



**Wigan**♥  
**Council**

# **Applying for a Year 7 place 2025/26**

**Secondary School  
Information for parents/carers**

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## Applying for a Year 7 place 2025/26.

If your child is due to transfer to secondary school in September 2025 you need to apply for a school place by the closing date of 31 October 2024.

Please read this booklet very carefully because it will:

- Explain how we decide which school to offer your child; and
- Gives information to help you decide if you are likely to get a place at a particular school.

We can give you this information in other formats (such as in large print) and languages if you ask.

The information in this booklet was correct at the time it was published. If there are any changes, we will update the information and take appropriate steps to let you know.

If you need any help with your application please contact:

**School Organsiation Team**

**Telephone:** 01942 489013

**Email:** [schoolplaces@wigan.gov.uk](mailto:schoolplaces@wigan.gov.uk)

**Postal address:** School Organsiation Team, Wigan Council, PO Box 100, Wigan, WN1 3DS

## Important dates to remember

### Timetable for transfer to secondary school

If your child is in year 6 in September 2024, they will transfer to secondary school at the start of the new year in September 2025. The timetable for the application process is as follows.

|                                                                                                                  |                   |
|------------------------------------------------------------------------------------------------------------------|-------------------|
| Opening date to apply<br><br>Application process starts – online application and composite prospectus available. | 12 September 2024 |
| Closing date for applications                                                                                    | 31 October 2024   |
| National allocation day<br><br>Offer emails and letters will be sent.                                            | 3 March 2025      |
| Date for appeals to be lodged by<br><br>All appeals lodged by this date should be heard within 40 school days.   | 31 March 2025     |
| Appeals heard                                                                                                    | May – June 2025   |
| Admission to school                                                                                              | September 2025    |
| Waiting list closing date                                                                                        | 31 December 2025  |

## Open days/evenings

Secondary schools hold open evenings during the Autumn Term so that parents and pupils may visit schools prior to completing the application form for a secondary school place.

**Please check these dates and time with the schools in case there have been any changes since this booklet was published. For further information please contact the school directly.**

### **Atherton High School**

Please contact the school for details.  
Tel: 01942 885500

### **Bedford High School**

Thursday 10<sup>th</sup> October 2024  
6:00pm  
Tel: 01942 909009

### **Cansfield High School**

Thursday 10<sup>th</sup> October 2024  
Please contact the school for details.  
Tel: 01942 727391

### **Dean Trust Rose Bridge**

Thursday 26<sup>th</sup> September 2024  
6:00pm - 8:00pm  
Tel: 01942 510712

### **Dean Trust Wigan**

Tuesday 24<sup>th</sup> September 2024  
4:30pm - 7:00pm  
Tel: 01942 511987

### **Fred Longworth High School**

Wednesday 25<sup>th</sup> September 2024  
4:30pm (address by head teacher at  
5:00pm, 6:00pm & 7:00pm)  
Tel: 01942 883796

### **Golborne High School**

Thursday 3<sup>rd</sup> October  
6:00pm – 8:00pm (head teacher  
talks at 6:00pm & 7:00pm)  
Tel: 01942 726842

### **St Peter's Catholic High School**

Please contact the school for details.  
Tel: 01942 747693

### **Hawkley Hall High School**

Thursday 3<sup>rd</sup> October 2024  
5:30pm – 7:30pm  
Tel: 01942 204640

### **Lowton Church of England High School**

Monday 30<sup>th</sup> September 2024  
4:15pm – 7:00pm (contact the school  
to sign up for the tour and walk)  
Tel: 01942 767040

### **Outwood Academy, Hindley**

Thursday 10<sup>th</sup> October 2024  
4:00pm – 7:00pm  
Tel: 01942 767704

### **Shevington High School**

Tuesday 15<sup>th</sup> October 2024  
5:00pm – 7:00pm  
Tel: 01257 400990

### **St Edmund Arrowsmith Catholic High School**

Thursday 26<sup>th</sup> September 2024  
4:30pm – 7:00pm  
Tel: 01942 728651

### **St John Fisher Catholic High School**

Thursday 19<sup>th</sup> September 2024  
5:00pm – 7:00pm (head teacher  
presentation 5:00pm & 6:00pm).  
Tel: 01942 510715

### **St Mary's Catholic High School**

Thursday 26<sup>th</sup> September 2024  
5:00pm – 8:00pm  
Tel: 01942 884144

### **The Deanery CofE High School**

Thursday 3<sup>rd</sup> October 2024  
5:00pm – 7:30pm.

Tel: 01942 768801

### **Standish Community High School**

Thursday 3<sup>rd</sup> October 2024

4:00pm – 6:30pm

Tel: 01257 422265

### **The Westleigh School**

Please contact the school for details.

Tel: 01942 202580

### **The Byrchall High School**

Tuesday 8<sup>th</sup> October 2024

6:30pm – 8:30pm

Tel: 01942 728221

## **Before you apply**

There are a few things you need to know before you complete your application for a place in year 7 for September 2025.

### **Definition of child's home address**

Many schools use children's addresses when deciding who to offer places to. When considering your child's application, **we must use your permanent home address at the closing date for applications 31 October 2024.**

**You must give the correct permanent address.** This is where the child and parent, or the person who has care of the child or has parental responsibility, normally live.

**If your address changes temporarily (for example, if you go to live with a relative), you cannot use this address.**

If parents are separated and the child spends time at each parents' address, the address which will be used for admission to schools is the address where the child sleeps the majority of the school nights (Sunday to Thursday) during the week in term time. Where there is dispute or equal nights are slept, parent will be asked to provide proof of the address registered with the child's GP. The Local Authority reserves the right to request other documentary evidence according to the individual circumstances of the applicant.

Please see each school's individual admission arrangements for further details.

### **Verifying information**

We carry out checks to confirm that addresses are genuine. If we are unable to confirm your address, or any issues are raised concerning your address, we may carry out further checks.

We may ask to see **two** forms of evidence of your permanent address at the closing date for applications (photocopies are acceptable).

The primary form of evidence required is **proof of where you are registered for council tax on the closing date for applications**. The second form of evidence may be one of the following documents:

- proof of your Child Benefit;
- your current driving licence;
- a utility bill (gas, electricity or water) covering the closing date for applications;
- proof of your Child Tax Credits.
- written evidence of final completion of sale or a long term tenancy agreement

**Any evidence you provide must show that the parent or main carer lives at the address used on the closing date for applications.**

Applicants who are not registered for Council Tax are required to supply three alternative forms of evidence as fit the individual circumstances.

If on the balance of the information provided, we believe that the address you have given is a temporary one, in order to secure a place in a school, we may not use this address.

## Moving address

If you move house please tell us immediately, documentary proof of your new address must be provided. Examples of acceptable proof are as follows:

- a signed exchange of contacts/completion
- long term tenancy agreement
- council tax bill
- driving licence
- Utility bill, not bank statements. For the purpose of this policy, utility bills are defined as water, gas or electric bill.

If you move house after the closing date for applications, we cannot use your new address to process your application from. We must use your permanent address on the closing date for applications. Once your new address has been confirmed it will be taken into account when operating waiting lists for more information on waiting lists go to page 16.

## False Information

If you give any false information which results in your child being offered a school place they are not entitled to (for example, if you give the incorrect



permanent address at the closing date for applications), we may withdraw the offer and your child will lose their place.

If you suspect that someone has given false information to get a school place please contact the School Organisation Team on 01942 489013 or [schoolplaces@wigan.gov.uk](mailto:schoolplaces@wigan.gov.uk)

### **Re-allocating withdrawn places**

Where a place is withdrawn due to a fraudulent or misleading application it will be re-allocated to the applicant who should have been offered the place on offer day.

### **One application per child / shared responsibility**

We will only accept one application per child. The applicant should inform all other parties who have parental responsibility before submitting the form.

Where more than one application is received for a child, the Local Authority will contact both applicants and advise them to complete one application with one set of preferences for their child.

The Local Authority cannot mediate disputes between parents. Parents must resolve disputes about preferences between themselves, legally if necessary. For further information please read the government's guidance [Parental responsibility: guide for schools and local authorities - GOV.UK](https://www.gov.uk/government/publications/parental-responsibility-guide-for-schools-and-local-authorities) ([www.gov.uk](https://www.gov.uk)).

### **Applying for schools outside of Wigan**

If you live in Wigan and wish to apply for schools in another Local Authority, you must do so on our application form. If you name a school outside of Wigan, please take the time to read that Local Authority's information booklet as well as ours as their admission arrangements may be different to those applied in Wigan. Contact details for neighbouring Authorities can be found later in this booklet.

After the closing date for applications, it is a legal requirement for Local Authorities to exchange information which is relevant to schools in their area.

### **Applications from parents who live outside of Wigan**

If you reside in another Local Authority and wish to apply for a Wigan school, you must complete your home Local Authority's application form and read both Local Authority's information booklets before submitting

your application. Contact details for neighbouring Authorities can be found later in this booklet.

After the closing date for applications, it is a legal requirement for Local Authorities to exchange information which is relevant to schools in their area.

## **Supplementary forms**

If you are naming a Wigan voluntary aided (Church) school as a preference on your application, we strongly recommend that you complete and submit the school's supplementary information form. The school governors will need this extra information so that they can consider your application against their faith criteria.

Supplementary information forms can be downloaded from the school's website, or you can request one from the school office.

If you are naming a school outside of Wigan, please check with the school if they have a supplementary information form.

Supplementary information forms must be returned directly to the school by the closing date 31 October 2024.

If you have sent any forms by post, it is your responsibility to check they have been received.

## **Children with an Education, Health and Care Plan**

If your child has an Education, Health and Care Plan your child's primary school will arrange a meeting to discuss their move into secondary education in either:

- The summer term when they are in Year 5; or
- The autumn term when they are in Year 6

If your child goes to a mainstream primary school you will be sent information at the same time as everyone else. You should apply in the usual way.

Wigan Council is committed to meeting the needs of all children with an Education, Health and Care Plan in mainstream schools. If it is felt that a special school may be more appropriate, this would normally be discussed at the transition review meeting.

