website:** Visit the school's website

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**Oversubscription Criteria**
Where the school receives more applications than places available, the following admission criteria will be applied once places have first been allocated to pupils who have a statement of special educational needs or education health and care plan which names the school.

1. Looked after children and previously looked after children.

Looked after children and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.

2. Children whose older brothers or sisters attend the school and will still be there at the time of admission.

3. Other children living nearest to the school.

**Tie-breaker**
Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey.
If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally the distance from home to school is the same for more than one child. For example, if more than one child lives in the same block of flats. In these cases, a system to randomly pick who will be offered a place will be used. The governing body will use the same system used by the local authority for community and controlled schools. A copy of the policy as available on request from the local authority.

**Notes:**

**Admission number**

The admission number for admissions to reception class in 2015 and 2016 is 60. The admission number for all other year groups remains at 45. The new admission number will gradually filter up the school. All year groups will have an admission number of 60 by 2021/2022

**Brothers and sisters**

Children with brothers or sisters who will be attending the school in the school year. We will include: -
Half-brothers and half-sisters;
Stepbrothers and stepsisters; and
Foster brothers and foster sisters;

who live at the same address as part of the same family unit.

**Home Address**

When considering an application, we will use the permanent home address at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to schools is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

**Nursery Classes**

The admission criteria for schools differ from those for nursery classes. Attendance at the nursery or a co-located children's centre does not guarantee admission to the school. Parents must submit an application for a place in the Reception class by the closing date.

**Late applications**

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Waiting list policy**

Places may become available at a school after the offer date. To decide which children have these places, we will:
put all children who we refused a place on the waiting list for the school;
keep the list in priority order, decided by the oversubscription criteria for the school only;
offer places that become available to the next child on the waiting list; and
keep the waiting list until the end of the autumn term.
We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admission criteria.

**Deferred Entry**

Parents may request that that the date their child is admitted to school is deferred until later in the school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday; nor can parents defer entry beyond the academic year for which the original application was accepted.

**Part Time Attendance**

Parents may request that their child attends school part-time until the child reaches compulsory school age.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 60 | 1st preference: 55<br>2nd preference: 41<br>3rd preference: 28<br><br>Total: 124 | EHCP: 0<br>Criterion 1: 0<br>Criterion 2: 23<br>Criterion 3: 37<br><br>The last place was allocated to a pupil living 1.118 miles from the school. | 60 |

# Voluntary Aided Church of England Primary Schools

# Aspull Church Primary School

**Bolton Road, Aspull, Wigan, WN2 1QW**

**Head Teacher:** Mr H Smout

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3426

**Telephone number:** 01942 746679
**Website:** Visit the school's website

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**Oversubscription Criteria**

Our admission number is 30. If we receive more applications than places available, the following admission criteria will be applied once places have first been allocated to pupils who have a statement of special educational needs or education health and care plan which names the school:

1. Children in public care and previously looked after children (see note A).

2. Children with proven special educational, medical or social needs (see note B).

3. Children with siblings who attend Aspull Church Primary School at the time of admission (see note C).

4. Children who, with their immediate family regularly attend St Elizabeth's Church, Aspull or Aspull Methodist Church (see note D).

5. Children who with their immediate family regularly attend other Christian churches (see notes D & E).

6. Children living closest to the school.

**Notes:**

A. This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being
provided with accommodation by a local authority in the exercise of their social services functions.
This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adop

B. Our supplementary 'Social & Medical Need' form together with a supporting letter from a Professional e.g. Doctor, Social Worker with knowledge of the family and the needs of the child must accompany the completed application form. The letter should explain why admission to the school is necessary for the child's well-being and the difficulties which would be caused if the child had to attend another school.

C. Siblings' includes step, half, foster and adopted who live at the same address as part of the same family unit

D. 'Regular Church Attendance' is normally taken to mean a minimum of monthly attendance at Church for a period of 12 months by an immediate adult member (to include: parent, grandparent, primary carer) and the child prior to the closing date for applications. The Governors will request confirmation of this from the relevant member of clergy on our supplementary 'Church Reference' form (see note on church attendance below).

E. The Governing Body defines 'Christian Church' as being any Church in membership of, or sharing the statement of belief of, 'Churches Together in England' (see note on church attendance below).

**Note for Church Attendance following the Pandemic:** In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

**Child's Home Address**
The address used on the admission form must be the current one at the time of application i.e. the family's main residence. If the address changes, parents must notify school.

If you are separated and your child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

**Deferred Entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted. It is the Governing Body's decision whether or not to agree to a deferral.

**Part-time Attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age.

**Tie Breaker**
When we use the admission criteria, more children might fall into a particular category than the number of places left. If this happens we use the tie breaker to decide who is given a place.

Places will be given to the children who live nearest to the school. We measure this distance:

- From the child's home address in a straight line to the centre point of the school site as determined by the Local Authority
- Using the GIS system which is based on Ordnance Survey maps
  In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.

If the last place at the school is for one of twins (or triplets, and so on), other twin or triplet will be offered a place too.

**Waiting lists**
Where we have more applications than places, the admission criteria will be used. Places may become available at school after the offer date. To decide which children have these places, we will:

- late applicants will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time.
- keep the list in priority order, decided by the Admissions criteria
- offer places that become available to the next child on the waiting list
- keep the waiting list until the end of the Autumn term

**Important information about the waiting list**: We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for this school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admission criteria.

**Making an Application**
Application forms are sent out in the Autumn term, and parents are invited to look round school prior to indicating whether Aspull Church Primary School is their choice.

Parents must complete the Local Authority application form, stating three preferences. If you wish to be considered against the faith criteria you must also complete the Church Reference Form, which is available on the Local Authority Website or from the school office.

Offers of places will be in writing. For those families that have been unsuccessful, the Admissions Section of the LA will send letters and details of what to do next.

Once admissions are confirmed, we welcome each child and his or her family by invitation to our arranged Inspire sessions.

**Late Applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. They will be placed on the waiting list in order according to the criteria. The only exception to this is applications for looked after children that are received by the 15Th February will be included with on time applications.

**Non-routine or In-year Admission**
Parent wishing their child to attend this school mid year, should contact the Local Authority to determine whether a place is available. If a place is available, the Local Authority will notify the school of the child's details. Parents will then be contacted by school to discuss the reason for requesting a place. If appropriate, a place will be offered to the child. If a place is not available, parents have the right of appeal.

Parents cannot re -appeal for a place at school within the same school year unless there has been relevant, significant and material change in the family circumstances.

**Appeals**
Where the Governors are unable to offer a place because the school is over subscribed, parents have the right to appeal to the Local Authority. Parents should notify the Local Authority as soon as possible of their intention to appeal. Parents will have the opportunity to submit their case to the panel in writing and also attend the appeal to present their case. You will normally receive 10 days notice of the place and time of the hearing.

Please note that this right of appeal against the Governors decision does not prevent you from making an appeal in respect of any other school.

**Fraudulent Applications**
Where the Governing Body discovers that a child has been awarded a place as the result of an intentionally misleading application from a parent which effectively denies a place to a child with a stronger claim, the Governing Body will withdraw the offer of the place. The application will be considered afresh and a right of appeal offered if a place is refused.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 22<br>2nd preference: 26<br>3rd preference: 13<br><br>Total: 61 | All on time applicants who requested a place at the school were accommodated. | 27 |

# Bickershaw CE Primary School

**Bickershaw Lane, Bickershaw, Wigan, WN2 4AE**

**Head Teacher:** Miss A Taberner

**Admission Number 2022:** 22
**Age Range:** 4-11
**DFE number:** 3361

**Telephone number:** 01942 866317
**Website:** Visit the school's website

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## Oversubscription Criteria

Where the school receives more applications than places available, the following admission criteria will be applied once places have first been allocated to pupils who have a Statement of Special Educational Needs or Education, Health and Care Plan which names the school:

1. Children in public care and previously looked after children.+

2. Children whose parents* are involved in the work and worship of Bickershaw Parish Church and attend on a regular basis confirmed by a reference from the Vicar/Minister (a).

3. Children who have a brother or sister** attending Bickershaw C.E. Primary School, on entry.

4. Children whose parents are involved in the work and worship of another Anglican Church and attend on a regular basis confirmed by a reference from the Vicar/Minister (a).

5. Children whose parents are involved in the work and worship of another Christian Church and attend on a regular basis confirmed by a reference from the Vicar/Minister (a) and (b).

6. Distance from home to school. Children living nearest to the school, measured in a straight line from the child's home address to the main office entrance of the school, will be given priority.

## Notes

+This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions.

This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

Applications must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.

*Parent is defined as a person with parental responsibility.
**We will include, half-brothers and half-sisters; stepbrothers and stepsisters; foster brothers and foster sisters who live at the same address as part of the same family unit.

(a) Parental involvement is taken to mean a minimum of monthly attendance for 12 months confirmed by a letter from the Vicar/Minister. In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.
(b) The Governing Body defines 'Christian Church' as being any church in membership of, or sharing the statement of belief of 'Churches together in England'

**Tie-breaker**

If more children fall into any one category than the number of places left, the Governors will offer places to the children who live nearest to the school. Distance will be measured in a straight line from the children's home address to the main school entrance, using Wigan Council's measuring system.

In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.

If we offer the last place available to one of twins (or triplets and so on) our policy is to admit the other twin or triplets too.

**Child's home address**

You must give the correct permanent home address. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live.

If you are separated and your child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

**Deferred entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

**Late applications**

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Waiting lists**

A 'waiting list' will be established for unsuccessful applicants.
Places may become available at a school after the offer date on 16th April 2021. To decide which children have these places we will:

- Put all children who we refused a place at one of their preferences on the waiting list for the school;
- Keep the list in priority order, decided by the oversubscription criteria for the school only.
- Offer places that become available to the next child on the waiting list; and keep the waiting list until the end of the autumn term.

Important information about the waiting list: We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admission criteria.

**Notes**

The length of time that a child's name has been registered at the school is not one of the criteria.

**Admission of children outside their normal age group**

Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.

The parents of a summer born child (born between 1 April and 30 August) may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

A decision is made on the basis of the circumstances of each case.

The process is as follows:

**Stage 1 – request**

Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence they wish to be considered.

- A request for early entry into Year 7 should be made before 31 October in the previous academic year in order to give sufficient time for the case to be considered prior to the offer of school places on 1 March.
- A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15 January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16 April.
- A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry to reception class for children who will not be of statutory school age.

**Stage 2 – decision**

Requests for voluntary-aided, foundation and academy schools will be referred to the school to be considered.

Requests for community and voluntary controlled schools will be considered by the local authority. We will look at the following factors but these are not exhaustive:

- Parent's views
- The needs of the child and the possible impact on them of being educated out of year group
- The child's medical history and views of medical professionals if appropriate
- In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected date of birth
- Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school;
- Any other information which the parent requests the local authority to consider.

**Stage 3 – outcome**

Parents are notified of the decision in writing by the School Organisation Team.

**Request agreed:**

If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. **There is no guarantee that a place will be offered at the preferred school.** Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.

**Request refused:**

There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain through the Council's complaints procedure for decisions made by the local authority or under the school's complaints procedure where the decision has been made by the school.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 22 | 1st preference: 13<br>2nd preference: 6<br>3rd preference: 7<br><br>Total: 26 | All on time applicants who requested a place at the school were accommodated. | 17 |

# Castle Hill St Philip's CE Primary School

**Hereford Road, Hindley, Wigan, WN2 4DH**

**Head Teacher:** Mrs W Hilton

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3363

**Telephone number:** 01942 255578
**Website:** Visit the school's website

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**Oversubscription Criteria**

1. Children in public care and previously looked after children.

This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was

(a) in the care of a local authority, or

(b) being provided with accommodation by a local authority in the exercise of their social services functions.

This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Children who appear to the Local Authority to have been in state care as a result of being adopted.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

3. Children who will have brothers or sisters attending the school at the time of admission. A brother or sister is any child living at the same address.

4. Children of parents who regularly attend All Saints' Church – i.e. 12 or more times during the year up to the time of application.

5. Children of parents who regularly attend another Christian church– i.e. 12 or more times during the year up to the time of application.

6. Children living closest to the school measured by a straight line distance from the home address to the main entrance using the Local Authority measuring system.

**Tie breaker:**

**If more children fall into any one category than the number of places left, the Governors will offer places to the children who live nearest to the school. Distance will be measured in a straight line from the child's home address to the main entrance of the school, using Wigan Council's measuring system.**

**In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.**

**If we offer the last place available at school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.**

**Church attendance will be verified by a church representative.**

In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

This school uses a supplementary information form.

**Late applications**

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Waiting List**

Places may become available after the Local Authority Co-ordinated offer date but before pupils are admitted to the school in the autumn term.

We will:

- put all children who we refuse a place at one of their preferences on the waiting list for the school;
- keep the list in priority order, **decided by the oversubscription criteria for the school only;**
- offer any places that become available to the next child on the waiting list; and
- keep the waiting list until the end of the autumn term.

**Important information about the waiting list:**

**We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admission criteria.**

## Deferred Entry

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

## Part-time attendance

Parents can request that their child attends part-time until the child reaches compulsory school age.

## Child's Home Address

You must give the correct permanent home address. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live.

If you are separated and your child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

## Admission of children outside their normal age group

Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.

The parents of a summer born child (born between 1 April and 30 August) may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

A decision is made on the basis of the circumstances of each case.

The process is as follows:

### Stage 1 – request

Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence they wish to be considered.

- A request for early entry into Year 7 should be made before 31 October in the previous academic year in order to give sufficient time for the case to be considered prior to the offer of school places on 1 March.

- A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15 January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16 April.
- A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry to reception class for children who will not be of statutory school age.

**Stage 2 – decision**

Requests for voluntary-aided, foundation and academy schools will be referred to the school to be considered.

Requests for community and voluntary controlled schools will be considered by the local authority. We will look at the following factors but these are not exhaustive:

- Parent's views
- The needs of the child and the possible impact on them of being educated out of year group
- The child's medical history and views of medical professionals if appropriate
- In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected date of birth
- Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school;
- Any other information which the parent requests the local authority to consider.

**Stage 3 – outcome**

Parents are notified of the decision in writing by the School Organisation Team.

**Request agreed:**

If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. **There is no guarantee that a place will be offered at the preferred school.** Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.

**Request refused:**

There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain through the Council's complaints procedure for decisions made by the local authority or under the school's complaints procedure where the decision has been made by the school.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 18<br>2nd preference: 15<br>3rd preference: 9<br><br>Total: 42 | All on time applicants who requested a place at the school were accommodated. | 21 |

# Christ Church CE Primary School

**West Bridgewater Street, Pennington, Leigh, WN7 4HB**

**Head Teacher:** Ms C Hill

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3419

**Telephone number:** 01942 673667
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

**Oversubscription Criteria**

The school will admit all pupils with a Statement of Special Educational Needs (or and Education, Health and Care Plan (EHCP) where the school is named in the Statement or EHCP.

When the number of applications received is greater than the number of remaining places available (after the admission of any children with a Statement or EHCP naming the school), the decision on which children will be admitted will be based on the following oversubscription criteria which will be applied in the order of priority set out below:

1. Looked after children and previously looked after children.
   *(A "looked after child" is a child who is a) in the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions. 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). **

2. Children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted.
   *A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.**

3. Children who will have a brother or sister** attending the school at the time of admission.

4. Children of families (i.e. parents, grandparents & other family members) who are active worshipping members of Christ Church Pennington.***

5. Children of families (as above) who are active worshipping members of another Christian Church**** and who live within the ecclesiastical parish of Christ Church Pennington.

6. Children who have a particular medical or social need which, when proven, are supported by evidence that indicates that their needs can only be met at this school. *(see further information at *****below)*

7. Other children who live within the parish – please visit: https://www.achurchnearyou.com/ and search school's postcode: WN7 4HB

8. Children of families (i.e. parents, grandparents & other family members) who are active worshipping members of another Christian Church **** and who do not live within the parish boundaries.

9. Other children who do not live within the parish boundaries.

Each of the above criteria will be considered in turn in descending order. All children who fulfil the criteria being considered will be offered places until the process would cause the number of offers to exceed the numbers of places available.
Where there are more applicants for the available places within a criterion a tie breaker will be used.

In criteria 5 and 7, where there are more applications then places available, random allocation will be used as a tie breaker. This will be applied to pupils within the oversubscribed criterion only. All pupils within that criterion will have their names entered into a pot. The required number of names will be drawn from the pot by an independent person. These names will be offered the available places.

