

## **Oversubscription criteria for community and voluntary controlled primary schools**

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

1. Looked after children and previously looked after children.

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

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

## **Over-subscription Criteria for Hindley Junior and Infant School**

Hindley Junior and Infant is a fully inclusive school with facilities to accommodate children with a wide range of complex needs.

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

1. Looked after children and previously looked after children.

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

2. Children with physical and / or medical difficulties who the Local Authority have determined, following an assessment of the child's needs, require a resourced place at the school.
3. Children whose older brothers or sisters attend the school and will still be there at the time of admission
4. Children who live closest to the school.

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

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

- 1 Looked after children and previously looked after children.

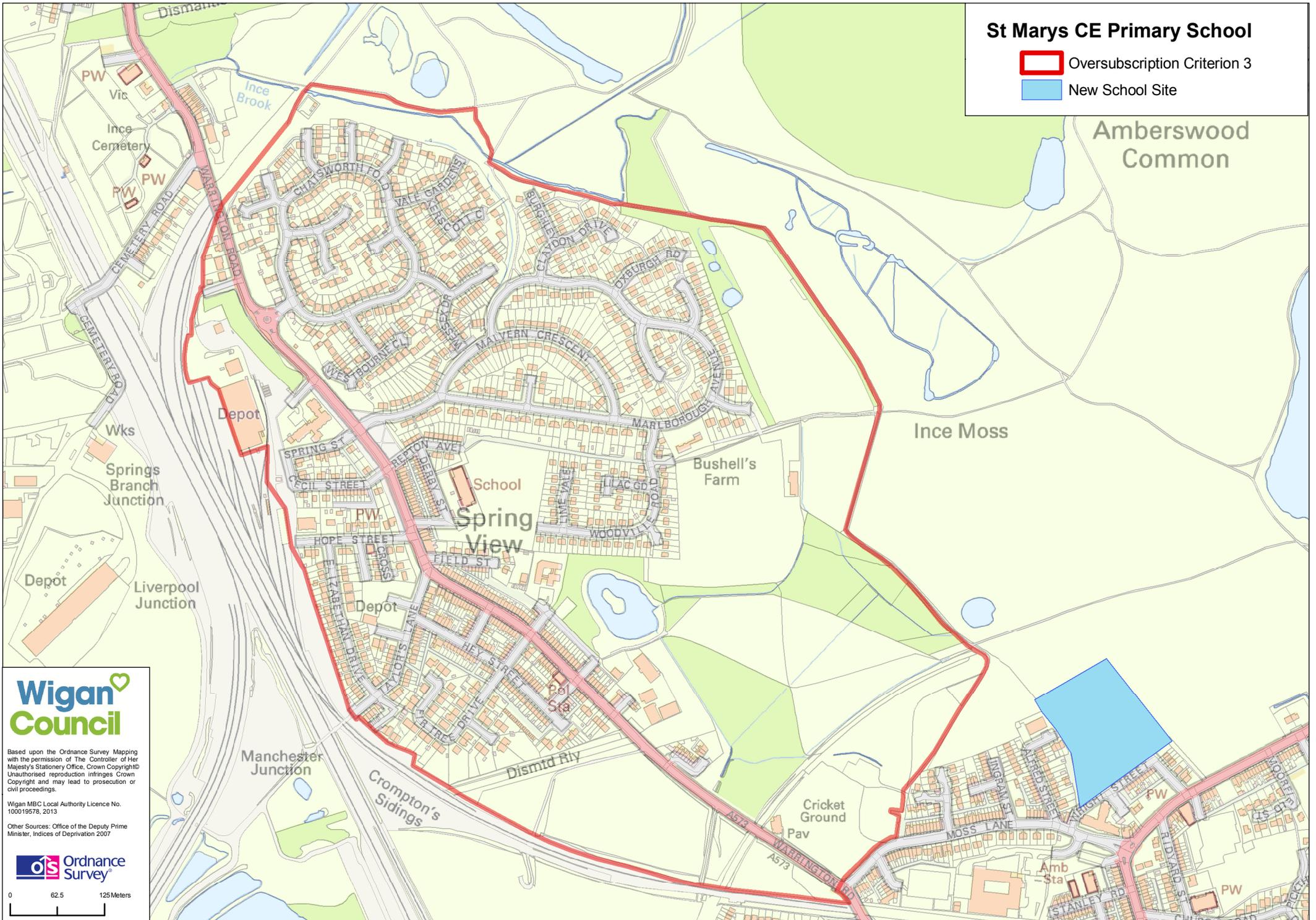
Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption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

- 2 Children whose older brothers or sisters attend the school and will still be there at the time of admission.
- 3 Children who live in Spring View. (map available)\*
- 4 Children who live closest to the school.

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

# St Marys CE Primary School

-  Oversubscription Criterion 3
-  New School Site



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Other Sources: Office of the Deputy Prime Minister, Indices of Deprivation 2007

 Ordnance Survey

0 62.5 125Meters

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

### **Tie breaker**

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

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

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

### **Child's home address**

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

### **Brothers and Sisters**

We will include:

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

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

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

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

### **Late applications**

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

## **Nursery Applications**

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

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

## **Deferred Entry**

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

## **Part-time Attendance**

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

## **Waiting lists**

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

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

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

# Abram Bryn Gates Primary School

Lily Lane, Bamfurlong, Wigan, WN2 5JT

Head Teacher Mr N Liptrot  
Admission Limit 2018 30  
Age Range 4-11  
DFE number 2030  
Telephone number 01942 866392  
Website [www.bryngates.wigan.sch.uk](http://www.bryngates.wigan.sch.uk)

Admission Limit 2017 30

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
20	19	12	52

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

Number of pupils admitted following appeals / withdrawals: 21

# Atherton Chowbent Primary School

Laburnum Street, Atherton, Manchester, M46 9FP

Head Teacher Mr J Randle  
Admission Limit 2018 30  
Age Range 4-11  
DFE number 3023  
Telephone number 01942 883410  
Website [www.chowbent.wigan.sch.uk](http://www.chowbent.wigan.sch.uk)

Admission Limit 2017 30

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
25	26	12	63

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

Number of pupils admitted following appeals / withdrawals: 31

# Beech Hill Community Primary School

Netherby Road, Beech Hill, Wigan, WN6 7PT

Head Teacher Ms M McCarthy  
Admission Limit 2018 45  
Age Range 4-11  
DFE number 2000  
Telephone number 01942 243582  
Website [www.beechill.wigan.sch.uk](http://www.beechill.wigan.sch.uk)

Admission Limit 2017 45

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
33	19	21	73

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

Number of pupils admitted following appeals / withdrawals: 40

# Britannia Bridge Primary School

Winifred Street, Lower Ince, Wigan, WN3 4SD

Head Teacher Mr D Donaldson  
Admission Limit 2018 30  
Age Range 4-11  
DFE number 2033  
Telephone number 01942 760036  
Website [www.britanniabridge.co.uk](http://www.britanniabridge.co.uk)

Admission Limit 2017 30

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
48	19	19	86

## Places allocated by criterion:

SEN	Public Care	Sibling	Distance
0	1	16	13

The last place was allocated to a pupil living 0.327 miles from the school.

Number of pupils admitted following appeals / withdrawals: 31

# Bryn St Peter's CE Primary School

Downall Green Road, Bryn, Wigan, WN4 0DL

Head Teacher Gillian Collier  
Admission Limit 2018 30  
Age Range 4-11  
DFE number 3010  
Telephone number 01942 204041  
Website [www.ashtonsaintpeters.wigan.sch.uk](http://www.ashtonsaintpeters.wigan.sch.uk)

Admission Limit 2017 30

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
26	17	12	55

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

Number of pupils admitted following appeals / withdrawals: 30

# Garrett Hall Primary School

Garrett Hall Lane, Tyldesley, M29 7EY

Head Teacher Mrs L McArdle  
Admission Limit 2018 60  
Age Range 4-11  
DFE number 2058  
Telephone number 01942 883340  
Website [www.garretthall.wigan.sch.uk](http://www.garretthall.wigan.sch.uk)

Admission Limit 2017 60

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
63	54	33	150

## Places allocated by criterion:

SEN	Public Care	Sibling	Distance
0	0	31	29

The last place was allocated to a pupil living 0.889 miles from the school.

Number of pupils admitted following appeals / withdrawals: 60

# Gilded Hollins Primary School

St Helens Road, Leigh, WN7 3PQ

Head Teacher Mr D Nash  
Admission Limit 2018 30  
Age Range 4-11  
DFE number 2053  
Telephone number 01942 678903  
Website [www.gildedhollins.wigan.sch.uk](http://www.gildedhollins.wigan.sch.uk)

Admission Limit 2017 30

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
40	29	23	92

## Places allocated by criterion:

SEN	Public Care	Sibling	Distance
0	0	13	17

The last place was allocated to a pupil living 0.793 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Golborne Community Primary School

Talbot Street, Golborne, WA3 3NN

Head Teacher Mr A Hunt  
Admission Limit 2018 45  
Age Range 4-11  
DFE number 2037  
Telephone number 01942 726059  
Website [www.golborneprimary.co.uk](http://www.golborneprimary.co.uk)

Admission Limit 2017 45

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
39	16	12	67

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

Number of pupils admitted following appeals / withdrawals: 43

# Hindley Junior and Infant School

Argyle Street, Hindley, Wigan, WN2 3PN

Head Teacher Mrs C Nash  
Admission Limit 2018 30  
Age Range 4-11  
DFE number 2031  
Telephone number 01942 255339  
Website [www.hindley.wigan.sch.uk](http://www.hindley.wigan.sch.uk)

Admission Limit 2017 30

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
30	25	21	76

## Places allocated by criterion:

SEN	Public Care	Physical / Mental Difficulties	Sibling	Distance
0	0	0	6	24

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

Number of pupils admitted following appeals / withdrawals: 30

# Hindsford CE Primary School

Lodge Road, Atherton, M46 9BL

Head Teacher Ms E Holden  
Admission Limit 2018 30  
Age Range 4-11  
DFE number 3015  
Telephone number 01942 882409  
Website [www.hindsfordprimary.net](http://www.hindsfordprimary.net)

Admission Limit 2017 30

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
35	23	11	69

## Places allocated by criterion:

SEN	Public Care	Sibling	Distance
0	0	11	19

The last place was allocated to a pupil living 0.679 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Leigh CE Primary School

Henrietta Street, Leigh, WN7 1LP

**Executive Head Teacher** Mrs J Chambers  
**Head of School** Mrs D Sharples  
**Admission Limit 2018** 45  
**Age Range** 4-11  
**DFE number** 2034  
**Telephone number** 01942 671389  
**Website** [www.leighjunior.co.uk](http://www.leighjunior.co.uk)

**Admission Limit 2017** 45

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
12	26	21	81

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

Number of pupils admitted following appeals / withdrawals: 43

# Leigh Central Primary School

Windermere Road, Leigh, WN7 1UY

**Head Teacher** Mrs D Hurst  
**Admission Limit 2018** 30  
**Age Range** 4-11  
**DFE number** 2034  
**Telephone number** 01942 673810  
**Website** [www.leighcentral.wigan.sch.uk](http://www.leighcentral.wigan.sch.uk)

**Admission Limit 2017** 30

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
33	36	30	99

## Places allocated by criterion:

SEN	Public Care	Sibling	Distance
0	0	14	16

The last place was allocated to a pupil living 0.381 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Lowton West Primary School

Slag Lane, Lowton, WA3 2ED

Head Teacher Mrs J Westhead  
Admission Limit 2018 60  
Age Range 4-11  
DFE number 2049  
Telephone number 01942 724865  
Website [www.lowtonwest.wigan.sch.uk](http://www.lowtonwest.wigan.sch.uk)

Admission Limit 2017 60

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
65	50	31	125

## Places allocated by criterion:

SEN	Public Care	Sibling	Distance
0	1	32	27

The last place was allocated to a pupil living 0.621 miles from the school.

Number of pupils admitted following appeals / withdrawals: 60

# Mab's Cross Primary School

Standishgate, Wigan, WN1 1XL

Head Teacher Mrs A Poole  
Admission Limit 2018 70  
Age Range 4-11  
DFE number 2014  
Telephone number 01942 749200  
Website [www.mabscross.co.uk](http://www.mabscross.co.uk)

Admission Limit 2017 70

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
64	52	35	151

## Places allocated by criterion:

SEN	Public Care	Sibling	Distance
0	0	29	41

The last place was allocated to a pupil living 0.685 miles from the school.

Number of pupils admitted following appeals / withdrawals: 70

# Marsh Green Primary School

Kitt Green Road, Wigan, WN5 0EF

Head Teacher Mrs G Leigh  
Admission Limit 2018 60  
Age Range 4-11  
DFE number 2009  
Telephone number 01942 222016  
Website [www.marshgreenprimary.co.uk](http://www.marshgreenprimary.co.uk)

Admission Limit 2017 60

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
34	12	11	57

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

Number of pupils admitted following appeals / withdrawals: 50

# Meadowbank Primary School

Formby Avenue, Atherton, M46 0HX

Head Teacher Mrs N Hill  
Admission Limit 2018 30  
Age Range 4-11  
DFE number 2045  
Telephone number 01942 874271  
Website [www.meadowbank.wigan.sch.uk](http://www.meadowbank.wigan.sch.uk)

Admission Limit 2017 30

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
40	18	13	71

## Places allocated by criterion:

SEN	Public Care	Sibling	Distance
0	0	20	71

The last place was allocated to a pupil living 0.411 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Millbrook Primary School

Elmfield, Shevington, Wigan, WN6 8DL

Executive Head Teacher	Mrs K Tomlinson
Head of School	Mrs C Stevens
Admission Limit 2018	30
Age Range	4-11
DFE number	2062
Telephone number	01257 404552
Website	<a href="http://www.millbrook.wigan.sch.uk">www.millbrook.wigan.sch.uk</a>

Admission Limit 2017 30

This school is federated with Shevington Vale Primary School.

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
40	28	23	91

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

Number of pupils admitted following appeals / withdrawals: 29

# Newton Westpark Primary School

Tennyson Avenue, Leigh, WN7 5JY

Head Teacher	Miss V Birchall
Admission Limit 2018	30
Age Range	4-11
DFE number	2040
Telephone number	01942 606834
Website	<a href="http://www.newtonwestpark.wigan.sch.uk">www.newtonwestpark.wigan.sch.uk</a>

Admission Limit 2017 30

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
26	12	12	50

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

Number of pupils admitted following appeals / withdrawals: 30

# Nicol Mere Primary School

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

Head Teacher Mr P Gubbins  
Admission Limit 2018 60  
Age Range 4-11  
DFE number 2051  
Telephone number 01942 720871  
Website [www.nicolmereschool.co.uk](http://www.nicolmereschool.co.uk)

Admission Limit 2017 60

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
49	34	20	103

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

Number of pupils admitted following appeals / withdrawals: 52

# Orrell Newfold Primary School

St James Road, Orrell, Wigan, WN5 7AA

Head Teacher Mr P Edge  
Admission Limit 2018 60  
Age Range 4-11  
DFE number 2026  
Telephone number 01942 207134  
Website [www.newfold.wigan.sch.uk](http://www.newfold.wigan.sch.uk)

Admission Limit 2017 60

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
61	46	19	126

## Places allocated by criterion:

SEN	Public Care	Sibling	Distance
0	0	27	33

The last place was allocated to a pupil living 1.796 miles from the school.

Number of pupils admitted following appeals / withdrawals: 60

# Parklee Community Primary School

Wardour Street, Atherton, M46 0AR

Head Teacher Ms M Ridsdale  
Admission Limit 2018 45  
Age Range 4-11  
DFE number 2046  
Telephone number 01942 874203  
Website [www.parklee.wigan.sch.uk](http://www.parklee.wigan.sch.uk)

Admission Limit 2017 45

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
41	29	39	109

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

Number of pupils admitted following appeals / withdrawals: 46

# R L Hughes Primary School

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

Head Teacher Mrs M Middlehurst  
Admission Limit 2018 60  
Age Range 4-11  
DFE number 2043  
Telephone number 01942 701147  
Website [www.rlhughes.wigan.sch.uk](http://www.rlhughes.wigan.sch.uk)

Admission Limit 2017 60

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
50	39	29	118

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

Number of pupils admitted following appeals / withdrawals: 52

# Shevington Vale Primary School

Runshaw Avenue, Appley Bridge, Wigan, WN6 9JP

**Executive Head Teacher:** Mrs K Tomlinson  
**Admission Limit 2018** 30  
**Age Range** 4-11  
**DFE number** 2050  
**Telephone number** 01257 253559  
**Website** [www.shevingtonvale.org.uk](http://www.shevingtonvale.org.uk)

**Admission Limit 2017** 30

This school is federated with Millbrook Primary School and Shevington Primary School.

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
14	9	7	30

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

Number of pupils admitted following appeals / withdrawals: 14

# St James' C of E Primary School

Tyrer Avenue, Worsley Mesnes, Wigan, WN3 5XE

**Head Teacher** Mrs J Moore  
**Admission Limit 2018** 30  
**Age Range** 4-11  
**DFE number** 3007  
**Telephone number** 01942 703952  
**Website** [www.saintjames.wigan.sch.uk](http://www.saintjames.wigan.sch.uk)

**Admission Limit 2017** 30

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
23	9	5	37

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

Number of pupils admitted following appeals / withdrawals: 30

# St Mary's CE Primary School

Wright Street, Wigan WN2 3NX

Head Teacher Mrs G A Talbot  
Admission Limit 2018 45  
Age Range 4-11  
DFE number 3029  
Telephone number 01942 866416  
Website [www.incesaintmarys.wigan.sch.uk](http://www.incesaintmarys.wigan.sch.uk)

Admission Limit 2017 45

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
20	24	11	55

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

Number of pupils admitted following appeals / withdrawals: 31

# Westfield Community Primary School

Montrose Avenue, Pemberton, Wigan, WN5 9XN

Head Teacher Mr T Sherriff  
Admission Limit 2018 60  
Age Range 4-11  
DFE number 3437  
Telephone number 01942 776007  
Website [www.westfield.wigan.sch.uk](http://www.westfield.wigan.sch.uk)

Admission Limit 2017 60

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
72	47	20	139

## Places allocated by criterion:

SEN	Public Care	Sibling	Distance
1	1	29	29

The last place was allocated to a pupil living 0.411 miles from the school.

Number of pupils admitted following appeals / withdrawals: 60

# Winstanley Community Primary School

Tanhouse Drive, Winstanley, Wigan, WN3 6JP

Head Teacher Mrs K Thompson  
Admission Limit 2018 60  
Age Range 4-11  
DFE number 2017  
Telephone number 01942 749141  
Website [www.winstanley.wigan.sch.uk](http://www.winstanley.wigan.sch.uk)

Admission Limit 2017 60

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
69	62	44	175

## Places allocated by criterion:

SEN	Public Care	Sibling	Distance
0	0	28	32

The last place was allocated to a pupil living 0.627 miles from the school.

Number of pupils admitted following appeals / withdrawals: 60

# Wood Fold Primary School

Green Lane, Standish, Wigan, WN6 0TS

Head Teacher Mrs R Gough  
Admission Limit 2018 60  
Age Range 4-11  
DFE number 2047  
Telephone number 01257 400271  
Website [www.woodfold.wigan.sch.uk](http://www.woodfold.wigan.sch.uk)

Admission Limit 2017 60

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
47	50	20	117

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

Number of pupils admitted following appeals / withdrawals: 50

# Woodfield Community Primary School

Wigan Lane, Wigan, WN1 2NT

Head Teacher Mrs J Charnley  
Admission Limit 2018 30  
Age Range 4-11  
DFE number 2007  
Telephone number 01942 243675  
Website [www.woodfield.wigan.sch.uk](http://www.woodfield.wigan.sch.uk)

Admission Limit 2017 30

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
63	59	45	167

## Places allocated by criterion:

SEN	Public Care	Sibling	Distance
0	4	21	5

The last place was allocated to twins living 0.236 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Worsley Mesnes Community Primary School

Clifton Street, Poolstock, Wigan, WN3 5HN

Head Teacher Mr D Worthington  
Admission Limit 2018 30  
Age Range 4-11  
DFE number 2010  
Telephone number 01942 776457  
Website [www.worsleymesnes.wigan.sch.uk](http://www.worsleymesnes.wigan.sch.uk)

Admission Limit 2017 30

## Preferences received by the closing date:

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Total
37	17	12	66

## Places allocated by criterion:

SEN	Public Care	Sibling	Distance
0	0	15	15

The last place was allocated to a pupil living 0.375 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Foundation Primary Schools

## Lowton Junior and Infant School

Newton Road, Lowton, Warrington, WA3 2AW

<b>Head Teacher:</b>	Mrs Alison Davies
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	2039
<b>Telephone number</b>	01942 673213
<b>Website</b>	<a href="http://www.lowtonprimary.wigan.sch.uk">www.lowtonprimary.wigan.sch.uk</a>

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### Oversubscription Criteria

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

1. Looked after children and previously looked after children

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

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

### Tie-breaker

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

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

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

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

### **Brothers and Sisters**

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

### **Nursery Applications**

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

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

### **Deferred Entry**

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

### **Part-time Attendance**

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

### **Late applications**

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

### **Waiting lists**

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

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

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 24 2 <sup>nd</sup> preference: 16 3 <sup>rd</sup> preference: 23  Total: 63	All on time applicants who requested a place at the school were accommodated.	29

## Academy primary schools

# Atherton St George's CE Primary School

Derby Street, Atherton, M46 0HJ

<b>Head Teacher:</b>	Mrs R Coulthard
<b>Admission Number 2018</b>	45
<b>Age Range</b>	4-11
<b>DFE number</b>	3429
<b>Telephone number</b>	01942 883971
<b>Website</b>	<a href="http://www.saintgeorges.wigan.sch.uk">www.saintgeorges.wigan.sch.uk</a>

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### Oversubscription Criteria

This school is federated with St Mark's CE Primary.