It is important that you still apply for a mainstream school even if a place at a special school is being considered for your child. This is so you have a better chance of getting a place at the mainstream school you prefer if your child does not transfer to a special school. To apply for a special school

please contact the SEND team, you will not be able to name a special school as a preference on your application form.

### **Looked after and previously looked after children**

A looked after child is defined as 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 (see the definition in Section 22(1) of the Children Act 1989).

The term previously looked after children is defined as children who were in care to a Local Authority, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).

If you are responsible for a looked after or previously looked after child, please tell us on your application. For a previously looked after child to be considered under this criterion, you must provide a copy of the adoption order, child arrangements order or special guardianship order at the time of submitting your application. This information should be sent to the School Organisation Team either by email or post by the closing date 31 October 2024.

If you do not provide this evidence your application will not be considered under this criterion and may be refused a place.

### **Children adopted from state care outside of England**

If you are responsible for a child who appears to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted, please tell us this on your application.

A child is regarded as having been in state care in a place outside of England if there 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 child has been adopted from state care. Evidence must be provided by the closing date 31 October 2024.

If you do not provide this evidence your application will not be considered under this criterion and may be refused a place.

### **Children of UK service personnel (UK Armed Forces)**

Places can be allocated in advance (on offer day) for children of UK service personnel with a confirmed posting in the area, or crown servants returning from overseas to live in the area.

If this applies to your child, please tell us on your application. You must also provide evidence i.e. an official letter from your commanding officer containing a relocation date and Unit postal address.

Evidence must be submitted to the School Organisation Team by the closing date 31st October 2024. If you do not provide this evidence your child may be refused a place.

## **Admission out of year 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. 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 31st 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 1st March.

### **Stage 2 – decision**

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

Requests for community 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 in accordance with the oversubscription criteria for the school. **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.

### **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.

If your child is already being taught out of year group in Primary school, you will still need to follow the above process. You should do this before the closing date for application for your child's normal age group. This will be on 31 October of the year your child starts year 5, rather than year 6. This is so you know the outcome of the decision in time to submit an application for your child's normal age group, should your request be turned down.

## **Expressing and ranking your preferences**

### **Equal preferences**

By law, we must use the equal preference system when considering your application for a school place.

All first, second and third preferences you name on your application form will be treated equally. If schools receive more applications than they have places available, the oversubscription criteria will be used to decide which applicants can be potentially offered a place.

The preference order is only used to determine which school should be offered if your application is ranked high enough in the criteria for more than one school i.e. your child will be offered a place at your highest available preference. This is why we advise you to name three preferences on your application form.

If you do not name a second or third preference, it does not increase your chances of getting a place at the school you have named first. If we cannot offer your child a place, we can only offer the nearest school to your child's home address with a place available. Your child may miss out on a place at another school that you prefer.

Please do not name a school more than once. This does not improve your chances of getting a place there.

## **Reason for Preference**

Parents are able to include reasons for their preference when making an application. Your reasons for choosing a particular school are not considered during the allocation process. Only information relevant to the school's oversubscription criteria entered on the correct part of the application form will be considered. Please check your application carefully before submission to ensure that you have entered these details correctly, for example, siblings, looked after status and Education, Health and Care Plan.

If you include reasons for preference, they will be submitted to the independent appeal panel should you be refused a place and take up your right of appeal.

If you are considering applying for support with travel costs to school, please refer to the section 'Help with Travel Costs'. Your preferences may affect your eligibility.

## **How to apply**

All parents need to apply online using the Citizen Portal. Please visit our website [Secondary schools \(wigan.gov.uk\)](https://www.wigan.gov.uk/secondary-schools) to access the secondary information booklet, and online application.

### **New user of the Citizen portal**

If you don't already have an account on the Citizen Portal, simply click on 'register an account' and follow the instructions. You will receive an email confirming your registration; this email will contain a unique link which will activate your account. Click on the link and confirm your email and password, you will then be able to add your child's details by clicking on the 'School Places' icon.

### **Already registered on the Citizen portal**

If you have previously registered your details on the citizen portal, you can log in using the same email and password and select the 'School Places' icon. To complete the online application, click the link 'start new application'.

If you cannot remember your password, you can click on the forgotten password link.

If you do remember your password but still having problems accessing your account, please contact the School Organisation team at [schoolplaces@wigan.gov.uk](mailto:schoolplaces@wigan.gov.uk) or 01942 489013.

Please note you will not be able to log into the Citizen portal with your Wigan Council My Account details.

## **No internet access or email account**

If you do not have a computer or smartphone, you can request a paper application form by contact the School Organisation Team on 01942 489013 or [schoolplaces@wigan.gov.uk](mailto:schoolplaces@wigan.gov.uk) . Alternatively, you can ask your child's primary school for a copy.

Please return your completed application form to your child's primary school by the closing date 31 October 2024. If your child does not go to a Wigan Primary school, please return your application form to the School Organisation Team by closing date 31 October 2024.

You will receive a receipt for your application. This is your proof that you have applied. Please keep this safe until you know the outcome of your application.

## **Making changes**

You can make changes to your online application form as many times as you like up to the closing date of 31 October 2024.

After you have resubmitted your application, you will receive a confirmation email showing your new preferences. This is your proof that you have changed your preferences. Please keep this safe until you receive an offer of a school place.

If you want to make any changes to your application after the closing date you will need to complete a late application form.

## **Frequently asked questions about online applications**

### **What do I need to apply online?**

You will need access to the internet, an email account, your Council Tax reference number and your child's details.

### **When can I use the online system?**

The online system is available 24 hours a day, seven days a week up to midnight on the closing date of 31 October 2024. If you are applying after this date you will need to complete a late application.

### **Will my application be secure?**



Yes, the system has a series of security features which prevent others from seeing your personal information.

### **Can I change my mind after clicking submit?**

Yes, up to the closing date of 31 October 2024 you will be able to amend your online application, you should note that if you revisit or edit your application you will need to resubmit.

### **How will I know that the amendments have been logged?**

Every time you resubmit your online application, you will receive an email notification confirming the changes made.

### **Can I change my application after the closing date?**

You will not be able to amend your submitted application after the closing date of 31 October 2024. If you want to make any changes you will need to complete a late application.

## **Allocation**

### **Offers**

All on time applicants will be notified of their school place offer on 1 March or the next working day if this date falls over a weekend or bank holiday.

If you have applied online before the closing date for applications, you will receive an email from 9:00am on offer day. Emails will be sent to the email address which you provided on the online application form. Online applicants will also be able to view their allocation by logging onto the citizen portal.

If you applied using a paper application, you will receive a letter. Letters will be sent out by first class post on offer day.

If you are offered one of your preferred schools, it is assumed that you will accept the place and no further action will need to be taken. The school allocated will contact you in due course to invite you to the school and arrange admission.

All applicants who are refused a preference, will receive a letter. The letter will include information on how places were allocated at the preferred school(s), in accordance with the individual school's oversubscription criteria and will also include information on waiting lists and appeals procedures.

If you are a Wigan resident and we are unable to offer a place at any of your preferred schools, we have a duty to offer a place at the next nearest school to your home address with an available place.



**Please note we are unable to withdraw an offered place unless an alternative school place has been secured first, even if you choose to refuse it.**

## **Year 7 waiting lists**

If you are refused one of your preferred schools your child's name will automatically be added to the waiting list for that school.

All admissions authorities must:

- Put all children who have been refused a place on the waiting list for the school.
- Keep the list in oversubscription criteria order.
- Offer any places that become available to the next child on the waiting list; and
- Maintain the waiting list until 31 December 2025.

The waiting list must be kept in the order of the oversubscription criteria for the school. This is a legal requirement. Admission authorities 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 application ranked higher in the school's oversubscription criteria, so it's possible for your child to move up and down a list.

If you tell us, after the closing date for applications, that your address has changed, and you provide documents to prove this, we will take this into account for the purposes of the waiting lists from the date you are resident at your new address.

**Please note:** Your child's name can only be placed on the waiting list for schools you have named as preferences and have been refused a place. This means that they can only be on 3 waiting lists at any one time. If your child's name is already on 3 waiting lists and you wish to put them on the waiting list for another school, you need to decide which of your original preference you want to change.

## **Waiting lists for foundation schools, academies and free schools**

Each school includes details of their waiting list policy in their admission arrangements. Wigan Council will maintain the waiting list on behalf of the admission authorities of the following schools:

- Atherton High School
- Dean Trust Wigan
- Dean Trust Rose Bridge

- Fred Longworth High School
- Golborne High School
- Hawkley Hall High School
- Lowton CE High School
- Outwood Academy Hindley
- Standish Community High School
- The Byrchall High School
- The Westleigh School

### **Waiting lists for voluntary-aided schools**

- St Edmund Arrowsmith Catholic High School
- St John Fisher Catholic High School
- St Mary's Catholic High School
- St Peter's Catholic High School
- The Deanery CofE High School

Each voluntary aided school includes details of their waiting list policy in their admission arrangements. The governing body of the school will maintain the waiting list. If you are refused a place at a voluntary aided school, please contact the school to confirm that your child's name is on the waiting list.

### **Giving a place from a waiting list**

If a place becomes available at an oversubscribed school and your child's name is at the top of the waiting list we will contact you to ask if you want to accept the place. We will do this by telephone if possible. We will send you a letter to confirm the new offer.

**If you accept a place from a waiting list we will withdraw any place we have already offered and make it available for another child.**

## **Late Applications**

It is important that you submit your application before the closing date of 31 October 2024. Applications received after the closing date will be classed as late.

All applications submitted on or before the closing date will be processed at the same time. Late applications will be processed after those received on time. You should be aware that a late application could reduce the chance of gaining a place at your preferred school

### **Making changes to an application after the closing date**

If you change your mind about the preferences or the order of preferences after the closing date, you must complete a late application form. The late

application form will be available online after the closing date or a paper copy can be requested from the School Organisation Team.

However, it is important to note that this will be treated as a late application and it may reduce your chance of getting a place at the school you want. **If we are able to offer a place based on your new application, we will automatically withdraw the original offer if one was made.**

## Appeals

You can appeal to an independent appeal panel if the admission authority refuses your child a place at any school you have expressed a preference for.