In all other criteria, where there are more applications than places available, then distance to the child's home from the main door of the school in a straight line, using Wigan Council's measuring system, will be used as the determining factor, nearer addresses having priority over more distant ones. The home of the child is considered as being that of the main carer i.e. the address used to claim child benefit.

Random allocation will be used to decide who has the highest priority for admission if the distance between two (or more) children's homes and the school is the same. The process will be independently verified.

These tie breakers also apply to the waiting list where there is oversubscription within a criterion

**Notes**

***** Applications for previously looked after children must be supported with appropriate evidence ie a copy of the adoption order, residence order or special guardianship order

** Brother or sister includes half, step, foster and adopted brothers and sisters living at the same address and full brother or sister living apart. Also children of blended families residing at the same address

***Active for this purpose is defined as 'attends a church service at least once a month, for a minimum of one year' Contact with a clergy member of the relevant church will be made to support the application.

For criteria 4, 5 and 8: In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

**** Christian Church is defined as one which believes in 'The Trinity'

*****A letter from a doctor, social worker, clergy member or other professional with full knowledge of the family and the particular needs of the child will be required in support of application for these places, and must accompany the application form. The letter should explain why admission to the school is necessary for the child's medical or social well-being and why the needs cannot be met at another school. Cases will be considered on merit and in strict confidence.

Please note:-

- Baptism is not a criterion for admission.
- The length of time a child's name has been registered at the school is not one of the criteria.
- In the event of your child being refused a place, parent(s) /guardians have the right of appeal. In the first instance they should write to the Clerk to the Governors of Christ Church C.E. Primary School, setting out their grounds for appeal.

Parents seeking admission under criteria 3, 4, 5 and 8 **must** complete the school's own supplementary information form which will provide the governors with any supplementary information relevant to the admissions criteria.
If the school is oversubscribed, failure to complete the supplementary form may result in your application for a place in this school being considered against lower priority criteria as the Governing Body will have no information on which to assess the application.

Late applications will only be considered after all the applications received on time, should any places remain. The only exception to this is applications for looked after children that are received by 15th February will be included with on time applications.

**Waiting List**
In the event of oversubscription we will operate a waiting list until the end of the Autumn term. The list will be kept in priority order in line with the admission criteria for the school. Any places which become available will be offered to the next child on the list.
We cannot take into account the length of time a child's name has been on the list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority on the admissions criteria.

**Deferred Entry/Part time attendance**

Parents can request that the date their child is admitted into school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.
Parents may request that their child attends part time until their child reaches statutory school age.

**Twins**
Where twins, triplets etc. or other children born within the same school year might be split when allocations take place and the sibling is the 30th child, the governors may admit over the infant class requirement if it is possible to do so.

**In Year admissions**
Children may be admitted part way through the year subject to the same criteria.
In-year admissions are co-ordinated by Wigan LA.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 22<br>2nd preference: 11<br>3rd preference: 10<br><br>Total: 43 | All on time applicants who requested a place at the school were accommodated. | 26 |

# Golborne St Thomas' CE Primary School

**Church Street, Golborne, Warrington, WA3 3TH**

**Head Teacher:** Mrs J Woods

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3379

**Telephone number:** 01942 728153
**Website:** Visit the school's website

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**Oversubscription Criteria**

Where the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational need or education, health and care plan which names the school:

1. Looked after children and previously looked after children.

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). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.'

2. Children who are baptised and whose parents/carers are involved in the life and worship of St. Thomas' Church, Golborne and attend at least once a month for the twelve months prior to the closing date for applications. A letter from the appropriate clergy must accompany the application.

In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

3. Brothers or sisters of children who will be attending the school at the time of admission. Brother or sister includes full, half, foster and adopted brothers or sisters living at the same address as part of the same family unit and full brothers and sisters living apart.

4. Children whose parents/carers are involved in the life and worship of another Christian church which is a member of Churches Together in England. A letter of support will be required from the church.

In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

5. Children who have been baptised or dedicated.

6. Children with proven Special Educational Needs, medical or social needs who would benefit from a place at St. Thomas'. A supporting letter from a doctor, Social Services, member of the clergy or another profession with knowledge of the family and the needs of the child must accompany the completed application form. The letter should explain why admission to St. Thomas' is necessary for the child's well-being.

7. Children living closest to the school.

**Tie-breaker**
Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home to the main entrance to the junior block (double doors from the playground) using the Local Authority Geographical Information System (GIS), which is based on ordnance survey.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases we will use a system to randomly pick who will be offered a place.

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address pf the parents who receives the Child Benefit for this.

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Waiting List**
If there are more applications than places, the admissions criteria will be used. A child who is not admitted will have his/her name placed on a waiting list. The names on the waiting list will be in order according to the admissions criteria. As the date of the application cannot be a criterion for the order of names on the waiting list, late applications will be slotted into the order according to the extent to which they meet the criteria. As a result, it is possible that a child who moves into the area later will have a higher priority that one who has been on the waiting list. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted.

The waiting list will operate until the end of the autumn term.

Please note that a child with a statement of Special Educational Needs which names St. Thomas' as the required school for admission will be given priority before the admission criteria are applied.

**Child's Home Address**
You must give the correct permanent home address. This is where the child and any parent, or the person who has care of the child or parental responsibility, normally live.

If you are separated and your child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

**Deferred Entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 31<br>2nd preference: 19<br>3rd preference: 14<br><br>Total: 64 | EHCP: 0<br>Criterion 1: 0<br>Criterion 2: 0<br>Criterion 3: 15<br>Criterion 4: 0<br>Criterion 5: 0<br>Criterion 6: 0<br>Criterion 7: 15<br>The last place was allocated to a pupil living 2.015 miles from the school. | 30 |

# Hindley All Saints' CE Primary School

**Chapel Fields Lane, Hindley, Wigan, WN2 3QS**

**Head Teacher:** Mr K Ward

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3362

**Telephone number:** 01942 255577
**Website:** Visit the school's website

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**Oversubscription Criteria**

1. Children in public care and previously looked after children.

2. Children who have a brother or sister attending the school at the time of admission. A brother or sister is any child living at the same address.

3. Baptized children, of a church which is a member of Churches Together in Britain and Ireland, whose parents wish them to attend a church school.

4. Children living closest to school measured in a straight line as determined by the Local Authority.

***Please remember, if you want to submit supporting evidence including birth certificates, baptism and christening certificates, when requesting a school place it is parents responsibility to ensure school receives a copy, even if an application has been made 'on line'.***

**Children in public care and previously looked after children.**
This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions.

This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

Children with a Statement of Special Educational Needs or Education Health and Care Plan which names the school will be admitted first before applying the oversubscription criteria

**Baptism**
Baptism certificates will need to be seen by school.

**Tie-breaker**
If more children fall into any one criterion than the number of places left, the Governors will offer places to the children who live nearest to the school. Distance will be measured in a straight line from the child's home address to the front entrance door of the school, using Wigan Council's measuring system.
In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.

**Childs Home address.**
You must give the child's correct current home address. This is where the child and parent, or carer with parental responsibility, normally live. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. This is usually the address of the parent or carer who gets child benefit for the child.

**Late Applications**
Late applications [those received after the closing date] will only be considered after those received by the closing date.

**Waiting list**
Places may become available at school after the offer date. To decide which children have these places, we will:

- put all children who we refused a place at one of their preferences on the waiting list for the school;
- keep the list in priority order, decided by the oversubscription criteria for the school only;
- offer places that become available to the next child on the waiting list; and
- keep the waiting list until the end of the autumn term.

Important information about the waiting list: We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admission criteria.

**Deferred entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age.

**Nursery Classes**
The admission criteria for school is different than those for nursery. Attendance at the nursery does not guarantee admission to the school. Parents must submit an application for a place in Reception class by the closing date.

**Twins etc**
Where there are twins, triplets wanting admissions and there is only a single place left within the admission number, then the governing body will exercise as much flexibility as possible with the requirements of infant class sizes. In exceptional circumstances we are now able to offer places for both twins and all triplets, even when this means breaching infant class size limits. This may also apply to siblings in the same year group.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 33<br>2nd preference: 13<br>3rd preference: 12<br><br>Total: 58 | EHCP:0<br>Criterion 1: 0<br>Criterion 2: 15<br>Criterion 3: 5<br>Criterion 4: 10<br><br>The last place was allocated to a pupil living 0.414 miles from the school. | 30 |

# Ince CE Primary School

**Charles Street, Off Pickup Street, Ince, Wigan, WN2 2AL**

**Head Teacher:** Mrs S Lawrenson
**Admission Number 2022:** 60
**Age Range:** 4-11
**DFE number:** 3367

**Telephone number:** 01942 704129
**Website:** Visit the school's website

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**Oversubscription Criteria**

The Governing Body operates a system of equal preferences under which they consider all preferences equally and the Local Authority allocates places according to its policy. In the event that there are more applicants than places, the governing body will allocate places using the following criteria, which are listed in order of priority:

1. Children in public care and previously looked after children – see note (i)

2. Children with special medical or social circumstances affecting the child where these needs can only be met at this school – see note (ii)

3. Regular attendance by child and parent/carer at Christ Church, Ince for up to 12 months until the closing date of applications (1 time per month on average). See note (iii)

4. Regular attendance by child and parent/carer at another Church affiliated to 'Church's Together' in Britain for up to 12 months until the closing date of applications (1 time per month on average). See note (iii)

5. Children who have brothers/sisters already attending Ince CE Primary School and who will still be on roll at the time of admission – see not (iv)

6. Resident in the Parish of Christ Church, Ince.

7. Parents who express a preference for a place at the school.

**Notes**

(i) This includes any looked after children, previously looked after children and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions.

This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.

(ii) If the application is for a child who has special medical or social circumstances then the application for admission MUST be accompanied by a supporting letter from a doctor, social worker, member of the clergy or other professional with knowledge of the family and the needs of the child. The letter should explain why admission to the school is necessary for the child's well-being.

(iii) Parent/carer refers to any adult who accompanies the child to church.

(iv)Siblings include:-

- half-brothers and half sisters
- step-brothers and step-sisters
- foster brothers and foster sisters

who live at the same address as part of the same family unit.

**Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to the main entrance of school where the school office is located using the Local Authority GIS system which is based on Ordnance Survey.**

a. You must give the child's correct permanent home address. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live. If you are separated and your child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

b. In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.

c. Where there are twins, triplets wanting admissions and there is only a single place left within the admission number, then the governing body will exercise as much flexibility as possible with the requirements of infant class sizes. In exceptional circumstances we are now able to offer places for both twins and all triplets, even when this means breaching infant class size limit. This may also apply to siblings who are in the same year group.

d. School will maintain a waiting list until the end of the Autumn Term 2022 for those children applying for school places for the 2022 intake. Children will be ranked on this waiting list in the same order as the admission criteria above and not based on the date of application.

e. Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15th February 2022, these will be included with on time applications.

f. Parents can request that their child attends part time until the child reaches compulsory school age.

g. Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

h. Parents need to be aware that their child's attendance at nursery class does not guarantee admission to the school for primary education and that a separate application must be made for transfer from nursery to primary school.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 60 | 1st preference: 32<br>2nd preference: 9<br>3rd preference: 5<br><br>Total: 46 | All on time applicants who requested a place at the school were accommodated. | 42 |

# Leigh St Mary's Church of England Primary

**Walmesley Road, Leigh, WN7 1YE**

**Acting Head Teacher: M**rs S Watson

**Admission Number 2022:** 30
**Age Range:** 4-8
**DFE number:** 3424

**Telephone number:** 01942 673889
**Website:** Visit the school's website

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**Oversubscription Criteria**

The Governors will admit all children having an Education Health and Care Plan or Statement of special education needs in which school is named. In the event of oversubscription for the remaining places the following criteria will be applied in order:

1. Looked after children or previously looked after children or an Internationally Adopted Previously Looked after Child.

   A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of the their social services functions at the time of making an application to a school.

   Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.

   Internationally Adopted Previously Looked After Children are children who have been in state care outside of England and ceased to be in state care as a result of being adopted. Applications for IAPLAC children must be supported by appropriate evidence i.e. a copy of the adoption order.

2. Children with brothers/sisters attending Leigh St Mary's Church of England Primary School at the time of admission.

3. Children whose parent(s)/legal guardian(s) regularly attend the Parish Church of St Mary the Virgin, Leigh at least once a month for a minimum of six months up to the time of application. (The confirmation statement on the supplementary information form must be signed by the appropriate clergy or a confirmation letter attached).

4. Children whose parent(s)/legal guardian(s) regularly attend, at least once a month and for a minimum of six months up to the time of application, a Christian church which is a member of the Churches Together in Britain and Ireland (see CTBI website for details www.ctbi.org.uk) . (The confirmation statement on the

supplementary information form must be signed by the appropriate clergy or a confirmation letter attached)

5. Children who have been baptised at the Parish Church of St Mary the Virgin, Leigh. (A copy of the baptismal Certificate will be required).

6. Children who have been baptised or dedicated into Christian Church which is a member of the Churches Together in Britain and Ireland. (Supporting evidence from the relevant clergy will be required).

7. All other children.

**Tie-breaker:**
If more children fall into a particular category than the number of places left, the Governors will allocate places to the children who live nearest to the school measured in a straight line from the child's home address to the centre of the school using the Local Authority's measuring service based on ordnance survey.
In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. This process will be supervised by someone independent of the school. Please contact the school if you would like more information about this.

**Twins**
Where there are children of multiple births wishing to be admitted and the sibling is the 30th child, the governors may admit over the infant class requirement if it is possible to do so.

**Evidence**
Applications falling within the criteria 3 and 4 will be required to have the Confirmation Statement on the Supplementary Information Form completed and signed by their minister to support the criterion. Applications falling within the criteria 5 and 6 will be required to supply supporting documents.

In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for worship.

**Brothers and sisters**
Reference to brother/sister includes birth, step, foster, half and adopted siblings who live at the same address as part of the same family unit.

**Residence**
You must give the correct permanent home address. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live. When considering a child's application we will use the permanent home address at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

**Waiting Lists**

Places may become available in school after the offer date. To decide which children have these places we will:

- Put all children who were refused a place on the waiting list for school
- Keep the list in priority order, decided by school's oversubscription criteria
- Offer places that become available to the next child on the waiting list
- Keep the waiting list until 31 December 2022.

Important information about the waiting list:
We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that a child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admission criteria.

**Appeals**
If a child is refused a place then an appeal may be lodged with the Clerk to the Governors. The appeal should be lodged within 15 days of the date of the letter informing the parents/guardians that their application was unsuccessful.

**Deferred entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 28<br>2nd preference: 30<br>3rd preference: 19<br><br>Total: 77 | EHCP:0<br>Criterion 1: 2<br>Criterion 2: 10<br>Criterion 3: 0<br>Criterion 4: 1<br>Criterion 5: 2<br>Criterion 6: 3<br>Criterion 7: 12<br><br>The last place was allocated to a pupil living 0.545 miles from the school. | 30 |

# Leigh St Peter's CE Primary School

**Leigh Street, Leigh, WN7 4TP**

**Head Teacher:** Mrs W Cathie

**Admission Number 2022:** 60
**Age Range:** 4-11
**DFE number:** 3438

**Telephone number:** 01942 671442
**Website:** Visit the school's website

***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

**Oversubscription Criteria**

The Governors will admit all children having a statement of special educational needs in which the school is named. In the event of oversubscription for the remaining places in Reception will be allocated by use of the following criteria, which will be applied in the order of priority in the order that follows.

| | Oversubscription Criteria |
|---|---|
| 1. | Looked after children and previously looked after 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). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order. |
| 2. | Children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted. Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order |
| 3. | Children who will have an older brother or sister attending the school at the time of their admission. (see note C) |
| 4. | Baptised children whose parent(s)/guardian(s) are in regular attendance at St Peter's Church or any fresh expression of St Peter's Church. (see note A) |
| 5. | Baptised or dedicated children whose parent(s)/guardian(s) are in regular attendance at a church or any fresh expression of a Christian church. |
| 6. | Any other children (by proximity). |

Notes:

a) Regular attendance is taken to mean a minimum of once a month attendance at church at public worship or a fresh expression eg Messy Church, Cafe Church etc for at least the year prior to 1st September in the year before admission to the school. Evidence of infant baptism or dedication of the child and of regular attendance of parent(s)/guardian(s) must be provided by a member of the clergy or other designated church officer on the Supplementary Information Form available from school.