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

1.	Looked After Children and Previously Looked After Children (a)
2.	Children whose medical circumstances mean that their needs can only be met at this school. see note (b)
3.	Brother or sister to pupils who will be in attendance at the school at the time of admission. see note (c)
4.	Child participation in worship in an Anglican Church, ie a Church of England Church see note (d)
5.	Child participation in worship at another Christian church. see note (e)
6.	Children whose social circumstances mean that their needs can only be met at this school. see note (f)
7.	Any other children, with priority given to those living nearest to the school (See note (g) below).

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

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

**NOTES:**

**(a)**

Looked After Children and Previously Looked After Children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order of special guardianship order). Appropriate evidence must be produced for example: copy of adoption, residence or special guardianship order.

**(b)**

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

**(c)**

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

**(d)**

One point is awarded for attendance by the child at an Anglican church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 12 weeks attendance over the two years is necessary to be eligible under this criteria.

<b>Weeks attended 2016</b>	<b>Weeks Attended 2017</b>

**(e)**

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

One point is awarded for attendance by the child at another Christian Church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 12 weeks attendance over the two years is necessary to be eligible under this criteria.

<b>Weeks attended 2016</b>	<b>Weeks Attended 2017</b>

**(f)**

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

**(g) Tie-Breaker**

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

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

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

**(h) Deferred Entry**

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

**(i) Part-Time Attendance**

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

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

**COMPLETION OF FORMS**

Please note that all applications must be made on the Local Authority application form and parents are strongly advised to complete and return the school's Supplementary Information form to Atherton St George's CE Primary School giving the Child's Church attendance. Please note: if the child has no Church connection, no Supplementary Information Form need be submitted.

**RIGHT OF APPEAL**

Where the governors are unable to offer a place because the school is over subscribed, parents/carers have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. Parents should notify the clerk to the governors at the school within 20 school

days of receiving the letter refusing a place. Parents/Carers will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days notice of the place and time of the hearing.

Letters of appeal should be addressed to:

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

### Late applications

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

### WAITING LIST

Should the school be over subscribed a waiting list system will be in operation until the end of the Autumn Term 2018. Places may become available after the official offer date. To decide which children have these places, we will:

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
45	1 <sup>st</sup> preference: 46 2 <sup>nd</sup> preference: 19 3 <sup>rd</sup> preference: 13  Total: 78	Criterion 1 to 6: 40 Criterion 7: 5  The last place was allocated to a pupil living 0.517 miles from the school	47

# Bedford Hall Methodist Primary School

Breaston Avenue, Leigh, WN7 3DJ

<b>Executive Head Teacher:</b>	Mrs Julie Ann Hewitt
<b>Head Teacher:</b>	Mrs A Burkes
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3027
<b>Telephone number</b>	01942 672614
<b>Website</b>	<a href="http://www.bedfordhall.wigan.sch.uk">www.bedfordhall.wigan.sch.uk</a>

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## Oversubscription Criteria

This school is part of the Acorn Trust with Leigh Westleigh Methodist Primary.

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

1. Looked after children and previously looked after children.  
Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.
2. Children whose older brothers or sisters attend the school and will still be there at the time of admission
3. Children who live closest to the school.

## Notes:

### Tie-breaker

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

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

Occasionally, the distance from home to school is the same for more than one

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

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

### **Brothers and Sisters**

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

Applications if your child attends a nursery

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

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

### **Deferred Entry**

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

### **Part-time Attendance**

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

### **Late applications**

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

### **Waiting lists**

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

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

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

the list and their child has higher priority in the oversubscription criteria.

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 36 2 <sup>nd</sup> preference: 26 3 <sup>rd</sup> preference: 15  Total: 77	Stated: 0 Criterion 1: 0 Criterion 2: 10 Criterion 3: 20  The last place was allocated to a pupil living 0.532 miles from the school.	30

# Canon Sharples CE Primary School

Whelley, Wigan, WN2 1BP

<b>Executive Head Teacher:</b>	Mrs J. Kneale
<b>Head Teacher:</b>	Mrs J Woodcock
<b>Admission Number 2018</b>	50
<b>Age Range</b>	4-11
<b>DFE number</b>	2005
<b>Telephone number</b>	01942 776188
<b>Website</b>	<a href="http://www.canonsharples.wigan.sch.uk">www.canonsharples.wigan.sch.uk</a>

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## Oversubscription Criteria

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

1. Looked after children and previously looked after children.
2. Relationship **as brother or sister** to a pupil already attending the school at the time the application is made and who will still be in the school at the time of admission.
3. **Regular parental attendance** at another Church which is a member of **Churches Together in England**.
4. Distance from home to school. Children living nearest to the school, measured in a straight line from the child's home address to the main office entrance of the school, will be given priority.

## Tie Breaker

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

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

## Notes to accompany our Oversubscription Criteria

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

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

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

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

**A waiting list** will be established and kept up to date until the end of the Autumn Term. The waiting list will be administered using our oversubscription criteria.

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

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

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

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

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

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

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
50	1 <sup>st</sup> preference: 36 2 <sup>nd</sup> preference: 10 3 <sup>rd</sup> preference: 12  Total: 58	All on time applicants who requested a place at the school were accommodated.	44

# Hindley Green Community Primary School

Thomas Street, Hindley Green, Wigan, WN2 4SS

<b>Chief Executive Officer</b>	Mrs S L Bruton
<b>Principal</b>	Mrs D Affleck
<b>Admission Limit 2018</b>	60
<b>Age Range</b>	4-11
<b>DFE number</b>	2032
<b>Telephone number</b>	01942 255406
<b>Website</b>	<a href="http://www.hindleygreen.wigan.sch.uk">www.hindleygreen.wigan.sch.uk</a>

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

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

1. Looked after children and previously looked after children.  
Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.
2. Children whose older brothers or sisters attend the school and will still be there at the time of admission
3. Children who live closest to the school.

## **Tie-breaker**

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

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

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

## **Notes to the oversubscription criteria**

### **Child's home address**

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

### **Brothers and Sisters**

We will include:

- Half-brothers and half-sisters;
  - Stepbrothers and stepsisters; and
  - Foster brothers and foster sisters;
- who live at the same address as part of the same family unit.

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

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

### **Late applications**

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

### **Nursery Applications**

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

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

### **Deferred Entry**

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

### **Part-time Attendance**

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

### **Waiting lists**

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
60	1 <sup>st</sup> preference: 57 2 <sup>nd</sup> preference: 34 3 <sup>rd</sup> preference: 11  Total: 102	All on time applicants who requested a place at the school were accommodated.	60

# Hindley Green St John's CE J&I

Atherton Road, Hindley Green, Wigan, WN2 4SD

<b>CEO</b>	Mrs S L Bruton
<b>Principal</b>	Mr J Heatley
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3364
<b>Telephone number</b>	01942 255396
<b>Website</b>	<a href="http://www.hindleygreensaintjohns.wigan.sch.uk">www.hindleygreensaintjohns.wigan.sch.uk</a>

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

## Oversubscription Criteria

Parents/carers must complete the Local Authority application form along with the school's Supplementary Information Form. This will elicit information concerning the parents'/carers' reasons for choosing a Church School, and what connection they have with a Church.

However, if the demand exceeds the number of places available, priority is given to:

**1. Looked after children and previously looked after children.**

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

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

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

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

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

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

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

*Notes:*

1. *A regular worshipper is deemed as one who attends worship a minimum of once a month for at least twelve months prior to the closing date for applications (January-January). A completed clergy reference form or St. John's Church, Hindley Green, Attendance Card(s) is required as evidence of regular worship and must be sent with the completed supplementary information form.*
2. *Immediate family is classed as the parent/carer/grandparent.*
3. *Siblings refers to brother or sister, half brother or sister, foster brother or sister, step brother or sister, or the child of the parent/carer's partner who live at the same address.*
4. *If at any stage there is a tie for a place, the decision will be based on distance from school. This will be measured by a straight line distance from the home address to the main entrance using the Local Authority measuring system.  
The address we use for admission to school is that of the main carer who receives the Child Benefit.*

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

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

### **Late Applications**

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

### **Waiting Lists**

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

### **Deferred Entry**

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

### **Part-time Attendance**

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

**Appeal against Non-allocation:**

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

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

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 24 2 <sup>nd</sup> preference: 39 3 <sup>rd</sup> preference: 14  Total: 77	All on time applicants who requested a place at the school were accommodated.	30

# Leigh Westleigh Methodist Primary School

Westleigh Lane, Leigh, WN7 5NJ

**Executive Head Teacher:** Mrs Julie-Ann Hewitt  
**Head Teacher:** Mrs Cathy Whalley

**Admission Number 2018** 30  
**Age Range** 4-11  
**DFE number** 3022

**Telephone number** 01942 702967  
**Website** [www.westleighmethodist.co.uk](http://www.westleighmethodist.co.uk)

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## Oversubscription Criteria

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

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

1. Looked after children and previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.
2. Children whose older brothers or sisters attend the school and will still be there at the time of admission.
3. Children who live closest to the school.

### Tie-breaker

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

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

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

**Notes:****Child's home address**

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

**Brothers and Sisters**

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

**Applications if your child attends a nursery**

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

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

**Deferred Entry**

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

Where entry is deferred, the place will be held open and not offered to another child.

Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**Part-time Attendance**

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

**Late applications**

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

**Waiting lists**

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

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 22 2 <sup>nd</sup> preference: 21 3 <sup>rd</sup> preference: 16  Total: 59	All on time applicants who requested a place at the school were accommodated.	30

# Marus Bridge Primary School

Kelvin Grove, Marus Bridge, Wigan, WN3 6SP

Head Teacher	Mr M Gaskill
Admission Limit 2018	60
Age Range	4-11
DFE number	2015
Telephone number	01942 248129
Website	<a href="http://www.marusbridgeprimaryschool.co.uk">www.marusbridgeprimaryschool.co.uk</a>

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## Oversubscription criteria

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

1. Looked after children and previously looked after children.

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

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

## Notes:

### Tie-breaker

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

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

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

## **Notes to the oversubscription criteria**

### **Child's home address**

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

### **Brothers and Sisters**

We will include:

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

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

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

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

### **Late applications**

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

### **Nursery Applications**

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

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

### **Deferred Entry**

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

## Part-time Attendance

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

## Waiting lists

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

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
60	1 <sup>st</sup> preference: 63 2 <sup>nd</sup> preference: 63 3 <sup>rd</sup> preference: 41  Total: 167	Stated: 0 Criterion 1: 2 Criterion 2: 13 Criterion 3: 45  The last place was allocated to a pupil living 0.905 miles from the school.	60

# Orrell Holgate Primary School

Moor Road, Orrell, Wigan, WN5 8SJ

Head Teacher	Gail Worrall
Admission Limit 2018	30
Age Range	4-11
DFE number	2023
Telephone number	01942 776670
Website	<a href="http://www.holgate.wigan.sch.uk">www.holgate.wigan.sch.uk</a>

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## Oversubscription criteria

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

1. Looked after children and previously looked after children.

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

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

## Tie-breaker

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

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

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

## **Notes to the oversubscription criteria**

### **Child's home address**

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

### **Brothers and Sisters**

We will include:

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

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

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

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

### **Late applications**

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

### **Nursery Applications**

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

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

### **Deferred Entry**

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

## Part-time Attendance

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

## Waiting lists

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

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 25 2 <sup>nd</sup> preference: 35 3 <sup>rd</sup> preference: 31  Total: 91	All on time applicants who requested a place at the school were accommodated.	30

# Orrell Lamberhead Green Primary School

Kershaw Street, Orrell, Wigan, WN5 0AW

Head Teacher	Mrs J E Chambers
Admission Limit 2018	60
Age Range	4-11
DFE number	2064
Telephone number	01942 768760
Website	<a href="http://www.lamberheadgreen.wigan.sch.uk">www.lamberheadgreen.wigan.sch.uk</a>

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## Oversubscription criteria

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

1. Looked after children and previously looked after children.

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

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

## Tie-breaker

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

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

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

## **Notes to the oversubscription criteria**

### **Child's home address**

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

### **Brothers and Sisters**

We will include:

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

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

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

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

### **Late applications**

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

### **Nursery Applications**

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

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

### **Deferred Entry**

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

## Part-time Attendance

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

## Waiting lists

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

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
60	1 <sup>st</sup> preference: 66 2 <sup>nd</sup> preference: 37 3 <sup>rd</sup> preference: 30  Total: 133	Stated: 0 Criterion 1: 2 Criterion 2: 31 Criterion 3: 27  The last place was allocated to a pupil living 0.603 miles from the school.	61

# Platt Bridge Community Primary School

Rivington Avenue, Platt Bridge, Wigan, WN2 5NG

**Executive Head Teacher:** Ms S Darbyshire

**Admission Number 2018** 60  
**Age Range** 4-11  
**DFE number** 3436

**Telephone number** 01942 487999  
**Website** [www.plattbridge.wigan.sch.uk](http://www.plattbridge.wigan.sch.uk)

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## Oversubscription Criteria

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

1. Looked after children and previously looked after children.

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

2. Children whose older brothers or sisters attend the school and will still be there at the time of admission.
3. Other children living nearest to the school.

## Tie-breaker

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

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

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

## Brothers and sisters

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

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

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

### **Home Address**

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

### **Nursery Classes**

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

### **Late applications**

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

### **Waiting list policy**

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

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

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

### **Deferred Entry**

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

### **Part Time Attendance**

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
60	1 <sup>st</sup> preference: 59 2 <sup>nd</sup> preference: 14 3 <sup>rd</sup> preference: 18  Total: 91	All on time applicants who requested a place at the school were accommodated.	59

# St John's C of E Primary, Abram

Simpkin Street, Abram, Wigan, WN2 5QE

CEO:	Mrs S L Bruton
Principal:	Mr T Mooney
Admission Number 2018	45
Age Range	4-11
DFE number	3360
Telephone number	01942 703465
Website	<a href="http://www.abramsaintjohns.wigan.sch.uk">www.abramsaintjohns.wigan.sch.uk</a>

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

## Oversubscription Criteria

Parents/carers must complete the Local Authority application form along with the school's Supplementary Information Form. This will elicit information concerning the parents'/carers' reasons for choosing a Church School, and what connection they have with a Church.

However, if the demand exceeds the number of places available, priority is given to:

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

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

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

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

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

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

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

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

*Notes:*

1. *A regular worshipper is deemed as one who attends worship a minimum of once a month for at least twelve months prior to the closing date for applications (January-January). A completed clergy reference form or Abram St. John the Evangelist Church Attendance Card(s) is required as evidence of regular worship and must be sent with the completed supplementary information form.*
2. *Immediate family is classed as the parent/carer/grandparent.*
3. *Siblings refers to brother or sister, half brother or sister, foster brother or sister, step brother or sister, or the child of the parent/carer's partner who live at the same address.*
4. *If at any stage there is a tie for a place, the decision will be based on distance from school. This will be measured by a straight line distance from the home address to the main entrance using the Local Authority measuring system.  
The address we use for admission to school is that of the main carer who receives the Child Benefit.*

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

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

### **Late Applications**

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

### **Waiting Lists**

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

### **Deferred Entry**

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

### **Part-time Attendance**

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

**Appeal against Non-allocation:**

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

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

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
45	1 <sup>st</sup> preference: 30 2 <sup>nd</sup> preference: 14 3 <sup>rd</sup> preference: 9  Total: 53	All pupils who expressed a preference for the school were accommodated.	36

# St Mark's CE Primary School

Alexandra Street, Wigan, WN5 9DS

<b>Executive Head Teacher:</b>	Mrs R Coulthard
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3310
<b>Telephone number</b>	01942 748618
<b>Website</b>	<a href="http://www.saintmarks.wigan.sch.uk">www.saintmarks.wigan.sch.uk</a>

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## Oversubscription Criteria

This school is federated with Atherton St George's CE Primary.

Where the school receives more applications than there are places available the Governors will give priority to applications in the following order once places have first been allocated to those children who have a statement of special educational needs or education health and care plan which names St. Mark's CE Primary School.

1. 'Looked after children and previously looked after children'  
Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.'
2. Children of families (parent(s) and/or siblings) who are regular and frequent attenders of St Mark's Church. If necessary a reference will be required from the vicar or youth co-ordinator. (Regular and frequent meaning attending at least twice per calendar month either Sunday School sessions or Church services for a period of at least one year prior to application)
4. Whether a child has a brother or sister in school at the time of admission. (This will include stepbrothers and stepsisters who live at the same address.)
5. Children of families (parent(s) and/or siblings) who are regular and frequent attenders of other Christian churches that are within the Churches Together in England group. If necessary a reference will be required to support the application. (Regular and frequent meaning attending at least twice per calendar month either Sunday School sessions or Church services for a period of at least one year prior to application)
6. Proximity to the school premises as measured by the LA GIS system to the school main entrance. Proof of residence may be required e.g. child benefit book. The residence of the child in the case of dual homes will be determined as the address of the parent to whom the Child Benefit is payable.

Each of the above criteria will be considered in turn in descending order. All children who fulfil the criteria being considered will be offered places until the process would cause the number of offers to exceed the maximum number of places available.

*If at any of the stages 1 to 5 there is a case of over-subscription then the following tie-breaker will apply.*

***Proximity to the school premises as measured by the LA GIS system from the child's home address to the main entrance door of the school. Proof of residence may be required e.g. child benefit book.***

### **Child's home address**

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

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

### **Late applications**

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

### **Waiting List**

In accordance with the admissions code the school will maintain a waiting list until the end of the Autumn Term 2018.

The waiting list will list all unsuccessful applicants in order of meeting admission criteria. As and when places become available parents / carers will be contacted to inform them of the situation.

If more children fall into any one category than the number of places left, the Governors will offer places to the children who live nearest to the school. Distance will be measured in a straight line from the child's home address to a point at the school (specify), using Wigan Council's measuring system.

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

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

### **Deferred entry**

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

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

**Part-time attendance**

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 24 2 <sup>nd</sup> preference: 20 3 <sup>rd</sup> preference: 16  Total: 60	All on time applicants who requested a place at the school were accommodated.	30

# St Peter's CE Primary School

Kildare Street, Hindley, Wigan, WN2 3HY

CEO:	Mrs S L Bruton
Principal:	Mrs N Green
Admission Number 2018	45
Age Range	4-11
DFE number	3366
Telephone number	01942 258647
Website	<a href="http://www.hindleysaintpeters.wigan.sch.uk">www.hindleysaintpeters.wigan.sch.uk</a>

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

## Oversubscription Criteria

Parents/carers must complete the Local Authority application form along with the school's Supplementary Information Form. This will elicit information concerning the parents'/carers' reasons for choosing a Church School, and what connection they have with a Church.