If your child is refused a place at a school, we will write to tell you:

- Why your application was refused
- How to appeal
- The time limit for submitting your appeal
- Where to send the appeal; and
- Who to contact if you need any help

Sometimes, places become available at a school before the admission appeals have been heard. If this happens, we will offer places to the next child on the waiting list. If you appeal, it does not affect your child's place on the waiting list.

Before you decide if you want to appeal, you will probably want to think about:

- The school's published admissions criteria for admitting pupils
- Your reasons for wanting your child to go to the school
- Your child's view on which school he or she should go to; and
- How strong a case you have.

You may also want to visit the school which your child has been offered.

Appeals for children refused a place at a preferred school for admission to Year 7 in September 2025 will be heard according to the following timetable:

| Offer date                                            | Appeals lodged      | Appeals to be heard   |
|-------------------------------------------------------|---------------------|-----------------------|
| 1 March 2025 (next working day if falls at a weekend) | by 31 March 2025    | within 40 school days |
|                                                       | After 31 March 2025 | Within 30 school days |

Appeals should be heard within 40 school days from the deadline for lodging appeals where possible, or within 30 school days of the appeal being lodged.

## **Before the hearing**

You will be notified of the appeal date at least 10 school days before the hearing.

A copy of the school's statement of case will be sent to you at least 5 school days before the hearing.

Any additional information you wish to submit to support your appeal must be sent to the clerk at least 7 school days before the hearing. Any additional information not submitted by this deadline may not be considered by the independent appeal panel.

## **The appeal panel**

The panel have three or five people on it. They are completely independent to the Local Authority and the school you are appealing for. The appeal panel will also have a clerk.

## **At the appeal hearing**

We strongly advise you to go to the appeal hearing if you can. You will not usually need legal representation (such as a solicitor) but you do have the right to bring a legal adviser or a friend along for support.

A representative of the admission authority will be at the hearing to give their reasons for refusing your child a place and you can ask questions about this. You will be able to put your case for your child to the panel. You will probably want to refer back to your original reasons for applying for that school. If you cannot go to the appeal hearing, the panel will consider all the information you have sent in writing, in your absence. At the end of the hearing, the clerk should be able to tell you when you can expect to receive the panel's decision.

You will receive the panel's decision by letter.

## **After the hearing**

If you have been unsuccessful at your appeal, you may want to consider the following options:

### **1. Complaints about maladministration**

#### **Community, Foundation and Voluntary Aided Schools**

The Local Government Ombudsman can investigate written complaints about bad administration by an admissions appeal panel for community, voluntary aided or foundation schools. This is not a right to appeal and has to relate to issues such as failing to follow correct procedures or failing to

act independently and fairly. You cannot complain just on the basis that you think an admissions decision is wrong.

You can contact the Local Government Ombudsman at:  
Local Government Ombudsman

[Visit the Local Government Ombudsman website for information.](#)

Telephone 0300 061 0614

### **Academy and Free schools**

The Education and Skills Funding Agency deals with complaints about bad administration by an admissions appeal panel for academy and free schools. This is not a right to appeal and has to relate to issues such as failing to follow correct procedures or failing to act independently and fairly. You cannot complain just on the basis that you think an admissions decision is wrong.

[Visit the Education and Skills Funding Agency website for contact details.](#)

## **2. Judicial review**

You can ask for a judicial review if you consider that the decision wasn't properly made or was 'unreasonable'. An 'unreasonable' decision is one that no sensible authority acting properly would make. You will usually have to contact a solicitor.

## **Further appeals**

Admission authorities will normally only allow parents to have one appeal to a particular school in any school year.

They will only consider an application for the same school in the same school year in very exceptional situations, such as a significant, material change in your circumstances or those of your child.

A material change is something substantial, such as a change of address from a different area which would change the priority of your application or the submission of substantial new evidence that could not have been made available to the original appeal panel. The fact that a pupil is distressed at not being offered a place at the school they wanted is not a significant and material change in circumstances.

See the Department for Education's website for [further information about admission appeals](#).

# Information about Wigan secondary schools

## Types of secondary school

In Wigan there are a range of schools available. Each type of school has an admission authority that is responsible for considering applications.

The oversubscription criteria for all types of schools are given in this booklet. You can also view admission arrangements for each school in full on the Wigan Council and individual schools' websites.

We give detail of how schools offered places last year to help explain how the available places were allocated. You may want to consider this information when deciding on your preferences. The information is only a guide because the number of applications for a school is different each year.

### Community schools

Wigan Council is the admission authority for community schools and decides who will be offered places, if there are more applications than the number of places available.

### Foundation schools

The governing body of a foundation school decides who will be offered place, if there are more applications than the number of places available.

### Academies and Free schools

The Academy Trust for a free school or academy decides who will be offered a place, if there are more applications than places.

### Voluntary aided (church) schools

The governing bodies of voluntary aided schools decide who will be offered a place, if there are more applications than available places.

If your child goes to a voluntary aided primary school, they are not guaranteed a place at a voluntary-aided secondary-school. You should read the oversubscription criteria carefully.

The oversubscription criteria for voluntary aided secondary schools usually take account of whether the child is a member of a church or goes to church (or both). They ask for information about this on their own supplementary information form.

# Obtaining more information about individual schools

## Visit the schools

It is a good idea to attend the open evenings of schools you may be interested in before deciding which one you prefer your child to attend.

## School websites

Each year schools are required to publish information about their school on their websites. The individual schools' website addresses can be found further along in this booklet.

## Ofsted reports

Schools are regularly inspected by the Office for Standards in Education (OFSTED). Copies of Ofsted reports are available from schools or can be viewed on [reports.ofsted.gov.uk](https://reports.ofsted.gov.uk).

## School performance tables

Yearly school achievement and attainment tables are available online at [Compare the performance of schools and colleges in England - GOV.UK](https://www.gov.uk/compare-the-performance-of-schools-and-colleges-in-england) ([www.gov.uk](https://www.gov.uk))

## 2024 allocation table

The table below contains information on how places were allocated for all Wigan secondary schools on National offer day 2024.

| School                 | School Type and Age Range | Published Admission Number | Oversubscribed school | Places Allocated | Last place offered criterion and distance | Appeals lodged | Appeals upheld (successful) |
|------------------------|---------------------------|----------------------------|-----------------------|------------------|-------------------------------------------|----------------|-----------------------------|
| Atherton High School   | Free 11-16                | 90                         | Yes                   | 120              | Criterion 3 0.891 miles                   | 17             | 2                           |
| Bedford High School    | Community 11-16           | 210                        | Yes                   | 238              | All on time applications offered a place  | 0              | 0                           |
| Cansfield High School  | Community 11-16           | 202                        | No                    | 200              | All on time applications offered a place  | 0              | 0                           |
| Dean Trust Rose Bridge | Academy 11-16             | 150                        | No                    | 129              | All on time applications                  | 0              | 0                           |

|                                                  |                       |     |     |     |                                          |    |   |
|--------------------------------------------------|-----------------------|-----|-----|-----|------------------------------------------|----|---|
|                                                  |                       |     |     |     | offered a place                          |    |   |
| <b>Dean Trust Wigan</b>                          | Academy 11-16         | 205 | No  | 130 | All on time applications offered a place | 0  | 0 |
| <b>Fred Longworth High School</b>                | Academy 11-16         | 255 | Yes | 260 | Criterion 5 1.122                        | 13 | 0 |
| <b>Golborne High School</b>                      | Foundation 11-16      | 230 | Yes | 230 | Criterion 3 1.522                        | 24 | 3 |
| <b>Hawkley Hall High School</b>                  | Academy 11-16         | 230 | Yes | 230 | Criterion 4 1.668                        | 11 | 2 |
| <b>Lowton Church of England High School</b>      | Foundation 11-16      | 170 | Yes | 170 | Criterion 3 2.461                        | 10 | 2 |
| <b>Outwood Academy, Hindley</b>                  | Academy 11-16         | 180 | Yes | 180 | Criterion 3 1.606                        | 3  | 0 |
| <b>Shevington High School</b>                    | Community 11-16       | 178 | Yes | 178 | Criterion 5 3.797                        | 9  | 1 |
| <b>St Edmund Arrowsmith Catholic High School</b> | Voluntary Aided 11-16 | 240 | No  | 240 | All on time applications offered a place | 0  | 0 |
| <b>St John Fisher Catholic High School</b>       | Voluntary Aided 11-16 | 200 | Yes | 200 | Criterion 9 0.466                        | 5  | 1 |
| <b>St Mary's Catholic High School</b>            | Voluntary Aided 11-18 | 260 | Yes | 270 | Criterion 9 2.092                        | 5  | 0 |
| <b>St Peter's Catholic High School</b>           | Voluntary Aided 11-16 | 205 | Yes | 205 | Criterion 7 0.773                        |    |   |
| <b>Standish Community High School</b>            | Academy 11-16         | 260 | Yes | 260 | Criterion 5 3.386                        | 18 | 1 |
| <b>The Byrchall High School</b>                  | Academy 11-16         | 240 | Yes | 260 | Criterion 3 5.074                        | 11 | 3 |
| <b>The Deanery Church of England High School</b> | Voluntary Aided 11-18 | 250 | Yes | 250 | Criterion 6 1.090                        | 75 | 3 |
| <b>The Westleigh School</b>                      | Academy 11-16         | 210 | No  | 177 | All on time applications offered a place | 0  | 0 |



# School contact details and oversubscription criterion 2025/2026

## Atherton High School

Hamilton Street, Atherton, M46 0AY

**Head Teacher:** Mrs L Turner  
**Admission Authority:** Academy Trust  
**Admission number:** 90

**Telephone:** 01942 885500  
**Website:** [Atherton High School](#)  
**Email:** [enquiries@athertonhigh.com](mailto:enquiries@athertonhigh.com)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

If there are more applicants than places available, after students with an Education, Health and Care Plan which names Atherton High School, places will be offered in the following order:

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). Application 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 with a sibling (the term "sibling" means a full, half, adopted or fostered brother or sister, or other child living permanently within the same household) on roll at Atherton High School in Years 7 to 11 at the time of the proposed admission.
3. Children living closest to the school, measured in a straight line from the home address to the front gates of the School.