* In the event that during the period specified for attendance at worship or a fresh expression that have been for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

b) Geographical Proximity:

If more children fall into any one category than the number of places left, the Governors will offer places to the children who live nearest to the school. Distance will be measured in a straight line from the child's home address to the front gate on Leigh Street, using Wigan Council's measuring system.

Tie Breaker:

In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. This process will be supervised by someone independent of the school. Please contact the school if you would like more information about this.

**Twins:** Where there are children of multiple births wishing to be admitted and the sibling is the 30th child, the governors may admit over the infant class requirement if it is possible to do so.

**Child's home address:**

You must give the correct permanent home address. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live.

If you are separated and your child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

c) 'Brother' or 'sister' includes half-brothers & half-sisters, step brothers & step sisters and foster brothers & foster sisters who live at the same address as part of the same family.

d) **Late applications** Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

e) **Waiting List** Where we have more applications than places, the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the admissions criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admissions number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted. The waiting list will operate until the end of the autumn term only.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 60 | 1st preference: 38<br>2nd preference: 4<br>3rd preference: 7<br><br>Total: 49 | All on time applicants who requested a place at the school were accommodated. | 51 |

# Lowton St Mary's CE Primary School

**Newton Road, Lowton, Warrington, WA3 1EW**

**Head Teacher:** Mr D Sherriff

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3378

**Telephone number:** 01942 769710
**Website:** Visit the school's website

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**Oversubscription Criteria**

Where the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational need or education, health and care plan which names the school:

1. Children in public care and previously looked after children. This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted Children who have a brother or sister** attending the school who will still be there at the time of admission.
2. Children who have a brother or sister** attending the school who will still be there at the time of admission.
3. Children who, with their parent or carer, regularly* attend St Mary's Church, Lowton, in all its forms, including Messy Church
4. Children who, with their parent or carer, regularly* attend churches which are in communion with the Church of England.
5. Other children who have been baptised into the Church of England or other Churches in Communion with the Church of England
6. Children living closest to the School, as measured from the child's permanent home address in a straight line to the pedestrian gate entrance to the School on Newton Road using the Local Authority's GIS based on the Ordnance Survey.

**Explanatory Notes:**

* Regularly' means once per month, "In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided

alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship".

**'Brother' and 'sister' includes:

a. Full brothers and sisters;
b. Half-brothers and half-sisters;
c. Stepbrothers and stepsisters; and
d. Foster brothers and sisters

who live at the same address as part of the same family unit.

Any child with a statement of special educational needs which names Lowton St. Mary's C.E. Primary as the required school for admission will be admitted.

**Tie-breaker**

Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey.

If we offer the last place available to one of twins (or triplets, and so on), our policy is to accept the other twin or triplets.

Occasionally the distance from home to school is the same for more than one child. For example, if more than one child lives in the same block of flats. In these cases, a system to randomly pick who will be offered a place will be used. The governing body will use the same system used by the local authority for community and controlled schools. A copy of the policy is available on request from the local authority.

**Home Address**

When considering an application, we will use the permanent home address at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to schools is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

**Nursery Classes**

The admission criteria for schools differ from those for nursery classes. Attendance at the nursery or a co-located children's centre does not guarantee admission to the school. Parents must submit an application for a place in the Reception class by the closing date.

**Late applications**

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Waiting list policy**

Places may become available at a school after the offer date. To decide which children have these places, we will:

- put all children who we refused a place at one of their preferences on the waiting list for the school;
- keep the list in priority order, decided by the oversubscription criteria for the school only;
- offer places that become available to the next child on the waiting list; and
- keep the waiting list until the end of the autumn term 2022.
- We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admission criteria.

**Deferred Entry**

Parents may request that the date their child is admitted to Lowton St Mary's C of E Primary is deferred until later in the school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday; nor can parents defer entry beyond the academic year for which the original application was accepted.

**Part Time Attendance**

Parents may request that their child attends school part-time until the child reaches compulsory school age.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 33<br>2nd preference: 24<br>3rd preference: 14<br><br>Total: 71 | EHCP:0<br>Criterion 1: 2<br>Criterion 2: 11<br>Criterion 3: 8<br>Criterion 4: 1<br>Criterion 5: 8<br><br>The last place was offered to a child in criterion 5. This left no places to offer to children in criterion 6. | 29 |

# St Catharine's CE Primary School

**Scholefield Lane, Wigan, WN1 3LP**

**Head Teacher:** Mrs S Pittendreigh

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3338

**Telephone number:** 01942 733081
**Website:** Visit the school's website

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**Oversubscription Criteria**

Where the school receives more applications than places available following admission criteria will be applied once places have been allocated to pupils who have a statement of special educational needs or education health and care plan which names the school.

1. Looked after children and previously looked after children – 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). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order'

   Children who appear to Wigan Council to have been in state care outside of England and ceased to be in state care because they were adopted.
   *(A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.)*

2. Children who will have a brother and/or sister attending school at time of admission
3. Church involvement – Children who with a family member, attend St Catharine's Church, Scholes in all its forms
4. Children who with a family member attends other Churches
5. Children living within the Parish boundary

In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

Criterion 3 – sibling link (includes)
Half brothers and half sisters, Step brothers and step sisters and Foster brothers and foster sisters who live at the same address as part of the same family unit.

**Tie breaker**

In the event of over-subscription in any one criterion, priority will be given to those children living nearest to the school (measured in a straight line from the child's home address to the school main entrance. Child's home address is taken as the address at which the child sleeps for the majority of the school week.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases we will use a system to randomly pick who will be offered a place.

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who receives the Child Benefit for this.

**Brothers and Sisters**

We will include half-brothers and half-sisters; stepbrothers and stepsisters; and foster brothers and foster sisters who live at the same address as part of the same family unit.

**Deferred Entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.
**Waiting lists**

Places may become available at a school after the offer date. We will:

- Put all children who we refuse a place on the waiting list for the school;

- Keep the list in priority order, decided by the oversubscription criteria for the school only;

- Offer any place that becomes available to the next child on the waiting list; and

- Maintain the waiting list until the end of the autumn term

We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the oversubscription criteria.

**Admission of children outside their normal age group**

Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.

The parents of a summer born child (born between 1 April and 30 August) may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

A decision is made on the basis of the circumstances of each case.

The process is as follows:

**Stage 1 – request**

Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence they wish to be considered.

- A request for early entry into Year 7 should be made before 31 October in the previous academic year in order to give sufficient time for the case to be considered prior to the offer of school places on 1 March.
- A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15 January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16 April.
- A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry to reception class for children who will not be of statutory school age.

**Stage 2 – decision**

Requests for voluntary-aided, foundation and academy schools will be referred to the school to be considered.

Requests for community and voluntary controlled schools will be considered by the local authority. We will look at the following factors but these are not exhaustive:

- Parent's views
- The needs of the child and the possible impact on them of being educated out of year group
- The child's medical history and views of medical professionals if appropriate
- In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected date of birth
- Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school;
- Any other information which the parent requests the local authority to consider.

**Stage 3 – outcome**

Parents are notified of the decision in writing by the School Organisation Team.

**Request agreed:**
If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. **There is no guarantee that a place will be offered at the preferred school.** Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.
Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.
**Request refused:**
There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain through the Council's complaints procedure for decisions made by the local authority or under the school's complaints procedure where the decision has been made by the school.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 17<br>2nd preference: 19<br>3rd preference: 12<br><br>Total: 48 | All on time applicants who requested a place at the school were accommodated. | 29 |

# St George's Central CE Primary School and Nursery

**Darlington Street, Tyldesley, M29 8DH**

**Head Teacher:** Mr Mark Grogan

**Admission Number 2022:** 45
**Age Range:** 2-11
**DFE number:** 3434

**Telephone number:** 01942 883773
**Website:** Visit the school's website

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**Oversubscription Criteria**

The school will admit all pupils with a Statement of Special Educational Needs or an Educational Health Care Plan (EHCP) where the school is named in the Statement.

Parents/carers must complete the Local Authority application form along with the school's Supplementary Information Form where applicable. If, after the admission of pupils with a Statement of Special Educational Needs or EHCP, there are more applicants for places than the number of places remaining available, places will be allocated using the following oversubscription criteria, which will be applied in the order of priority shown:

1. Looked after children and previously looked after children* [a 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order)]. This criteria also includes looked after children and all previously looked after children* who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted**.

2. Children with sisters or brothers in school on the date that the list of children (who have named us on their admissions application) is ranked; (to include full brothers and sisters, half brothers & sisters, step brothers & sisters and foster brothers/sisters who live at the same address as part of the same family unit.)

3. Children who, with their immediate families*** are regular worshippers at St George's Church, Tyldesley (a regular worshipper is deemed as one who attends Sunday worship on at least 12 occasions during the 12 month period prior to the closing date for applications – **January 2021-January 2022**). (Written verification by a member of the clergy or designated church officer, or a St George's Church, Tyldesley Attendance Card, is required as evidence of regular worship and must be sent with the completed Supplementary Information Form.)

4. Children with compelling medical or social needs who live in St George's parish***** (Written evidence from a professional involved with the child is required in a separate letter);

5. Children who, with their immediate families*** have an active membership of a church which is a member of Churches Together in Britain and Ireland, either within the boundary of St George's parish or outside of the boundary (a regular worshipper is deemed as one who attends worship on at least 12 occasions during the 12 month period prior to the closing date for applications – **January 2021-January 2022**). (Written verification by a member of the clergy or designated church officer, is required as evidence of regular worship and must be sent with the completed Supplementary Information Form.) '.

6. Children who live within the parish of St George***** with priority given to those living nearest to the school (from the child's home address**** to the main gate at school as measured by the LA)

7. Children who live outside the parish of St George***** with priority given to those living nearest to the school (from the child's home address**** to the main gate at school as measured by the LA)

* Applications for previously looked after children must be supported with appropriate evidence, i.e. a copy of the adoption order, residence order or special guardianship order.

** Applications must be supported with appropriate evidence that the child has been adopted from state care.

*** 'Immediate family' is classed as the parent/carer/grandparent

**** Front door of the child's home address is taken as the address at which the child sleeps for the majority of the school week.

*****A map showing the boundary for St George's parish, and other Christian churches within it, is available at the school office.

NB - Parents are advised to complete the school's own Supplementary Information Form in addition to the Local Authority form where additional information would have a direct bearing on the decisions about oversubscription criteria.

**Tie Breaker**
In the event of oversubscription in any criterion, priority will be given to the children living nearest to the school (from the child's front door to the main gate at school as measured by the LA). Occasionally, the distance from home to school is the same for more than one child. In this case a system will be used to pick at random who will be offered the place. The random allocation process will be supervised by someone independent of the school.

NB - Where there are children of multiple births wishing to be admitted, and the sibling takes the final place, the governors may admit over the infant class requirement (the normal limitation is a maximum of 30 children per infant class, subject to some specific exceptions set out in the School Admissions Code) if it is possible to do so.

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Waiting List Policy**
Places may become available at St George's Central after the offer date. In order to decide which children should be allocated these places the school will:

- Put names of all the children who were refused places on the waiting list for the school;
- Keep this list in priority order, decided by the oversubscription criteria for the school only;
- Offer places that become available to the next child on the waiting list; and
- Keep the waiting list until, at least, 31st December 2022.

The school cannot take into consideration the length of time a child's name has been on the waiting list as only the admissions criteria for the school can be considered. This means that a child's position on the list may change if another parent requests that their child's name be put on the list and their child has a higher priority in the admissions criteria.

**Deferred Entry and Part Time Attendance**

Children are entitled to a full time place in school in the September following their fourth birthday. Once they have been offered a place at the school, the child's parents can defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which the application was made. Where parents wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

**Nursery Classes**
The admission criteria for schools differ from those for nursery classes. Attendance at the nursery or a co-located children's centre does not guarantee admission to the school. Parents must submit an application for a place in the Reception class by the closing date.

**Child's Home Address**
You must give the correct permanent home address. This is where the child and parent (or person who has care of the child or parental responsibility) normally live.
If you are separated and your child spends time at each parents' address, the address used for admission to the school is that of the main carer. We use the address of the parent who receives the Child Benefit for this purpose.

**Appeal Against Non-allocation:**
(a) Parents/carers who are not offered a place for their child will be informed of this in writing and also of their right to appeal. In the first instance they should write to the Chair of Governors of St George's Central CE Primary School and Nursery, setting out the grounds for appeal, within 14 days of final allocation.
(b) The right of appeal is through an Appeals' Panel. This Panel's decision is final and binding.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 45 | 1st preference: 35<br>2nd preference: 13<br>3rd preference: 12<br><br>Total: 60 | All on time applicants who requested a place at the school were accommodated. | 43 |

# Leigh St John's CE Primary School

**Kirkhall Lane, Leigh, WN7 1RY**

**Head Teacher:** Mrs E Lightfoot

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3425

**Telephone number:** 01942 672825
**Website:** Visit the school's website

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**Oversubscription Criteria**
Parent/Carers must complete the Local authority application form and return it to the local authority by the closing date. In addition, if admission is sought under criteria 3-6, the Governors' Supplementary Information Form should be completed and returned to the school by the closing date. This will enable the Governing Body to assess the application under the faith-based criteria (critera 3-6). If the Supplementary Information Form is not received by the closing date, the application can only be considered without any reference to criteria 3-6.

The school will admit all pupils with a Statement of Special Educational Needs or an Education, Health and Care Plan (EHCP) where the school is named in the Statement or EHCP. If, after the admission of pupils with a Statement of Special Educational Needs or EHCP, there are more applicants than places remaining, places will be allocated using the following oversubscription criteria, which will be applied in the order of priority shown:

1. Looked after children and previously looked after children.
**(Defined at (l) below)**

2. Children with siblings who will be attending St John's C.E. Primary School at the time of admission.
**(Defined at (e) below)**

3. Children who, with their immediate families, are regular worshippers at St Mary's the Virgin Church (Leigh Parish).
**(Defined at (a) (d) below)** ***Refer to (b) for how the evidence is presented.***

4. Children, who with their immediate families, are regular worshippers at another Christian Church.
**(Defined at (a)(c)(d) below)** ***Refer to (b) for how the evidence is presented.***

5. Children who have been baptised at St Mary's the Virgin Church (Leigh Parish).
**(Defined at (f) below)**

6. Children who have been baptised at another Christian Church.
**(Defined at (f)(c) below)**

7. Children living closest to the school (main front entrance) measured by a straight line distance, from the home address to the main entrance, using the Local Authority measuring system.

**Notes:**

a) A regular worshipper of a church is deemed by the Governing Body to be one who has attended a service in that church, for at least once a month (different months) for a minimum of six months up to the time of application. In the event that during the period specified for attendance at worship the church has been closed for unrestricted public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

b) Evidence of regular worship at a Christian Church must be presented by completing the addendum attached to the school's supplementary form and submitting this directly to the school before the application deadline. This must be signed by the appropriate clergy.

c) The Governing Body defines "Christian Church" as any church in membership of, or sharing the statement of belief of, Churches Together in Britain and Ireland (www.ctbi.org.uk).

d) For the purpose of interpreting the criteria, family is classed as the person/people the child is living with, i.e. mum, dad, step-parent and natural parent, foster parents as well as maternal/paternal grandparents of the child applying for a place. A 'parent' is classed as the parent to whom the child allowance is paid.

e) Siblings include full brothers and full sisters, half-brothers and half-sisters, stepbrothers and stepsisters, foster brothers and foster sisters who live at the same address as part of the family unit.

f) Baptised at time of application and before the closing date. A certificate of Baptism from the relevant church is required to be considered under this criteria.

g) Tie-breakers - If at any stage there is a tie for a place, the decision will be based on distance from the main school entrance, measured in a straight line by the LA, to the child's home address. Occasionally this distance may be the same for more than one last child with the final place allocation. In this case, governors will use random allocation using the LA as the independent authority under their policy guidelines.

h) If we offer the last place available at a school to one of twins (or triplets and so on), our policy is to admit the other twin or triplets too.

i) You must give the correct permanent home address. This is where the child and parents, or the person who has care of the child or parental responsibility, normally live. If you are separated and your child spends time at each parent's address, the address you use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this. Where the governing body discovers that a child has been awarded a place as a result of a fraudulent or intentionally misleading application (for example, a false address or false claim to involvement in a place of worship) which effectively denies a place to a child with a stronger claim, then under the School Admissions Code, the governing body is able to withdraw the offer of the place. The application will be considered a fresh and the right of appeal offered if a place is refused.

j) Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the

child's fifth birthday, nor beyond the academic year for which the original application was accepted.

k) Parents can request that their child attends part-time until the child reaches compulsory school age.

l) This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions.
This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Applications for previously looked after children must be supported with appropriate evidence i.e. copy of the adoption order, child arrangements order, or special guardianship order.

m) Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15th February will be included with on time applications.

n) The school follows the local authority's policy on "admission of children outside of their normal age group." This is available on request from the school.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 56<br>2nd preference: 35<br>3rd preference: 23<br><br>Total: 114 | Criterion 1 to 5: 29<br>Criterion 6: 1<br><br>The last place was allocated to a pupil living 0.23 miles from the school | 30 |

# St John's CE Primary School

**Church Street, Pemberton, Wigan, WN5 0DT**

**Head Teacher:** Mr M Speakman

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3308

**Telephone number:** 01942 222133
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

**Oversubscription Criteria**

Where the school receives more applications than places available the following admission criteria are applied, once places have first been allocated to pupils who have a statement of special educational needs which names St. John's CE Primary school.