However, if the demand exceeds the number of places available, priority is given to:

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

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

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

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

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

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

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

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

*Notes:*

1. *A regular worshipper is deemed as one who attends worship a minimum of once a month for at least twelve months prior to the closing date for applications (January-January). A completed clergy reference form or St. Peter's Church, Hindley, Attendance Card(s) is required as evidence of regular worship and must be sent with the completed supplementary information form.*
2. *Immediate family is classed as the parent/carer/grandparent.*
3. *Siblings refers to brother or sister, half brother or sister, foster brother or sister, step brother or sister, or the child of the parent/carer's partner who live at the same address.*
4. *If at any stage there is a tie for a place, the decision will be based on distance from school. This will be measured by a straight line distance from the home address to the main entrance using the Local Authority measuring system.  
The address we use for admission to school is that of the main carer who receives the Child Benefit.*

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

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

### **Late Applications**

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

### **Waiting Lists**

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

### **Deferred Entry**

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

### **Part-time Attendance**

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

**Appeal against Non-allocation:**

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

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

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
45	1 <sup>st</sup> preference: 38 2 <sup>nd</sup> preference: 23 3 <sup>rd</sup> preference: 19  Total: 80	All on time applicants who requested a place at the school were accommodated.	44

# St Wilfrid's Church of England Primary Academy

Rectory Lane, Standish, Wigan, WN6 0XB

<b>Executive Head Teacher:</b>	Mrs Janet Kneale
<b>Head Teacher:</b>	Mr Stuart Colothan
<b>Admission Number 2018</b>	75
<b>Age Range</b>	4-11
<b>DFE number</b>	3357
<b>Telephone number</b>	01257 423992
<b>Website</b>	<a href="http://www.saintwilfrids.wigan.sch.uk">www.saintwilfrids.wigan.sch.uk</a>

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## Oversubscription Criteria

Arrangements for admission have been agreed following consultation between the governing body, the Blackburn Diocesan Board of Education, Local Authorities and other admissions authorities in the area.

**The number of places available for admission to the Reception class in the year 2018 will be a maximum of 75.**

The governing body will not place any restrictions on admissions to the reception class unless the number of children for whom admission is sought exceeds their admission number. By law, no infant class may contain more than thirty children. The Governing Body operates a system of equal preferences under which they consider all preferences equally and the Local Authority notifies parents of the result. In the event that there are more applicants than places, after admitting all children with a statement of educational need/Educational, Health and Care Plan naming the school, the governing body will allocate places using the criteria below, which are listed in order of priority.

1. Children in Public Care  
This includes any "looked after child" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence 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. '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.
2. Children with special medical or social circumstances affecting the child where these needs can only be met at this school See note (i)
3. Children whose parents live within the ecclesiastical parish of Standish, St. Wilfrid's. See note (ii)
  - (a) Children who have a sibling attending the school on the date of the application and on the date of admission. See note (iv)
  - (b) Children with a parent/guardian worshiping in a church in full membership of churches together in England
  - (c) Other children.

4. Children whose parents live outside the parish
  - (a) Children who have a sibling attending the school on the date of the Application and on the date of admission. See note (iv)
  - (b) Children with a parent/guardian worshipping in a church in full membership of churches together in England
  - (c) Other children.
5. Proximity of home to school.

### **Tie Breaker**

Where there are more applications for the available places within a category, then the distance between the GIS address points for the school and the home measured in a straight line will be used as the final determining factor, nearer addresses having priority over more distant ones. This address point is a predetermined point generated from the Local Authority's GIS computer database, which is based on information from an Ordnance Survey to the front entrance of the school. If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too. Where the cut off point is for addresses within the same building, or within the same distance from the school, then the single measure between the address points will apply and the Local Authority's system of a random draw will determine which address(es) receive the offer(s).

### **NOTES:**

- i) Professional supporting evidence from e.g. a doctor, psychologist, social worker is essential if admission is to be made under the criterion for special medical or social circumstances, and such evidence must set out the particular reasons why the school in question is the most suitable school and the difficulties which would be caused if the child had to attend another school.
- ii) A map showing the boundaries is available in school.
- iii) The distance between the Ordnance Survey address points for the school and the home measured in a straight line will be used to determine which addresses are closest to the school.
- iv) Siblings include step, half, foster, adopted brothers and sisters living at the same address as part of the same family unit.
- v) Churches Together in England is taken as on the 1<sup>st</sup> September 2017. A list may be obtained from its website "Churches Together in England website at [cte.org.uk](http://cte.org.uk)". Churches in membership of the equivalent bodies to CTE in Northern Ireland, Scotland and Wales are equally accepted. Parental worshipping is normally taken to mean a minimum of monthly attendance at church at public worship for at least the year leading up to the 1<sup>st</sup> September, 2017.

The governors will request confirmation of this from the relevant members of the clergy or church officer. Where a family has changed churches, then information about all of them will be required.

## **Late applications for admission**

Applications received after the closing date would be considered late and would be considered after all the others, and placed on a waiting list in accordance with the criteria.

## **Waiting List**

Where we have more applications than places, the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the admissions criteria. Since the date of the application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number, the child whose names are at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted.

The waiting list will operate until the end of the Autumn term 2018 for those applying for a place for the 2018 intake.

## **Deferred entry**

If your child is due to start school during the next academic year, it is important that you apply for a place for September. If your child's fifth birthday is between the months of September and December, then, if you wish it, admission may be deferred until January; if it is between January and April, then admission may be deferred until the start of the summer term though it is likely to be in your child's interest to start no later than January. You may also request that your child attend school part time until he/she reaches his/her fifth birthday.

## **Part-time attendance**

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

## **Nursery Classes**

The admission criteria for schools are different than those for nurseries. Attendance at the nursery does not guarantee admission to the school. Parents must submit an application for a place in reception class by the closing date.

## **Address of pupil**

The address used on the school's admission form must be the current one at the time of the application, i.e. the family's main residence. If the address changes subsequently, the parents should notify the school. Where the parents live at different addresses, and there is shared parenting, the address used will normally be the one where the child wakes up for the majority of Monday to Friday mornings. If there is any doubt about this, then the address of the Child Benefit recipient will be used. Parents may be asked to show evidence of the claim that is being made for the address, e.g. identity cards of various sorts showing the child's address as the one claimed. Where there is dispute about the

correct address to use, the governors reserve the right to make enquiries of any relevant third parties e.g. the child's GP, Council Tax Office, Electoral Registration Officer, utilities provider. For children of UK Service personnel and other Crown Servants returning to the area proof of the posting is all that is required.

### **Non-routine admissions**

It sometimes happens that a child needs to change school other than at the "normal" time; such admissions are known as non-routine admissions. Parents wishing their child to attend this school should arrange to visit the school. They should then approach the home Local Authority who will co-ordinate the admission arrangements. If there is a place in the appropriate class, then the governors will arrange for the admission to take place. If there is no such place, then the Local Authority will advise on how to appeal. Appeals for children moving into the area will not be considered until there is evidence of a permanent address, e.g. exchange of contracts or tenancy agreement with rent book.

Please note that you cannot re-appeal for a place at a school within the same school year unless there has been relevant, significant and material change in the family circumstances.

### **Appeals**

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

If your child was refused a place in Reception or Key Station 1 because of Government limits on Infant class sizes, the grounds on which your appeal could be successful are limited. You would have to show that the decision was one which in the circumstances no reasonable governing body would have made, that the admission arrangements are illegal or that your child would have been offered a place if the governors' admissions arrangements had been properly implemented. Please note that this right of appeal against the governors' decision does not prevent you from making an appeal in respect of any other school.

### **Fraudulent applications**

Where the governing body discovers that a child has been awarded a place as the result of an intentionally misleading application from a parent (for example a false claim to residence in the catchment's area or of involvement in a place of worship) which effectively denies a place to a child with a stronger claim, then the governing body is required to withdraw the offer of the place. The application will be considered afresh and a right of appeal offered if a place is refused.

### **Deferred admission**

If your child is due to start school during the next academic year, it is important that you apply for a place for September. If your child's fifth birthday is between the months of

September and December, then, if you wish it, admission may be deferred until January; if it is between January and April, then admission may be deferred until the start of the summer term though it is likely to be in your child's interest to start no later than January.

### Twins.etc

Where there are twins, etc wanting admission and there is only a single place left within the admission number, then the governing body will exercise as much flexibility as possible within the requirements of infant class sizes. In exceptional circumstances cases we are now able to offer places for both twins and all triplets, even when this means breaching infant class size limits. This may also apply to siblings who are in the same year group.

### Admission to Nursery

Application forms will be sent out by the school to all parents who have registered an interest to them in their child attending Nursery. The forms will be sent out in the Autumn term preceding admission.

**The number of places available for admission to the Nursery class in the year 2018 will be a maximum of 60.**

A range of options are available for attendance with the option to purchase additional sessions if required.

Places will be allocated in accordance with the admission criteria for school.

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
75	1 <sup>st</sup> preference: 66 2 <sup>nd</sup> preference: 24 3 <sup>rd</sup> preference: 19  Total: 109	All on time applications who requested a place at the school were accommodated.	75

# Tyldesley Primary School

Ennerdale Road, Astley, Tyldesley, M29 7PY

<b>Executive Head Teacher:</b>	Mrs S Lawrenson
<b>Associate Head Teacher:</b>	Ms J Shorrocks
<b>Admission Number 2018</b>	60
<b>Age Range</b>	4-11
<b>DFE number</b>	2036
<b>Telephone number</b>	01942 882870
<b>Website</b>	<a href="http://www.tyldesley.wigan.sch.uk">www.tyldesley.wigan.sch.uk</a>

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## Oversubscription Criteria

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

1. Looked after children and previously looked after children.

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

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

3. Other children living nearest to the school.

## Tie-breaker

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

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

Occasionally the distance from home to school is the same for more than one child. For example, if more than one child lives in the same block of flats. In these cases, a system to randomly pick who will be offered a place will be used. The governing body

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

## **Notes:**

### **Admission number**

The admission number for admissions to reception class in 2015 and 2016 is 60. The admission number for all other year groups remains at 45. The new admission number will gradually filter up the school. All year groups will have an admission number of 60 by 2021/2022

### **Brothers and sisters**

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

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

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

### **Home Address**

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

### **Nursery Classes**

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

### **Late applications**

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

### **Waiting list policy**

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

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

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

### Deferred Entry

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

### Part Time Attendance

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
60	1 <sup>st</sup> preference: 67 2 <sup>nd</sup> preference: 57 3 <sup>rd</sup> preference: 26  Total: 150	Stated: 0 Criterion 1: 2 Criterion 2: 21 Criterion 3: 37  The last place was allocated to a pupil living 0.463 miles from the school.	60

# Voluntary Aided Church of England Primary Schools

## Aspull Church Primary School

Bolton Road, Aspull, Wigan, WN2 1QW

**Head Teacher:** Mrs J Clarke

<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3426

<b>Telephone number</b>	01942 746679
<b>Website</b>	<a href="http://www.aspullchurch.wigan.sch.uk">www.aspullchurch.wigan.sch.uk</a>

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### Oversubscription Criteria

Our admission number is 30. If we receive more applications than places available, the following admission criteria will be applied once places have first been allocated to pupils who have a statement of special educational needs or education health and care plan which names the school:

1. Looked after children and previously looked after children (see note A).
2. Children with proven special educational, medical or social needs (see note B).
3. Children with siblings who attend Aspull Church Primary School at the time of admission (see note C).
4. Children who, with their immediate family regularly attend St Elizabeth's Church, Aspull or Aspull Methodist Church (see note D).
5. Children who with their immediate family regularly attend other Christian churches (see notes D & E).
6. Children living closest to the school.

### Notes:

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

B. Our supplementary 'Social & Medical Need' form together with a supporting letter from a Professional e.g. Doctor, Social Worker with knowledge of the family and the needs of the child must accompany the completed application form. The letter should explain why admission to the school is necessary for the child's well-being and the difficulties which would be caused if the child had to attend another school.

C. Siblings' includes step, half, foster and adopted who live at the same address as part of the same family unit

D. 'Regular Church Attendance' is normally taken to mean a minimum of monthly attendance at Church for a period of 12 months by an immediate adult member (to include: parent, grandparent, primary carer) and the child prior to the closing date for applications. The Governors will request confirmation of this from the relevant member of clergy on our supplementary 'Church Reference' form

E. The Governing Body defines 'Christian Church' as being any Church in membership of, or sharing the statement of belief of, 'Churches Together in England'

### **Child's Home Address**

The address used on the admission form must be the current one at the time of application i.e. the family's main residence. If the address changes, parents must notify school.

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

### **Deferred Entry**

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

### **Part-time Attendance**

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

### **Tie Breaker**

When we use the admission criteria, more children might fall into a particular category than the number of places left. If this happens we use the tie breaker to decide who is given a place.

Places will be given to the children who live nearest to the school. We measure this distance:

- From the child's home address in a straight line to the centre point of the school site as determined by the Local Authority
  - Using the GIS system which is based on Ordnance Survey maps
- In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another

child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.

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

### **Waiting lists**

Where we have more applications than places, the admission criteria will be used. Places may become available at school after the offer date. To decide which children have these places, we will:

- late applicants will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time.
- keep the list in priority order, decided by the Admissions criteria
- offer places that become available to the next child on the waiting list
- keep the waiting list until the end of the Autumn term

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

### **Making an Application**

Application forms are sent out in the Autumn term, and parents are invited to look round school prior to indicating whether Aspull Church Primary School is their choice.

Parents must complete the Local Authority application form, stating three preferences. If you wish to be considered against the faith criteria you must also complete the Church Reference Form, which is available on the Local Authority Website or from the school office.

Offers of places will be in writing. For those families that have been unsuccessful, the Admissions Section of the LA will send letters and details of what to do next.

Once admissions are confirmed, we welcome each child and his or her family by invitation to our arranged Inspire sessions.

### **Late Applications**

Late applications (those received after the closing date) will only be considered after those received by the closing date. They will be placed on the waiting list in order according to the criteria. The only exception to this is applications for looked after children that are received by the 15<sup>th</sup> February will be included with on time applications.

### **Non-routine or In-year Admission**

Parent wishing their child to attend this school mid year, should contact the Local Authority to determine whether a place is available. If a place is available, the Local Authority will notify the school of the child's details. Parents will then be contacted by school to discuss the reason for requesting a place. If appropriate, a place will be offered to the child. If a place is not available, parents have the right of appeal.

Parents cannot re -appeal for a place at school within the same school year unless there has been relevant, significant and material change in the family circumstances.

### Appeals

Where the Governors are unable to offer a place because the school is over subscribed, parents have the right to appeal to the Local Authority. Parents should notify the Local Authority as soon as possible of their intention to appeal. Parents will have the opportunity to submit their case to the panel in writing and also attend the appeal to present their case. You will normally receive 10 days notice of the place and time of the hearing.

Please note that this right of appeal against the Governors decision does not prevent you from making an appeal in respect of any other school.

### Fraudulent Applications

Where the Governing Body discovers that a child has been awarded a place as the result of an intentionally misleading application from a parent which effectively denies a place to a child with a stronger claim, the Governing Body will withdraw the offer of the place. The application will be considered afresh and a right of appeal offered if a place is refused.

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 35 2 <sup>nd</sup> preference: 28 3 <sup>rd</sup> preference: 5  Total: 68	Criterion 1 to 5:14 Criterion 6: 16  The last place was allocated to a pupil living 1.060 miles from the school.	30

# Bickershaw CE Primary School

Bickershaw Lane, Bickershaw, Wigan, WN2 4AE

<b>Head Teacher:</b>	Miss A Taberner
<b>Admission Number 2018</b>	22
<b>Age Range</b>	4-11
<b>DFE number</b>	3361
<b>Telephone number</b>	01942 866317
<b>Website</b>	<a href="http://www.bickershaw.wigan.sch.uk">www.bickershaw.wigan.sch.uk</a>

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## Oversubscription Criteria

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

1. Looked after children and previously looked after children<sup>+</sup>.
2. Children whose parents<sup>\*</sup> are involved in the work and worship of Bickershaw Parish Church and attend on a regular basis confirmed by a reference from the Vicar/Minister<sup>(a)</sup>.
3. Children who have a brother or sister<sup>\*\*</sup> attending Bickershaw C.E. Primary School, on entry.
4. Children whose parents are involved in the work and worship of another Anglican Church and attend on a regular basis confirmed by a reference from the Vicar/Minister<sup>(a)</sup>.
5. Children whose parents are involved in the work and worship of another Christian Church and attend on a regular basis confirmed by a reference from the Vicar/Minister<sup>(a)</sup> and <sup>(b)</sup>.
6. Distance from home to school. Children living nearest to the school, measured in a straight line from the child's home address to the main office entrance of the school, will be given priority.

## Notes

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

\*Parent is defined as a person with parental responsibility.

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

<sup>(a)</sup> Parental involvement is taken to mean a minimum of monthly attendance for 12 months confirmed by a letter from the Vicar/Minister.

<sup>(b)</sup> The Governing Body defines 'Christian Church' as being any church in membership of, or sharing the statement of belief of 'Churches together in England'

### **Tie-breaker**

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

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

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

### **Child's home address**

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

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

### **Deferred entry**

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

### **Part-time attendance**

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

### **Late applications**

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

## Waiting lists

A 'waiting list' will be established for unsuccessful applicants.

Places may become available at a school after the offer date on 16<sup>th</sup> April 2018. To decide which children have these places we will:

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

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

## Notes

The length of time that a child's name has been registered at the school is not one of the criteria.

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
22	1 <sup>st</sup> preference: 15 2 <sup>nd</sup> preference: 12 3 <sup>rd</sup> preference: 6  Total: 33	All on time applicants who requested a place at the school were accommodated.	20

# Castle Hill St Philip's CE Primary School

Hereford Road, Hindley, Wigan, WN2 4DH

Head Teacher: Mrs W Hilton

Admission Number 2018	30
Age Range	4-11
DFE number	3363

Telephone number	01942 255578
Website	<a href="http://www.castlehill.wigan.sch.uk">www.castlehill.wigan.sch.uk</a>

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## Oversubscription Criteria

1. Looked after children and previously looked after children in the care of practising Christians within the Church of England i.e. who attend a church 12 or more times during the year up to the time of application.
2. Other looked after children and previously looked after children.
3. Children who will have brothers or sisters attending the school at the time of admission. A brother or sister is any child living at the same address.
4. Children of parents who regularly attend All Saints' Church – i.e. 12 or more times during the year up to the time of application.
5. Children of parents who regularly attend another Christian church which is a member of Churches Together in England who live in the Parish – i.e. 12 or more times during the year up to the time of application.
6. Children of parents who express a preference for a place at the school.

**Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a 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.'**

### **Tie breaker:**

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

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

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

**Church attendance will be verified by the local minister.**

Evidence of regular attendance at your place of worship must be presented in writing from the Minister or leader of the place concerned and must be sent together with the completed application form.

**Late applications**

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

**Waiting List**

Places may become available after the Local Authority Co-ordinated offer date but before pupils are admitted to the school in the autumn term.

We will:

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

**Important information about the waiting list:**

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

**Deferred Entry**

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

**Part-time attendance**

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

### **Child's Home Address**

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

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 29 2 <sup>nd</sup> preference: 20 3 <sup>rd</sup> preference: 17  Total: 66	All on time applicants who requested a place at the school were accommodated.	30

# Christ Church CE Primary School

West Bridgewater Street, Pennington, Leigh, WN7 4HB

Head Teacher:	Mrs J Rigby
Admission Number 2018	30
Age Range	4-11
DFE number	3419
Telephone number	01942 673667
Website	<a href="http://www.christchurchprimaryschool.co.uk">www.christchurchprimaryschool.co.uk</a>

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## Oversubscription Criteria

The school will admit all pupils with a Statement of Special Educational Needs (or and Education, Health and Care Plan (EHCP) where the school is named in the Statement or EHCP.

When the number of applications received is greater than the number of remaining places available (after the admission of any children with a Statement or EHCP naming the school), the decision on which children will be admitted will be based on the following oversubscription criteria which will be applied in the order of priority set out below:

1. Looked after children and previously looked after children.  
*(A "looked after child" is a child who is a) in the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). \**
2. Children who will have a brother or sister\*\* attending the school at the time of admission.
3. Children of families (i.e. parents, grandparents & other family members) who are active worshipping members of Christ Church Pennington.\*\*\*
4. Children of families (as above) who are active worshipping members of another Christian Church\*\*\*\* and who live within the ecclesiastical parish of Christ Church Pennington.
5. Children who have a particular medical or social need which, when proven, are supported by evidence that indicates that their needs can only be met at this school.  
*(see further information at \*\*\*\*\*below)*
6. Other children who live within the parish -  
<http://www.achurchnearyou.com/parishfinder.php?wn7+4hb>
7. Children of families (i.e. parents, grandparents & other family members) who are active worshipping members of another Christian Church \*\*\*\* and who do not live within the parish boundaries.

## 8. Other children who do not live within the parish boundaries.

Each of the above criteria will be considered in turn in descending order. All children who fulfil the criteria being considered will be offered places until the process would cause the number of offers to exceed the numbers of places available.

Where there are more applicants for the available places within a category then distance to the child's home from the main door of the school in a straight line, using Wigan Council's measuring system, will be used as the determining factor, nearer addresses having priority over more distant ones. The home of the child is considered as being that of the main carer i.e. the address used to claim child benefit.

Random allocation will be used to decide who has the highest priority for admission if the distance between two (or more) children's homes and the school is the same. The process will be independently verified.