### Tie-breaker

Where there are more applicants for the available places within categories (1) – (3), then the straight-line distance will be used as the final determining factor, nearer addresses having priority over more distant ones. If oversubscription occurs in distance, and home to school distance is equal, rank order will be determined by Atherton High School using a random number generator. This process will be independently verified. Where this applies to twins or other multiple births, the school will consider if it can accommodate the additional child(ren) on a case-by-case basis.

## Bedford High School

Manchester Road, Leigh, WN7 2LU

**Head Teacher:** Mr P McCaffery

**Admission Authority:** Local Authority

**Admission number:** 210

**Telephone:** 01942 909009

**Website:** [Bedford High School –](#)

**Email:** [enquiries@bedford.wigan.sch.uk](mailto:enquiries@bedford.wigan.sch.uk)

### Oversubscription criteria

A full copy of the Community Schools Admission Arrangements can be viewed at [Determination of admission arrangements \(wigan.gov.uk\)](#).

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 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 brother or sister attends the school and will still be there at the time of admission.
3. Children living in Atherton (M46 postcodes), Leigh (WN7 postcodes), Astley (M29 postcodes), Tyldesley (M29 postcodes) and Mosley Common (M28 postcodes).
4. 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 the school to one of twins (or triplets, and 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.

## Cansfield High School

Old Road, Ashton-In-Makerfield, WN4 9TP

**Head Teacher:** Mrs N Daniels

**Admission Authority:** Local Authority

**Admission number:** 202

**Telephone:** 01942 727391

**Website:** [Cansfield – Achieving Excellence Together](#)

**Email:** [enquiries@admin.cansfield.wigan.sch.uk](mailto:enquiries@admin.cansfield.wigan.sch.uk)

### Oversubscription criteria

A full copy of the Community Schools Admission Arrangements can be viewed at [Determination of admission arrangements \(wigan.gov.uk\)](#).

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 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 brother or sister attends the school and will still be there at the time of admission
3. Other children living in Ashton-in-Makerfield, and Garswood and North Ashton in St Helens (WN4 postcodes).
4. 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 the school to one of twins (or triplets, and 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.

## Dean Trust Rose Bridge

Holt Street, Ince, Wigan, WN1 3HD

**Head Teacher:** Miss L Cropper  
**Admission Authority:** Academy Trust  
**Admission number:** 150

**Telephone:** 01942 510712  
**Website:** [Dean Trust Rose Bridge](#)  
**Email:** [office@deantrustrosebridge.co.uk](mailto:office@deantrustrosebridge.co.uk)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

Where the number of applicants for admission exceeds the number of places available, the following criteria will be applied, in the order set out below, to determine how places are awarded.

1. 'Looked after' children, including 'previously looked after'. As defined by the School Admissions Code 2021.
2. Children who will have an older sibling attending the school up to and including Y11 at the time of the applicant's proposed admission. This includes half/step or adopted brothers or sisters, who are living at the same address as part of the same family unit.
3. Children of staff at Dean Trust Rose Bridge who have 2 year continuous service at the time of application.
4. Children who live nearest to the school, measured in a direct straight line from the child's permanent place of residence to the main entrance of the school. This will be measured using property co-ordinates provided through a combination of the Wigan Local land and Property Gazetteer (BS7666), other LA data and Royal Mail Postal Address Information.

The criteria used to determine admission refer in every case to the child's home address this means the address where the child normally and permanently lives on a full time basis, not the address of a child minder, grandparent or any other relative.

If parents are separated and child care arrangements are shared between two addresses the average of the distances of the two addresses from the school will be used to determine priority for admission.

We assume that you will always provide us with the correct factual information when you apply for a school place. You should be aware that any school place that has been offered on the basis of false information may be withdrawn and the place may be offered to another child.

For all leasing agreements a minimum of 24 months leasing agreement is required with legally supporting documentation and also documentation pertaining to the disposal of the previous home.

Any applicant who moves address must provide evidence and legal documentation to the effect they have purchased and exchanged contracts on a property and documentation relating to proof of disposal of the previous home.

### **Tie Break Arrangements**

In the event that following the over subscription criteria points 1-4 above, where two or more applicants are otherwise unable to be separated for a place at the school, this will be decided through a random draw conducted and scrutinized by person's independent from the school and from the Children, Families and Wellbeing Directorate.

### **Final Tie Break Arrangements**

Each random allocation event only holds for the allocation of the currently available school place. On any waiting list the remaining applicants remain equally ranked and any further place is offered as the result of a further random exercise.

## Dean Trust Wigan

Greenhey, Orrell, Wigan, WN5 0DQ

**Head Teacher:** Mrs J Evans  
**Admission Authority:** Academy Trust  
**Admission number:** 205

**Telephone:** 01942 511987  
**Website:** [Dean Trust Wigan](#)  
**Email:** [office@deantrustwigan.co.uk](mailto:office@deantrustwigan.co.uk)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

Where the number of applicants for admission exceeds the number of places available, the following criteria will be applied, in the order set out below, to determine how places are awarded:

1. 'Looked after' children and 'previously looked after' children, as defined by the School Admissions Code (2021).
2. Children who will have an older sibling attending the School up to and including Year 11 at the time of the applicant's proposed admission. This includes half/step or adopted brothers or sisters, who are living at the same address as part of the same family unit. Except when the older sibling obtained a place solely because he or she was in possession of a Statement of Special Educational Needs or a Educational Healthcare Plan that names Dean Trust Wigan.
3. Children of staff at Dean Trust Wigan who have 2 years continuous service at the time of application.
4. Children who live nearest to the School, measured in a direct straight line from the child's permanent place of residence to the main entrance of the School. This will be measured using property co-ordinates provided through a combination of the Wigan Local Land and Property Gazetteer (BS7666), other LA data and Royal Mail Postal Address Information.

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 parents' address, the address which will be used for admission to schools is the address where the child sleeps the majority of the school nights (Sunday to



Thursday) during the week in term time. Where there is dispute or equal nights are slept, parent will be asked to provide proof of the address registered with the child's GP.

We may ask to see additional forms of evidence of your home address (photocopies are acceptable). This may include:

- proof of where you are registered for council tax
- your television licence
- wage/ salary slip
- proof of your child tax credits

Any evidence you provide must show that the parent or main carer lives at this address. We may seek evidence by other means if the parent/carers is unable to provide sufficient proof of their residence.

We assume that you will always provide us with the correct factual information when you apply for a school place. You should be aware that any school place that has been offered on the basis of false information may be withdrawn and the place may be offered to another child.

If a successful applicant moves home between the date of allocation and the beginning of term in September 2025, the offer of the place will be reviewed. As a result of this review the offer may be withdrawn if an unsuccessful application is, as a result of the move, promoted to a higher priority on the Schools admissions criteria.

For all leasing agreements a minimum of 24 months leasing agreement is required with legally supporting documentation and also documentation pertaining to the disposal of the previous home.

Any applicant who moves address must provide evidence and legal documentation to the effect they have purchased and exchanged contracts on a property and documentation relating to proof of disposal of the previous home.

### **Tie Break Arrangements**

In the event that following the over subscription criteria points 1 – 4 above, where two or more applicants are otherwise unable to be separated for a place at the school, this will be decided through a random draw conducted and scrutinised by person's independent from the School and from the Children, Families and Wellbeing Directorate.

### **Final Tie Break Arrangements**

Each random allocation event only holds for the allocation of the currently available school place. On any waiting list the remaining applicants remain equally ranked and any further place is offered as the result of a further random exercise.

## Fred Longworth High School

Printshop Lane, Tyldesley, M29 8JN

**Head Teacher:** Mr P Davies

**Admission Authority:** Academy Trust

**Admission number:** 255

**Telephone:** 01942 883796

**Website:** [Fred Longworth High School \(flhs.org.uk\)](https://www.flhs.org.uk)

**Email:** [enquiries@flhs.wigan.sch.uk](mailto:enquiries@flhs.wigan.sch.uk)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

Where the school receives more applications than places available, the following admission criteria will be applied once places have been allocated to pupils who have a statement of special educational needs which names the 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 with brothers or sisters who will be attending the school at the time of admission.
3. Children living in Mosley Common and Tyldesley, situated to the north of Manchester Road (Astley) and Chaddock Lane to its junction with the East Lancashire Road, and thereafter the East Lancashire Road, with the exception of children who live nearer to Bedford High School than Fred Longworth High School, and children living in the part of Hindsford bounded to the east by the former Borough and Urban District Boundary and bounded to the north by the northerly access road to the Chanters Industrial Estate and Tyldesley Old Road to its junction with Millers Lane and bounded to the west by Millers Lane to its junction with Langley Platt Lane and the former Borough and Urban District Boundary. (see map below)
4. Children who live in Atherton and Tyldesley who attend one of the following associated primary schools:

Tyldesley Primary School, Garrett Hall, St John's Mosley Common, St George's Central Tyldesley, St Stephen's Astley, Chowbent, Hindsford CE, St Philip's Atherton and Parklee.

5. Children living in the remainder of Tyldesley and the remainder of Atherton.
6. Other children living nearest to the school.