1. Looked after children and previously looked after children.

Previously looked after 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). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.'

2. Children whose parents / guardians are regular and frequent attendees (once per month over 12 months) of St. John's Church, up to the time of application.

3. Children whose parents / guardians are regular and frequent attendees (once per month over 12 months) of another Christian church that is within the Churches Together in England group, up to the time of application.

4. Children who have a brother or sister attending the school at the time of admission. This includes half-brothers and sisters, step-brothers and step-sisters, foster-brothers and foster-sisters who live at the same address as part of the same family unit.

5. Those who express a preference for a place at school.

In the event of any over-subscription in the number of applications made under any of the categories above then the admissions committee will offer places first to children living nearest to the school measured by a straight line from the child's home address to the main entrance of the school building.

In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place.  Please contact the school if you would like more information about this.

If we offer the last place available to one of twins or triplets we will admit the other twin or triplet too.

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications.

When considering your child's application, we will use the permanent home address we have for you at the closing date of applications.
If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer.  We use the address of the parent who gets Child Benefit for this.

**Waiting Lists**

Places may become available after the offer date.  To decide which children have these places, we will:

- Put all children who we refused a place at one of their preferences on the waiting list for the school;
- Keep the list in priority order, decided by the oversubscription criteria for the school only;
- Offer places that become available to the next child on the waiting list; and
- Keep the waiting list until the end of the Autumn Term.

Important information about the waiting list:  We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school.  This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority on the admission criteria.

**Deferred entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

**This school uses a supplementary information form.  See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 22<br>2nd preference: 20<br>3rd preference: 19<br><br>Total: 61 | All on time applicants who requested a place at the school were accommodated. | 30 |

# St John's CE Primary School, Mosley Common

**Commonside Road, Worsley, Manchester, M28 1AE**

**Head Teacher:** Ms A Heaton

**Admission Number 2022:** 22
**Age Range:** 4-11
**DFE number:** 3376

**Telephone number:** 0161 790 2195
**Website:** Visit the school's website

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**Oversubscription Criteria**

Where our school receives more applications than places available, the following admissions criteria will be applied once places have first been allocated to pupils who have a statement of special educational need which names the school:

1. Looked after children and previously looked after children (*see footnote). Parity will be given to children adopted from outside England.

2. Siblings (**see footnote) of children who attend St. John's Mosley Common C.E. Primary School and who will still be attending at the time of admission.

3. Children of parents who regularly attend (***see footnote) services at St. John's Church, Mosley Common.

4. Children of parents who regularly attend (***see footnote) services at a recognised Christian church.

5. Children who live nearest the school.

**Tie Breaker**

Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest the school. The distance will be measured in a straight line from the child's home address to a central point at the school (school front entrance) using a Geographical Information System (GIS) which is based on ordnance survey.

In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats); where to admit another child would breach the infant class size regulations, a system will be used to randomly select who will be offered a place. Please contact school with any queries regarding this point.

If we offer the last place available to one of twins (or triplets and so on), we will admit the other twin/triplet too.

## Late Applications

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15th February will be included with on time applications.

## Deferred Entry

Parents/carers can request that the date their child is admitted into school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and will not be offered to another child. Parents/carers cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

## Part-time Attendance

Parents/carers can request that their child attends part-time until the child reaches compulsory school age.

## Child's Home Address

Parents/Carers must provide the correct permanent home address. This is the address where the child and parent, or the person who has care of the child or parental responsibility, normally live.

If parents/carers are separated and the child spends time at each parent's address, the address used for admission into school is that of the main carer. The address of the parent/carer who receives the Child Benefit will be used in this instance.

* Previously looked after children defined as:

- 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).
- Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.

** Siblings defined as:

- Brothers and sisters
- Half-brothers and half-sisters
- Step brothers and step sisters
- Foster brothers and foster sisters
- Adopted brothers and adopted sisters

who live at the same address as part of the family unit.

*** Regular defined as:

- Attended services twelve or more times for the twelve months up to the date of application.
- Parents must provide a supporting letter from the parish clergy indicating regular attendance as defined above.

**This school uses a supplementary information form. See part 1 for important information about this**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 22 | 1st preference: 22<br>2nd preference: 9<br>3rd preference: 13<br><br>Total: 44 | Criterion 1 to 4: 12<br>Criterion 5: 10<br>The last place was allocated to a pupil living 0.537 miles from the school. | 26 |

# St Luke's CE Primary School

**Church Lane, Lowton, Warrington, WA3 2PW**

**Head Teacher:** Mr S Hardaker

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3377

**Telephone number:** 01942 201140
**Website:** Visit the school's website

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**Oversubscription Criteria**

If the school receives more applications than places available, once places have been allocated to those children who have a statement of special educational need or education health and care plan naming the school, the remaining places will be offered in the following order of priority:

1. Children in public care and previously looked after children.

This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions.

This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Children who will have a brother and/or sister attending St. Luke's School at the time of admission. Brother or sister includes:
- full brothers and sisters living together
- full brothers and sisters living apart
or
- half brothers and half sisters
- foster brothers and foster sisters
- adopted brothers and adopted sisters
who live at the same address as part of the same family unit.

3. Children and parents/legal guardians who are committed members of St. Luke's Parish Church, Lowton who attend church and or Sunday School at least once a month for the twelve months prior to the closing date for applications. A signed Church attendance card/s must accompany applications from the appropriate Clergy or the appropriate Sunday School Officer. In the event that during the period specified for attendance at worship St Luke's Parish Church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the Church or alternative premises have been available for public worship. [i]

4. Children and parents /legal guardians who attend churches and or Sunday Schools of another Christian church that is a member of the Churches Together in Britain and Ireland group, who attend at least once a month for the twelve months prior to the closing date for applications. A signed Church attendance card/s or letter must accompany applications from the appropriate Clergy or the appropriate Sunday School Officer. In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship".[ii]

5. Children who have been baptised.

6. Other children.

NB. When attendance cards or letters are provided, verification will be sought from the appropriate bodies along with confirmation of Church/Place of Worship closures.

**Tie – breaker**
**Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest the school. The distance will be measured in a straight line from the child's home address to a centre point of the main school building using a Geographical Information System (GIS) which is based on the ordnance survey**

In cases where there are two or more children with the same distance measurement (for instance if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.
If we offer the last place available to one of twins (or triplets and so on) we will admit the other twin or triplet too.

**Child's home address**
When considering your child's application – The school will follow the LA default definition. This is where the child and parent, or person with parental responsibility, normally live. We do need to see two forms of evidence of your permanent address at the closing date for applications such as:

- Where you are registered for council tax
- A utility bill which can be gas, electricity or water

Any evidence provided must establish that the parent or main carer lives at this address at the closing date of applications.

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Waiting lists**
The Governors will operate a waiting list until the end of the Autumn Term 2022 for those applying for places for the 2022 intake.

Places may become available at the school after the offer date.

To decide which children have these places, we will:

- put all children who we refuse a place at one of their preferences on the waiting list for the school;
- keep the list in priority order, decided by the oversubscription criteria for the school only;
- offer places that become available to the next child on the waiting list; and keep the waiting list until the end of the Autumn Term 2021.

N.B. We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admission criteria.

**Deferred entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age.

**Admission of children outside their normal age group**
Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.

The parents of a summer born child (born between 1 April and 30 August) may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

A decision is made on the basis of the circumstances of each case.
The process for admsissions outside a child's normal age group is as follows:

Stage 1 – request
Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence they wish to be considered.

- A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15 January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16 April.
- A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry to reception class for children who will not be of statutory school age.

Stage 2 – decision
Requests for voluntary-aided, foundation and academy schools will be referred to the school to be considered.

Requests for community and voluntary controlled schools will be considered by the local authority. We will look at the following factors but these are not exhaustive:

- Parent's views
- The needs of the child and the possible impact on them of being educated out of year group
- The child's medical history and views of medical professionals if appropriate
- In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected date of birth
- Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school;
- Any other information which the parent requests the local authority to consider.

**Stage 3 – outcome**
Parents are notified of the decision in writing by the School Organisation Team.

**Request agreed:**
If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. **There is no guarantee that a place will be offered at the preferred school.** Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.

**Request refused:**
There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain through the Council's complaints procedure for decisions made by the local authority or under the school's complaints procedure where the decision has been made by the school.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 50<br>2nd preference: 40<br>3rd preference: 9<br><br>Total: 99 | Criterion 1 to 4: 24<br>Criterion 5: 6<br>The last place was allocated to a pupil living 0.23 miles from the school. | 30 |

# St Michael's CE Primary School, Howe Bridge

**Leigh Road, Atherton, M46 0PA**

**Head Teacher:** Mrs F Quinlivan

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3370

**Telephone number:** 01942 883118
**Website:** Visit the school's website

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## Oversubscription Criteria

If more than 30 applications are received, the following admission criteria will be applied in the order of priority shown once places have first been allocated to pupils who have a statement of special educational needs which names St Michael's C E Primary School.

| | |
|---|---|
| 1. | Looked After Children and Previously Looked After Children (a) |
| 2. | Brother or sister to pupils who will be in attendance at the school at the time of admission. *see note (b)* |
| 3. | Child participation in worship in an Anglican Church, i.e. a Church of England Church *see note (c)* |
| 4. | Child participation in worship at another Christian church. *see note (d)* |
| 5. | Children whose social circumstances mean that their needs can only be met at this school. see note *(e)* |
| 6. | Children whose medical circumstances mean that their needs can only be met at this school. see note *(f)* |
| 7. | Any other children, with priority given to those living nearest to the school. see note (g) |

Where there are more applications in any category than the available places, the places will be allocated to those having the highest scores. In all categories, where necessary the tie-breaker will be used, giving priority to those living nearest to the school. (See note (g) below).

**NOTES:**

**(a)**

Children in public care and previously looked after children.
This includes any "looked after child", "previously looked after children" and any child who was

previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

**(b)**

Brother or sister includes full step, half, foster and adopted brothers and sisters living at the same address and full brother or sister living apart.

**(c)**

One point is awarded for attendance by the child at an Anglican church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 6 weeks attendance over the two years is necessary to be eligible under this criteria.

In the event that during the period specified for attendance at worship the church or relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admission arrangements in relation to attendance will only apply to the period when the church or relevant place of worship or alternative premises have been available for public worship.

| Weeks attended 2020 | Weeks Attended 2021 |
|---|---|
| | |

**(d)**

Other Christian Churches are those Churches that are members of Churches Together in Britain and Ireland (see www.ctbi.org.uk).

One point is awarded for attendance by the child at another Christian Church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 6 weeks attendance over the two years is necessary to be eligible under this criteria.

In the event that during the period specified for attendance at worship the church or relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admission arrangements in relation to attendance will only apply to the period when the church or relevant place of worship or alternative premises have been available for public worship

| Weeks attended 2020 | Weeks Attended 2021 |
|---|---|
| | |

| | |
|---|---|
| | |

**(e)**

Where admission is sought under exceptional social circumstances criteria, professional supporting written evidence e.g. from a doctor, psychologist or social worker is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.

**(f)**

Where admission is sought under exceptional medical circumstances criteria, professional written supporting evidence e.g. from a doctor or psychologist is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.

**(g) Tie-Breaker**

Living nearest to the school refers to the distance, measured by the LA, from the child's normal home address to the school's front entrance, nearer addresses having priority over more distant ones. When considering your child's application, we will use the permanent home address we have for you at the closing date for applications.

If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

In cases where there are two or more children with the same measurement (for example if more than one child lives in a block of flats), or where to admit another child would breach the infant class size regulations, a fair draw will pick who will be offered a place. This process will be supervised by someone independent of the school. If we offer the last place available to one of twins (or triplets and so on) our policy is to admit the other twin or triplet too.

**Deferred Entry**

Children are entitled to a full time place in school in the September following their fourth birthday. Once they have been offered a place at the school, the child's parents can defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which the application was made. Where parents wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

**Part-Time Attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

***It should be noted that Baptism is not a criteria for admission nor is the length of time that a child's name has been registered at the school.***

**Tie-Breaker**

Where there are more children in one particular criterion than the number of places available, the governors will offer places to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to the front entrance of the school, using the Wigan Council's measuring system.

In cases where there are two or more children with the same distance measured (for example if one or more child lives in a block of flats), where to admin another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. The parents can contact the school if more information is required about this.

If the last place available is offered to one of twins (or triplets, or son on), our policy is to admin the other twin or triplets too.

The correct permanent home address must be given. The home address of the child will be taken to be the place where the child and parent, or the person who has care of the child or parental responsibility, normally live. When parents are separated and the child spends time at each parent's address, the address used for admission to school will be that of the main carer; this address will be of the parent who gets the Child Benefit.

**COMPLETION OF FORMS**

Please note that all applications must be made on the Local Authority application form and parents are strongly advised to complete and return the school's Supplementary Information form to St Michael's CE Primary School giving the Child's Church attendance. Please note: if the child has no Church connection, no Supplementary Information Form need be submitted.

**RIGHT OF APPEAL**

Where the governors are unable to offer a place because the school is over subscribed, parents/carers have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. Parents should notify the clerk to the governors at the school within 20 school days of receiving the letter refusing a place. Parents/Carers will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days notice of the place and time of the hearing.

Letters of appeal should be addressed to:

The Clerk to the Governors
St Michael's CE Primary School
Leigh Road
Atherton
Manchester
M46 0PA

**Late applications**

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**WAITING LIST**

Should the school be over subscribed a waiting list system will be in operation until the end the 31st December the end of the Autumn Term 2022. Places may become available after the official offer date.
To decide which children have these places, we will:

- Put all children who were refused a place on the waiting list.
- Keep the list in priority order according to the oversubscription criteria.
- Offer places that become available to the next child on the waiting list.

**ADMISSION OF CHILDREN OUTSIDE THEIR NORMAL AGE GROUP**

Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.

The parents of a summer born child (born 1st April and 30th August) may choose not to send their child to school until the September following their 5th birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

A decision is made on the basis of the circumstances of each case.

The process is as follows: -

***Stage 1 - request***

Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence that they wish to be considered.

- A request for early entry into Year 7 should be made before 31st October in the previous academic year in order for sufficient time for the case to be considered prior to the offer of school places on 1st March.
- A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15th January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16th April.
- A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry into reception class for children who will not be of statutory school age.

***Stage 2 - decision***

Requests for voluntary-aided, foundation and academy schools will be referred to the school to be considered.
Requests for community and voluntary controlled schools will be considered by the Local Authority. We will look at the following factors but these are not exhaustive:

- Parent's views.
- The needs of the child and the possible impact on them of being educated out of year group.

- The child's medical history and views of medical professionals if appropriate.
- In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected birth date.
- Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school
- Any other information which the parent requests the Local Authority to consider

***Stage 3 - outcome***

Parents are notified of the decision in writing by the School Organisation Team.

***Request Agreed:***

If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. There is no guarantee that a place will be offered at the preferred school. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. The right does not apply if they are offered a place at the school but not in the preferred year group.

Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.

***Request Refused:***

There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain through the council's complaints procedure for decisions made by the local authority or under the schools complains procedure where the decision has been made by the school.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 32<br>2nd preference: 29<br>3rd preference: 23<br><br>Total: 84 | Criterion 1 to 7: 20<br>Criterion 8: 10<br><br>The last place was allocated to a pupil living 0.72 miles from the school. | 30 |

# St Philip's CE Primary School

**Bolton Old Road, Atherton, M46 9FD**

**Head Teacher:** Ms L Rigby

**Admission Number 2022:** 60
**Age Range:** 4-11
**DFE number:** 3423

**Telephone number:** 01942 883919
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

The Governing Body are the admissions authority for St. Philip's CE Primary School with the process of awarding places delegated to the Admissions Committee. The policy has been written in consultation with the Local Authority and Diocesan Board of Education.