### Notes

\* Applications for previously looked after children must be supported with appropriate evidence ie a copy of the adoption order, residence order or special guardianship order

\*\* Brother or sister includes half, step, foster and adopted brothers and sisters living at the same address and full brother or sister living apart. Also children of blended families residing at the same address

\*\*\*Active for this purpose is defined as 'attends a church service at least once a month, for a minimum of one year' Contact with a clergy member of the relevant church will be made to support the application.

\*\*\*\* Christian Church is defined as one which believes in 'The Trinity'

\*\*\*\*\*A letter from a doctor, social worker, clergy member or other professional with full knowledge of the family and the particular needs of the child will be required in support of application for these places, and must accompany the application form. The letter should explain why admission to the school is necessary for the child's medical or social well-being and why the needs cannot be met at another school. Cases will be considered on merit and in strict confidence.

Please note:-

- Baptism is not a criterion for admission.
- The length of time a child's name has been registered at the school is not one of the criteria.
- In the event of your child being refused a place, parent(s) /guardians have the right of appeal. In the first instance they should write to the Clerk to the Governors of Christ Church C.E. Primary School, setting out their grounds for appeal.

Parents seeking admission under criteria 2, 3, 4 and 7 **must** complete the school's own supplementary information form which will provide the governors with any supplementary information relevant to the admissions criteria.

If the school is oversubscribed, failure to complete the supplementary form may result in your application for a place in this school being considered against lower priority criteria as the Governing Body will have no information on which to assess the application.

Late applications will only be considered after all the applications received on time, should any places remain. The only exception to this is applications for looked after children that are received by 15<sup>th</sup> February will be included with on time applications.

### **Waiting List**

In the event of oversubscription we will operate a waiting list until the end of the Autumn term. The list will be kept in priority order in line with the admission criteria for the school. Any places which become available will be offered to the next child on the list. We cannot take into account the length of time a child's name has been on the list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority on the admissions criteria.

### **Deferred Entry/Part time attendance**

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

### **Twins**

Where twins, triplets etc. or other children born within the same school year might be split when allocations take place and the sibling is the 30<sup>th</sup> child, the governors may admit over the infant class requirement if it is possible to do so.

### **In Year admissions**

Children may be admitted part way through the year subject to the same criteria. In-year admissions are co-ordinated by Wigan LA.

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 27 2 <sup>nd</sup> preference: 16 3 <sup>rd</sup> preference: 25  Total: 68	All on time applicants who requested a place at the school were accommodated.	30

# Golborne St Thomas' CE Primary School

Church Street, Golborne, Warrington, WA3 3TH

**Head Teacher:** Mrs J Woods

**Admission Number 2018** 30

**Age Range** 4-11

**DFE number** 3379

**Telephone number** 01942 728153

**Website** [www.golbornesaintthomas.wigan.sch.uk](http://www.golbornesaintthomas.wigan.sch.uk)

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## Oversubscription Criteria

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

1. Looked after children and previously looked after children.

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

2. Children who are baptised and whose parents/carers are involved in the life and worship of St. Thomas' Church, Golborne and attend at least once a month for the twelve months prior to the closing date for applications. A letter from the appropriate clergy must accompany the application.
3. Brothers or sisters of children who will be attending the school at the time of admission. Brother or sister includes full, half, foster and adopted brothers or sisters living at the same address as part of the same family unit and full brothers and sisters living apart.
4. Children whose parents/carers are involved in the life and worship of another Christian church which is a member of Churches Together in England. A letter of support will be required from the church.
5. Children who have been baptised or dedicated.
6. Children with proven Special Educational Needs, medical or social needs who would benefit from a place at St. Thomas'. A supporting letter from a doctor, Social Services, member of the clergy or another profession with knowledge of the family and the needs of the child must accompany the completed application form. The letter should explain why admission to St. Thomas' is necessary for the child's well-being.
7. Children living closest to the school.

### **Tie-breaker**

Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home to the main entrance to the junior block (double doors from the playground) using the Local Authority Geographical Information System (GIS), which is based on ordnance survey.

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

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

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

### **Late applications**

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

### **Waiting List**

If there are more applications than places, the admissions criteria will be used. A child who is not admitted will have his/her name placed on a waiting list. The names on the waiting list will be in order according to the admissions criteria. As the date of the application cannot be a criterion for the order of names on the waiting list, late applications will be slotted into the order according to the extent to which they meet the criteria. As a result, it is possible that a child who moves into the area later will have a higher priority than one who has been on the waiting list. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted.

The waiting list will operate until the end of the autumn term.

*Please note that a child with a statement of Special Educational Needs which names St. Thomas' as the required school for admission will be given priority before the admission criteria are applied.*

### **Child's Home Address**

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

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

### Deferred Entry

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

### Part-time Attendance

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 29 2 <sup>nd</sup> preference: 25 3 <sup>rd</sup> preference: 14  Total: 68	All on time applicants who requested a place at the school were accommodated.	30

# Highfield St Matthew's CE Primary School

Billinge Road, Highfield, Wigan, WN3 6BL

Head Teacher: Ms J Hargreaves

Admission Number 2018      60  
Age Range                      4-11  
DFE number                      3306

Telephone number              01942 747818  
Website                          [www.highfieldsaintmatthews.wigan.sch.uk](http://www.highfieldsaintmatthews.wigan.sch.uk)

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## Oversubscription Criteria

Parents who make an application to Highfield St. Matthew's C.E. Primary School should also complete the Supplementary Information Form, available from School, as detailed in the booklet for parents 'Admissions to Primary Schools 2018-2019'. Parents who apply on-line should complete the Supplementary Information Form and return it to Highfield St. Matthew's C.E. Primary School.

**When 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. **[See note 1]**
2. Children and/or parents who regularly attend St. Matthew's Church, Highfield or St. Matthew's Sunday School. **[See note 2]**
3. Children who have a brother or sister attending the school, who will still be there at the time of admission. **[See note 3]**
4. Children and/or parents who regularly attend a Christian Church or Sunday School other than St. Matthew's Church, Highfield. **[See note 2]**
5. Children who have particular medical or social circumstances which, when proven, indicate that they should attend this, their nearest school. **[See note 4]**
6. Children living closest to school. **[See note 5]**

## Notes

- 1 *Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with an appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.*
- 2 *Regularly for this purpose is defined as "attends a Church service or Sunday School at least once per month, for the previous six months", at the time of application.*
- 3 *Brother or sister includes step, half, foster and adopted brothers and sisters living at the same address and full brother or sister living apart.*
- 4 *If the application is for a child who has particular medical or social circumstances then the application for admission must be accompanied by a supporting letter from a doctor, social worker, member of the clergy or other professional with knowledge of*

*the family and the needs of the child. The letter should explain why admission to the school is necessary for the child's well-being.*

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

### **Information**

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

### **Waiting List**

School will maintain a waiting list until the end of the Autumn Term 2018, for those children applying for school places in the 2018 intake. Children will be ranked in accordance with the admission criteria. The ranking will not be based on the date of application. School should be advised of any change in circumstances which may affect your child's ranking on the waiting list. Proof will be required.

### **Deferred entry**

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

### **Part-time attendance**

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

### **Nursery Classes**

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

### **Tie-breaker**

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

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

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

### Child's home address

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
60	1 <sup>st</sup> preference: 68 2 <sup>nd</sup> preference: 33 3 <sup>rd</sup> preference: 37  Total: 138	Criterion 1 to 2: 42 Criterion 3: 18  The last place was allocated to a pupil living 1.064 miles from the school.	60

# Hindley All Saints' CE Primary School

Chapel Fields Lane, Hindley, Wigan, WN2 3QS

Head Teacher: Mr K Ward

Admission Number 2018	30
Age Range	4-11
DFE number	3362

Telephone number	01942 255577
Website	<a href="http://www.hindleyallsaints.co.uk">www.hindleyallsaints.co.uk</a>

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## Oversubscription Criteria

1. Looked after children.
2. Children who have a brother or sister attending the school at the time of admission. A brother or sister is any child living at the same address.
3. Baptized children, of a church which is a member of Churches Together in Britain and Ireland, whose parents wish them to attend a church school.
4. Children living closest to school measured in a straight line as determined by the Local Authority.

\*\*\*Please remember, if you want to submit supporting evidence including birth certificates, baptism and christening certificates, when requesting a school place it is parents responsibility to ensure school receives a copy, even if an application has been made 'on line'.\*\*\*

### Looked after children

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

Children with a Statement of Special Educational Needs or Education Health and Care Plan which names the school will be admitted first before applying the oversubscription criteria

### Baptism

Baptism certificates will need to be seen by school.

### Tie-breaker

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

In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would

breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.

### **Childs Home address.**

You must give the child's correct current home address. This is where the child and parent, or carer with parental responsibility, normally live. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. This is usually the address of the parent or carer who gets child benefit for the child.

### **Late Applications**

Late applications [those received after the closing date] will only be considered after those received by the closing date.

### **Waiting list**

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

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

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

### **Deferred entry**

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

### **Part-time attendance**

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

### **Nursery Classes**

The admission criteria for school is different than those for nursery. Attendance at the nursery does not guarantee admission to the school. Parents must submit an application for a place in Reception class by the closing date.

### **Twins etc**

Where there are twins, triplets wanting admissions and there is only a single place left within the admission number, then the governing body will exercise as much flexibility as possible with the requirements of infant class sizes. In exceptional circumstances we are now able to offer places for both twins and all triplets, even when this means breaching infant class size limits. This may also apply to siblings in the same year group.

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 32 2 <sup>nd</sup> preference: 24 3 <sup>rd</sup> preference: 12  Total: 68	Criterion 1 to 5: 19 Criterion 6: 11  The last place was allocated to a pupil living 1.065 miles from the school.	30

# Ince CE Primary School

Charles Street, Off Pickup Street, Ince, Wigan, WN2 2AL

Head Teacher: Miss J A Hyde

Admission Number 2018 60  
Age Range 4-11  
DFE number 3367

Telephone number 01942 704129  
Website [www.incece.co.uk](http://www.incece.co.uk)

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## Oversubscription Criteria

The Governing Body operates a system of equal preferences under which they consider all preferences equally and the Local Authority allocates places according to its policy. In the event that there are more applicants than places, the governing body will allocate places using the following criteria, which are listed in order of priority:

1. Children looked after by the Local Authority (in care) – see note (i)
2. Children with special medical or social circumstances affecting the child where these needs can only be met at this school – see note (ii)
3. Regular attendance by child and parents at Christ Church, Ince for up to 12 months until the closing date of applications (1 time per month on average).
4. Regular attendance by child and parents at another Church affiliated to 'Church's Together' in Britain for up to 12 months until the closing date of applications (1 time per month on average).
5. Children who have brothers/sisters already attending Ince CE Primary School – see note (iii)
6. Resident in the Parish of Christ Church, Ince.
7. Parents who express a preference for a place at the school.

## Notes

- (i) This includes any 'looked after child' and any child who was previously looked after, but ceased to be so because they were adopted (or became subject to a residence 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.
- (ii) If the application is for a child who has special medical or social circumstances then the application for admission MUST be accompanied by a supporting letter from a doctor, social worker, member of the clergy or other professional with knowledge of the family and the needs of the child. The letter should explain why admission to the school is necessary for the child's well-being.

(iii) Siblings include :-

- half-brothers and half sisters
- step-brothers and step-sisters
- foster brothers and foster sisters

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

**Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to the main entrance of school where the school office is located using the Local Authority GIS system which is based on Ordnance Survey.**

- a. You must give the child's correct permanent home address. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live. If you are separated and your child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.
- b. In cases where there are two or more children with the same distance measurement (for example if more than one child lives in a block of flats), where to admit another child would breach the infant class size regulations, a system will be used to randomly pick who will be offered a place. Please contact the school if you would like more information about this.
- c. Where there are twins, triplets wanting admissions and there is only a single place left within the admission number, then the governing body will exercise as much flexibility as possible with the requirements of infant class sizes. In exceptional circumstances we are now able to offer places for both twins and all triplets, even when this means breaching infant class size limit. This may also apply to siblings who are in the same year group.
- d. School will maintain a waiting list until the end of the Autumn Term 2018 for those children applying for school places for the 2018 intake. Children will be ranked on this waiting list in the same order as the admission criteria above and not based on the date of application.
- e. Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15<sup>th</sup> February 2018, these will be included with on time applications.
- f. Parents can request that their child attends part time until the child reaches compulsory school age.
- g. Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

- h. Parents need to be aware that their child's attendance at nursery class does not guarantee admission to the school for primary education and that a separate application must be made for transfer from nursery to primary school.

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
60	1 <sup>st</sup> preference: 48 2 <sup>nd</sup> preference: 22 3 <sup>rd</sup> preference: 10  Total: 80	All on time applicants who requested a place at the school were accommodated.	57

# Leigh St Mary's Church of England Primary

Walmesley Road, Leigh, WN7 1YE

<b>Head Teacher:</b>	Mrs D Catchatoor
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-8
<b>DFE number</b>	3424
<b>Telephone number</b>	01942 673889
<b>Website</b>	<a href="http://www.leighstmarys.co.uk">www.leighstmarys.co.uk</a>

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## Oversubscription Criteria

The Governors will admit all children having an Education Health and Care Plan or Statement of special education needs in which school is named. In the event of oversubscription for the remaining places the following criteria will be applied in order:

1. Looked after children and previously looked after children.  
A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of the their social services functions at the time of making an application to a school.

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

2. Children with brothers/sisters attending Leigh St Mary's Church of England Primary School at the time of admission.
3. Children whose parent(s)/legal guardian(s) regularly attend the Parish Church of St Mary the Virgin, Leigh at least once a month for a minimum of six months up to the time of application. (The confirmation statement on the supplementary information form must be signed by the appropriate clergy or a confirmation letter attached).
4. Children whose parent(s)/legal guardian(s) regularly attend, at least once a month and for a minimum of six months up to the time of application, a Christian church which is a member of the Churches Together in Britain and Ireland (see CTBI website for details [www.ctbi.org.uk](http://www.ctbi.org.uk)) . (The confirmation statement on the supplementary information form must be signed by the appropriate clergy or a confirmation letter attached)
5. Children who have been baptised at the Parish Church of St Mary the Virgin, Leigh. (A copy of the baptismal Certificate will be required).

6. Children who have been baptised or dedicated into Christian Church which is a member of the Churches Together in Britain and Ireland. (Supporting evidence from the relevant clergy will be required).
7. All other children.

**Tie-breaker:**

If more children fall into a particular category than the number of places left, the Governors will allocate places to the children who live nearest to the school measured in a straight line from the child's home address to the centre of the school using the Local Authority's measuring service based on ordnance survey.

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

**Twins**

Where there are children of multiple births wishing to be admitted and the sibling is the 30<sup>th</sup> child, the governors may admit over the infant class requirement if it is possible to do so.

**Evidence**

Applications falling within the criteria 3 and 4 will be required to have the Confirmation Statement on the Supplementary Information Form completed and signed by their minister to support the criterion. Applications falling within the criteria 5 and 6 will be required to supply supporting documents.

**Brothers and sisters**

Reference to brother/sister includes birth, step, foster, half and adopted siblings who live at the same address as part of the same family unit.

**Residence**

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

**Waiting Lists**

Places may become available in school after the offer date. To decide which children have these places we will:

- Put all children who were refused a place on the waiting list for school
- Keep the list in priority order, decided by school's oversubscription criteria
- Offer places that become available to the next child on the waiting list
- Keep the waiting list until 31 December 2017.

Important information about the waiting list:

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

### Appeals

If a child is refused a place then an appeal may be lodged with the Clerk to the Governors. The appeal should be lodged within 15 days of the date of the letter informing the parents/guardians that their application was unsuccessful.

### Deferred entry

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

### Part-time attendance

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 39 2 <sup>nd</sup> preference: 40 3 <sup>rd</sup> preference: 26  Total: 105	Criterion 1 to 6: 25 Criterion 7: 5  The last place was allocated to a pupil living 0.164 miles from the school	30

# Leigh St Peter's CE Primary School

Leigh Street, Leigh, WN7 4TP

<b>Head Teacher:</b>	Mrs W Cathie
<b>Admission Number 2018</b>	60
<b>Age Range</b>	4-11
<b>DFE number</b>	3438
<b>Telephone number</b>	01942 671442
<b>Website</b>	<a href="http://www.leighsaintpeters.wigan.sch.uk">www.leighsaintpeters.wigan.sch.uk</a>

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## Oversubscription Criteria

The Governors will admit all children having a statement of special educational needs in which the school is named. In the event of oversubscription for the remaining places in Reception will be allocated by use of the following criteria, which will be applied in the order of priority in the order that follows.

1. Looked after children and previously looked after children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.
2. Children who will have an older brother or sister attending the school at the time of their admission. (see note C)
3. Baptised children whose parent(s)/guardian(s) are in regular attendance at St Peter's Church or any fresh expression of St Peter's Church. (see note A)
4. Baptised or dedicated children whose parent(s)/guardian(s) are in regular attendance at a church or any fresh expression of a Christian church.
5. Any other children (by proximity).

### Notes:

- a) Regular attendance is taken to mean a minimum of once a month attendance at church at public worship or a fresh expression eg Messy Church, Cafe Church etc for at least the year prior to 1<sup>st</sup> September in the year before admission to the school. Evidence of infant baptism or dedication of the child and of regular attendance of parent(s)/guardian(s) must be provided by a member of the clergy or other designated church officer on the Supplementary Information Form available from school.
- b) Geographical Proximity:  
If more children fall into any one category than the number of places left, the Governors will offer places to the children who live nearest to the school. Distance

will be measured in a straight line from the child's home address to the front gate on Leigh Street, using Wigan Council's measuring system.

**Tie Breaker:**

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

**Twins:** Where there are children of multiple births wishing to be admitted and the sibling is the 30<sup>th</sup> child, the governors may admit over the infant class requirement if it is possible to do so.

**Child's home address:**

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

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

- c) 'Brother' or 'sister' includes half-brothers & half-sisters, step brothers & step sisters and foster brothers & foster sisters who live at the same address as part of the same family.
- d) **Late applications** Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.
- e) **Waiting List** Where we have more applications than places, the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the admissions criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admissions number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted. The waiting list will operate until the end of the autumn term only.

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
60	1 <sup>st</sup> preference: 32 2 <sup>nd</sup> preference: 6 3 <sup>rd</sup> preference: 6  Total: 44	All on time applicants who requested a place at the school were accommodated.	39

# Lowton St Mary's CE Primary School

Newton Road, Lowton, Warrington, WA3 1EW

Head Teacher:	Mr D Sherriff
Admission Number 2018	30
Age Range	4-11
DFE number	3378
Telephone number	01942 769710
Website	<a href="http://www.lowtonsaintmarys.wigan.sch.uk">www.lowtonsaintmarys.wigan.sch.uk</a>

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## Oversubscription Criteria

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

1. Looked after children and previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with the appropriate evidence. I.e. a copy of the adoption order, residence order or special guardianship order.
2. Children who have a brother or sister\*\* attending the school who will still be there at the time of admission
3. Children who, with their parent or carer, regularly\* attend St Mary's Church, Lowton, in all its forms, including Messy Church
4. Children who, with their parent or carer, regularly\* attend churches which are in communion with the Church of England.
5. Other children who have been baptised into the Church of England or other Churches in Communion with the Church of England
6. Children living closest to the School, as measured from the child's permanent home address in a straight line to the pedestrian gate entrance to the School on Newton Road using the Local Authority's GIS based on the Ordnance Survey.

## Explanatory Notes:

\* 'regularly' means once per month, over at least a six month period.

\*\*'Brother' and 'sister' includes:

- a. Full brothers and sisters;
- b. Half-brothers and half-sisters;
- c. Stepbrothers and stepsisters; and
- d. Foster brothers and sisters

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

Any child with a statement of special educational needs which names Lowton St. Mary's C.E. Primary as the required school for admission will be admitted.

### **Tie-breaker**

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

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

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

### **Home Address**

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

### **Nursery Classes**

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

### **Late applications**

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

### **Waiting list policy**

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

- put all children who we refused a place at one of their preferences on the waiting list for the school;
- keep the list in priority order, decided by the oversubscription criteria for the school only;
- offer places that become available to the next child on the waiting list; and
- keep the waiting list until the end of the autumn term 2018.