### **Tie Breaker**

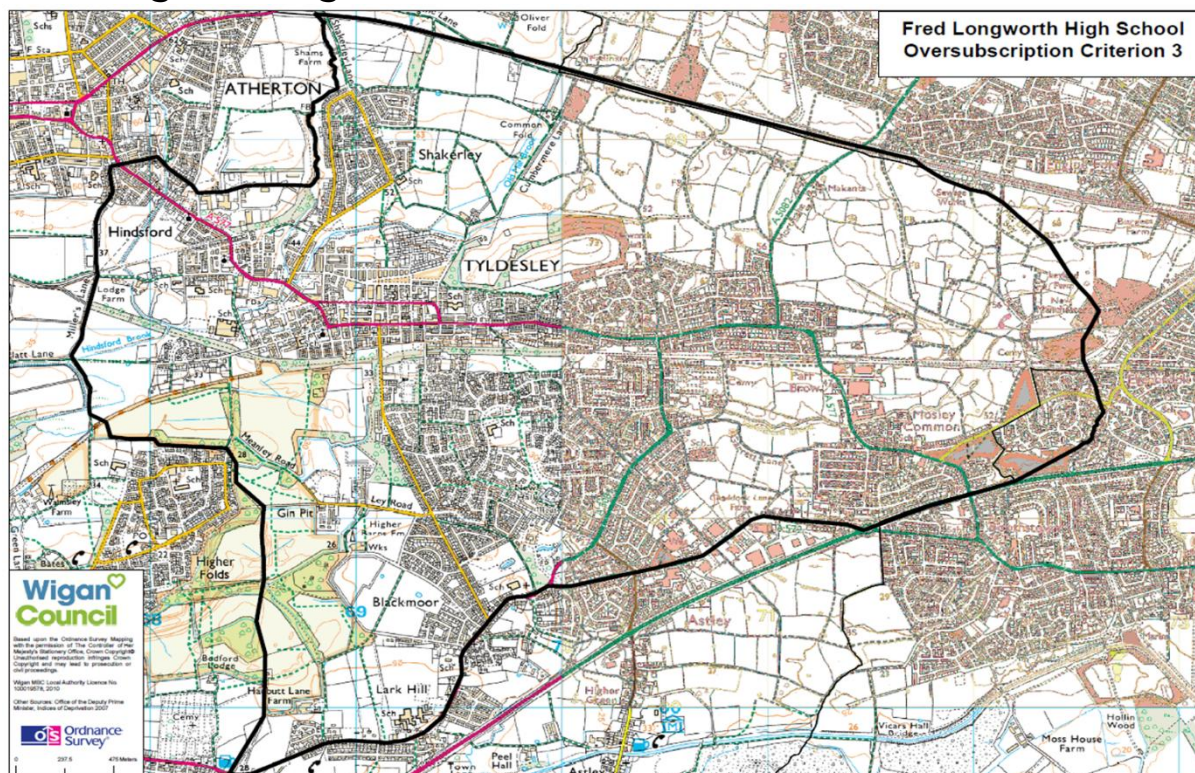
Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the front entrance to the child's home address to the Squire's Lane entrance gate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

If we offer the last place available at the school to one of twins (or triplets, and 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 randomly to 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.

## Fred Longworth High School – Criterion 3



## Golborne High School

Lowton Road, Golborne, WA3 3EL

**Head Teacher:** Mrs A Stott

**Admission Authority:** Governing Body

**Admission number:** 230

**Telephone:** 01942 726842

**Website:** [Golborne High School](https://www.golbornehighschool.wigan.sch.uk)

**Email:** [enquiries@admin.golbornehigh.wigan.sch.uk](mailto:enquiries@admin.golbornehigh.wigan.sch.uk)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

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 which names the school:

1. Looked after children and previously looked after children. Children who appear to the Governing Body 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.

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 to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

2. Children with brothers or sisters who will be attending the school in the 2024-25 school year.
3. Children who attend one of the following associated primary schools: Golborne All Saints, Golborne Community Primary, Golborne St. Thomas's, Lowton J&I, Lowton St. Catherine's, Lowton St. Luke's, Lowton St. Mary's, Lowton West Primary within the WA3 1, WA3 2, and WA3 3 postcode areas.



4. Other children living in Golborne and Lowton within the WA3 1, WA3 2, and WA3 3 postcode areas.
5. Children living in Abram within the area defined in blue on the attached map.
6. Other children living nearest to the school.

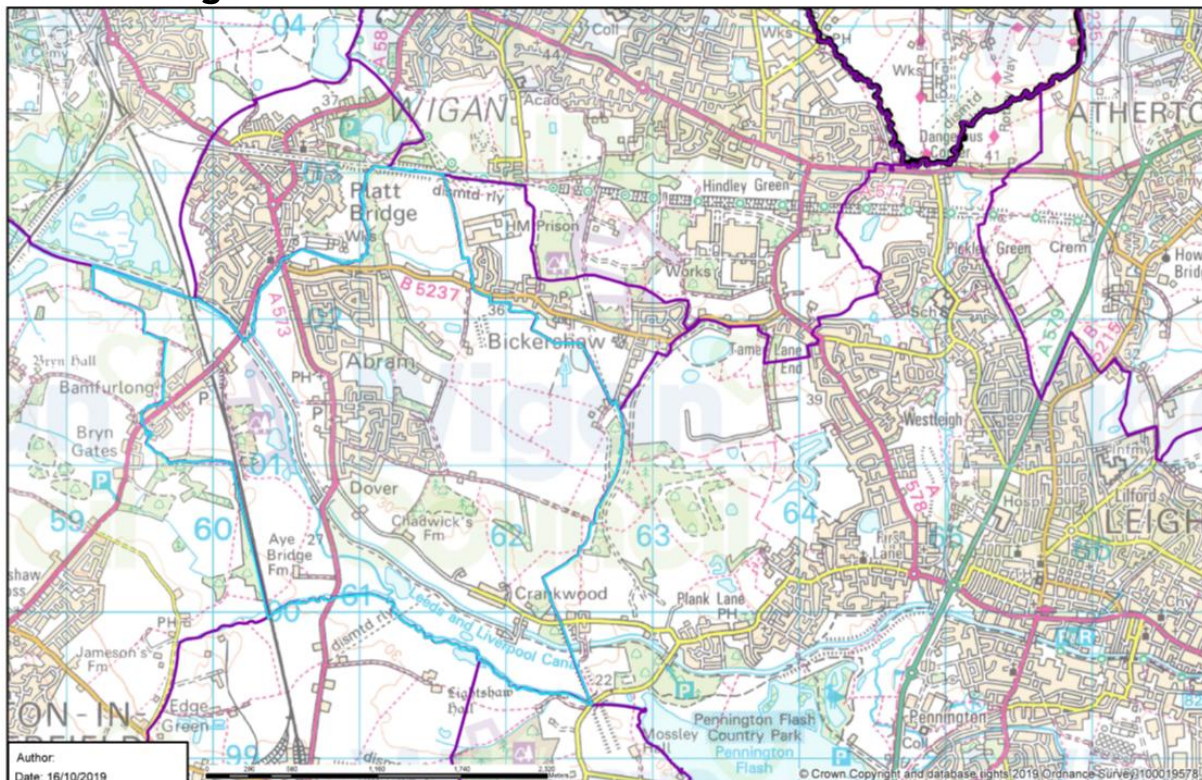
### **Tie-breaker**

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.

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.

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

### **Golborne High School – Criterion 6**



## Hawkey Hall High School

Carr Lane, Wigan, WN3 5NY

**Head Teacher:** Ms K Leonard  
**Admission Authority:** Academy  
Trust

**Admission number:** 230

**Telephone:** 01942 204640

**Website:** [hhhs.net](http://hhhs.net)

**Email:** [admin@hhhs.net](mailto:admin@hhhs.net)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

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 and children who appear to the Admission 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 become 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 brother or sister attends the school and will still be there at the time of admission.
3. Children living in the postcodes WN3-5\*\* and WN3-6\*\*.
4. 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.

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.

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



## Lowton Church of England High School

Newton Road, Lowton, WA3 1DU

**Head Teacher:** Mr K Larkin

**Admission Authority:** Governing Body

**Admission number:** 170

**Telephone:** 01942 767040

**Website:** [Lowton Church of England High School](https://www.lowtonhs.wigan.sch.uk)

**Email:** [enquiries@lowtonhs.wigan.sch.uk](mailto:enquiries@lowtonhs.wigan.sch.uk)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

Where the school receives more applications than the number of places available (after the admission of any pupils with an EHCP naming the school), the following admission oversubscription criteria will be applied in the order of priority shown, in order to determine the allocation of the remaining place.

The criteria should be read together with the notes (notes available on the schools website).

1. Looked after children, previously looked after children and children who appear to have been in state care outside of England.
2. Children with brothers or sisters who will be attending the school at the time of admission.
3. Any other children

### Tie Breaker

Where there are more applicants for the available places within a category, priority for admission will be given to children who live nearest to the school, as measured by Wigan Local Authority. Details of the Local Authority's measuring system are on the Local Authority's website. 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 the address where the child sleeps the majority of the school nights (Sunday to Thursday) during the week in term time. Where there is dispute or equal nights are slept, parent will be asked to provide proof of the address registered with the child's GP.

We may ask to see additional forms of evidence of your home address (photocopies are acceptable). This may include:

- proof of where you are registered for council tax
- your television licence
- wage or salary slip
- proof of your child tax credits

Any evidence you provide must show that the parent or main carer lives at this address. We may seek evidence by other means if the parent or carer is unable to provide sufficient proof of their residence.

## Outwood Academy, Hindley

Mornington Road, Hindley, WN2 4LG

**Principal:** Ms J Norman

**Admission Authority:** Academy Trust

**Admission number:** 180

**Telephone:** 01942 767704

**Website:** [Outwood Academy Hindley](https://www.outwoodacademyhindley.com)

**Email:** [enquiries@hindley.outwood.com](mailto:enquiries@hindley.outwood.com)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

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 which names the school or education, health and care plan.

1. Looked after children, previously looked after children and children who appear to the Academy Trust 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 with brothers and/or sisters who will be attending the school at the time of admission.
3. Other children living in Hindley, Hindley Green, Platt Bridge, Abram and Bickershaw with WN2 2, WN2 3, WN2 4 and WN2 5 postcodes (this does not include children living in other areas that share these postcodes).

4. 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.

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 system used by the local authority for community and controlled schools. A copy of the policy is available on request from the local authority.

## Shevington High School

Shevington Lane, Shevington, Wigan, WN6 8AB

**Head Teacher:** Mr J Bennett

**Admission Authority:** Local Authority

**Admission number:** 178

**Telephone:** 01257 400990

**Website:** [Shevington | High School \(shevingtonhigh.org.uk\)](https://shevingtonhigh.org.uk)

**Email:** [enquiries@shevington.org.uk](mailto:enquiries@shevington.org.uk)

### Oversubscription criteria

A full copy of the Community Schools Admission Arrangements can be viewed at [Determination of admission arrangements \(wigan.gov.uk\)](https://wigan.gov.uk/determination-of-admission-arrangements).