St Philip's CE Primary School will admit children up to the maximum Standard Number of 60. If 60 or fewer children apply for admission to the reception year, all will be offered a place. If more than 60 applications are received, the following admission criteria will be applied in the order of priority shown once places have first been allocated to pupils who have a statement of special educational needs which names St Philip's CE Primary School.

| | Admissions |
|---|---|
| 1. | Looked After Children and Previously Looked After Children including Looked After Children and Previously Looked After Children from other countries (a) |
| 2. | Children whose medical circumstances mean that their needs can only be met at this school.<br>see note *(b)* |
| 3. | Children whose social circumstances mean that their needs can only be met at this school.<br>see note *(f)* |
| 4. | Brother or sister to pupils who will be in attendance at the school at the time of admission.<br>*see note (c)* |
| 5. | Child participation in worship in an Anglican Church, ie a Church of England Church<br>*see note (d)* |
| 6. | Child participation in worship at another Christian church.<br>*see note (e)* |
| 7. | Any other children, with priority given to those living nearest to the school (See note (g) below). |

Where there are more applications in any category than the available places, the places will be allocated to those having the highest scores. In all categories, where necessary the tie-breaker will be used, giving priority to those living nearest to the school. (See note (g) below).

**NOTES:**

**(a)**

Looked After Children and Previously Looked After Children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order of special guardianship order). Appropriate evidence must be produced for example: copy of adoption, residence or special guardianship order.

**(b)**

Where admission is sought under exceptional medical circumstances criteria, professional supporting evidence e.g. from a doctor or psychologist is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.

**(c)**

Brother or sister includes step, half, foster and adopted brothers and sisters living at the same address and full brother or sister living apart.

**(d)**

One point is awarded for attendance by the child at an Anglican church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 6 weeks attendance over the two years is necessary to be eligible under this criteria.

In the event that during the period specified for attendance at worship the church or relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or relevant place of worship or alternative premises have been available for public worship.

| Weeks attended 2019 | Weeks Attended 2020 |
|---|---|
| | |

**(e)**

Other Christian Churches are those Churches that are active members of Churches Together in Britain and Ireland (see www.ctbi.org.uk).

One point is awarded for attendance by the child at another Christian Church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 6 weeks attendance over the two years is necessary to be eligible under this criteria.

In the event that during the period specified for attendance at worship the church or relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or relevant place of worship or alternative premises have been available for public worship.

| Weeks attended 2019 | Weeks Attended 2020 |
|---|---|
| | |

**(f)**
Where admission is sought under exceptional social circumstances criteria, professional supporting evidence eg from a doctor, psychologist or social worker is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.

**(g) Tie-Breaker**
Living nearest to the school refers to the distance, measured by the LA, from the child's normal home address to the school's front entrance, nearer addresses having priority over more distant ones. When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

In cases where there are two or more children with the same measurement (for example if more than one child lives in a block of flats), or where to admit another child would breach the infant class size regulations, a fair draw will pick who will be offered a place. This process will be supervised by someone independent of the school. If we offer the last place available to one of twins (or triplets and so on) our policy is to admit the other twin or triplet too.

**(h) Deferred Entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**(i) Part-Time Attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age.
***It should be noted that Baptism is not a criteria for admission nor is the length of time that a child's name has been registered at the school.***

**COMPLETION OF FORMS**
Please note that all applications must be made on the Local Authority application form and parents are strongly advised to complete and return the school's Supplementary Information form to St Philip's CE Primary School giving the Child's Church attendance. Please note: if the child has no Church connection, no Supplementary Information Form need be submitted.

**RIGHT OF APPEAL**
Where the governors are unable to offer a place because the school is over subscribed, parents/carers have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. Parents should notify the clerk to the governors at the school within 20 school days of receiving the letter refusing a place. Parents/Carers will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days notice of the place and time of the hearing.
Letters of appeal should be addressed to:
The Clerk to the Governors
St Philip's CE Primary School
Bolton Old Road
Atherton
Manchester
M46 9FD

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**WAITING LIST**
Should the school be over subscribed a waiting list system will be in operation until the end of the Autumn Term 2022. Places may become available after the official offer date.
To decide which children have these places, we will:

- Put all children who were refused a place on the waiting list.
- Keep the list in priority order according to the oversubscription criteria.
- Offer places that become available to the next child on the waiting list.

**ADMISSION OF CHILDREN OUTSIDE THEIR NORMAL AGE GROUP**
Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.
The parents of a summer born child (born 1st April and 30th August) may choose not to send their child to school until the September following their 5th birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.
A decision is made on the basis of the circumstances of each case.

The process is as follows: -

**Stage 1 - request**
Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence that they wish to be considered.

- A request for early entry into Year 7 should be made before 31st October in the previous academic year in order for sufficient time for the case to be considered prior to the offer of school places on 1st March.
- A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15th January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16th April.

- A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry into reception class for children who will not be of statutory school age.

**Stage 2 - decision**
Requests for voluntary-aided, foundation and academy schools will be referred to the school to be considered.
Requests for community and voluntary controlled schools will be considered by the Local Authority. We will look at the following factors but these are not exhaustive:

- Parent's views.
- The needs of the child and the possible impact on them of being educated out of year group.
- The child's medical history and views of medical professionals if appropriate.
- In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected birth date.
- Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school
- Any other information which the parent requests the Local Authority to consider

**Stage 3 - outcome**
Parents are notified of the decision in writing by the School Organisation Team.
**Request Agreed:**
If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. There is no guarantee that a place will be offered at the preferred school. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. The right does not apply if they are offered a place at the school but not in the preferred year group.
Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.
**Request Refused:**
There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain through the council's complaints procedure for decisions made by the local authority or under the schools complains procedure where the decision has been made by the school.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 60 | 1st preference: 51<br>2nd preference: 41<br>3rd preference: 22<br><br>Total: 114 | All on time applicants who requested a place at the school were accommodated. | 55 |

# St Stephen's CE Primary School

**Manchester Road, Astley, Tyldesley, M29 7BT**

**Head Teacher:** Mrs J Southern

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3374

**Telephone number:** 01942 882412
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

**Oversubscription Criteria**

Admissions to an Aided school are the responsibility of the Governors. The school is required to act in accordance with the School Admissions Code. The admissions process is co-ordinated by Wigan Council (the Local Authority). The arrangements for admissions, which include the criteria used to determine the allocation of places when the school is oversubscribed, also take account of guidance from the Manchester Diocesan Board of Education.

• St. Stephen's is a one form entry school and the Published Admission Number for admission to Reception is 30.
• Responsibility for admissions is delegated to a committee, including the Headteacher.
• If no more than 30 applications are received for admission to Reception, all applicants will be offered places.
• The governors will admit all children having a statement of special educational needs or education health and care plan naming the school
• In the event of over-subscription the governors will allocate places using the following criteria which are listed in priority order:-

1. Children in public care and previously looked after children (evidence required, see note 1)

2. Children with brothers and sisters in school at the time of application (see note 2)

3. Attendance for public worship at St. Stephen's Church* by a parent/guardian (evidence required, see note 3)

*When church services resume from 26 July 2020 they will be held on a three-week rota involving three churches (St. Stephen's Astley, St. George's Tyldesley, St. John's Mosley Common) and so from 26th July 2020 attendance at public worship at any of these three churches can count towards satisfying this criterion.

4. Attendance for public worship at another Christian church in St. Stephen's Parish by a parent/guardian (evidence required, see notes 3, 4 and 5).

5. Attendance for public worship at any other Christian Church by a parent/guardian (evidence required, see notes 3 and 4)

6. Children or parents who have compelling medical or social needs and who live in St. Stephen's Parish. (Written evidence is required from a professional person with knowledge of the child's/parent's needs e.g. doctor, social worker. This evidence needs to set out the particular reasons why St. Stephen's is the most suitable school and the difficulties that would be caused if the child had to attend another school.)

7. Children who live in St. Stephen's Parish (see note 5).

8. Children who live within the United Benefice of Astley, Tyldesley and Mosley Common boundary (see note 5).

9. All other children

**Deferred Entry**

Children are entitled to a full time place in school in September following their fourth birthday. Once they have been offered a place at the school, the child's parents can defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age, and not beyond the beginning of the final term of the school year for which the application was made.

**Part Time Attendance**

Where parents wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

**Tie Breaker**

If a tie breaker is required those living nearest to school will be given priority. Distance will be measured in a straight line from the school's main entrance to the child's home address as measured by the Local Authority using Wigan Council's measuring system.

In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. This random allocation will be supervised by someone independent of the school. Please contact the school if you would like more information about this.

**Children from multiple births**

Where there are children of multiple births (twins or triplets and so on) wishing to be admitted and the sibling (brother or sister) is offered the last place available the governors may admit over the published admission number if it is possible to do so.

**Child's home address**

You must give the correct permanent home address. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live.

If you are separated and your child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the child benefit for this.

**Fraudulent applications**

Where the governors discover that a child has been awarded a place as a result of a fraudulent or intentionally misleading application (for example, a false claim to residence at a particular address or of involvement in a place of worship) which effectively denies a place to a child with a stronger claim, then under the School Admissions Code the governors are able to withdraw the offer of the place. The application will be considered afresh and a right of appeal offered if a place is refused.

**Admissions Guidance Notes**

**Note 1** This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. This criteria also includes looked after children and all previously looked after children.

Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.

**Note 2** A sibling is defined as a brother or sister, or step-brother and step-sister, half-brother and half-sister, foster brother and foster sister living at the same address as part of the same family unit for whom application is being made. Sibling priority will not be given where the brother/sister or step-brother/step-sister half-brother/half-sister, foster brother/foster sister lives at a different address to the child for whom application is being made. No sibling priority is given to cousins, regardless of their address.

**Note 3** Attendance at public worship for 20 or more times over the previous 2 years immediately prior to the date of application. For the purposes of criterion 3 this includes Stepping Up Services at St Stephen's Church but does not include school-based services.

In the event that during the period specified for attendance at worship the church or relevant place of worship has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or relevant place of worship or alternative premises have been available for public worship. Consequently, the requirement to demonstrate a commitment to the Christian faith by attending a minimum of 20 times or more over the previous two years immediately prior to application to be eligible under this criteria will be adjusted pro rata, with the minimum attendance requirement reduced by 1 for every month, or part month, that the relevant church has been closed for public worship in the two years immediately prior to the date of application for admission to Reception in September 2022.

**Note 4** Other Christian Churches are defined as Churches in membership of Churches Together in Britain and Ireland. A list of member churches can be viewed at www.ctbi.org.uk

For notes 3 and 4 Anyone wanting to offer evidence of a parent/guardian's attendance at public worship must obtain a signature from their parish clergy/minister/other church officer on the school's Supplementary Information Form available from the school.

**Note 5** Maps of the parish boundaries may be accessed at the school office. A map of the United Benefice is available from the vicar at St Stephen's church.

**Applying for places**
Applications for places in Reception in the normal admissions round each year must be made on the local authority's common application form, which should be completed and returned to the local authority by the closing date. Details of all applications made will be forwarded to the school by the local authority.
In addition to the local authority form, please complete the school's Supplementary Information Form (SIF) if you wish your child to be considered under criteria 3, 4 or 5. The completed SIF should be returned to the school by the closing date.

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Appeals**
Where the governors are unable to offer a place because the school is over subscribed, parents/guardians have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. Parents/guardians should notify the clerk to the governors at the school within 14 days of receiving the letter refusing a place. Parents/guardians will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days' notice of the place and time of the hearing. Letters of appeal should be sent to: The Clerk to the Governors, St. Stephen's CE Primary school.

**Waiting Lists**
Places may become available at St. Stephen's CE Primary School after the offer date has passed. To decide which child will be given a place, we will:
• put all children who have been refused a place and would still like to be offered a place on the school's waiting list;
• keep the list in priority order, decided by the oversubscription criteria for the school only;
• offer places that become available to the next child on the waiting list; and
• keep the waiting list until 31st December

**Admission of children outside their normal age group**
Parents may seek a place for their child outside of their normal age group, for example, to a higher year group if the child is gifted and talented or to a lower year group if the child has experienced problems such as ill health.
The parents of a summer born child (born between 1 April and 30 August) may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

A decision is made on the basis of the circumstances of each case.
The process is as follows:

**Stage 1 – request**
Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence they wish to be considered.
• A request for early entry into Year 7 should be made before 31 October in the previous academic year in order to give sufficient time for the case to be considered prior to the offer of school places on 1 March.
• A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15 January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16 April.
• A request for in year admission outside of the normal age group should be made on the normal in year transfer form.

We do not accept requests for early entry to reception class for children who will not be of statutory school age.

**Stage 2 – decision**
Requests for voluntary-aided, foundation and academy schools will be referred to the school to be considered.

Requests for community and voluntary controlled schools will be considered by the local authority. We will look at the following factors but these are not exhaustive:
• Parent's views
• The needs of the child and the possible impact on them of being educated out of year group
• The child's medical history and views of medical professionals if appropriate
• In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected date of birth
• Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school;
• Any other information which the parent requests the local authority to consider.

**Stage 3 – outcome**
Parents are notified of the decision in writing by the School Organisation Team.

Request agreed:
If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications. There is no guarantee that a place will be offered at the preferred school. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.
Where a child has been educated out of their normal age group, the parent may again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of that school to decide whether to admit the child out of their normal age group.

Request refused:
There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain through the Council's complaints procedure for decisions made by the local

authority or under the school's complaints procedure where the decision has been made by the school.

**Non routine/in-year admissions**
It sometimes happens that a child needs to change school other than at the "normal" time; such admissions are known as in-year or non-routine admissions. The school participates in the local authority's arrangements for co-ordinating in-year admissions. Please contact the local authority for further information.

Appeals for children moving into the area will not be considered until there is evidence of a permanent address, e.g. exchange of contracts or tenancy agreement with rent book. For children of UK Service personnel and other Crown Servants returning to the area proof of posting is all that is required.

Please note that you cannot re-apply for a place at a school within the same school year unless there has been relevant, significant and material change in the family circumstances.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 29<br>2nd preference: 24<br>3rd preference: 28<br><br>Total: 81 | Criterion 1 to 6: 16<br>Criterion 7: 14<br><br>The last place was allocated to a pupil living 0.522 miles from the school. | 30 |

# St Thomas' CE Primary School

**Hodnet Drive, Ashton-In-Makerfield, Wigan, WN4 8PQ**

**Head Teacher:** Mrs J Jones

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3350

**Telephone number:** 01942 201107
**Website:** Visit the school's website

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**Oversubscription Criteria**

In the event that more applications are received than there are places available, priority will be given to:-

1. Looked after children, previously looked after children and children who appear to the Governing Body of St Thomas's CE Primary School to have been in state care outside of England and ceased to be in state care because they were adopted **

2. Children who attend St. Thomas's or St. Lukes Church or Sunday School at least twice a month and who have done so for the last 2 years. #

3. Children who attend a Christian Church*** or Sunday School other than St. Thomas's or St. Lukes at least twice a month and who have done so for the last 2 years. #

4. Children who have a brother or sister attending the school in the 2022 - 2023 school year ****.

5. Children who attend a Christian Church** at least once a month and have done so for the past year. #

6. Other children living nearest the school. Distance will be measured as the crow flies from the centre point of the school.

Parents of children who attend churches other than St. Thomas's and St. Lukes will need to provide evidence of this.

* 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). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.

** A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

*** Christian Church is defined as a church that is a member of the Churches Together in Britain and Ireland.

****We will include:
- Full bothers and sisters;
- Half-brothers and half-sisters;
- Stepbrothers and stepsisters; and
- Foster brothers and sisters;

Who live at the same address as part of the same family unit.

# In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship

**Tie Breaker**
Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to the centre point of the school using the local authority Geographical Information System (GIS) which is based on ordnance survey.

In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.

If we offer the last place available to one of twins (or triplets and so on) we admit the other twin or triplet too.

**Late Applications**
Late Applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15th February will be included with on time applications.

**Waiting lists**
Places may become available at a school after the offer date on 16th April. To decide which children have these places, we will:
- put all children who we refused a place on the waiting list for the school;
- keep the list in priority order, decided by the oversubscription criteria for the school only;
- offer places that become available to the next child on the waiting list; and
- keep the waiting list until the end of the autumn term.

Important information about the waiting list: We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admission criteria.

**Deferred entry**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year.

Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age.