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

### Deferred Entry

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

### Part Time Attendance

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 23 2 <sup>nd</sup> preference: 20 3 <sup>rd</sup> preference: 19  Total: 62	All on time applicants who requested a place at the school were accommodated.	28

# Saint Paul's CE Primary School

Warrington Road, Goose Green, Wigan, WN3 6SB

Head Teacher: Mrs A Jackson

Admission Number 2018      30  
Age Range                      4-11  
DFE number                      3315

Telephone number              01942 243068  
Website                          [www.stpaulswigan.org.uk/](http://www.stpaulswigan.org.uk/)

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## Oversubscription Criteria

1. Looked after children and previously looked after children. (See note 1)
2. Children of regular members of a Christian Church. (See notes 2, 3).
3. Children who attend Church or Sunday school on a regular basis. (See note 4).
4. Children who have brothers/sisters already attending the school who will be there at the time of admission including half-brother/half-sister, step brothers/step sisters and foster brothers/foster sisters who live at the same address as part of the same family unit.
5. Children with a proven special educational, medical or social need whom the Governors believe would benefit from a place in this, their nearest school. (Supporting evidence from a professional person e.g. doctor, social worker or clergy member will be needed).
6. Children whose home address is within the proximity of the school premises as measured by the L.A. GIS system will be given priority. (Proof of residence may be required e.g. Child Benefit Book). (Please see note 5).

## Tie Breaker

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

## Notes:

1. Previously looked after children are children who were looked after but ceased to be so because they were adopted (or became subject to a residence order or a special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order, or special guardianship order.
2. A regular worshipper of a Church is deemed by the Governing Body to be one who has attended a service in that Church, a minimum of once a month, for at least 1 year prior to the closing date for applications. The vicar or minister of the Church which you attend must sign the supplementary form to confirm said attendance.
3. The 'Governing Body' defines 'Christian Church' as being any Church in membership of, or sharing the statement of belief of 'Churches Together in England'.
4. Regular attendance at Sunday school is deemed by the Governing Body to be once a month, for the 12 months prior to the closing date for applications.
5. The home address is deemed by the Governing body to be the child's permanent home address. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live. If you are separated and your child spends time at each parents address the Governing Body deems that the address

which is used for admissions is that of the main carer. Therefore the address of the parent who receives Child Benefit will be used.

6. If a tie occurs in the case of twins, triplets then they will all be offered a place.

### **Additional Information**

#### **Deferred entry**

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

#### **Part-time attendance**

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

#### **Late applications**

1. Applications received after the closing date and before the date of an offer of places will only be considered after applications received on time.
2. Applications received after the offer date but before the start of the school year will be considered as they are received and in accordance with the criteria for admission.

### **Waiting Lists**

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 32 2 <sup>nd</sup> preference: 31 3 <sup>rd</sup> preference: 24  Total: 87	Criterion 1 to 5: 24 Criterion 6: 6  The last place was allocated to a pupil living 0.383 miles from the school	30

# St Catharine's CE Primary School

Scholefield Lane, Wigan, WN1 3LP

<b>Head Teacher:</b>	Mrs N Goulding
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3338
<b>Telephone number</b>	01942 733081
<b>Website</b>	<a href="http://www.stcatharinesprimary.co.uk">www.stcatharinesprimary.co.uk</a>

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## Oversubscription Criteria

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

1. Looked after children and previously looked after children – Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order'
2. Church involvement – being children whose parents/carers are communicant members of St. Catharine's Parish Church, Scholes, Wigan and attend at least once a month for the previous 12 months, up to the time of application (a letter must accompany applications from the appropriate Clergy)
3. Children who will have a brother and/or sister attending school at time of admission
4. Children who attend Sunday School or whose parents/carers attend Churches in fellowship with the Church of England and attend at least once per month, for the previous 12 months, up to the time of application (a letter must accompany applications from the appropriate Clergy)
5. Children who have been baptised into the Anglican Faith
6. Children living within the Parish boundary
7. Any other children who express a preference for a place at St. Catharine's

Criterion 3 – sibling link (includes)

Half brothers and half sisters, Step brothers and step sisters and Foster brothers and foster sisters who live at the same address as part of the same family unit.

## Tie breaker

In the event of over-subscription in any one criterion, priority will be given to those children living nearest to the school (measured in a straight line from the child's home address to the school main entrance. Child's home address is taken as the address at which the child sleeps for the majority of the school week.

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

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

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

### **Brothers and Sisters**

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

### **Deferred Entry**

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

### **Part-time Attendance**

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

### **Late applications**

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

### **Waiting lists**

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

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

We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list

may change if another parent asks to be put on the list and their child has higher priority in the oversubscription criteria.

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 24 2 <sup>nd</sup> preference: 27 3 <sup>rd</sup> preference: 31  Total: 82	All on time applicants who requested a place at the school were accommodated.	30

# St David Haigh and Aspull CE Primary School

Copperas Lane, Haigh, Wigan, WN2 1PA

Head Teacher: Mrs C L Boulton

**Admission Number 2018** 30  
**Age Range** 4-11  
**DFE number** 3427

**Telephone number** 01942 831310  
**Website** [www.saintdavids.wigan.sch.uk](http://www.saintdavids.wigan.sch.uk)

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## Oversubscription Criteria

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

### Admission Criteria

1. Children in public care (looked after children) and previously looked after children who come from a church background.
2. Children in public care (looked after children) and previously looked after children.
3. Children who have a brother or sister in school at the time of admission.
4. Children who have regular worshipping links with St David CE Church.
5. Children of CE families who live in the parish.
6. Children of other denominations who live in the parish.
7. Children who have regular worshipping links in other areas.
8. Children who live nearest to school.

## Notes

### Criterion 1 and 2

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. copy of the adoption order, residence order or special guardianship order.

### Criterion 3 - sibling link

- Half brothers and half sisters;
- Step brothers and step sisters; and
- Foster brothers and foster sisters

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

## Residence

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

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

Criterion 4 & 7 - Regular worshipper:

- a. At the heart of the church - a regular worshipper at least twice a month attendance, over a period of at least 1 year.
- b. Attached to the church - a regular but not frequent worshipper. For example one who attends monthly, over a period of at least 1 year.
- c. Known to the church - an occasional worshipper.

**The school has a supplemental form on which to confirm church attendance.**

### **Tie-breaker**

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

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

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

### **Late applications**

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

### **Waiting lists**

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

- put all children who we refused a place on the waiting list for the school;
- keep the list in priority order, decided by the oversubscription criteria for the school;
- offer places that become available to the next child on the waiting list; and
- keep the waiting list until the end of the autumn term 2010.

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

### **Deferred entry**

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 16 2 <sup>nd</sup> preference: 16 3 <sup>rd</sup> preference: 20  Total: 52	All on time applicants who requested a place at the school were accommodated.	21

# St George's Central CE Primary

Darlington Street, Tyldesley, M29 8DH

Head Teacher: Mr Mark Grogan

**Admission Number 2018** 45  
**Age Range** 3-11  
**DFE number** 3434

**Telephone number** 01942 883773  
**Website** [www.saintgeorgescentral.wigan.sch.uk](http://www.saintgeorgescentral.wigan.sch.uk)

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## Oversubscription Criteria

The school will admit all pupils with a Statement of Special Educational Needs or an Educational Health Care Plan (EHCP) where the school is named in the Statement.

Parents/carers must complete the Local Authority application form along with the school's Supplementary Information Form where applicable. If, after the admission of pupils with a Statement of Special Educational Needs or EHCP, there are more applicants for places than the number of places remaining available, places will be allocated using the following oversubscription criteria, which will be applied in the order of priority shown:

1. Looked after children and previously looked after children\* [a 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order)].
2. Children who, with their immediate families\*\* are regular worshippers at St George's Church, Tyldesley (a regular worshipper is deemed as one who attends Sunday worship on at least 12 occasions during the 12 month period prior to the closing date for applications – **January 2017-January 2018**). (A written clergy reference, or a St George's Church, Tyldesley Attendance Card, is required as evidence of regular worship and must be sent with the completed supplementary information form.)
3. Children with sisters or brothers in school at the date of the child's admission; (to include full brothers and sisters, half brothers & sisters, step brothers & sisters and foster brothers/sisters who live at the same address as part of the same family unit.)
4. Children with compelling medical or social needs who live in St George's parish\*\*\*\* (Written evidence from a professional involved with the child is required);
5. Children who, with their immediate families\*\* are regular worshippers at another Christian church either within the boundary of St George's parish or outside of the boundary (a regular worshipper is deemed as one who attends worship on at least 12 occasions during the 12 month period prior to the closing date for applications – **January 2017-January 2018**). (A written clergy reference is required as evidence of

regular worship and must be sent with the completed supplementary information form.)

6. Children who live within the parish of St George\*\*\*\* with priority given to those living nearest to the school (from the child's home address\*\*\* to the main gate at school as measured by the LA)
7. Children who live outside the parish of St George\*\*\*\* with priority given to those living nearest to the school (from the child's home address\*\*\* to the main gate at school as measured by the LA)

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

\*\* 'Immediate family' is classed as the parent/carer/grandparent

\*\*\* Front door of the child's home address is taken as the address at which the child sleeps for the majority of the school week.

\*\*\*\* A map showing the boundary for St George's parish, and other Christian churches within it, is available at the school office.

NB Parents are advised to complete the school's own Supplementary Information Form in addition to the Local Authority form. If parents applying for a place under criteria (1, 2, 4 or 5) do not complete this additional form, the Governors will not be able to consider the application under these criteria.

### **Tie Breaker**

In the event of oversubscription in any criterion, priority will be given to the children living nearest to the school (from the child's front door to the main gate at school as measured by the LA). Occasionally, the distance from home to school is the same for more than one child. In this case a system will be used to pick at random who will be offered the place. The random allocation process will be supervised by someone independent of the school.

NB Where there are children of multiple births wishing to be admitted, and the sibling takes the final place, the governors may admit over the infant class requirement (the normal limitation is a maximum of 30 children per infant class, subject to some specific exceptions set out in the School Admissions Code) if it is possible to do so.

### **Late applications**

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

### **Waiting List Policy**

Places may become available at St George's Central after the offer date. In order to decide which children should be allocated these places the school will:

- Put names of all the children who were refused places on the waiting list for the school;
- Keep this list in priority order, decided by the oversubscription criteria for the school only;
- Offer places that become available to the next child on the waiting list; and
- Keep the waiting list until, at least, 31<sup>st</sup> December 2018.

The school cannot take into consideration the length of time a child's name has been on the waiting list as only the admissions criteria for the school can be considered. This means that a child's position on the list may change if another parent requests that their child's name be put on the list and their child has a higher priority in the admissions criteria.

### **Deferred Entry**

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

### **Part Time Attendance**

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

### **Nursery Classes**

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

### **Child's Home Address**

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

If you are separated and your child spends time at each parents' address, the address used for admission to the school is that of the main carer. We use the address of the parent who receives the Child Benefit for this purpose.

### **Appeal Against Non-allocation:**

(a) Parents/carers who are not offered a place for their child will be informed of this in writing and also of their right to appeal. In the first instance they should write to the Chair of Governors of St George's Central CE Primary School, setting out the grounds for appeal, within 14 days of final allocation.

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

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
40	1 <sup>st</sup> preference: 41 2 <sup>nd</sup> preference: 13 3 <sup>rd</sup> preference: 11  Total: 65	Criterion 1 to 5: 25 Criterion 6: 15  The last place was allocated to a pupil living 0.604 miles from the school	39

# St John's CE Primary School

Kirkhall Lane, Leigh, WN7 1RY

Head Teacher: Mrs E Lightfoot

Admission Number 2018      30  
Age Range                      4-8  
DFE number                    3425

Telephone number            01942 672825  
Website                        [www.leighsaintjohnsinfant.co.uk](http://www.leighsaintjohnsinfant.co.uk)

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## Oversubscription Criteria

The school will admit all pupils with a Statement of Special Educational Needs or an Education, Health and Care Plan (EHCP) where the school is named in the Statement or EHCP. If, after the admission of pupils with a Statement of Special Educational Needs or EHCP, there are more applicants than places remaining, places will be allocated using the following oversubscription criteria, which will be applied in the order of priority shown:

1. Looked after children and previously looked after children.  
**(Defined at (l) below)**
2. Children with siblings who will be attending St John's C.E. Primary School at the time of admission.  
**(Defined at (e) below)**
3. Children who, with their immediate families, are regular worshippers at St Mary's the Virgin Church (Leigh Parish).  
**(Defined at (a) (d) below)**
4. Children, who with their immediate families, are regular worshippers at another Christian Church.  
**(Defined at (a)(c)(d) below)**
5. Children who have been baptised at St Mary's the Virgin Church (Leigh Parish).  
**(Defined at (f) below)**
6. Children who have been baptised at another Christian Church.  
**(Defined at (f)(c) below)**
7. Children living closest to the school (main front entrance) measured by a straight line distance,  
from the home address to the main entrance, using the Local Authority measuring system.

## Notes:

- a) A regular worshipper of a church is deemed by the Governing Body to be one who has attended a service in that church, a minimum of once a month , for at least the 12 months prior to the closing date for applications (January to January).
- b) Evidence of regular worship at a Christian Church must be presented in writing from the Minister/Designated Officer of the Church concerned, and must be sent with the completed application form/supplementary form.
- c) The Governing Body defines 'Christian Church' as being any Church in membership of 'Churches Together in England'. A list of Member Churches can be viewed at [www.cte.org.uk](http://www.cte.org.uk)
- d) Immediate family is classed as the person/people the child is living with, i.e. mum, dad, step-parent and natural parent, foster parents, grandparents with a care order, A 'parent' is classed as the parent to whom the child allowance is paid.
- e) Siblings include full brothers and full sisters, half brothers and half sisters, stepbrothers and stepsisters, foster brothers and foster sisters who live at the same address as part of the family unit.
- f) Baptised at time of application and before the closing date. Evidence required at application stage.
- g) Tie-breakers - If at any stage there is a tie for a place, the decision will be based on distance from the main school entrance, measured in a straight line by the LA, to the child's home address. Occasionally this distance may be the same for more than one last child with the final place allocation. In this case, governors will use random allocation using the LA as the independent authority under their policy guidelines.
- h) If we offer the last place available at a school to one of twins (or triplets and so on), our policy is to admit the other twin or triplets too.
- i) You must give the correct permanent home address. This is where the child and parents, or the person who has care of the child or parental responsibility, normally live. If you are separated and your child spends time at each parent's address, the address you use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this. Where the governing body discovers that a child has been awarded a place as a result of a fraudulent or intentionally misleading application (for example, a false address or false claim to involvement in a place of worship) which effectively denies a place to a child with a stronger claim, then under the School Admissions Code, the governing body is able to withdraw the offer of the place. The application will be considered afresh and the right of appeal offered if a place is refused.
- j) Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.
- k) Parents can request that their child attends part-time until the child reaches compulsory school age.
- l) A 'looked after child' is a child who is a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services

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

m) Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 12th February will be included with on time applications.

N.B. St John's will operate a 'waiting list' for places which might become available after the initial offers have been made. We will:

- Put all children who we refuse a place on the waiting list.
- Keep the list in priority order, decided by the admission criteria.
- Offer any places that become available to the next child on the waiting list.
- The waiting list will run until 31<sup>st</sup> December 2018

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

*All applicants must apply using the LA form. As a Voluntary Aided Church of England, the Governors are entitled to use a faith –based over-subscription criteria. Parents who wish their application to be considered under criteria 3, 4 or 5 or 6 are also required to complete our own school supplementary form which is available on request from the school or LA. They must be returned as detailed in the booklet 'Admissions to Primary Schools 2018-2019'.*

**Requests for In-year admissions can be made by applying to the Local Authority.**

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 46 2 <sup>nd</sup> preference: 22 3 <sup>rd</sup> preference: 32  Total: 100	Criterion 1 to 5: 24 Criterion 6: 6  The last place was allocated to a pupil living 1.029 miles from the school	30

# St John's CE Primary School

Church Street, Pemberton, Wigan, WN5 0DT

Head Teacher: Mr M Speakman

**Admission Number 2018** 30  
**Age Range** 4-11  
**DFE number** 3308

**Telephone number** 01942 222133  
**Website** [www.saintjohns.wigan.sch.uk](http://www.saintjohns.wigan.sch.uk)

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## Oversubscription Criteria

Where the school receives more applications than places available the following admission criteria are applied, once places have first been allocated to pupils who have a statement of special educational needs which names St. John's CE Primary school.

1. Looked after children and previously looked after children.

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

2. Children whose parents / guardians are regular and frequent attendees (once per month over 12 months) of St. John's Church, up to the time of application.
3. Children whose parents / guardians are regular and frequent attendees (once per month over 12 months) of another Christian church that is within the Churches Together in England group, up to the time of application.
4. Children who have a brother or sister attending the school at the time of admission. This includes half-brothers and sisters, step-brothers and step-sisters, foster-brothers and foster-sisters who live at the same address as part of the same family unit.
5. Children who have particular medical or social needs which when proven, indicate that they should attend this, their nearest school. A supporting letter from a doctor, social worker, clergy member or other professional with knowledge of the family and the particular needs of the child will be required in support of applications for these places and must accompany the application form. The letter should explain why admission to school is necessary for the child's well being. Cases will be considered on merit and in strict confidence.
6. Those who express a preference for a place at school.

In the event of any over-subscription in the number of applications made under any of the categories above then the admissions committee will offer places first to children living

nearest to the school measured by a straight line from the child's home address to the main entrance of the school building.

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

If we offer the last place available to one of twins or triplets we will admit the other twin or triplet too.

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications.

When considering your child's application, we will use the permanent home address we have for you at the closing date of applications.

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

## **Waiting Lists**

Places may become available after the offer date. To decide which children have these places, we will:

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

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

## **Deferred entry**

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

Where entry is deferred, the place will be held open and not offered to another child.

Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

## **Part-time attendance**

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 24 2 <sup>nd</sup> preference: 35 3 <sup>rd</sup> preference: 30  Total: 89	Criterion 1 to 5: 15 Criterion 6: 15  The last place was allocated to a pupil living 1.227 miles from the school.	30

# St John's CE Primary School, Mosley Common

Commonside Road, Worsley, Manchester, M28 1AE

Head Teacher:	Miss A Heaton
Admission Number 2018	22
Age Range	4-11
DFE number	3376
Telephone number	0161 790 2195
Website	<a href="http://www.saintjohnsmosleycommon.co.uk">www.saintjohnsmosleycommon.co.uk</a>

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## Oversubscription Criteria

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

1. Looked after children and previously looked after children (\*see footnote).
2. Siblings (\*\*see footnote) of children who attend St. John's Mosley Common C.E. Primary School and who will still be attending at the time of admission.
3. Children of parents who regularly attend (\*\*\*)see footnote) services at St. John's Church, Mosley Common.
4. Children of parents who regularly attend (\*\*\*)see footnote) services at a recognised Christian church.
5. Children who live nearest the school.

## Tie Breaker

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

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

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

## **Late Applications**

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

## **Deferred Entry**

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

## **Part-time Attendance**

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

## **Child's Home Address**

Parents/Carers must provide the correct permanent home address. This is the address where the child and parent, or the person who has care of the child or parental responsibility, normally live.

If parents/carers are separated and the child spends time at each parent's address, the address used for admission into school is that of the main carer. The address of the parent/carer who receives the Child Benefit will be used in this instance.

\* Previously looked after children defined as:

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

\*\* Siblings defined as:

- Brothers and sisters
- Half-brothers and half-sisters
- Step brothers and step sisters
- Foster brothers and foster sisters
- Adopted brothers and adopted sisters

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

\*\*\* Regular defined as:

- Attended services twelve or more times for the twelve months up to the date of application.
- Parents must provide a supporting letter from the parish clergy indicating regular attendance as defined above.

## WAITING LIST POLICY – 2018-2019

### The following will apply to oversubscription:

Places may become available at the school after the official offer date. Where this is the case, places will be offered as follows:

- ◆ children who were refused a place at St. John's will be placed on a waiting list.
- ◆ the waiting list will be kept in priority order as decided by the ranking within our admissions criteria.
- ◆ places that become available will be offered to the next child on the waiting list.
- ◆ the waiting list will be kept until the end of the autumn term of the applicable admission year.

### Important information

The admissions criteria only will be taken into account, not the length of time a child's name has been on the waiting list. This may, therefore, mean that a child's position on the list could change if another parent asks to be put on the waiting list and their child has higher ranking within the admissions criteria.

### Residence

When considering a child's application, the permanent home address at the time of the closing date for applications will be used.

Where parents are separated and the child spends time at each parent's address, for the purpose of admission into school, the address of the main carer will be used i.e. the address of the parent receiving Child Benefit.

### Brothers and Sisters

Siblings defined as:

- ◆ brothers and sisters
  - ◆ half-brothers and half-sisters
  - ◆ step brothers and step sisters
  - ◆ foster brothers and foster sisters
  - ◆ adopted brothers and adopted sisters
- who live at the same address as part of the family unit.