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 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 brother or sister attends the school and will still be there at the time of admission.
3. Children living in Shevington.
4. Children living in Standish Lower Ground, Appley Bridge and Orrell ([follow this link for map](#)).





## St Edmund Arrowsmith Catholic High School

Rookey Avenue, Ashton-In-Makerfield, Wigan, WN4 9PF

**Head Teacher:** Mr M Dumican  
**Admission Authority:** Governing Body  
**Admission number:** 240

**Telephone:** 01942 728651  
**Website:** [St Edmund Arrowsmith Catholic High School](#)  
**Email:** [enquiries@arrowsmith.wigan.sch.uk](mailto:enquiries@arrowsmith.wigan.sch.uk)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

Where there are more applications than the number of places available, the following set of oversubscription criteria will be applied:

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.

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 Oswald & St Edmund Arrowsmith; St Wilfrid's, Ashton-in-Makerfield; Our Lady Immaculate, Bryn; The Blessed English Martyrs', Haydock; St Benedict's, Hindley; St John Rigby (the part of the parish formerly referred to as Sacred Heart, Hindley Green); Holy Family, Platt Bridge and St Aidan's, Winstanley.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children attending one of the following Catholic Feeder Primary Schools in the parishes named in criterion 3 above:  
English Martyrs', Haydock, St Aidan's, Holy Family, Platt Bridge, St Benedict's, Our Lady Immaculate, St Oswald's, Sacred Heart Hindley Green, St Wilfrid's.



7. 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.
8. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
9. Other children.

**Tie Breaker**

If it is not possible to offer places for all applicants within any criteria above then places will be allocated 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 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.

## St John Fisher Catholic High School

Baytree Road, Springfield, Wigan, WN6 7RN

**Head Teacher:** Mrs A Rigby  
**Admission Authority:** Governing Body  
**Admission number:** 200

**Telephone:** 01942 510715  
**Website:** [St John Fisher Catholic High School](https://www.sjf.wigan.sch.uk)  
**Email:** [enquiries@sjf.wigan.sch.uk](mailto:enquiries@sjf.wigan.sch.uk)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

Where there are more applications than the number of places available, the following set of oversubscription criteria will be applied:

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.

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 Mary's, St Williams (including the parts of the parish formerly referred to as St John's and St Patrick's), St Edwards (including the part of the parish formerly referred to as Sacred Heart) and St Jude's.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children attending one of the following Catholic Feeder Primary Schools in the parishes named in criterion 3 above: Sacred Heart, Wigan St Mary & St John's, St Cuthbert's, St Patrick's, St Jude's, St William's.
7. 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.

8. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
9. Other children.

### **Tie Breaker**

If it is not possible to offer places for all applicants within any criteria above then places will be allocated 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 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.

## St Mary's Catholic High School

Manchester Road, Astley, Tyldesley, M29 7EE

**Head Teacher:** Mrs D Brahms  
**Admission Authority:** Governing Body  
**Admission number:** 260

**Telephone:** 01942 884144  
**Website:** [St Mary's Catholic High School](https://www.stmaryscatholichighschool.org.uk).  
**Email:** [enquiries@smchs.org.uk](mailto:enquiries@smchs.org.uk)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

Where there are more applications than the number of places available, the following set of oversubscription criteria will be applied:

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.

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 Edmund Arrowsmith, St John Rigby and St Margaret Clitherow (the parishes formerly known as St Ambrose Barlow; St Joseph; Sacred Heart, Atherton; Sacred Heart, Leigh; Holy Family; Twelve Apostles; Our Lady of the Rosary; St Richard's and St Gabriel's).
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children attending one of the following Catholic Feeder Primary Schools in the parishes named in criterion 3 above; Holy Family, Boothstown; Sacred Heart, Atherton; Sacred Heart, Leigh; St Ambrose Barlow; St Gabriel's; St Joseph's; St Richard's; Twelve Apostles.

7. 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.
8. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
9. Other children.

**Tie Breaker**

If it is not possible to offer places for all applicants within any criteria above then places will be allocated 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 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.

## St Peter's Catholic High School

Howards Lane, Orrell, WN5 8NU

**Head Teacher:** Mr A McGlown

**Admission Authority:** Governing Body

**Admission number:** 205

**Telephone:** 01942 747693

**Website:** [St Peter's Catholic High School](https://www.stpetershighwigan.sch.uk)

**Email:** [enquiries@admin.saintpetershighwigan.sch.uk](mailto:enquiries@admin.saintpetershighwigan.sch.uk)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

Where there are more applications than the number of places available, the following set of oversubscription criteria will be applied:

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.

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 Our Lady of the Annunciation & St Bernadette; St James', Orrell; St Joseph's, Wroughtington; St Mary's, Birchley; St Teresa's, Upholland and St Edward's (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 attending one of the following Catholic Feeder Primary Schools in the parishes named in criterion 3 above: St Bernadette's; St Joseph's, Wroughtington (Lancashire LA); St Cuthbert's; St Mary's, Birchley (St Helens LA); St James' St Teresa's, Upholland Lancashire (LA); St Marie's.

7. 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.
8. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
9. Other children.

**Tie Breaker**

If it is not possible to offer places for all applicants within any criteria above then places will be allocated 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 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.



## Standish Community High School

Kenyon Road, Standish, Wigan, WN6 0NX

**Head Teacher:** Mrs L Barker

**Admission Authority:** Academy Trust

**Admission number:** 260

**Telephone:** 01257 422265

**Website:** [Standish Community High School](https://www.standishchshighschool.wigan.sch.uk)

**Email:** [contactus@standishchshighschool.wigan.sch.uk](mailto:contactus@standishchshighschool.wigan.sch.uk)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

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 an education health and care plan which names the school:

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 at the time of making an application to a school. Previously looked after children who were looked after, but ceased to be so because they were adopted (or became subjected to child arrangements order or special guardianship order).  
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.
2. Children whose brother or sister attends the school and will still be there at the time of admission.
3. Children of staff.  
Where the member of staff has been employed at a school within the Mosaic Learning Trust for two or more years at the time at which the admissions application for the school is made, and/or where a member of staff is recruited to fill a vacant post for which there is a demonstrated skill shortage. Parents and carers must state the

employee's name on their admission application form. Details will be validated by the school.

4. Other children living in Standish including Shevington Moor as demarcated by Area A on the attached map.  
For clarity this includes postcode area WN6-0\*\*, WN1-2 to the north of and including Mere Oaks and Brockwood View, Wigan Road, Standish up to the boundary with Lancashire and the boundary at Brimelow Farm.
5. Other children living in Aspull, including New Springs and Haigh, part of Wigan Central Ward demarcated as Area B on the attached map.  
For clarity this is an area defined by postcodes WN2-1\*\* and WN1-2\*\*.
6. Other children living in the wards of Wigan Central and Wigan West as demarcated by Area C on the attached map.  
For clarity this includes postcode areas WN6-7\*\* and WN6-8\*\* within Wigan West Ward and the residual parts of WN1-1\*\* and WN1-3\*\* within Wigan Central Ward.
7. Other children living nearest to the school

### **Tie Breaker**

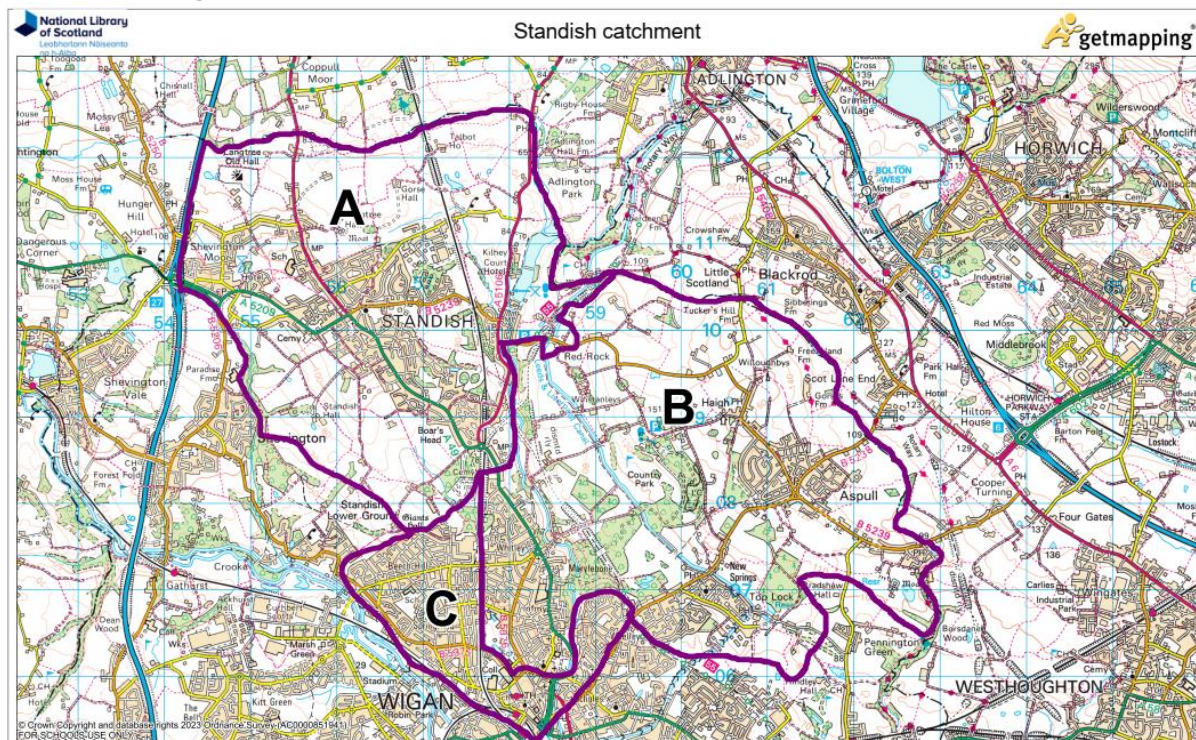
Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical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

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.