**Nursery Classes**
The admission criteria for schools are different than those for nurseries. Attendance at the nursery or a co-located children's centre does not guarantee admission to the school. Parents must submit an application for a place in Reception class by the closing date.

**Child's home address**
You must give the correct permanent home address. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live.

If you are separated and your child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 19<br>2nd preference: 20<br>3rd preference: 10<br><br>Total: 49 | All on time applicants who requested a place at the school were accommodated. | 22 |

# St Thomas' CE Primary School, Leigh

**Astley Street, Leigh, WN7 2AS**

**Head Teacher:** Mr J Marsh

**Admission Number 2022:** 60
**Age Range:** 4-11
**DFE number:** 3030

**Telephone number:** 01942 672730
**Website:** Visit the school's website

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**Oversubscription Criteria**

If the school receives more applications than places available, once places have been allocated to those children who have an education health and care plan naming this school, the remaining places will be offered in the following order of priority:

1. Children in public care and previously looked after children.
This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions.

This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Children whose medical or social circumstances mean that their needs can only be met at this school.

3. Children who will have an older brother or sister attending the St. Thomas C.E. Primary School at the time of their admission.

4. Baptised children whose parent(s)/guardian(s) are in regular attendance at any of the Anglican Churches within the Parish of St. Thomas & All Saints in Leigh.

5. Baptised or dedicated children whose parent(s)/guardian(s) are in regular attendance at a church within the parish which is a member of Churches Together in Britain and Ireland, or a local Churches Together organisation.

6. Children whose families are in regular attendance of another Church Of England church in the Leigh Deanery, and who live within the parish boundaries of Bedford St. Thomas.

7. All other children.
**Tiebreaker**

If more children fall into any one category than the number of places left, the Governors will offer places to the children who live nearest to the school. Distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey.

In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.

If we offer the last place available to one of twins (or triplets and so on) we will admit the other twin or triplet too.

**Child's home address**
You must give the correct permanent home address. When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live. If you are separated and your child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this. If application is made under criteria 4, 5 or 6 proof will be required as to whether this particular criterion is met.

**Notes**
a. Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.

b. Where admission is sought under special medical or social circumstances criteria, professional supporting evidence, e.g. from a doctor, psychologist or social worker, is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.

c. Brother' or 'sister' includes full, step, half, adopted and foster brothers or sisters living at the same address as part of the same family unit and full brother or sister living apart.

d. Regular attendance is taken to mean a minimum of monthly attendance at church at public worship for at least the year prior to 1st September in the year before admission to the school **(i.e. from September 2020 onwards)**. Evidence of infant baptism or dedication of the child and of regular attendance of parent(s)/guardian(s) must be provided by a member of the clergy or Church Warden on the forms provided.

e. **Deferred entry and Part-time attendance**

Children are entitled to a full time place in school in the September following their fourth birthday. Once they have been offered a place at the school, the child's parents can defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which the application was made. Where parents wish, children may attend part time until later in the school year but not beyond the point at which they reach compulsory school age.

f. **Nursery Classes**
The admission criteria for schools are different than those for nurseries. Attendance at the nursery or a co-located children's centre does not guarantee admission to the school. Parents must submit an application for a place in Reception class by the closing date.

g. **Waiting list policy**
Places may become available at a school after the offer date at the end of **April 2022**. To decide which children have these places, we will:

- put all children who we refused a place on the waiting list for the school;
- keep the list in priority order, decided by the oversubscription criteria for the school only;
- offer places that become available to the next child on the waiting list; and
- keep the waiting list until 31st December at the end of the **autumn term 2022**.

Important information about the waiting list: We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admission criteria.

h. **A list of the Churches referred to in criteria 4, 5 and a map** showing the parish boundaries of Bedford St Thomas (criteria 6) are available on request from the office in school.

i. **Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 60 | 1st preference: 45<br>2nd preference: 25<br>3rd preference: 12<br><br>Total: 82 | All on time applicants who requested a place at the school were accommodated. | 56 |

# Standish Lower Ground St Anne's CE Primary School

**Wigan Lower Road, Standish Lower Ground, Wigan, WN6 8JP**

**Head Teacher:** Ms L France

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3358

**Telephone number:** 01942 511348
**Website:** Visit the school's website

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**Oversubscription Criteria**

In the event that there are more applicants than places, after admitting all children with a statement of educational need or education health and care plan naming the school, the governing body will allocate places using the criteria below, which are listed in order of priority.

1. Looked after children and all previously looked after children. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

**NOTE:** 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). Applications for previously looked after children must be supported with appropriate evidence ie. A copy of the adoption order, residence order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

2. Children with special medical or social circumstances affecting the child where these needs can only be met at this school.
**NOTE:** Professional supporting evidence from eg a doctor, psychologist, social worker, is essential if admission is to be made under the criterion for special medical or social circumstances, and such evidence must set out the particular reasons why the school in question is the most suitable school and the difficulties which would be caused if the child had to attend another school.

3. Children who have a sibling attending the school on the date of application and on the date of admission.
Siblings include step, half, foster, adopted brothers and sisters living at the same address, as part of the same family unit.

4. Children whose parents live within the ecclesiastical parish of St. Anne's Church, Shevington. A map showing the boundaries is available in school.

5. Children with a parent/guardian worshipping in a church in membership of Churches Together in Britain and Ireland.

Churched Together in Britain and Ireland is taken on the 1st September in the year prior to admission to the school. A list may be obtained from its website. Parental worshipping is normally taken to mean a minimum of monthly attendance at church at public worship for at least six months. The relevant date is 1st September 2018. The Governors will request confirmation of this from the relevant clergy or church officer. Where the family has changed churched, the information about all of them will be required.

6. Other Children.

**Tie-break:**

Where there are more applications for the available places within a category, then the distance between the GIS address point for the school and the home measured in a straight line will be used as the final determining factor, nearer addresses having priority over more distant ones. This address point is a predetermined point generated from the local authority's GIS computer database, which is based on information from an Ordnance Survey to the Front Entrance of the school. Where the cut off point is for addresses within the same building, then the single measure between the address points will apply and the Local Authority's system of a random draw will determine which address(es) receive the offer(s).

**Late applications for admission**

Applications which are received after the closing date will be considered after all those received on time. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Waiting list**

Where we have more applications than places, the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the admissions criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted.

This waiting list will operate until the end of the autumn term only.

**Address of pupil**

The address used on the school's admission form must be the correct permanent homes address ie the family's main residence. This is where the child and parent or the person who has care of the child or parental responsibility normally lives. If the address changes subsequently, the parents should notify the school. Where the parents live at different addresses, and there is shared parenting, the address used will normally be the one where the child wakes up for the majority of Monday to Friday mornings. If there is any doubt about

this, then the address of the Child Benefit recipient will be used. Parents may be asked to show evidence of the claim that is being made for the address, e.g. identity cards of various sorts showing the child's address as the one claimed. Where there is dispute about the correct address to use, the governors reserve the right to make enquiries of any relevant third parties, e.g. the child's GP, Council Tax Office, Electoral Registration Officer, utilities provider. For children of UK Service personnel and other Crown Servants returning to the area proof of the posting is all that is required.

**Non-routine admissions**

It sometimes happens that a child needs to change school other than at the "normal" time; such admissions are known as non-routine admissions. Parents wishing their child to attend this school should arrange to visit the school before requesting a place. Parents must complete a Local Authority application form and school supplementary form. If there is a place in the appropriate class, then the governors will arrange for the admission to take place. If there is no place, then the admissions committee will consider the application and information about how to appeal against the refusal will be provided. Appeals for children moving into the area will not be considered until there is evidence of a permanent address, e.g. exchange of contracts or tenancy agreement with rent book.

Please note that you cannot re-appeal for a place at a school within the same school year unless there has been relevant, significant and material change in the family circumstances.

**Appeals**

Where the governors are unable to offer a place because the school is over subscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. **Parents should notify the clerk to the governors at the school by 20th May.**

Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days' notice of the place and time of the hearing.

If your child was refused a place in Reception or Key Stage 1 because of Government limits on Infant class sizes, the grounds on which your appeal could be successful are limited. You would have to show that the decision was one which in the circumstances no reasonable governing would have made, or that your child would have been offered a place if the governors' admissions arrangements had been properly implemented.
Please note that this right of appeal against the governors' decision does not prevent you from making an appeal in respect of any other school.

**Fraudulent applications**

Where the governing body discovers that a child has been awarded a place as the result of and intentionally misleading application from a parent (for example a false claim to residence in the catchment area or of involvement in a place of worship) which effectively denies a place to a child with a stronger claim, then the governing body is required to withdraw the offer of the place. The application will be considered afresh and a right of appeal offered if a place is refused.

**Deferred admission**
Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part time attendance**

Parents can request that their child attends part time until the child reaches compulsory school age.

**Nursery Classes**
The admission criteria for schools are different than those for nurseries. Attendance at the nursery or a co-located Children's Centre does not guarantee admission to the school. Parents must submit an application for a place in Reception class by the closing date.

**Twins:**

If we offer the last place available to one of twins (or triplets and so on) we will admit the other twin or triplet too.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 19<br>2nd preference: 6<br>3rd preference: 8<br><br>Total: 33 | All on time applicants who requested a place at the school were accommodated. | 26 |

# Westleigh St Paul's CE Primary School

**School Street, Leigh, WN7 5JN**

**Head Teacher:** Mrs J Hankinson

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3373

**Telephone number:** 01942 672611
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

**Oversubscription Criteria**

When the demand for places exceeds the number of places remaining, after places have been allocated to children with a statement of special educational need which names this school, the Governors will allocate places on the following basis.

**Criteria in Order of Priority**

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order Looked after children and previously looked after children.

2. Children who appear to the Governing Body to have been in state care outside of England and ceased to be in state care as a result of being adopted.

3. Children who already have brothers and sisters in the school at the time of admission. This includes full half brothers/sisters, step brothers/sisters and foster brothers/sisters living at the same address as part of the same family unit.

4. The child plus a parent/guardian that attend public worship at either St Peter's or St Paul's Church Westleigh at least four times in any calendar year from January to December, previous to application.

5. Baptised members of the Church of England living in the Parish.

6. Baptised members of the Church of England living outside the Parish. Parish Boundary Map available to view: https://www.arcgis.com/home/webmap

7. Proximity to school premises measured in a straight line distance as measured by the LA from the child's home address to the rear entrance point.

**Tie Breaker**

Where there are more applicants in one category than there are places left to offer, the governing body will offer places to those pupils who live nearest to the school. The distance will be measured in a straight line from the child's home address to the rear entrance point at school.

In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.

If we offer the last place available to one of twins (or triplets and so on) we will admit the other twin/triplets too.

Carers who are unsuccessful at gaining a place for their child may appeal against the decision. Appeals should be sent to school in writing within fifteen days from the date of the letter refusing admission. Appeals will be dealt with by an independent panel.

**Late applications**
Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

**Waiting lists**
Places may become available at a school after the offer date. To decide which children have these places, we will:
 put all children who we refused a place at one of their preferences on the waiting list for the school;
 keep the list in priority order, decided by the oversubscription criteria for the school only;
 offer places that become available to the next child on the waiting list; and
 keep the waiting list until 31 December at the end of the autumn term.
Important information about the waiting list: We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admission criteria.

**Residence**
When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

**Brothers and sisters**
We will include:
 full brother and sisters;
 half-brothers and half-sisters;
 stepbrothers and stepsisters; and
 foster brothers and foster sisters;
**who live at the same address as part of the same family unit.**

**Deferred entry and Part-time attendance** - Children are entitled to a full time place in school in the September following their fourth birthday. Once they have been offered a place at the school, the child's parents can defer the date their child is admitted to the

school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which the application was made. Where parents wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age

**This school uses a supplementary information form. See part 1 for important information about this**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 27<br>2nd preference: 13<br>3rd preference: 11<br><br>Total: 51 | Criterion 1 to 6: 14<br>Criterion 7: 16<br><br>The last place was allocated to a pupil living 1.261 miles from the school. | 30 |

# Wigan St Andrew's CE Primary School

**Mort Street, Wigan WN6 7AU**

**Head Teacher:** Mrs W Massey

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3300

**Telephone number:** 01942 244354
**Website:** Visit the school's website

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**Oversubscription Criteria**

In the event of the school receiving more applications than there are places available, the Governors will give priority to applications in the following order;

1. Children in public care and previously looked after children.

2. Children and/or parents who have attended Saint Andrew's Church or another Anglican Church for at least one occasion per month, for a period of one year prior to the time of application. Supporting evidence is required using the supplementary information form.

3. Those who have an older brother or sister at school at the time of admission.

4. Children and/or parents who attend another Christian Church for at least one occasion per month, for a period of one year prior to the time of application. Supporting evidence is required using the supplementary information form.

5. Those whose permanent home is closest to the school.

**Tie-breaker**
In the event that there are more applications than there are places available in any one criterion, a tie-breaker will apply by measuring the distance from home to school.

**Definitions**
[item 1] **Children in public care and previously looked after children.** This includes any 'looked after child', 'previously looked after child' and any child who was previously looked after but immediately after being looked after became subject of an adoption, residence or special guardianship order. 'Looked after' means that the child was (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social service functions. This criteria also includes looked after children and all previously looked after children who appear (to the admission authority) to have been in state care outside England and ceased to be in state care as a result of being adopted.

[item 2] **Brother or Sister** means full brothers or sisters, half brothers or sisters, stepbrothers or sisters who live at the same address as part of the same family unit.

[item 3] **Christian Church** means one in which members subscribe to the Doctrine of the Holy Trinity.

[item 4 & tie-breaker] **Home** (when there is shared parental responsibility for a child) means the address of the main carer. We class the main carer as the person who is eligible for child benefit. **Distance** means a straight-line measurement between the child's home address and the centre of the school's perimeter boundary. This is measured by using a geographical computer system (GIS), which is based on ordnance survey.

In cases where there are two or more children with the same distance measurement, where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.

If we offer the last place available to one of twins (or triplets and so on) we will admit the other twin or triplet too.

**Note**

In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admission arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

**Late applications**

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

A **Waiting list** will be used for places that become available at school after the offer date, we will:

- Put a child who is refused a place on a waiting list (including late applications)
- Allocate a place that becomes available up to the admission number to the next child or children on the waiting list, using the oversubscription criteria above.
- Keeping the waiting list until the end day of the Autumn term only.

**Deferred Entry**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**

Parents can request that their child attends part-time until the child reaches compulsory school age.

**This school uses a supplementary information form. See part 1 for important information about this.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 25<br>2nd preference: 19<br>3rd preference: 10<br><br>Total: 54 | All on time applicants who requested a place at the school were accommodated | 30 |

# Catholic Primary Schools in Salford Diocese.

# Holy Family RC Primary School, Wigan

**Longfield Street, New Springs, Wigan, WN2 1EL**

**Head Teacher:** Mr S Gallagher

**Admission Number 2022:** 20
**Age Range:** 4-11
**DFE number:** 3387

**Telephone number:** 01942 246376
**Website:** Visit the school's website

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**Oversubscription Criteria**

Admissions to the school will be determined by the governing board. Parents must complete a Local Authority Preference Form or apply online via the website www.wigan.gov.uk/Resident/Education/Schools/School-Admissions/Primary-schools.aspx

If you wish to have your application considered against the school's religious criteria then you must ALSO complete the supplementary form which is available from the school.
If there are fewer than 20 applications, all applicants will be offered places. If there are more applications than the number of places available, the following oversubscription criteria will be applied:

1. Baptised Catholic Looked After Children, Baptised Catholic previously Looked After Children and Baptised Catholic Children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of Holy Family
4. Looked After Children, previously Looked After Children and Children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted.
5. Other children who have a sibling in the school at the time of admission.
6. Other Baptised Catholic Children.
7. All remaining applicants.

If it is not possible to offer places for all applications within any criterion above, priority will be given to those living closest to the school measured by a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for 2 or more applicants, places will be allocated by a system to randomly pick who will be offered a place. A copy of the policy is available on request from the local authority.

**Notes for Applicants:**

**a.** All applications will be considered at the same time and after the closing date for admissions which is 15th January 2022. Applications received after this date will be treated

as a late application and will not be considered until after the main allocation of places has taken place.

**b.** A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.

**c.** For a child to be considered as a Catholic evidence of a Catholic Baptism or reception into the Catholic Church is required. Written evidence of reception into the Catholic Church can be obtained by referring 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. If, for example, a child has been baptised in the Church of England and the parents are subsequently admitted to the Catholic Church through the RCIA programme, the child must also be admitted to the Church by the Rite of Reception.
The governing board 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. Those who have difficulty obtaining written evidence of baptism for a good reason, may still be considered as baptised Catholics but only after they have been referred to the parish priest who, after consulting with the Director of Education or officers of the DDFE will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

**d.** Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission authority body reserves the right to request other evidence as fit the individual circumstance. Applicants should not state the address of another relative or person who has daily care of the child.