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
22	1 <sup>st</sup> preference: 14 2 <sup>nd</sup> preference: 10 3 <sup>rd</sup> preference: 7  Total: 31	All on time applicants who requested a place at the school were accommodated.	20

# St Luke's CE Primary School

Church Lane, Lowton, Warrington, WA3 2PW

Head Teacher:	Mr S Hardaker
Admission Number 2018	30
Age Range	4-11
DFE number	3377
Telephone number	01942 201140
Website	<a href="http://saintlukes.wigan.sch.uk">http://saintlukes.wigan.sch.uk</a>

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## Oversubscription Criteria

If the school receives more applications than places available, once places have been allocated to those children who have a statement of special educational need or education health and care plan naming the school, the remaining places will be offered in the following order of priority:

1. Looked after children and previously looked after children.  
Previously looked after children are children who were looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.
2. Children who will have a brother and/or sister attending St. Luke's School at the time of admission. Brother or sister includes:
  - full brothers and sisters living together
  - full brothers and sisters living apartor
  - half brothers and half sisters
  - foster brothers and foster sisters
  - adopted brothers and adopted sisterswho live at the same address as part of the same family unit.
3. Children and parents/legal guardians who are committed members of St. Luke's Parish Church, Lowton who attend church and or Sunday School at least once a month for the twelve months prior to the closing date for applications. A letter must accompany applications from the appropriate Clergy or the appropriate Sunday School Officer.
4. Children and parents /legal guardians who attend churches and or Sunday Schools of another Christian church that is a member of the Churches Together in Britain and Ireland group, who attend at least once a month for the twelve months prior to the closing date for applications. A letter must accompany applications from the appropriate Clergy or the appropriate Sunday School Officer.
5. Children who have been baptised.
6. Other children.

NB. When letters are provided, verification will be sought from the appropriate bodies.

### **Tie – breaker**

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

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

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

### **Child's home address**

When considering your child's application – The school will follow the LA default definition. This is where the child and parent, or person with parental responsibility, normally live. We do need to see two forms of evidence of your permanent address at the closing date for applications such as:

- Where you are registered for council tax
- A utility bill which can be gas, electricity or water

Any evidence provided must establish that the parent or main carer lives at this address at the closing date of applications.

### **Late applications**

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

### **Waiting lists**

The Governors will operate a waiting list until the end of the Autumn Term 2018 for those applying for places for the 2018 intake.

Places may become available at the school after the offer date.

To decide which children have these places, we will:

- put all children who we refuse a place at one of their preferences on the waiting list for the school;
- keep the list in priority order, decided by the oversubscription criteria for the school only;
- offer places that become available to the next child on the waiting list; and keep the waiting list until the end of the Autumn Term 2018.

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

### **Deferred entry**

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

### **Part-time attendance**

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 29 2 <sup>nd</sup> preference: 38 3 <sup>rd</sup> preference: 17  Total: 84	Criterion 1 to 5: 27 Criterion 3: 3  The last place was allocated to a pupil living 0.417 miles from the school	30

# St Michael's CE Primary School, Howe Bridge

Leigh Road, Atherton, M46 0PA

Head Teacher: Mrs F Quinlivan

**Admission Number 2018** 30  
**Age Range** 4-11  
**DFE number** 3370

**Telephone number** 01942 883118  
**Website** [www.howebridge.wigan.sch.uk](http://www.howebridge.wigan.sch.uk)

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## Oversubscription Criteria

If more than 30 applications are received, the following admission criteria will be applied in the order of priority shown once places have first been allocated to pupils who have a statement of special educational needs which names St Michael's C E Primary School.

1. Looked After Children and Previously Looked After Children (a)
2. Children whose medical circumstances mean that their needs can only be met at this school.  
see note (b)
3. Brother or sister to pupils who will be in attendance at the school at the time of admission.  
see note (c)
4. Child participation in worship in an Anglican Church, ie a Church of England Church  
see note (d)
5. Child participation in worship at another Christian church.  
see note (e)
6. Children whose social circumstances mean that their needs can only be met at this school.  
see note (f)
7. Any other children, with priority given to those living nearest to the school (See note (g) below).

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

**NOTES:**

**(a)**

Looked After Children and Previously Looked After Children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order of special guardianship order). Appropriate evidence must be produced for example: copy of adoption, residence or special guardianship order.

**(b)**

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

**(c)**

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

**(d)**

One point is awarded for attendance by the child at an Anglican church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 12 weeks attendance over the two years is necessary to be eligible under this criteria.

<b><u>Weeks attended</u></b> <b><u>2016</u></b>	<b><u>Weeks Attended</u></b> <b><u>2017</u></b>

**(e)**

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

One point is awarded for attendance by the child at another Christian Church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 12 weeks attendance over the two years is necessary to be eligible under this criteria.

<b><u>Weeks attended</u></b> <b><u>2016</u></b>	<b><u>Weeks Attended</u></b> <b><u>2017</u></b>

**(f)**

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

**(g) Tie-Breaker**

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

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

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

**(h) Deferred Entry**

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

Where entry is deferred, the place will be held open and not offered to another child.

Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

**(i) Part-Time Attendance**

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

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

**COMPLETION OF FORMS**

Please note that all applications must be made on the Local Authority application form and parents are strongly advised to complete and return the school's Supplementary Information form to St Michael's CE Primary School giving the Child's Church attendance. Please note: if the child has no Church connection, no Supplementary Information Form need be submitted.

**RIGHT OF APPEAL**

Where the governors are unable to offer a place because the school is over subscribed, parents/carers have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. Parents should notify the clerk to the governors at the school within 20 school days of receiving the letter refusing a place. Parents/Carers will have the opportunity to submit

their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days notice of the place and time of the hearing.

Letters of appeal should be addressed to:

The Clerk to the Governors  
 St Michael 's CE Primary School  
 Leigh Road  
 Atherton  
 Manchester  
 M46 0PA

### **Late applications**

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

### **WAITING LIST**

Should the school be over subscribed a waiting list system will be in operation until the end of the Autumn Term 2018. Places may become available after the official offer date.

To decide which children have these places, we will:

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 27 2 <sup>nd</sup> preference: 35 3 <sup>rd</sup> preference: 27  Total: 89	Criterion 1 to 6: 24 Criterion 7: 6  The last place was allocated to a pupil living 0.753 miles from the school.	30

# St Philip's CE Primary School

Bolton Old Road, Atherton, M46 9FD

Acting Head Teacher: Miss L Rigby

Admission Number 2018 60

Age Range 4-11

DFE number 3423

Telephone number 01942 883919

Website [www.saintphilips.wigan.sch.uk](http://www.saintphilips.wigan.sch.uk)

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If more than 60 applications are received, the following admission criteria will be applied in the order of priority shown once places have first been allocated to pupils who have a statement of special educational needs which names St Philip's CE Primary School.

1. Looked After Children and Previously Looked After Children (a)
2. Children whose medical circumstances mean that their needs can only be met at this school.  
see note (b)
3. Brother or sister to pupils who will be in attendance at the school at the time of admission.  
see note (c)
4. Child participation in worship in an Anglican Church, ie a Church of England Church  
see note (d)
5. Child participation in worship at another Christian church.  
see note (e)
6. Children whose social circumstances mean that their needs can only be met at this school.  
see note (f)
7. Any other children, with priority given to those living nearest to the school (See note (g) below).

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

## **NOTES:**

### **(a)**

Looked After Children and Previously Looked After Children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order of

special guardianship order). Appropriate evidence must be produced for example: copy of adoption, residence or special guardianship order.

**(b)**

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

**(c)**

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

**(d)**

One point is awarded for attendance by the child at an Anglican church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 12 weeks attendance over the two years is necessary to be eligible under this criteria.

<b><u>Weeks attended</u></b> <b><u>2016</u></b>	<b><u>Weeks Attended</u></b> <b><u>2017</u></b>

**(e)**

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

One point is awarded for attendance by the child at another Christian Church for each week of attendance during the two calendar years prior to their admission to school. One point only will be awarded even if the child attends on 2 or more occasions in any particular week (for this purpose a week commences on the Sunday and finishes on the following Saturday). To demonstrate a commitment to the Christian faith a minimum of 12 weeks attendance over the two years is necessary to be eligible under this criteria.

<b><u>Weeks attended</u></b> <b><u>2016</u></b>	<b><u>Weeks Attended</u></b> <b><u>2017</u></b>

**(f)**

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

### **(g) Tie-Breaker**

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

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

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

### **(h) Deferred Entry**

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

Where entry is deferred, the place will be held open and not offered to another child.

Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

### **(i) Part-Time Attendance**

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

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

## **COMPLETION OF FORMS**

Please note that all applications must be made on the Local Authority application form and parents are strongly advised to complete and return the school's Supplementary Information form to St Philip's CE Primary School giving the Child's Church attendance. Please note: if the child has no Church connection, no Supplementary Information Form need be submitted.

## **RIGHT OF APPEAL**

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

Letters of appeal should be addressed to:

The Clerk to the Governors  
St Philip's CE Primary School  
Bolton Old Road

Atherton  
Manchester  
M46 9FD

### Late applications

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

### WAITING LIST

Should the school be over subscribed a waiting list system will be in operation until the end of the Autumn Term 2018. Places may become available after the official offer date.

To decide which children have these places, we will:

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
60	1 <sup>st</sup> preference: 70 2 <sup>nd</sup> preference: 41 3 <sup>rd</sup> preference: 34  Total: 145	Criterion 1 to 5: 46 Criterion 6: 14  The last place was allocated to a pupil living 0.363 miles from the school.	60

# St Stephen's CE Primary School

Manchester Road, Astley, Tyldesley, M29 7BT

<b>Head Teacher:</b>	Miss C Ormerod
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3374
<b>Telephone number</b>	01942 882412
<b>Website</b>	<a href="http://www.astleysaintstephen.co.uk">www.astleysaintstephen.co.uk</a>

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## Oversubscription Criteria

1. Looked after children and previously looked after children (evidence required, see note 1)
2. Attendance for worship at St. Stephen's Church by a parent/guardian (evidence required, see note 2)
3. Children with brothers and sisters in school at the date of the child's admission (see note 3).
4. Attendance for worship at another Christian church in St. Stephen's Parish by a parent/guardian (evidence required, see notes 2 and 4).
5. Children or parents who have compelling medical or social needs and who live in St. Stephen's Parish. (evidence required from a professional person with knowledge of the child's/parent's needs e.g. doctor, social worker) This evidence needs to show why the child ought to attend St. Stephen's rather than another school.
6. Children who live in St. Stephen's Parish (see note 4).
7. Children who live within the United Benefice of Astley, Tyldesley and Mosley Common boundary (see note 4).
8. All other children

## Deferred Entry

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

## Part Time Attendance

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

### **Tie Breaker**

If a tie breaker is required those living nearest to school will be given priority. Distance will be measured in a straight line from the school's main entrance to the child's home address as measured by the Local Authority using Wigan Council's measuring system.

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

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

### **Child's home address**

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

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

Admission applications must be in by the date established by the LA in order to be considered, particularly when there is greater demand for places than are available.

### **Admissions Guidance Notes**

**Note 1** Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or 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 2** Attendance for 12 or more times for the previous 12 months prior to application. Anyone wanting to offer evidence of a parent/guardian involvement must obtain a signature from their parish clergy/minister/other church on the school's Supplementary Information Form available from the school.

**Note 3** A sibling is defined as a brother or sister, or step-brother and step-sister, half-brother and half-sister, foster brother and foster sister living at the same address as part of the same family unit for whom application is being made. Sibling priority will not be given where the brother/sister or step-brother/step-sister half-brother/half-sister, foster brother/foster sister lives at a different address to the child for whom application is being made. No sibling priority is given to cousins, regardless of their address.

**Note 4** Maps of the parish boundaries may be accessed at the school office. A map of the United Benefice is available from the vicar at St Stephen's church.

## Late applications

Late applications (those received after the closing date) will only be considered after those received by the closing date. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications. This policy provides criteria for initial entry into school and mid-term admissions.

## Appeals

Where the governors are unable to offer a place because the school is over subscribed, parents/guardians have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. Parents/guardians should notify the clerk to the governors at the school within 14 days of receiving the letter refusing a place. Parents/guardians will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days' notice of the place and time of the hearing. Letters of appeal should be sent to: The Clerk to the Governors, St. Stephen's CE Primary school.

## Waiting Lists

Places may become available at St. Stephen's CE Primary School after the offer date has passed. To decide which child will be given a place, we will:

- put all children who have been refused a place and would still like to be offered a place on the school's waiting list;
- keep the list in priority order, decided by the oversubscription criteria for the school only;
- offer places that become available to the next child on the waiting list; and
- keep the waiting list until the end of the autumn term

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 15 2 <sup>nd</sup> preference: 25 3 <sup>rd</sup> preference: 35  Total: 75	All on time applicants who requested a place at the school were accommodated	28

# St Thomas' CE Primary School

Hodnet Drive, Ashton-In-Makerfield, Wigan, WN4 8PQ

**Head Teacher:** Mrs J Jones

**Admission Number 2018** 30

**Age Range** 4-11

**DFE number** 3350

**Telephone number** 01942 201107

**Website** [www.ashtonsaintthomas.wigan.sch.uk](http://www.ashtonsaintthomas.wigan.sch.uk)

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## Oversubscription Criteria

In the event that more applications are received than there are places available, priority will be given to:-

1. Looked after children and previously looked after children \*
2. Children who attend St. Thomas's or St. Lukes Church or Sunday School at least twice a month and who have done so for the last 2 years.
3. Children who attend a Christian Church\*\* or Sunday School other than St. Thomas's or St. Lukes at least twice a month and who have done so for the last 2 years.
4. Children who have a brother or sister attending the school in the 2018 - 2019 school year  
\*\*\* .
5. Children who attend a Christian Church\*\* at least once a month and have done so for the past year.
6. Other children living nearest the school. Distance will be measured as the crow flies from the centre point of the school.

Parents of children who attend churches other than St. Thomas's and St. Lukes will need to provide evidence of this.

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

\*\* Christian Church is defined as a church that is a member of the Churches Together in Britain and Ireland.

\*\*\* We will include:

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

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

### **Tie Breaker**

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

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

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

### **Late Applications**

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

### **Waiting lists**

Places may become available at a school after the offer date on 16<sup>th</sup> April. To decide which children have these places, we will:

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

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

### **Deferred entry**

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

### **Part-time attendance**

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

### **Nursery Classes**

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

**Child's home address**

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

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 29 2 <sup>nd</sup> preference: 25 3 <sup>rd</sup> preference: 17  Total: 71	All on time applicants who requested a place at the school were accommodated.	30

# St Thomas' CE Primary School, Leigh

Astley Street, Leigh, WN7 2AS

Head Teacher: Mr J Marsh

Admission Number 2018	60
Age Range	4-11
DFE number	3030

Telephone number	01942 672730
Website	<a href="http://www.leighsaintthomas.wigan.sch.uk">www.leighsaintthomas.wigan.sch.uk</a>

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## Oversubscription Criteria

If the school receives more applications than places available, once places have been allocated to those children who have a statement of special educational need or education health and care plan naming this school, the remaining places will be offered in the following order of priority:

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).
2. Children whose medical or social circumstances mean that their needs can only be met at this school.
3. Children who will have an older brother or sister attending the St. Thomas C.E. Primary School at the time of their admission.
4. Baptised children whose parent(s)/guardian(s) are in regular attendance at any of the Anglican Churches within the Parish of St. Thomas with All Saints in Leigh.
5. Baptised or dedicated children whose parent(s)/guardian(s) are in regular attendance at a church within the parish which is a member of Churches Together in Britain and Ireland, or a local Churches Together organisation.
6. Children whose families are in regular attendance of another Church Of England church in the Leigh Deanery, and who live within the parish boundaries of Bedford St. Thomas.
7. All other children.

## Tiebreaker

If more children fall into any one category than the number of places left, the Governors will offer places to the children who live nearest to the school. Distance will be measured in a straight line from the child's home address to a central point at

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

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

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

### **Child's home address**

You must give the correct permanent home address. When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. This is where the child and parent, or the person who has care of the child or parental responsibility, normally live.

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

Please see additional sheet which has more detailed information on the criteria. If application is made under criteria 4, 5 or 6 proof will be required as to whether this particular criterion is met.

### **Notes**

- a) Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.
- b) Where admission is sought under special medical or social circumstances criteria, professional supporting evidence, e.g. from a doctor, psychologist or social worker, is essential. Such evidence must set out the particular reasons why the school is the most suitable for the child and the difficulties that would be caused if the child had to attend another school.
- c) Brother' or 'sister' includes step, half, adopted and foster brothers or sisters living at the same address as part of the same family unit and full brother or sister living apart.
- d) Regular attendance is normally taken to mean a minimum of monthly attendance at church at public worship for at least the year prior to 1<sup>st</sup> September in the year before admission to the school (**i.e. from September 2016 onwards**). Evidence of infant baptism or dedication of the child and of regular attendance of parent(s)/guardian(s) must be provided by a member of the clergy or Church Warden on the forms provided.

### **Deferred entry**

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

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

### **Part-time attendance**

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

### **Nursery Classes**

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

### **Waiting list policy**

Places may become available at a school after the offer date at the end of **April 2018**. To decide which children have these places, we will:

- put all children who we refused a place on the waiting list for the school;
- keep the list in priority order, decided by the oversubscription criteria for the school only;
- offer places that become available to the next child on the waiting list; and
- keep the waiting list until the end of the **autumn term 2018**.

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

**A list of the Churches referred to in criteria 4, 5 and a map** showing the parish boundaries of Bedford St Thomas (criteria 6) are available on request from the office in school.

### **Late applications**

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
60	1 <sup>st</sup> preference: 43 2 <sup>nd</sup> preference: 42 3 <sup>rd</sup> preference: 13  Total: 98	All on time applicants who requested a place at the school were accommodated	60

# Standish Lower Ground St Anne's CE Primary School

Wigan Lower Road, Standish Lower Ground, Wigan, WN6 8JP

Head Teacher:	Ms L France
Admission Number 2017	20
Age Range	4-11
DFE number	3358
Telephone number	01942 511348
Website	<a href="http://www.saintannes.wigan.sch.uk">www.saintannes.wigan.sch.uk</a>

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## Oversubscription Criteria

In the event that there are more applicants than places, after admitting all children with a statement of educational need or education health and care plan naming the school, the governing body will allocate places using the criteria below, which are listed in order of priority.

1. Looked children and previously looked after children.

**NOTE:** *Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence ie. A copy of the adoption order, residence order or special guardianship order.*

2. Children with special medical or social circumstances affecting the child where these needs can only be met at this school.

**NOTE:** *Professional supporting evidence from eg a doctor, psychologist, social worker, is essential if admission is to be made under the criterion for special medical or social circumstances, and such evidence must set out the particular reasons why the school in question is the most suitable school and the difficulties which would be caused if the child had to attend another school.*

3. Children who have a sibling attending the school on the date of application and on the date of admission.

*Siblings include step, half, foster, adopted brothers and sisters living at the same address, as part of the same family unit.*

4. Children whose parents live within the ecclesiastical parish of St. Anne's Church, Shevington.

*A map showing the boundaries is available in school.*

5. Children with a parent/guardian worshipping in a church in membership of Churches Together in Britain and Ireland.

*Churched Together in Britain and Ireland is taken on the 1<sup>st</sup> September in the year prior to admission to the school. A list may be obtained from its website. Parental worshipping is normally taken to mean a minimum of monthly attendance at church at public worship for at least six months. The relevant date is 1<sup>st</sup> September 2017/ The Governors will request confirmation of this from the relevant clergy or church officer. Where the family has changed church, the information about all of them will be required.*

6. Other Children:

### **Tie-break:**

Where there are more applications for the available places within a category, then the distance between the GIS address point for the school and the home measured in a straight line will be used as the final determining factor, nearer addresses having priority over more distant ones. This address point is a predetermined point generated from the local authority's GIS computer database, which is based on information from an Ordnance Survey to the Front Entrance of the school. Where the cut off point is for addresses within the same building, then the single measure between the address points will apply and the Local Authority's system of a random draw will determine which address(es) receive the offer(s).

### **Late applications for admission**

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

### **Waiting list**

Where we have more applications than places, the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the admissions criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted.

This waiting list will operate until the end of the autumn term only.

## **Address of pupil**

The address used on the school's admission form must be the correct permanent home address ie the family's main residence. This is where the child and parent or the person who has care of the child or parental responsibility normally lives. If the address changes subsequently, the parents should notify the school. Where the parents live at different addresses, and there is shared parenting, the address used will normally be the one where the child wakes up for the majority of Monday to Friday mornings. If there is any doubt about this, then the address of the Child Benefit recipient will be used. Parents may be asked to show evidence of the claim that is being made for the address, e.g. identity cards of various sorts showing the child's address as the one claimed. Where there is dispute about the correct address to use, the governors reserve the right to make enquiries of any relevant third parties, e.g. the child's GP, Council Tax Office, Electoral Registration Officer, utilities provider. For children of UK Service personnel and other Crown Servants returning to the area proof of the posting is all that is required.