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

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.

## Standish High School – Criterion 3, 4 & 5



## The Byrchall High School

Warrington Road, Ashton-In-Makerfield, Wigan, WN4 9PQ

**Head Teacher:** Mr A Birchall  
**Admission Authority:** Academy Trust

**Admission number:** 240

**Telephone:** 01942 728221

**Website:** [Home | Byrchall High School](#)

**Email:** [enquiries@admin.byrchall.wigan.sch.uk](mailto:enquiries@admin.byrchall.wigan.sch.uk)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

Where the school receives more application than places available, the following admission criteria will be applied once place have been first allocated to pupils who have a state of special educational needs 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 including those 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. 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 (see the definition in Section 22(1) of the Children Act 1989).
2. Children with brothers or sisters who will be attending the school at the time of admission.
3. Other children living in the Makerfield area including Ashton-in-Makerfield, Abram, Bryn Gates, Downall Green, Garswood, Golborne, Haydock, Hindley, Ince-in-Makerfield, Newton-le-Willows, North Ashton, Platt Bridge, Wargrave and Winstanley (see attached map).
4. 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.



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 system used by the local authority for community and controlled schools. A copy of the policy is available on request from the local authority.

### Map of Makerfield area (criterion 3)

## Makerfield

The historic Makerfield area of South Lancashire extends from Liverpool in the West to Chorley in the North and East to Eccles.



# The Deanery Church of England High School

Frog Lane, Wigan, WN1 1HQ

**Head Teacher:** Mr M Wood  
**Admission Authority:** Governing Body  
**Admission number:** 250

**Telephone:** 01942 768801  
**Website:** [Homepage - The Deanery](#)  
**Email:** [enquiries@deanery.wigan.sch.uk](mailto:enquiries@deanery.wigan.sch.uk)

## Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

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 an Education Health and Care plan which names the school.

- a) Children in Public Care and previously looked after children. This includes any 'looked after child', 'previously looked after child' or 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) Children of staff at the school who are employed on a permanent contract and have a) been employed for two or more years or b) been recruited to fill a vacant post for which there was a demonstrable skill shortage, at the time of application.
- c) Children who will have a sibling at The Deanery Church of England High School at the time of application, including the Sixth Form.
- d) Children who are regular worshippers at a Christian church, as long as this is confirmed by the church leader (such as the vicar, priest, minister, faith leader) using the Supplementary Information Form.

- e) Children who express a preference for a place at the school on their Local Authority form.

### **Tie Breaker**

Within each group above, children who live nearer the school will be offered a place first. The distance will be measured in a straight line from the child's home address to the school's Pupil Entrance, using a Geographical Information System.

Occasionally the distance from home to school is the same for more than one child (e.g. If two children live in the same block of flats). In these cases, the Local Authority will prioritise these children on a random basis.

When parents apply for a place, they must give the correct permanent address. This is where the child and parent, or person with care of the child, or the person with parental responsibility, normally live. If the child's 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 define this as the address where the child sleeps the majority of school nights (Sunday to Thursday) during the week in term time. Where there is dispute or equal nights are slept, parent will be asked to provide proof of the address registered with the child's GP.

We may carry out checks to confirm that addresses are genuine. We may ask to see two forms of evidence of a child's permanent address at the closing date for applications such as:

- where the registration for council tax is held, and/or
- a utility bill which can be gas, electricity or water

Any evidence provided must establish that the parent or main carer lived at this address at the closing date for applications. If there is a temporary change of address, for example, if someone has gone to live with a relative etc., this address cannot be used. When considering a child's application, we use the permanent home address we have on file at the closing date for applications.

## The Westleigh School

Westleigh Lane, Leigh, WN7 5NL

**Head Teacher:** Mr C Bramwell  
**Admission Authority:** Academy Trust  
**Admission number:** 210

**Telephone:** 01942 202580  
**Website:** [The Westleigh School](https://www.westleigh.set.org)  
**Email:** [enquiries@westleigh.set.org](mailto:enquiries@westleigh.set.org)

### Oversubscription criteria

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

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 an 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). 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, child arrangements order or special guardianship order.
2. Children whose older brother or sister attends the school and will still be there at the time of admission.
3. Children living in Leigh within the WN7 5 postcode area, or Atherton within the M46 postcode area (map available).
4. Other children living in Leigh within the WN7 1, WN7 2, WN7 3 and WN7 4 postcode areas (map available).
5. 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.

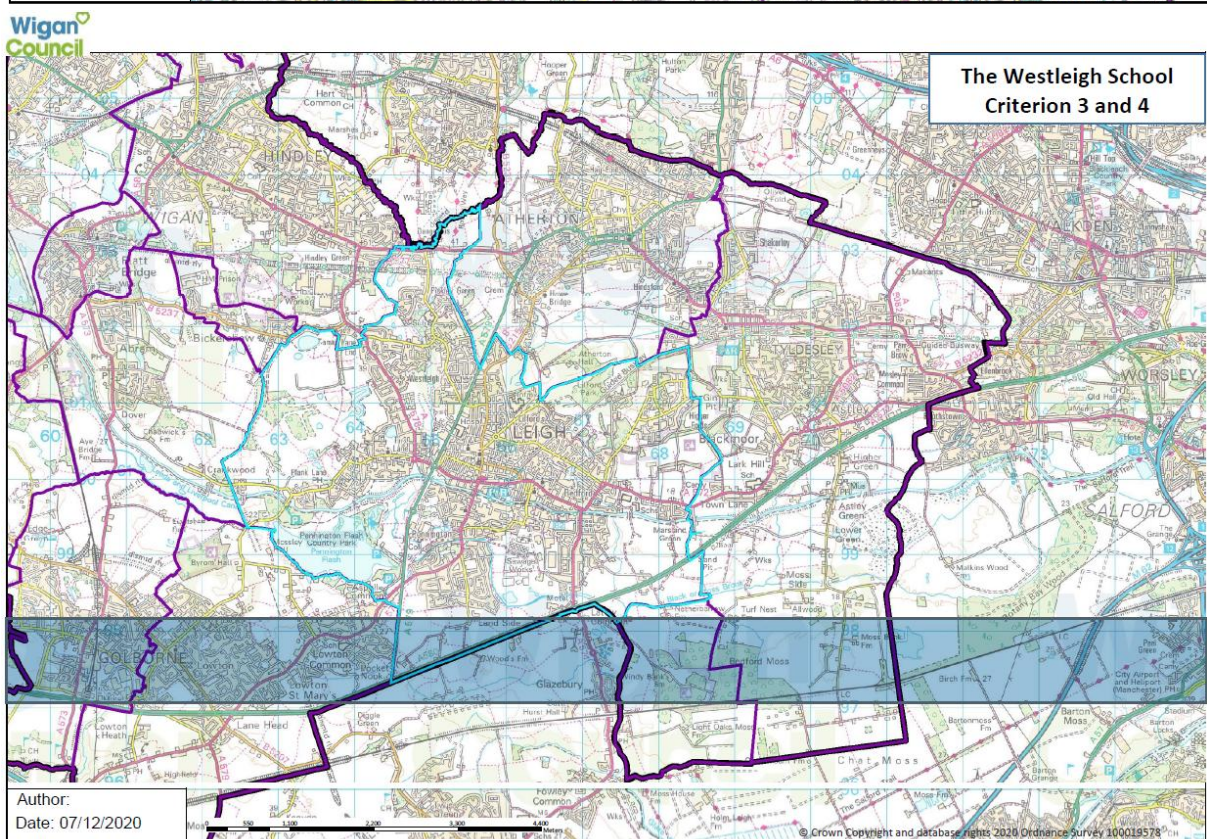
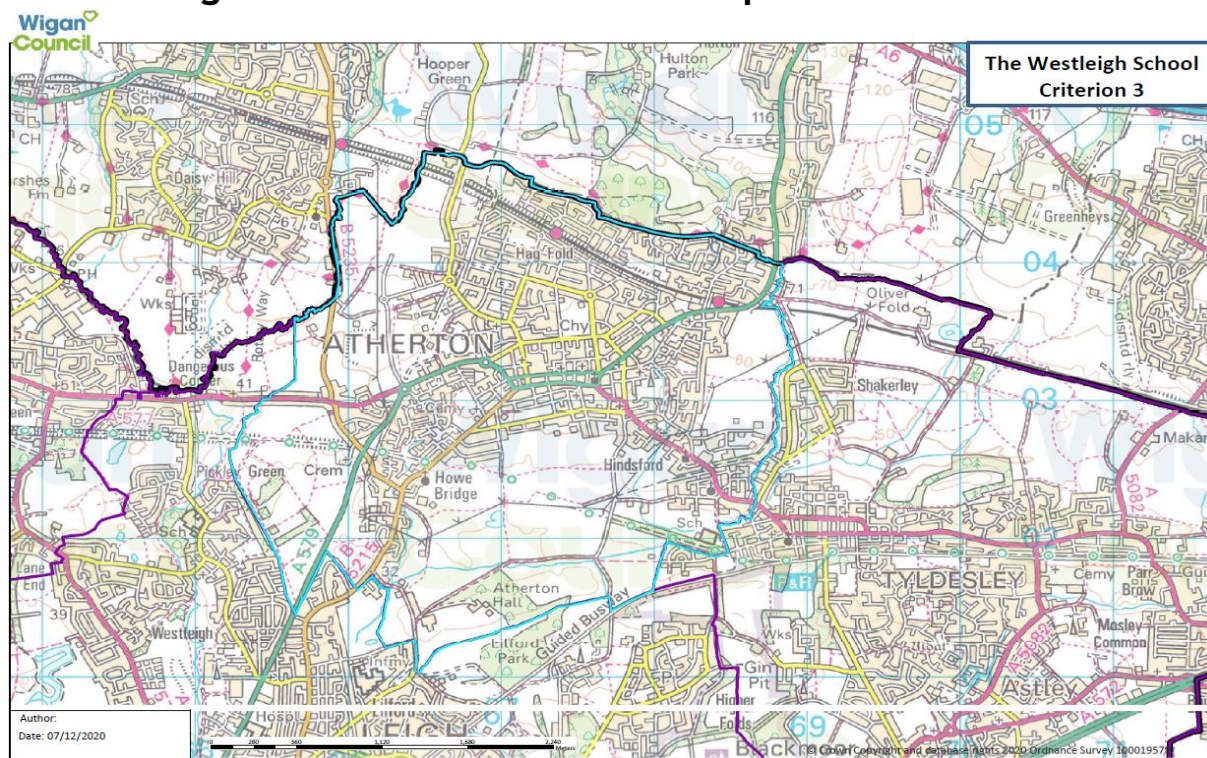
If we offer the last place available at the school to one of twins (or triplets, and so on), our policy is to admit the other twin or triplets too.