**e.** 'Sibling' is defined in these arrangements as full, half or stepbrothers 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.

**f.** 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.

**g.** For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.

**h.** If an application for admission has been turned down by the Governing Board, parents may 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.

**i.** The governing board reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

**j.** It is the duty of governors to comply with regulations on class size limits for children aged between rising five and seven. The governing board may exceed the regulations for twins and children from multiple births where one of the children is the 20th child admitted. This also applies to in-year applicants who are looked after/previously looked after children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

**k.** If a child is a "summer born child", parents may request that the date their child is admitted to school is deferred to later in the school year. However, the child must start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the final decision on this rests with the headteacher.

**l.** Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 20 | 1st preference: 19<br>2nd preference: 17<br>3rd preference: 4<br><br>Total: 40 | All on time applicants who requested a place at the school were accommodated | 20 |

# Our Lady's RC Primary School

**Holly Road, Aspull, Wigan, WN2 1RU**

**Head Teacher:** Mr C Horridge

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3386

**Telephone number:** 01942 832299
**Website:** Visit the school's website

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Our Lady's R.C. Primary School is a Roman Catholic voluntary aided school and the Governing Body is the relevant body that controls admissions.

The Governors must comply with the government's maximum class size legislation. This means that the school cannot operate classes in Reception and Key Stage 1 of more than 30 children.

The school's Standard Admission Number is 30.

The admission number for the year commencing September 2022 is 30.

Admissions to the school will be made in accordance with parental preference. However, if the school receives more applications than places available, the following admissions criteria will be applied once places have first been allocated to pupils who have a Statement of Special Educational Needs which names the school;

**Admissions Criteria**

1. Children who are in public care or have been in public care.
2. Baptised Roman Catholic children who:
    a. will have a *brother or *sister attending the school, at the time of admission, and are resident in the parish of Our Lady's, Haigh (see **Annex A**).
    b. are resident in the parish of Our Lady's, Haigh (see **Annex A**).
    c. are resident in another parish who will have a *brother or *sister attending the school at the time of admission.
    d. are resident in another parish.
3. Other children who will have a brother or sister attending the school at the time of admission.
4. Other children.

**We regard someone as 'Roman Catholic' if they have been baptised in a Roman Catholic Church. A Certificate of Baptism is required if the child was not baptised in the Roman Catholic Parish of Our Lady's, Haigh, Aspull and Blackrod.**

In Criterion 1 above, 'children who have been in public care' includes those children who appear (to the governing body) to have been in state care outside of England and who ceased to be in state care as a result of being adopted.

In Criterion 2 & 3, above, the Governors define *brother or *sister in the same way as the Local Authority, as follows;

- half-brothers and half-sisters;
- step brothers and step sisters; and
- foster brothers and foster sisters who live at the same address as part of the same family unit.

**Over-subscription**
In the event of over-subscription, in any one of the above criteria, priority will be given to those living nearest to the school. This would be the straight-line distance between the home address and the pedestrian entrance gate to the school grounds measured by the Local Authority using the Geographical Computer System (G.I.S.) which is based on the Ordnance Survey Map.

Where a child lives with parents with shared responsibility, each for part of the week, the address used for considering an application for a place at our school will be that of the main carer, classed as the person who is eligible to receive the Child Benefit for the child under consideration.

**Appeals**
Parents who have not been allocated a place for their child have recourse to an independent appeals panel. Appeals must be addressed to: The Clerk to the Governors, c/o Our Lady's School, within 14 days of notification of refusal.

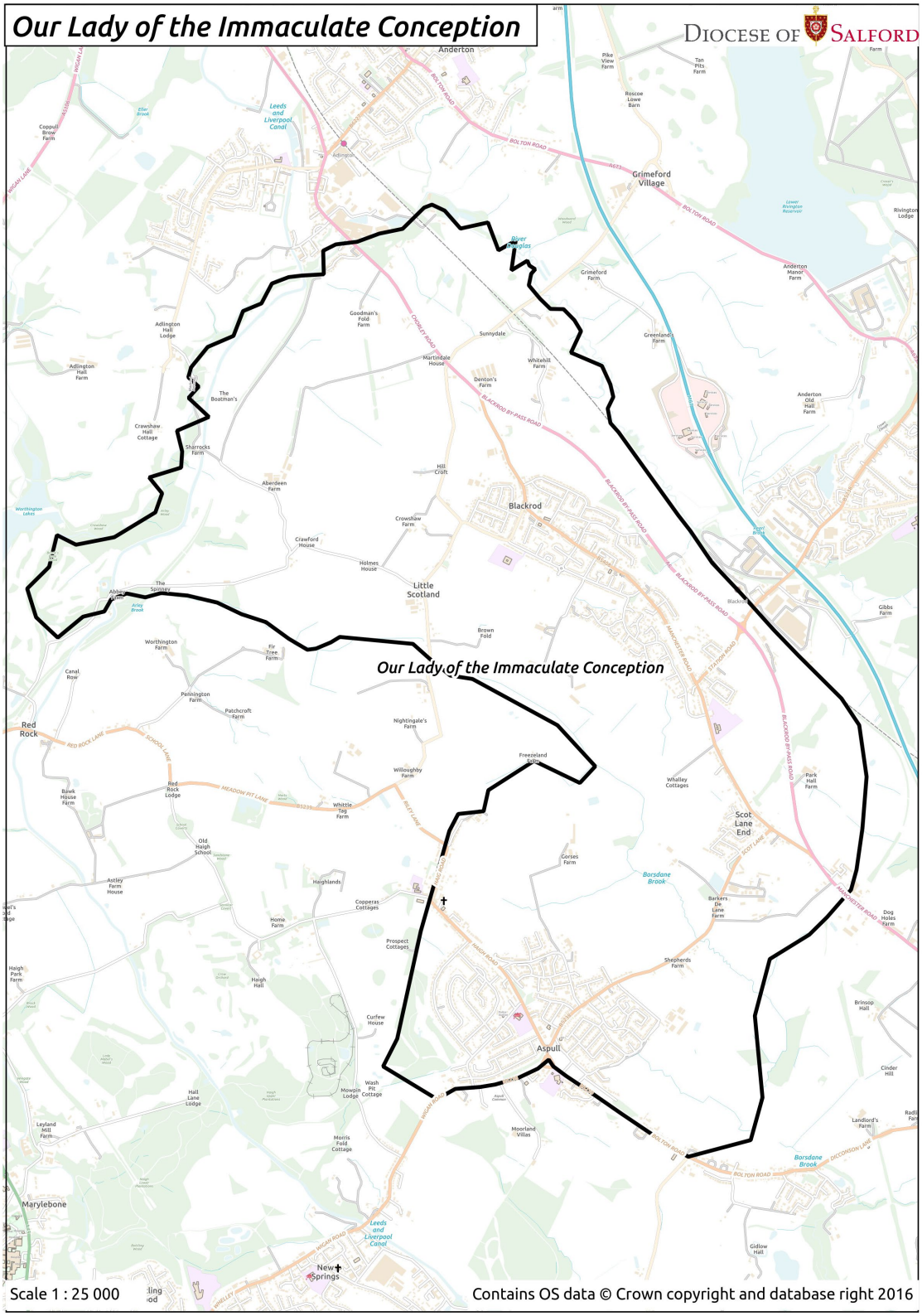
**Deferred Entry**
Parents can request that the date their child is admitted to the school is deferred until in the school year or until the child reaches compulsory age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted. Parents should let the school and Local Authority know before the start of the Autumn Term.

**Part Time Attendance**
Parents can request that their child attends part-time until the child reaches compulsory school age. Parents should let the school and Local Authority know before the start of the Autumn Term.

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 38<br>2nd preference: 17<br>3rd preference: 8<br><br>Total: 63 | Criterion 1: 0<br>Criterion 2: 15<br>Criterion 3: 7<br>Criterion 4: 8<br>The last place was allocated to a pupil living 0.49 miles from the school | 31 |

**Annex A - Written Particulars for the Parish Boundary of Our Lady's Haigh**

From Blackrod Station, SE by the railway to the bridge that goes over it and by a bee-line across the fields to the Wigan – Bolton District boundary. Along that boundary to the point it meets Borsdane Brook and then by a bee-line to the junction of Bolton Road and Hall Lane. W along Bolton Road and Wigan Road to the point where diocesan boundary crosses New Road (near Mowpin Lodge). N by that boundary (along the footpath) to Haigh Road , Toddington Lane, past, but excluding Freezeland Farm (along Haigh Civil Parish boundary) to and W along Wigan – Bolton District boundary and Chorley – Bolton boundary to the railway, and SE along the railway to Blackrod station.



# Primary schools in the Liverpool Catholic Archdiocese

## All Saints' Catholic Primary School, Golborne

**Hazel Grove, Golborne, WA3 3LU**

**Head Teacher:** Mrs W Hughes

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3407

**Telephone number:** 01942 747655
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the website www.wigan.gov.uk following the links. If you wish to have your application considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the Local Authority and the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish St Catherine of Siena and All Saints, Golborne (the part of the parish formerly referred to as All Saints).

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklets.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

i. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

   Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

   Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted. Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group (e.g. if the child is gifted and talented or has experienced problems such as ill health or is a summer born child) they must discuss this with the headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 30<br>2nd preference: 16<br>3rd preference: 10<br><br>Total: 56 | Criterion 1 to 5: 17<br>Criterion 6: 8<br>Criterion 7: 1<br>Criterion 8: 4<br><br>The last place was allocated to a pupil living 0.324 miles from the school. | 30 |

# Holy Family Catholic Primary School, Boothstown

**Kendal Road, Boothstown, Worsley, M28 1AG**

**Head Teacher:** Mrs C Roberts

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3406

**Telephone number:** 0161 790 2123
**Website:** Visit the school's website

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**Oversubscription Criteria**

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St Margaret Clitherow (the part of the parish formerly referred to as Holy Family, Boothstown).

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklets.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (undersection 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

   A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. “Children of other Christian denominations” means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder’s or other relative’s address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child’s home address.

f. 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.

g. 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.

h. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher school before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 18<br>2nd preference: 11<br>3rd preference: 4<br><br>Total: 33 | All on time applicants who requested a place at the school were accommodated. | 28 |

# Holy Family Catholic Primary School, Platt Bridge

**Wigan Street, Platt Bridge, Wigan, WN2 5JF**

**Executive Head Teacher:** Mrs J Taberner

**Admission Number 2022:** 30
**Age Range:** 2-11
**DFE number:** 3393

**Telephone number:** 01942 704148
**Website:** Visit the school's website

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**Note: A School Organisation consultation on reducing primary school places in the Abram area is currently taking place. You can view the consultation and have your say by visiting – www.wigan.gov.uk/consultations**

**Oversubscription Criteria**

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of Holy Family, Platt Bridge.

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The

distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child’s entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child’s fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM. IF PARENTS ARE APPLYING UNDER ANY OF THE FAITH CRITERIA, THEY SHOULD ALSO COMPLETE THE SCHOOL SUPPLEMENTARY FORM.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 15<br>2nd preference: 4<br>3rd preference: 3<br><br>Total: 22 | All on time applicants who requested a place at the school were accommodated. | 16 |

# Our Lady Immaculate Catholic Primary School

**Downall Green Road, Bryn, Wigan, WN4 0LZ**

**Acting Head Teacher:** Mrs R Keating

**Admission Number 2022:** 20
**Age Range:** 4-11
**DFE number:** 3383

**Telephone number:** 01942 708438
**Website:** Visit the school's website

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**Oversubscription Criteria**

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of Our Lady Immaculate, Bryn.

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance

would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. “Children of other Christian denominations” means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder’s or other relative’s address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child’s home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 20 | 1st preference: 11<br>2nd preference: 3<br>3rd preference: 10<br><br>Total: 24 | All on time applicants who requested a place at the school were accommodated. | 16 |

# Sacred Heart Catholic Primary School, Atherton

**Lodge Lane, Hindsford, Manchester, M46 9BN**

**Head Teacher:** Mr I McDermott

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3397

**Telephone number:** 01942 883429
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the [local authority website]. If you wish to have your application considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and all previously looked after children. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St John Rigby (the part of the parish formerly referred to as Sacred Heart, Atherton).

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above, then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklets.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.
A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher school before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 17<br>2nd preference: 11<br>3rd preference: 8<br><br>Total: 36 | All on time applicants who requested a place at the school were accommodated. | 25 |

# Sacred Heart Catholic Primary School, Hindley Green

**Swan Lane, Hindley Green, Wigan, WN2 4HD**

**Head Teacher:** Mrs C Ryding

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3432

**Telephone number:** 01942 767768
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the [local authority website]. If you wish to have your application considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and all previously looked after children. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St John Rigby (the part of the parish formerly referred to as Sacred Heart, Hindley Green).

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above, then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance

survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklets.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

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

d. “Children of other Christian denominations” means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.
Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder’s or other relative’s address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child’s home address.

f. 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.

g. 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.

h. For ‘In Year’ applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child’s entry until later in the school year or until their child reaches compulsory school age in that school year. Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.
Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.
Parents cannot defer entry beyond the term after the child’s fifth birthday, nor beyond the academic year for which the original application was accepted.
Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.
Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.
A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher school before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 27<br>2nd preference: 14<br>3rd preference: 11<br><br>Total: 52 | All on time applicants who requested a place at the school were accommodated. | 28 |

# Sacred Heart Catholic Primary School, Leigh

**Windermere Road, Leigh, WN7 1UX**

**Head Teacher:** Mrs H Ahmed

**Admission Number 2022:** 45
**Age Range:** 4-11
**DFE number:** 3403

**Telephone number:** 01942 674226
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the website www.wigan.gov.uk following the links. If you wish to have your application considered against that school's faith/denomination criteria then you should ALSO complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St Edmund Arrowsmith (the part of the parish formerly referred to as Sacred Heart, Leigh).

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be

measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklets.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

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.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.
Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.
e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.
f. 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.

g. 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.

h. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.
Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.
Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.
Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.
Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.
A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher school before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

## This is a Catholic Primary School in the Liverpool Archdiocese

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 45 | 1st preference: 24<br>2nd preference: 20<br>3rd preference: 13<br><br>Total: 57 | All on time applicants who requested a place at the school were accommodated. | 45 |

# Sacred Heart Catholic Primary School, Wigan

**Springfield Road, Wigan, WN6 7RH**

**Head Teacher:** Mrs C Mason

**Admission Number 2022:** 60
**Age Range:** 4-11
**DFE number:** 3331

**Telephone number:** 01942 231478
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the website www.wigan.gov.uk. If you wish to have your application considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St Edward (the part of the parish formerly referred to as Sacred Heart, Wigan).

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30$^{th}$ child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 60 | 1st preference: 36<br>2nd preference: 16<br>3rd preference: 12<br>Total: 64 | All on time applicants who requested a place at the school were accommodated. | 45 |

# St Aidan's Catholic Primary School

**Holmes House Avenue, Winstanley, Wigan, WN3 6EE**

**Head Teacher:** Mrs J M Farrimond

**Admission Number 2022:** 45
**Age Range:** 4-11
**DFE number:** 3336

**Telephone number:** 01942 223544
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the Wigan Council website. If you wish to have your application considered against that school's faith/denomination criteria then you should ALSO complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St. Aidan's.

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 45 | 1st preference: 53<br>2nd preference: 33<br>3rd preference: 29<br><br>Total: 115 | Criterion 1-5: 44<br>Criterion 6: 1<br><br>The last place was allocated to a pupil living 0.382 miles from the school. | 45 |

# St Ambrose Barlow Catholic Primary School

**Manchester Road, Astley, Tyldesley, M29 7DY**

**Head Teacher:** Mr G Doherty

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3415

**Telephone number:** 01942 883912
**Website:** Visit the school's website

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***Note - To comply with the School Admission Code 2021, this school's admission arrangements will be amended to give priority to children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Once amended these children will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities.***

**Oversubscription Criteria**

Where the number of applications exceeds the number of places available the Governing Body will apply the following over-subscription criteria

1. Children who are in the care of the Local Authority (looked after children).

2. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit.

3. Baptised Catholic children living in the designated Historic Parish of St Ambrose Barlow.

4. Baptised Catholic children living in other Catholic parishes.

5. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit.