## **Non-routine admissions**

It sometimes happens that a child needs to change school other than at the "normal" time; such admissions are known as non-routine admissions. Parents wishing their child to attend this school should arrange to visit the school before requesting a place. Parents must complete a Local Authority application form and school supplementary form. If there is a place in the appropriate class, then the governors will arrange for the admission to take place. If there is no place, then the admissions committee will consider the application and information about how to appeal against the refusal will be provided. Appeals for children moving into the area will not be considered until there is evidence of a permanent address, e.g. exchange of contracts or tenancy agreement with rent book.

Please note that you cannot re-appeal for a place at a school within the same school year unless there has been relevant, significant and material change in the family circumstances.

## **Appeals**

Where the governors are unable to offer a place because the school is over subscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. **Parents should notify the clerk to the governors at the school by 17<sup>th</sup> May 2018.**

Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days' notice of the place and time of the hearing.

If your child was refused a place in Reception or Key Stage 1 because of Government limits on Infant class sizes, the grounds on which your appeal could be successful are limited. You would have to show that the decision was one which in the circumstances no reasonable governing would have made, or that your child would have been offered a place if the governors' admissions arrangements had been properly implemented.

Please note that this right of appeal against the governors' decision does not prevent you from making an appeal in respect of any other school.

### **Fraudulent applications**

Where the governing body discovers that a child has been awarded a place as the result of and intentionally misleading application from a parent (for example a false claim to residence in the catchment area or of involvement in a place of worship) which effectively denies a place to a child with a stronger claim, then the governing body is required to withdraw the offer of the place. The application will be considered afresh and a right of appeal offered if a place is refused.

### **Deferred admission**

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

### **Part time attendance**

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

### **Nursery Classes**

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

### **Twins:**

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
20	1 <sup>st</sup> preference: 16 2 <sup>nd</sup> preference: 4 3 <sup>rd</sup> preference: 12  Total: 32	All on time applicants who requested a place at the school were accommodated.	16

# Westleigh St Paul's CE Primary School

School Street, Leigh, WN7 5JN

Head Teacher: Mrs J Hankinson

Admission Number 2017	30
Age Range	4-11
DFE number	3373

Telephone number	01942 672611
Website	<a href="http://www.westleighstpauls.co.uk">www.westleighstpauls.co.uk</a>

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## Oversubscription Criteria

When the demand for places exceeds the number of places remaining, after places have been allocated to children with a statement of special educational need which names this school, the Governors will allocate places on the following basis.

### Criteria in Order of Priority

1. Looked after children and previously looked after children.  
Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, residence order or special guardianship order.
2. Children who already have brothers and sisters in the school at the time of admission. This includes half brothers/sisters, step brothers/sisters and foster brothers/sisters living at the same address as part of the same family unit.
3. The child plus a parent/guardian that attend any St Peters/St Paul's Church at least four times in any calendar year from January to December, previous to application.
4. Baptised members of the Church of England living in the Parish.
5. Baptised members of the Church of England living outside the Parish.
6. Proximity to school premises measured in a straight line distance as measured by the LA from the child's home address to the rear entrance point.

### Tie Breaker

Where there are more applicants in one category than there are places left to offer, the governing body will offer places to those pupils who live nearest to the school. The distance will be measured in a straight line from the child's home address to the rear entrance point at school.

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

If we offer the last place available to one of twins (or triplets and so on) we will admit the other twin/triplets too.

Carers who are unsuccessful at gaining a place for their child may appeal against the decision. Appeals should be sent to school in writing within fifteen days from the date of the letter refusing admission. Appeals will be dealt with by an independent panel.

### **Late applications**

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

### **Waiting lists**

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

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

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

### **Residence**

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications.

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

### **Brothers and sisters**

We will include:

- half-brothers and half-sisters;
- stepbrothers and stepsisters; and
- foster brothers and foster sisters;

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

### **Deferred entry**

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

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

### Part-time attendance

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 19 2 <sup>nd</sup> preference: 17 3 <sup>rd</sup> preference: 17  Total: 53	All on time applicants who requested a place at the school were accommodated.	30

# Wigan St Andrew's CE Primary School

Mort Street, Wigan WN6 7AU

Head Teacher: Mrs W Massey

Admission Number 2018	30
Age Range	4-11
DFE number	3300

Telephone number	01942 244354
Website	<a href="http://www.wiganstandrews.net">www.wiganstandrews.net</a>

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## Oversubscription Criteria

Admission number: 30

In the event of the school receiving more applications than there are places available, the Governors will give priority to applications in the following order;

1. Looked after children and previously looked after children.
2. Children and/or parents who have attended Saint Andrew's Church or another Anglican Church for at least one occasion per month, for a period of one year prior to the time of application. Supporting evidence is required using the supplementary information form.
3. Those who have an older brother or sister at school at the time of admission.
4. Children and/or parents who attend another Christian Church for at least one occasion per month, for a period of one year prior to the time of application. Supporting evidence is required using the supplementary information form.
5. Those whose permanent home is closest to the school.

## **Tie-breaker**

In the event that there are more applications than there are places available in any one criterion, a tie-breaker will apply by measuring the distance from home to school.

## **Definitions**

[item 1] **Previously Looked After Children** means 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.

[item 3] **Brother or Sister** means full brothers or sisters, half brothers or sisters, stepbrothers or sisters who live at the same address as part of the same family unit.

[item 4] **Christian Church** means one in which members subscribe to the Doctrine of the Holy Trinity.

[item 5 & tie-breaker] **Home** (when there is shared parental responsibility for a child) means the address of the main carer. We class the main carer as the person who is eligible for child benefit. **Distance** means a straight-line measurement between the child's home address and the centre of the school's perimeter boundary. This is measured by using a geographical computer system (GIS), which is based on ordnance survey.

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

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

### **Late applications**

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

A **Waiting list** will be used for places that become available at school after the offer date, we will:

- ❖ Put a child who is refused a place on a waiting list (including late applications)
- ❖ Allocate a place that becomes available up to the admission number to the next child or children on the waiting list, using the oversubscription criteria above.
- ❖ Keeping the waiting list until the end day of the Autumn term only.

### **Deferred Entry**

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

### **Part-time Attendance**

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

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

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 30 2 <sup>nd</sup> preference: 21 3 <sup>rd</sup> preference: 24  Total: 75	Criterion 1-4: 25 Criterion 5: 6  The last place was allocated to a pupil living 0.258 miles from the school	30

## Primary schools in the Liverpool Catholic Archdiocese

The governors of the majority of Catholic primary schools in the Liverpool Archdiocese have adopted common definitions as follows:

### **Baptised Catholic**

For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

### **Tie breaker**

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on Ordnance Survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

### **Child's home address**

Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

### **Supplementary information forms**

Admissions to the school will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the website [www.wigan.gov.uk](http://www.wigan.gov.uk) following the links. If you wish to have your application considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the Local Authority and the school.

### **Nursery applications**

If a child attends the Nursery attached to a Catholic primary school they **DO NOT** have automatic right of a place at that school. Parents **MUST** complete a Local Authority application and, if appropriate, the school supplementary form which should be returned by the closing date.

### **Late applications**

All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.

### **Waiting list**

A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.

### **Deferred entry**

If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes

their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).

**Part time attendance**

Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**Definitions that differ from those above are included in the individual admission arrangements.**

**If you would like a copy of a school's full admission arrangements please contact the school or access their website.**

## Voluntary Aided Catholic Primary Schools

### All Saints' Catholic Primary School, Golborne

Hazel Grove, Golborne, WA3 3LU

<b>Head Teacher:</b>	Mrs W Hughes
<b>Admission Number 2017</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3407
<b>Telephone number</b>	01942 747655
<b>Website</b>	<a href="http://www.golborneallsaints.wigan.sch.uk">www.golborneallsaints.wigan.sch.uk</a>

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#### Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish St Catherine of Siena and All Saints, Golborne (the part of the parish formerly referred to as All Saints).
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical

Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

**Notes:**

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be

considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.
- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a “summer born child”, parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 46 2 <sup>nd</sup> preference: 19 3 <sup>rd</sup> preference: 13  Total: 78	All on time applicants who requested a place at the school were accommodated.	29

# Holy Family Catholic Primary School, Boothstown

Kendal Road, Boothstown, Worsley, M28 1AG

<b>Head Teacher:</b>	Mrs C Roberts
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3406
<b>Telephone number</b>	0161 790 2123
<b>Website</b>	<a href="http://www.boothstownhollyfamily.wigan.sch.uk">www.boothstownhollyfamily.wigan.sch.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Margaret Clitherow (the part of the parish formerly referred to as Holy Family, Boothstown).
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of

distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

**Notes:**

- a. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- b. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- c. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- d. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- e. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- f. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL**

**BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 28 2 <sup>nd</sup> preference: 25 3 <sup>rd</sup> preference: 14  Total: 67	All on time applicants who requested a place at the school were accommodated.	29

# Holy Family Catholic Primary School, Platt Bridge

Wigan Street, Platt Bridge, Wigan, WN2 5JF

**Executive Head Teacher:** Mr D Winstanley

**Admission Number 2018** 30

**Age Range** 2-11

**DFE number** 3393

**Telephone number** 01942 704148

**Website** [www.incehollyfamily.wigan.sch.uk](http://www.incehollyfamily.wigan.sch.uk)

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of Holy Family, Platt Bridge.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance

would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

**Notes:**

- a. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- b. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- c. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- d. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- e. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- f. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM. IF PARENTS ARE APPLYING UNDER ANY OF**

**THE FAITH CRITERIA, THEY SHOULD ALSO COMPLETE THE SCHOOL SUPPLEMENTARY FORM.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 17 2 <sup>nd</sup> preference: 8 3 <sup>rd</sup> preference: 8 Total: 33	All on time applicants who requested a place at the school were accommodated.	16

# Holy Family RC Primary School, Wigan

Longfield Street, New Springs, Wigan, WN2 1EL

Head Teacher:	Mr S Gallagher
Admission Number 2017	20
Age Range	4-11
DFE number	3387
Telephone number	01942 246376
Website	<a href="http://www.aspulhollyfamily.co.uk">www.aspulhollyfamily.co.uk</a>

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## Oversubscription Criteria

Admissions to the school will be made by the Governing Body. All preferences listed on the Local Authority Preference Form will be considered on an equal basis, following allocation of places to children with a statement of special educational needs or education health and care plan naming the school, with the following set of ADMISSIONS CRITERIA forming a priority order where there are more applications for admissions than the school has places available.

1. Looked After Children and previously Looked After Children
2. Baptised Roman Catholic children who have a sibling in the school at the time of admission
3. Baptised Roman Catholic children resident in the Parish of Holy Family
4. Baptised Roman Catholic children resident in other Parishes
5. Other children who have a sibling in the school at the time of admission
6. Other children

Parents must complete the School Supplementary form. If the school is oversubscribed failure to complete the supplementary form may result in your application for a place in this school being considered against a lower priority criteria, as the governing body will have no information upon which to assess the application on the basis of the applicant's baptism. This form should be returned to the school.

In the event of any over-subscription in the number of applications made under any of the categories above then the admissions committee will offer places first to children living nearest to the school measured in a straight line from the home to the school main entrance door.

## NOTES

- a. All applications will be considered at the same time and after the closing date for admissions which is 15 January 2018. Applications received after this date will be **treated as a late application** and will

not be considered until **after** the main allocation of places has taken place.

- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism or reception into the Catholic Church is required. Written evidence of reception into the Catholic Church can be obtained by referring to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place. If, for example, a child has been baptised in the Church of England and the parents are subsequently admitted to the Catholic Church through the RCIA programme, the child must also be admitted to the Church by the Rite of Reception.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

Those who have difficulty obtaining written evidence of baptism for a good reason, may still be considered as baptised Catholics but only after they have been referred to the parish priest who, after consulting with the Salford diocesan authority will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission authority body reserves the right to request other evidence as fit the individual circumstance. Applicants should not state the address of another relative or person who has daily care of the child.
- e. 'Sibling' is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or

the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria.

- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- h. If an application for admission has been turned down by the Governing Body, parents may appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits for children aged between rising five and seven. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 20<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents may request that the date their child is admitted to school is deferred to later in the school year. However, the child must start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the final decision on this rests with the headteacher.
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM. IF PARENTS ARE APPLYING UNDER ANY OF THE FAITH CRITERIA, THEY SHOULD ALSO COMPLETE THE SCHOOL SUPPLEMENTARY FORM.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
20	1 <sup>st</sup> preference: 18 2 <sup>nd</sup> preference: 14 3 <sup>rd</sup> preference: 7  Total: 39	All on time applicants who requested a place at the school were accommodated.	20

# **Our Lady Immaculate Catholic Primary School**

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

<b>Acting Head Teacher:</b>	Mrs R Keating
<b>Admission Number 2018</b>	20
<b>Age Range</b>	4-11
<b>DFE number</b>	3383
<b>Telephone number</b>	01942 708438
<b>Website</b>	<a href="http://www.ashtonourladys.wigan.sch.uk">www.ashtonourladys.wigan.sch.uk</a>

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## **Oversubscription Criteria**

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of Our Lady Immaculate, Bryn.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

**Notes:**

- a. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- b. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- c. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- d. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- e. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- f. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 20<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
20	1 <sup>st</sup> preference: 18 2 <sup>nd</sup> preference: 14 3 <sup>rd</sup> preference: 9  Total: 41	All on time applicants who requested a place at the school were accommodated.	20

# Our Lady's RC Primary School

Holly Road, Aspull, Wigan, WN2 1RU

Head Teacher:	Mr J Rushton
Admission Number 2018	30
Age Range	4-11
DFE number	3386
Telephone number	01942 832299
Website	<a href="http://www.aspullourladys.wigan.sch.uk">www.aspullourladys.wigan.sch.uk</a>

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## Oversubscription Criteria

Admissions to the school will be made in accordance with parental preference. However, if the school receives more applications than places available, the following admissions criteria will be applied once places have first been allocated to pupils who have a Statement of Special Educational Needs or Education Health and Care Plan which names the school;

## Admissions Criteria

1. Children who are in public care or have been in public care.
2. Baptised Roman Catholic children who will have a \*brother or \*sister attending the school, at the time of admission, and are resident in the parish of Our Lady's, Haigh.
3. Other baptised Roman Catholic children who are resident in the parish of Our Lady's, Haigh.
4. Baptised Roman Catholic children who are resident in another parish who will have a \*brother or \*sister attending the school at the time of admission.
5. Other baptised Roman Catholic children resident in another parish.
6. Other children who will have a brother or sister attending the school at the time of admission.
7. Other children.

**We regard someone as 'Roman Catholic' if they have been baptised in a Roman Catholic Church. A Certificate of Baptism is required if the child was not baptised in the Roman Catholic Parish of Our Lady's, Haigh, Aspull and Blackrod.**

In Criterion 2 & 4, above, the Governors define \*brother or \*sister in the same way as the Local Authority, as follows;

- half-brothers and half-sisters;
- step brothers and step sisters; and
- foster brothers and foster sisters who live at the same address as part of the same family unit.

## Over-subscription

In the event of over-subscription, in any one of the above criteria, priority will be given to those living nearest to the school. This would be the straight-line distance between the home address and the pedestrian entrance gate to the school grounds measured by the Local Authority using the Geographical Computer System (G.I.S.) which is based on the Ordnance Survey Map.

Where a child lives with parents with shared responsibility, each for part of the week, the address used for considering an application for a place at our school will be that of the main carer, classed as the person who is eligible to receive the Child Benefit for the child under consideration.

## Appeals

Parents who have not been allocated a place for their child have recourse to an independent appeals panel. Appeals must be addressed to: The Clerk to the Governors, c/o Our Lady's School, within 14 days of notification of refusal.

## Deferred Entry

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

## Part Time Attendance

Parents can request that their child attends part-time until the child reaches compulsory school age. Parents should let the school and Local Authority know before the start of the Autumn Term.

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 24 2 <sup>nd</sup> preference: 14 3 <sup>rd</sup> preference: 18  Total: 56	All on time applicants who requested a place at the school were accommodated.	28

# **Sacred Heart Catholic Primary School, Atherton**

**Lodge Lane, Hindsford, Manchester, M46 9BN**

<b>Head Teacher:</b>	Miss C Morrow
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3397
<b>Telephone number</b>	01942 883429
<b>Website</b>	<a href="http://www.athertonsacredheart.wigan.sch.uk">www.athertonsacredheart.wigan.sch.uk</a>

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## **Oversubscription Criteria**

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Margaret Clitherow (the part of the parish formerly referred to as Sacred Heart, Atherton).
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on Ordnance Survey. In the event of distances being the same for two or more applicants where this distance

would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

**Notes:**

- a. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- b. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- c. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- d. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- e. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- f. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL**

**BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 21 2 <sup>nd</sup> preference: 15 3 <sup>rd</sup> preference: 15  Total: 51	All on time applicants who requested a place at the school were accommodated.	29

# Sacred Heart Catholic Primary School, Hindley Green

Swan Lane, Hindley Green, Wigan, WN2 4HD

**Head Teacher:** Mrs C Ryding

**Admission Number 2018** 30

**Age Range** 4-11

**DFE number** 3432

**Telephone number** 01942 767768

**Website** [www.hindleygreensacredheart.wigan.sch.uk](http://www.hindleygreensacredheart.wigan.sch.uk)

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of Sacred Heart, Hindley Green.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance

would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

**Notes:**

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.
- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school

year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).

- I. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 20 2 <sup>nd</sup> preference: 13 3 <sup>rd</sup> preference: 23  Total: 56	All on time applicants who requested a place at the school were accommodated.	26

# **Sacred Heart Catholic Primary School, Leigh**

**Windermere Road, Leigh, WN7 1UX**

<b>Head Teacher:</b>	Mrs H Ahmed
<b>Admission Number 2018</b>	45
<b>Age Range</b>	4-11
<b>DFE number</b>	3403
<b>Telephone number</b>	01942 674226
<b>Website</b>	<a href="http://www.leighsacredheart.wigan.sch.uk">www.leighsacredheart.wigan.sch.uk</a>

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## **Oversubscription Criteria**

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Edmund Arrowsmith (the part of the parish formerly referred to as Sacred Heart, Leigh).
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance

would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

**Notes:**

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and

parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.
- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-

year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

- k. If a child is a “summer born child”, parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
45	1 <sup>st</sup> preference: 33 2 <sup>nd</sup> preference: 39 3 <sup>rd</sup> preference: 32  Total: 104	Criterion 1 to 7: 37 Criterion 8: 8  The last place was allocated to a pupil living 0.859 miles from the school.	45

# Sacred Heart Catholic Primary School, Wigan

Springfield Road, Wigan, WN6 7RH

**Head Teacher:** Mrs C Mason  
**Deputy Head Teacher:** Mrs S Stirrup

**Admission Number 2018** 60  
**Age Range** 4-11  
**DFE number** 3331

**Telephone number** 01942 231478  
**Website** [www.sacredheart.wigan.sch.uk](http://www.sacredheart.wigan.sch.uk)

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of Sacred Heart, Wigan.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

## Notes:

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989). A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a subsection of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
60	1 <sup>st</sup> preference: 45 2 <sup>nd</sup> preference: 21 3 <sup>rd</sup> preference: 15  Total: 81	All on time applicants who requested a place at the school were accommodated.	60

# St Aidan's Catholic Primary School

Holmes House Avenue, Winstanley, Wigan, WN3 6EE

<b>Head Teacher:</b>	Mrs J M Farrimond
<b>Admission Number 2018</b>	45
<b>Age Range</b>	4-11
<b>DFE number</b>	3336
<b>Telephone number</b>	01942 223544
<b>Website</b>	<a href="http://www.saintaidansprimary.org.uk">www.saintaidansprimary.org.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Aidan.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

## Notes:

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
45	1 <sup>st</sup> preference: 55 2 <sup>nd</sup> preference: 29 3 <sup>rd</sup> preference: 35  Total: 119	Criterion 1 to 3: 44 Criterion 4: 1  The last place was offered to a child living 0.757 miles from the school.	45

# St Ambrose Barlow Catholic Primary School

Manchester Road, Astley, Tyldesley, M29 7DY

**Head Teacher:** Mr D McCann

**Admission Number 2018** 30

**Age Range** 4-11

**DFE number** 3415

**Telephone number** 01942 883912

**Website** [www.saintambrosebarlow.wigan.sch.uk](http://www.saintambrosebarlow.wigan.sch.uk)

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## Oversubscription Criteria

Where the number of applications exceeds the number of places available the Governing Body will apply the following over-subscription criteria

1. Children who are in the care of the Local Authority (looked after children).
2. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit.
3. Baptised Catholic children living in the designated Historic Parish of St Ambrose Barlow.
4. Baptised Catholic children living in other Catholic parishes.
5. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit.
6. Children from other Christian denominations. Proof of Baptism in form of Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Minister of Religion would need to confirm in writing that the applicant is a member of their faith group.
8. Children whose parents express a preference for a place at the school.