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.



## The Westleigh School – Criterion 3 and 4 maps





## Useful Information

### School meals

Please contact individual schools to find out about school meal options.

### Free school meals and pupil premium

If you want to find out whether your child is eligible for free school meals / pupil premium [please visit their page](#) or ring 01942 489002.

You can also enquire about an existing claim by email to [benefits@wigan.gov.uk](mailto:benefits@wigan.gov.uk)

Postal address is: PO Box 100, Wigan WN1 3DS

You can visit us at:

Wigan Life Centre, located at The Wiend, Wigan, WN1 1NH, or

Leigh Life Centre, located at The Turnpike Centre, Civic Square, Leigh, WN7 1EB

Wigan Life Centre and Leigh Life Centre are open from 10am to 2pm Monday to Friday only.

### Bus services

School bus services are managed by Transport for Greater Manchester. Children aged 11 to 16 need an IGO pass to pay the concessionary fare on buses in Greater Manchester.

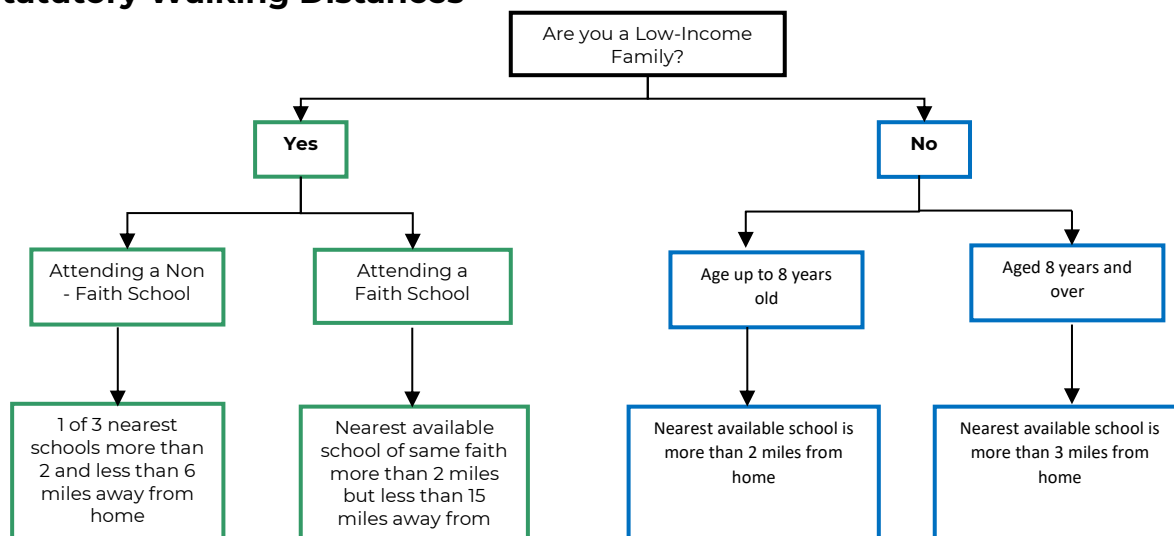
You can get details of school routes and other bus services in any of the following ways.

- [By visiting our website](#), which has links to other sites, including transport.
- By phoning Transport for Greater Manchester on 0161 244 1000.
- [By visiting Transport for Greater Manchester's website](#).

### Help with travel costs

Statutory walking distances are used to decide if a child is eligible for free travel to school. Parents should consider their preferences for a school as admission to a school does not guarantee that a pupil will be given free travel even if the pupil lives more than the statutory walking distance from the school. If a parent selects a school which is not the nearest to the home, free travel will not be given.

## Statutory Walking Distances



### How we will measure the distances

In all cases, the measurement used will be the shortest walking distance from home to school calculated using a route mapping tool.

The measurement of the walking distance is not necessarily the shortest distance by road. It is measured by the shortest route along which a child, accompanied as necessary, may walk with reasonable safety. As such, the route measured may include, bridleways and other pathways, as well as recognised roads.

Walking distances are calculated differently to distances for school admissions purposes.

[You can apply online using the 'Travel Pass Enquiry'.](#)

Further information can be found in the Home to School Transport Policy for 5 to 16 Years which can be found using the link [Home to School Transport Policy \(wigan.gov.uk\)](https://www.wigan.gov.uk/home-to-school-transport-policy)

If you have any questions, would like more information on how the distance is calculated or want to check if we would offer help before you apply for a particular school, please contact us by email at [itu@wigan.gov.uk](mailto:itu@wigan.gov.uk).

### Sustainable school travel

Wigan's Transport Strategy recognises the benefits for the environment, as well as to children's health and well-being in encouraging walking and cycling. It also aims to tackle the issue of local congestion around schools and make education easier for children and young people to get access to.

## Useful Contacts

### Special Educational Needs and Disability Team (SEND)

Telephone: 01942 486136

Email: [SENDSAdmin@wigan.gov.uk](mailto:SENDSAdmin@wigan.gov.uk)

Website: [SEND Local Offer \(wigan.gov.uk\)](https://wigan.gov.uk/SEND-Local-Offer)

### Wigan SENDIASS

Telephone: 01942 233323

Email: [info@wigansendiass.co.uk](mailto:info@wigansendiass.co.uk)

Website: [Wigan SENDIASS](https://wigan.gov.uk/Wigan-SENDIASS)

### Home to School Travel

Telephone: 01942 489685

Email: [itu@wigan.gov.uk](mailto:itu@wigan.gov.uk)

Website: [Home to School Travel \(wigan.gov.uk\)](https://wigan.gov.uk/Home-to-School-Travel)

### School Organisation Team

Telephone: 01942 489013

Email: [schoolplaces@wigan.gov.uk](mailto:schoolplaces@wigan.gov.uk)

Postal Address: School organisation Team, Wigan Council, PO Box 100, Wigan, WN1 3DS

### Liverpool Catholic Archdiocese

Telephone: 0151 522 1071

Website: [Liverpool Archdiocese](https://www.liverpoolcatholic.org/)

Postal: St Margaret Clitherow Centre, Croxteth Drive, Liverpool, L17 1AA

## Other Local Authority contact details

### Bolton Council

Telephone: 01204 333333

Email: [admissions@bolton.gov.uk](mailto:admissions@bolton.gov.uk)

Website: [Admissions to schools – Bolton Council](https://www.bolton.gov.uk/admissions-to-schools)

### Lancashire County Council (South Area Education Office)

Preston, South Ribble, Chorley and West Lancashire

Telephone: 01772 532109

Email: [SouthAdmissions@lancashire.gov.uk](mailto:SouthAdmissions@lancashire.gov.uk)

Website: [School admissions - Lancashire County Council](https://www.lancashire.gov.uk/school-admissions)

### Salford City Council

Telephone: 0161 793 2500

Email: [school.admissions@salford.gov.uk](mailto:school.admissions@salford.gov.uk)

Website: [Schools admissions·Salford City Council](https://www.salford.gov.uk/schools-admissions)

### St Helens Council

Telephone: 01744 671030

Email: [schooladmissions@sthelens.gov.uk](mailto:schooladmissions@sthelens.gov.uk)  
Website: [School admissions - St Helens Borough Council](#)

### **Trafford Council**

Telephone: 0161 912 5007  
Email: [school.admissions@trafford.gov.uk](mailto:school.admissions@trafford.gov.uk)  
Website: [School admissions \(trafford.gov.uk\)](#)

### **Warrington Council**

Telephone: 01925 446226  
Email: [schooladmissions@warrington.gov.uk](mailto:schooladmissions@warrington.gov.uk)  
Website: [Schools | warrington.gov.uk](#)

## **Community Special Schools**

### **Hope School**

Kelvin Grove, Marus Bridge, Wigan, WN3 6SP  
Headteacher: Mrs S Lucas  
Age range: 2-19  
Telephone: 01942 824150  
Email: [enquires@admin.hope.wigan.sch.uk](mailto:enquires@admin.hope.wigan.sch.uk)  
Website: [Hope School and College – Special Educational Needs specialist school in Wigan](#)

### **Landgate School**

Landgate Lane, Ashton-In-Makerfield, Bryn, Wigan, WN4 0EP  
Headteacher: Mrs K Claxton  
Age range: 4-19  
Telephone: 01942 776688  
Email: [enquiries@admin.landgate.wigan.sch.uk](mailto:enquiries@admin.landgate.wigan.sch.uk)  
Website: [landgateschool.co.uk](http://landgateschool.co.uk)

### **Newbridge Learning Community**

Moss Lane, Platt Bridge, Wigan, WN2 3TL  
Headteacher: Mrs E Kucharski  
Age range: 11-16  
Telephone: 01942 369770  
Email: [enquiries@admin.newbridge.wigan.sch.uk](mailto:enquiries@admin.newbridge.wigan.sch.uk)  
Website: [Home | Newbridge Learning Community](#)

### **Oakfield High School and College**

Long Lane, Hindley Green, Wigan, WN2 4XA  
Headteacher: Mr L Hunt  
Age range: 11-19  
Telephone: 01942 776142  
Email: [enquiries@admin.oakfield.wigan.sch.uk](mailto:enquiries@admin.oakfield.wigan.sch.uk)  
Website: [oakfield.wigan.sch.uk](http://oakfield.wigan.sch.uk)