6. Children from other Christian denominations. Proof of Baptism in form of Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Minister of Religion would need to confirm in writing that the applicant is a member of their faith group.

8. Children whose parents express a preference for a place at the school.

In the event of any over-subscription in the number of applications made under any of the categories above then the admissions committee will offer places first to children living nearest to the school measured in a straight line distance from the front door of the house/flat to the main front door of the school as measured by the Local Authority.

**ST AMBROSE BARLOW CATHOLIC PRIMARY SCHOOL**
**ADMISSION ARRANGEMENTS**

1. All applications will be considered at the same time and after the closing date agreed by the Admissions Committee.

2. Parents will be informed, by letter of the decision of the Admissions Committee**.** If their application has been successful they are required to confirm acceptance of the offer of a place.

3. Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

4. Parents can request that their child attends part-time until the child reaches compulsory school age.

5. If application has not been successful the letter will give reasons for the decision, will inform parents of their right of appeal and give guidance on how that appeal should be made.

6. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria; parents will be informed of their child's position on the waiting list which will not be operated for longer than the end of the first term of Reception.

**Notes**

1. For a child to be considered as a Catholic, evidence of a Catholic Baptism or reception into the Church will be required.

   A Baptised Catholic is one who has been baptised into full communion with the Catholic Church by the Rites of baptism of one of the various ritual 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 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.

The Governing Body 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: 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 baptism 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 with the Vicar General, will decide how the question of baptism 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 due to persecution or fear, the destruction of the church and the original records, or where baptism was administered validly but not in the Parish church where records are kept.

Governors 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.)

2. The home address of a pupil is considered to be the permanent residence of a child. The address must be the child's only or main residence. Documentary evidence may be required – eg. child benefit payment address.

3. Where care is split equally between mother and father, parents must name which address is to be used for the purpose of allocating a school place.

4. Late applications (those received after the closing date) will only be considered after those received by the closing date.

Applications received after the notification date (after places are offered) will be added to the school's waiting list in admission criteria order.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 36<br>2nd preference: 24<br>3rd preference: 18<br><br>Total: 78 | Criterion 1-7: 29<br>Criterion 8: 1<br><br>The last place was allocated to a pupil living 0.07 miles from the school. | 30 |

# St Benedict's Catholic Primary School

**Abbott Street, Hindley, Wigan, WN2 3DG**

**Executive Head Teacher:** Mrs J Taberner
**Head of School:** Mrs C Fisher

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3390

**Telephone number:** 01942 253522
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. All preferences listed on the Local Authority Preference Form will be considered on an equal basis with the following set of ADMISSIONS CRITERIA forming a priority order where there are more applications for admissions than the school has places available.

1. Looked After Children and previously Looked After Children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St Benedict, Hindley.

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 22<br>2nd preference: 13<br>3rd preference: 8<br><br>Total: 43 | All on time applicants who requested a place at the school were accommodated. | 25 |

# St Bernadette's Catholic Primary School

**Church Lane, Shevington, Wigan, WN6 8BD**

**Head Teacher:** Mrs H Crowder

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3413

**Telephone number:** 01257 401125
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the website https://www.wigan.gov.uk. If you wish to have your application considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of Our Lady of the Annunciation & St Bernadette's (the part of the parish formerly referred to as St Bernadette's, Shevington).

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30$^{th}$ child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

## This is a Catholic Primary School in the Liverpool Archdiocese

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 16<br>2nd preference: 13<br>3rd preference: 13<br><br>Total: 42 | All on time applicants who requested a place at the school were accommodated. | 23 |

# St Catherine's Catholic Primary School - Lowton

**Cranham Avenue, Lowton, Warrington, WA3 2PQ**

**Head Teacher:** Mrs S Leck

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3412

**Telephone number:** 01942 671528
**Website:** Visit the school's website

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**Oversubscription Criteria**

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St Catherine of Siena & All Saints, Golborne (the part of the parish formerly referred to as St Catherine of Siena, Lowton).

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklets.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.
f. 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.

g. 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.

h. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.
Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.
Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.
Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.
Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.
A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher school before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

## This is a Catholic Primary School in the Liverpool Archdiocese

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 23<br>2nd preference: 13<br>3rd preference: 18<br><br>Total: 54 | All on time applicants who requested a place at the school were accommodated. | 30 |

# St Cuthbert's Catholic Primary School

**Thorburn Road, Norley Hall, Wigan, WN5 9LW**

**Head Teacher:** Mr J Rushton

**Admission Number 2022:** 60
**Age Range:** 4-11
**DFE number:** 3433

**Telephone number:** 01942 222721
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the [local authority website]. If you wish to have your application considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St Edward (the part of the parish formerly referred to as St Cuthbert's).

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. “Children of other Christian denominations” means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder’s or other relative’s address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child’s home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30$^{th}$ child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK

service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM. IF PARENTS ARE APPLYING UNDER ANY OF THE FAITH CRITERIA, THEY SHOULD ALSO COMPLETE THE SCHOOL SUPPLEMENTARY FORM.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 60 | 1st preference: 45<br>2nd preference: 21<br>3rd preference: 15<br><br>Total: 81 | All on time applicants who requested a place at the school were accommodated. | 58 |

# St Gabriel's Catholic Primary School

**Queensway, Higher Folds, Leigh, WN7 2XG**

**Head Teacher:** Mrs C Williams

**Admission Number 2022:** 45
**Age Range:** 4-11
**DFE number:** 3411

**Telephone number:** 01942 769712
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the Wigan Local authority website. If you wish to have your application considered against the school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Baptised Catholic and non-Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of Margaret Clitherow (the part of the parish formerly referred to as St Gabriel's, Higher Folds) and non-Catholic children resident in Higher Folds.

4. Other baptised Catholic children.

5. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

6. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

7. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. “Children of other Christian denominations” means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder’s or other relative’s address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child’s home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30$^{th}$ child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK

service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese.**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM. IF PARENTS ARE APPLYING UNDER ANY OF THE FAITH CRITERIA, THEY SHOULD ALSO COMPLETE THE SCHOOL SUPPLEMENTARY FORM.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 45 | 1st preference: 37<br>2nd preference: 3<br>3rd preference: 6<br><br>Total: 46 | All on time applicants who requested a place at the school were accommodated. | 50* |

* The school admitted over their determined admission number for the 2021/22 Reception Intake.

# St James' Catholic Primary School

**St James Road, Orrell, Wigan, WN5 7AA**

**Head Teacher:** Mr G Hayes

**Admission Number 2021:** 60
**Age Range:** 4-11
**DFE number:** 3388

**Telephone number:** 01942 748455
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the [local authority website]. If you wish to have your application considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of Orrell St. James'.

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30$^{th}$ child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

## This is a Catholic Primary School in the Liverpool Archdiocese

**IN ALL CASES, PARENTS MUST COMPLETE THE LOCAL ATUHORITY COMMON APPLICATION FORM AND WILL BE ASKED TO ALSO COMPLETE THE SCHOOL SUPPLEMENTARY FAITH REQUEST FORM. SEE PAGE 6 FOR IMPORTANT INFORMATION.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 60 | 1st preference: 50<br>2nd preference: 44<br>3rd preference: 29<br><br>Total: 123 | All on time applicants who requested a place at the school were accommodated. | 59 |

# St Joseph's Catholic Primary School

**Mather Lane, Leigh, WN7 2PW**

**Head Teacher:** Ms M Daley

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3400

**Telephone number:** 01942 606395
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the [local authority website]. If you wish to have your application considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St Edmund Arrowsmith [formerly St Joseph's].

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.
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.

**Notes:**
a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.
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. Those who have difficulty obtaining written evidence of baptism for a good reason, may still be considered as baptised Catholics but only after they have been referred to the parish priest who after consulting with the Episcopal Vicar, will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS / CARERS APPLYING ONLINE, A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 24<br>2nd preference: 26<br>3rd preference: 14<br><br>Total: 64 | All on time applicants who expressed a preference for a place at the school were accommodated. | 27 |

# St Jude's Catholic Primary School

**Worsley Mesnes Drive, Worsley Mesnes, Wigan, WN3 5AN**

**Head Teacher:** Mr D Wilson

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3431

**Telephone number:** 01942 204091
**Website:** Visit the school's website

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**Oversubscription Criteria**

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parishes of St Jude and St Edward.

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.
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.

**Notes:**
a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklets.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.
Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK

service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.
Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.
Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.
Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.
Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.
Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.
A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher school before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND ARE STRONGLY ADVISED TO COMPLETE THE SCHOOL SUPPLEMENTARY FORM.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 17<br>2nd preference: 10<br>3rd preference: 5<br><br>Total: 32 | All on time applicants who expressed a preference for a place at the school were accommodated. | 27 |

# St Marie's Catholic Primary School

**Avondale Street, Standish, Wigan, WN6 0LF**

**Head Teacher:** Ms M Smith

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3389

**Telephone number:** 01257 422975
**Website:** Visit the school's website

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**Oversubscription Criteria**

Where the number of applications exceeds the number of places available the Governing Body will apply the following over-subscription criteria

1. Looked After Children and previously Looked After Children. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of Our Lady of the Annunciation & St Bernadette (the part of the parish formerly referred to as St Marie's, Standish).

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklets.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are

defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.
Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.
Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.
Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.
Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.
Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.
A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher school before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

## This is a Catholic Primary School in the Liverpool Archdiocese

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 36<br>2nd preference: 21<br>3rd preference: 27<br><br>Total: 84 | Criterion 1 to 4: 28<br>Criterion 5: 2<br><br>The last place was offered to a child in criterion 5. This left no places to offer to children in lower criteria. | 30 |

# St Mary and St John Catholic Primary School

**Standishgate, Wigan, WN1 1XL**

**Head Teacher:** Mrs L Vose

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3326

**Telephone number:** 01942 206733
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the [local authority website]. If you wish to have your application considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parishes of St Mary and St William (the part of the parish formerly referred to as St John's, Wigan).

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.
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.

**Notes:**
a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. “Children of other Christian denominations” means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a

place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM. PARENTS APPLYING ON LINE OR FROM ANOTHER LOCAL AUTHORITY AREA WILL NEED TO COMPLETE THE SCHOOL'S SUPPLEMENTARY FORM SO THAT THE GOVERNING BODY HAVE THE CORRECT FAITH INFORMATION. THE SUPPLEMENTARY FORM IS AVAILABLE FROM THE SCHOOL OR FROM THE LOCAL AUTHORITY WEBSITE (SEE THE LOCAL AUTHORITY ADMISSIONS' BOOKLET)**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 30<br>2nd preference: 35<br>3rd preference: 22<br><br>Total: 87 | Criterion 1 to 7: 27<br>Criterion 8: 3<br><br>The last place was allocated to a pupil living 0.757 miles from the school. | 30 |

# St Oswald's Catholic Primary School

**Council Avenue, Off Bryn Street, Ashton-In-Makerfield, Wigan, WN4 9AZ**

**Head Teacher:** Mrs J Hassan

**Admission Number 2022:** 50
**Age Range:** 4-11
**DFE number:** 3382

**Telephone number:** 01942 724820
**Website:** Visit the school's website

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**Oversubscription Criteria**

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After children, previously looked after children and children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted.

   Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.

   A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St Oswald & St Edmund Arrowsmith, Ashton-in-Makerfield.

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

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.

**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. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

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.

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

d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

e. 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.

f. 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.

g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. 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.

h. 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.

i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).

l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 50 | 1st preference: 21<br>2nd preference: 17<br>3rd preference: 6<br><br>Total: 44 | All on time applicants who expressed a preference for a place at the school were accommodated. | 22 |

# St Patrick's Catholic Primary School

**Hardybutts, Wigan, WN1 3RZ**

**Head Teacher:** Mrs L Hobden

**Admission Number 2022:** 45
**Age Range:** 4-11
**DFE number:** 3329

**Telephone number:** 01942 244361
**Website:** Visit the school's website

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**Oversubscription Criteria**

**ADMISSIONS TO THE SCHOOL will be determined by the Governing Body.** Parents must complete a Local Authority Preference Form or apply online via the Wigan Council website www.wigan.gov.uk. If you wish to have your application considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St. William (the part of the parish formerly referred to as St. Patrick's).

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.

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.

**Notes:**
a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30$^{th}$ child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

## This is a Catholic Primary School in the Liverpool Archdiocese

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 45 | 1st preference: 44<br>2nd preference: 10<br>3rd preference: 13<br><br>Total: 67 | All on time applicants who requested a place at the school were accommodated | 45 |

# St Richard's Catholic Primary School

**Flapper Fold Lane, Atherton, M46 0HA**

**Head Teacher:** Mrs D Nulty

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3396

**Telephone number:** 01942 882980
**Website:** Visit the school website

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**Oversubscription Criteria**

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and all previously looked after children. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted. (A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.)

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St Margaret Clitherow (the part of the parish formerly known as St Richard of Chichester) and the former parish of St Vincent de Paul, Over Hulton.

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the

event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

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.

**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. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.

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.

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

d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the

child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

e. 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.

f. 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.

g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.

h. 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.

i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30$^{th}$ child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).

l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS.**

**FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 20<br>2nd preference: 8<br>3rd preference: 11<br><br>Total: 39 | All on time applicants who requested a place at the school were accommodated. | 23 |

# St Wilfrid's Catholic Primary School

**Off Golborne Road, Ashton-In-Makerfield, Wigan, WN4 8SJ**

**Head Teacher:** Mrs G O'Brien

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3414

**Telephone number:** 01942 707101
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the [local authority website]. If you wish to have your application considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St Wilfrid, Ashton in Makerfield.

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.

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.

**Notes:**
a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. “Children of other Christian denominations” means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

## This is a Catholic Primary School in the Liverpool Archdiocese

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 16<br>2nd preference: 6<br>3rd preference: 8<br><br>Total: 30 | All on time applicants who requested a place at the school were accommodated. | 19 |

# St William's Catholic Primary School

**Ince Green Lane, Ince, Wigan, WN2 2DG**

**Head Teacher:** Mrs E Ellis

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3394

**Telephone number:** 01942 235782
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the [local authority website]. If you wish to have your application considered against that school's faith/denomination criteria then you should ALSO complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St William.

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.

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.

Notes:

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

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

d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.

f. 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.

g. 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.

h. 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 for the relevant year group 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.

i. 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.

j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30th child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

Where entry is deferred, the school will hold the place for that child and not offer it to another child during the remainder of the school year.

Parents cannot defer entry beyond the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

Parents can also request to the Headteacher that their child attends part-time until their child reaches compulsory school age.

Parents of a summer born child, born between April and August, may choose not to send that child to school until the September following their fifth birthday.

A request to the Headteacher for a full year deferral with a start in Reception would be considered to be an application to admit outside the normal age range (see below).

m. If a parent wishes their child to be educated out of their normal age group they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 20<br>2nd preference: 13<br>3rd preference: 4<br><br>Total: 37 | All on time applicants who requested a place at the school were accommodated | 23 |

# Twelve Apostles Catholic Primary School

**Nel Pan Lane, Leigh, WN7 5JS**

**Head Teacher:** Mrs S Newton

**Admission Number 2022:** 30
**Age Range:** 4-11
**DFE number:** 3405

**Telephone number:** 01942 674312
**Website:** Visit the school's website

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**Oversubscription Criteria**

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the Wigan LA website. If you wish to have your application considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.

3. Baptised Catholic children resident in the parish of St Edmund Arrowsmith (the parts of the parish formerly referred to as Twelve Apostles and Our Lady of the Rosary).

4. Other baptised Catholic children.

5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.

7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.

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.

**Notes:**

a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Wigan admissions scheme for schools detailed in the Wigan admissions information booklet.

b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.

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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.

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d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging 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 of 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. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

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j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

k. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30$^{th}$ child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

l. Parents of children who are offered a place at the school before they are of compulsory school age can defer their child's entry until later in the school year or until their child reaches compulsory school age in that school year.

Parents can make a request to the Headteacher that the date their child is admitted to school is deferred to later in the school year. However, an application must be made for a place for the relevant September intake and the child has to start school before the end of that school year.

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| Admission Number 2021 | No. of preferences received by the closing date | Details of how places were allocated in each criteria as listed above | Final number admitted following any appeals or withdrawals (information correct at time of print) |
|---|---|---|---|
| 30 | 1st preference: 27<br>2nd preference: 26<br>3rd preference: 14<br><br>Total: 67 | Criterion 1 to 7: 21<br>Criterion 8: 9<br><br>The last place was allocated to a pupil living 0.67 miles from the school. | 30 |