In the event of any over-subscription in the number of applications made under any of the categories above then the admissions committee will offer places first to children living nearest to the school measured in a straight line distance from the front door of the house/flat to the main front door of the school as measured by the Local Authority.

## **ST AMBROSE BARLOW CATHOLIC PRIMARY SCHOOL ADMISSION ARRANGEMENTS**

1. All applications will be considered at the same time and after the closing date agreed by the Admissions Committee.
2. Parents will be informed, by letter of the decision of the Admissions Committee. If their application has been successful they are required to confirm acceptance of the offer of a place.
3. Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.
4. Parents can request that their child attends part-time until the child reaches compulsory school age.
5. If application has not been successful the letter will give reasons for the decision, will inform parents of their right of appeal and give guidance on how that appeal should be made.
6. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria; parents will be informed of their child's position on the waiting list which will not be operated for longer than the end of the first term of Reception.

### **Notes**

1. For a child to be considered as a Catholic, evidence of a Catholic Baptism or reception into the Church will be required.

A Baptised Catholic is one who has been baptised into full communion with the Catholic Church by the Rites of baptism of one of the various ritual Churches in communion with the See of Rome (Cf. Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their baptism and reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal registers of the church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Baptism or Certificate of Reception before applications for school places can be

considered for categories of “Baptised Catholics”. A Certificate of Baptism or Reception is to include: full name, date of birth, date of baptism or reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of baptism or reception.

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

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

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

2. The home address of a pupil is considered to be the permanent residence of a child. The address must be the child’s only or main residence. Documentary evidence may be required – eg. child benefit payment address.
3. Where care is split equally between mother and father, parents must name which address is to be used for the purpose of allocating a school place.
4. Late applications (those received after the closing date) will only be considered after those received by the closing date.

Applications received after the notification date (after places are offered) will be added to the school’s waiting list in admission criteria order.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 40 2 <sup>nd</sup> preference: 38 3 <sup>rd</sup> preference: 34  Total: 112	Criterion 1 to 2: 20 Criterion 3: 10  The last place was allocated to a pupil living 0.617 miles from the school.	30

# St Benedict's Catholic Primary School

Abbott Street, Hindley, Wigan, WN2 3DG

**Head Teacher:** Mrs J Taberner

**Admission Number 2018** 30

**Age Range** 4-11

**DFE number** 3390

**Telephone number** 01942 253522

**Website** <http://www.saintbenedicts.wigan.sch.uk>

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## Oversubscription Criteria

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. All preferences listed on the Local Authority Preference Form will be considered on an equal basis with the following set of ADMISSIONS CRITERIA forming a priority order where there are more applications for admissions than the school has places available.

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Benedict, Hindley.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

## Notes:

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989). A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a subsection of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 25 2 <sup>nd</sup> preference: 14 3 <sup>rd</sup> preference: 9  Total: 48	All on time applicants who requested a place at the school were accommodated.	29

## St Bernadette's Catholic Primary School

Church Lane, Shevington, Wigan, WN6 8BD

Head Teacher: Mr J Hanley

Admission Number 2018 30  
Age Range 4-11  
DFE number 3413

Telephone number 01257 401125  
Website [www.saintbernadettes.wigan.sch.uk](http://www.saintbernadettes.wigan.sch.uk)

### Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

Looked After Children and previously Looked After Children.

2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of Our Lady of the Annunciation & St Bernadette (the part of the parish formerly referred to as St Bernadette, Shevington).
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.

## 8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on Ordnance Survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

### Notes:

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth,

date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.
- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to

start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).

- I. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 19 2 <sup>nd</sup> preference: 18 3 <sup>rd</sup> preference: 11  Total: 48	All on time applicants who requested a place at the school were accommodated.	21

# St Catherine's Catholic Primary School - Lowton

Cranham Avenue, Lowton, Warrington, WA3 2PQ

<b>Head Teacher:</b>	Mrs S Leck
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3412
<b>Telephone number</b>	01942 671528
<b>Website</b>	<a href="http://www.lowtonsaintcatherines.co.uk">www.lowtonsaintcatherines.co.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Catherine of Siena & All Saints, Golborne (the part of the parish formerly referred to as St Catherine of Siena, Lowton).
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

## Notes:

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989). A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a subsection of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS.**

**FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 28 2 <sup>nd</sup> preference: 14 3 <sup>rd</sup> preference: 9  Total: 51	All on time applicants who requested a place at the school were accommodated.	28

# St Cuthbert's Catholic Primary School

Thorburn Road, Norley Hall, Wigan, WN5 9LW

<b>Head Teacher:</b>	Mr J Bruen
<b>Admission Number 2018</b>	60
<b>Age Range</b>	4-11
<b>DFE number</b>	3433
<b>Telephone number</b>	01942 222721
<b>Website</b>	<a href="http://www.saintcuthberts.wigan.sch.uk">www.saintcuthberts.wigan.sch.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Cuthbert.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.

## Notes:

- a. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.

- b. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- c. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. Direct application to the school can now be made under this heading. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- d. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- e. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- f. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM. IF PARENTS ARE APPLYING UNDER ANY OF THE FAITH CRITERIA, THEY SHOULD ALSO COMPLETE THE SCHOOL SUPPLEMENTARY FORM.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
60	1 <sup>st</sup> preference: 55 2 <sup>nd</sup> preference: 27 3 <sup>rd</sup> preference: 19  Total: 101	All on time applicants who requested a place at the school were accommodated.	60

# St Gabriel's Catholic Primary School

Queensway, Higher Folds, Leigh, WN7 2XG

Head Teacher:	Mrs C Williams
Admission Number 2018	45
Age Range	4-11
DFE number	3411
Telephone number	01942 769712
Website	<a href="http://www.saintgabrielsprimary.co.uk">www.saintgabrielsprimary.co.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic and non-Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Margaret Clitherow (the part of the parish formerly referred to as St Gabriel's, Higher Folds) and non-Catholic children resident in Higher Folds.
4. Other baptised Catholic children.
5. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
6. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

## Notes:

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The

only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.

- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.
- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.

- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese. Please read the section of this booklet titled 'Catholic Schools in Liverpool Archdiocese' for additional arrangements.**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM. IF PARENTS ARE APPLYING UNDER ANY OF THE FAITH CRITERIA, THEY SHOULD ALSO COMPLETE THE SCHOOL SUPPLEMENTARY FORM.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
45	1 <sup>st</sup> preference: 32 2 <sup>nd</sup> preference: 1 3 <sup>rd</sup> preference: 4  Total: 37	All on time applicants who requested a place at the school were accommodated.	40

# St James' Catholic Primary School

St James Road, Orrell, Wigan, WN5 7AA

<b>Head Teacher:</b>	Mr G Hayes
<b>Admission Number 2018</b>	60
<b>Age Range</b>	4-11
<b>DFE number</b>	3388
<b>Telephone number</b>	01942 748455
<b>Website</b>	<a href="http://www.orrellsaintjames.wigan.sch.uk">www.orrellsaintjames.wigan.sch.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of Oversubscription Criteria will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St James', Orrell.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

**Notes:**

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- l. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- m. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**IN ALL CASES, PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND WILL BE ASKED TO ALSO COMPLETE THE SCHOOL SUPPLEMENTARY FAITH REQUEST FORM. SEE PAGE 6 FOR IMPORTANT INFORMATION.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
60	1 <sup>st</sup> preference: 47 2 <sup>nd</sup> preference: 41 3 <sup>rd</sup> preference: 36  Total: 124	All on time applicants who requested a place at the school were accommodated.	56

## **St Joseph's Catholic Primary School**

**Mather Lane, Leigh, WN7 2PW**

**Head Teacher:** Miss M Daley

**Admission Number 2018** 30

**Age Range** 4-11

**DFE number** 3400

**Telephone number** 01942 606395

**Website** [www.saintjosephs.wigan.sch.uk](http://www.saintjosephs.wigan.sch.uk)

### **Oversubscription Criteria**

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of Oversubscription Criteria will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Edmund Arrowsmith (the part of the parish formerly referred to as St Joseph's, Leigh).
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.

6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on Ordnance Survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

#### **Notes:**

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989). A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-

section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.
- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is

the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

- k. If a child is a “summer born child”, parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS / CARERS APPLYING ONLINE, A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 42 2 <sup>nd</sup> preference: 32 3 <sup>rd</sup> preference: 26  Total: 100	Criterion 1 to 2: 17 Criterion 3: 13  The last place was allocated to a pupil living 0.623 miles from the school.	30

# St Jude's Catholic Primary School

Worsley Mesnes Drive, Worsley Mesnes, Wigan, WN3 5AN

<b>Head Teacher:</b>	Mr S Barrand
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3431
<b>Telephone number</b>	01942 204091
<b>Website</b>	<a href="http://www.saintjudes.wigan.sch.uk">www.saintjudes.wigan.sch.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parishes of St Jude and St Edward.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on Ordnance Survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

**Notes:**

- a. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- b. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- c. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- d. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- e. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- f. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND ARE STRONGLY ADVISED TO COMPLETE THE SCHOOL SUPPLEMENTARY FORM.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 10 2 <sup>nd</sup> preference: 17 3 <sup>rd</sup> preference: 14  Total: 41	All on time applicants who expressed a preference for a place at the school were accommodated.	25

# St Marie's Catholic Primary School

Avondale Street, Standish, Wigan, WN6 0LF

**Head Teacher:** Mrs E J Somers

**Admission Number 2018** 30

**Age Range** 4-11

**DFE number** 3389

**Telephone number** 01257 422975

**Website** [www.saintmaries.wigan.sch.uk](http://www.saintmaries.wigan.sch.uk)

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## Oversubscription Criteria

Where the number of applications exceeds the number of places available the Governing Body will apply the following over-subscription criteria

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of Our Lady of the Annunciation & St Bernadette (the part of the parish formerly referred to as St Marie's, Standish).
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

## Notes:

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989). A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 21 2 <sup>nd</sup> preference: 12 3 <sup>rd</sup> preference: 18  Total: 51	All on time applicants who expressed a preference for a place at the school were accommodated.	26

# St Mary's and St John's Catholic Primary School

Standishgate, Wigan, WN1 1XL

<b>Head Teacher:</b>	Mrs L Vose
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3326
<b>Telephone number</b>	01942 206733
<b>Website</b>	<a href="http://www.stmaryandjohncatholicprimary.co.uk">www.stmaryandjohncatholicprimary.co.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parishes of St Mary and St John, Wigan.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

## Notes:

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989). A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a subsection of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM. PARENTS APPLYING ON LINE OR FROM ANOTHER LOCAL AUTHORITY AREA WILL NEED TO COMPLETE THE SCHOOL'S SUPPLEMENTARY FORM SO THAT THE GOVERNING BODY HAVE THE CORRECT FAITH INFORMATION. THE**

**SUPPLEMENTARY FORM IS AVAILABLE FROM THE SCHOOL OR FROM THE LOCAL AUTHORITY WEBSITE (SEE THE LOCAL AUTHORITY ADMISSIONS' BOOKLET)**

**IT SHOULD BE NOTED THAT AN OFFER OF A PLACE WILL BE WITHDRAWN IF IT IS DISCOVERED THAT FALSE INFORMATION HAS BEEN GIVEN E.G. INCORRECT ADDRESS, SIBILING CONNECTIONS, INCORRECT EVIDENCE ABOUT RELIGIOUS STATUS.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 33 2 <sup>nd</sup> preference: 46 3 <sup>rd</sup> preference: 38  Total: 117	Criterion 1 to 3: 28 Criterion 4: 2  The last place was allocated to a pupil living 0.780 miles from the school.	30

# St Oswald's Catholic Primary School

Council Avenue, Off Bryn Street, Ashton-In-Makerfield, Wigan, WN4 9AZ

<b>Head Teacher:</b>	Mrs P A Carter
<b>Admission Number 2018</b>	50
<b>Age Range</b>	4-11
<b>DFE number</b>	3382
<b>Telephone number</b>	01942 724820
<b>Website</b>	<a href="http://www.stoswaldswigan.co.uk">www.stoswaldswigan.co.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Oswald & St Edmund Arrowsmith, Ashton-in-Makerfield.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on Ordnance Survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

## Notes:

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- a. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989). A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.
- b. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- c. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

- d. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- e. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- f. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- g. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- h. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- i. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- j. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- k. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

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**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS.**

**FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
50	1 <sup>st</sup> preference: 41 2 <sup>nd</sup> preference: 30 3 <sup>rd</sup> preference: 17  Total: 88	All on time applicants who expressed a preference for a place at the school were accommodated.	45

# St Patrick's Catholic Primary School

Hardybutts, Wigan, WN1 3RZ

<b>Head Teacher:</b>	Ms L Hobden
<b>Admission Number 2018</b>	45
<b>Age Range</b>	4-11
<b>DFE number</b>	3329
<b>Telephone number</b>	01942 244361
<b>Website</b>	<a href="http://www.saintpatricks.wigan.sch.uk">www.saintpatricks.wigan.sch.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Patrick.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

## Notes:

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.
- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are

part of the same family unit. This does not include cousins or other family relationships.

- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

### **This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
45	1 <sup>st</sup> preference: 38 2 <sup>nd</sup> preference: 25 3 <sup>rd</sup> preference: 17  Total: 80	All on time applicants who requested a place at the school were accommodated	45

# St Richard's Catholic Primary School

Flapper Fold Lane, Atherton, M46 0HA

<b>Head Teacher:</b>	Mrs D Nulty
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3396
<b>Telephone number</b>	01942 882980
<b>Website</b>	<a href="http://www.saintrichards.wigan.sch.uk">www.saintrichards.wigan.sch.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Margaret Clitherow (the part of the parish formerly known as St Richard of Chichester) and the former parish of St Vincent de Paul, Over Hulton.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

**Notes:**

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.
- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are

part of the same family unit. This does not include cousins or other family relationships.

- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

**This is a Catholic Primary School in the Liverpool Archdiocese**

**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS. FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 9 2 <sup>nd</sup> preference: 10 3 <sup>rd</sup> preference: 8  Total: 27	All on time applicants who requested a place at the school were accommodated.	20

# St Wilfrid's Catholic Primary School

Off Golborne Road, Ashton-In-Makerfield, Wigan, WN4 8SJ

<b>Head Teacher:</b>	Mrs C Orrell
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3414
<b>Telephone number</b>	01942 707101
<b>Website</b>	<a href="http://www.ashtonstwilfrids.org.uk">www.ashtonstwilfrids.org.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Wilfrid, Ashton in Makerfield.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

## Notes:

- a. All applications will be considered at the same time and after the closing date for admission which is 15 January 2018.
- b. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.
- c. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order. Documentary evidence of being 'previously looked after' such as a copy of the adoption or special guardianship order must be submitted.
- d. For a child to be considered as a Catholic, evidence of a Catholic Baptism or reception into the Church will be required. Baptism should take place by the closing date for admission which is 15 January 2018.

A Baptised Catholic is one who has been baptised into full communion with the Catholic Church by the Rites of baptism of one of the various Churches in communion with the See of Rome (Cf. Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their baptism and reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal registers of the church in which the Rite of Reception took place.

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

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

- e. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, half or stepbrothers or sisters, foster brothers and sisters or the child of a parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.
- f. It is the duty of governors to comply with regulations on class size limits at Key Stage One. However, where there are twins, etc wanting admission and there is only a single place left within the admission number, then the governing body may exercise as much flexibility as possible within the requirements of infant class sizes. In exceptional circumstances we are now able to offer places for both twins and all triplets, even when this means breaching infant class size limits. This may also apply to siblings who are in the same year group.
- g. If in any category there are more applications than places available, priority will be given based on distance from home to school. Distance will be measured in a straight line from the front door of the child's home address (including the community entrance to flats) to the main entrance of the school using the Local Authority's computerised measuring system with those living nearer to the school having priority. In the event of distances being the same for two or more applicants where this distance would be the last place(s) to be allocated, a random lottery will be carried out in a public place. All the names will be entered into a hat and the required number of names will be drawn out.
- h. Where a child lives with parents with shared responsibility, each for part of a week, the child's "permanent place of residence" will be determined as the address of the parent who ordinarily has responsibility for the child. Evidence will be required, for example in the form of a copy of a tax credit award notice or a recent bank/building society statement, showing Child Benefit being paid in their account.
- i. Parents will be informed, by letter from the Local Authority, of the decision of the Admissions Committee no later than 16 April 2018.
- j. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. Parents will be informed of their child's position on the waiting list, which will not be operated for longer than the end of the Autumn Term.
- k. Late applications (those received after the closing date) will only be considered after the applications that were received on time have been dealt with. Applications for looked after children that are received by 15 February 2018 to be included with on time applications.
- l. For 'In Year' applications received outside the normal admissions round and if places are available then children qualifying under the published criteria will be admitted. If there are places available but more applicants than places then the published oversubscription criteria will be applied.

- m. If the Governing Body has turned down an application for admission, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on all parties.
- n. Parents can request that the date their child, if below compulsory school age, is admitted to school is deferred to later in the school year or until the term when they reach compulsory school age.
- o. Parents can request that their child attends part time until the child reaches compulsory school age.

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Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 21 2 <sup>nd</sup> preference: 15 3 <sup>rd</sup> preference: 15  Total: 51	All on time applicants who requested a place at the school were accommodated.	20

# St William's Catholic Primary School

Ince Green Lane, Ince, Wigan, WN2 2DG

<b>Head Teacher:</b>	Mrs E Ellis
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3394
<b>Telephone number</b>	01942 235782
<b>Website</b>	<a href="http://www.saintwilliams.wigan.sch.uk">www.saintwilliams.wigan.sch.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St William's, Ince.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on Ordnance Survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

**Notes:**

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements order or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

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**PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND THE SCHOOL SUPPLEMENTARY FORM. THIS WILL BE PROVIDED IN APPLICATION PACKS.**

**FOR PARENTS/CARERS APPLYING ONLINE A FORM SHOULD BE REQUESTED FROM THE SCHOOL.**

Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 27 2 <sup>nd</sup> preference: 31 3 <sup>rd</sup> preference: 7  Total: 65	All on time applicants who requested a place at the school were accommodated	30

# Twelve Apostles Catholic Primary School

Nel Pan Lane, Leigh, WN7 5JS

<b>Head Teacher:</b>	Mrs S Newton
<b>Admission Number 2018</b>	30
<b>Age Range</b>	4-11
<b>DFE number</b>	3405
<b>Telephone number</b>	01942 674312
<b>Website</b>	<a href="http://www.twelveapostlesleigh.co.uk">www.twelveapostlesleigh.co.uk</a>

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## Oversubscription Criteria

All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked After Children and previously Looked After Children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Edmund Arrowsmith (the parts of the parish formerly referred to as Twelve Apostles and Our Lady of the Rosary).
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applications within any criteria above then places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using Wigan Council's Geographical Information System (GIS) which is based on ordnance survey. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

**Notes:**

- a. All applications will be considered at the same time and after the national closing date. Applications received after that date will be **treated as late applications** and will not be considered until **after** the main allocation of places has taken place. The only exception to this will be applications for looked after children that are received by the date stated in the Local Authority Admissions Booklet.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

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

- d. Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.
- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are

part of the same family unit. This does not include cousins or other family relationships.

- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.
- j. It is the duty of governors to comply with regulations on class size limits at Foundation Stage and Key Stage One. The Governing Body may exceed the regulations for twins and children from multiple births where one of the children is the 30<sup>th</sup> child admitted. This also applies to in-year applicants who are looked after/previously looked after, children of UK service personnel or children who move into the area for whom there is no other school available within a reasonable distance.
- k. If a child is a "summer born child", parents can request that the date their child is admitted to school is deferred to later in the school year. However, the child has to start school before the end of that school year. If a parent wishes their child to be educated out of their normal school year (kept back a year), they must discuss this with the school before applying. However, the decision on this rests with the school (para 2.17 of the Admissions Code).
- l. Parents may request that their child attend school part-time until he/she reaches his/her fifth birthday.

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Admission Number 2017	No. of preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
30	1 <sup>st</sup> preference: 41 2 <sup>nd</sup> preference: 17 3 <sup>rd</sup> preference: 16  Total: 74	Criterion 1 to 4: 21 Criterion 5: 9  The last place was allocated to a pupil living 2.375 miles from the school.	30