

## Where to get help

In Wigan, the School Places Team at Children and Young People's Services deal with admissions to schools. We will be pleased to help if you have any questions or need extra information.

You can contact us as follows:

Address: School Places Team  
Children and Young People's Services  
Progress House  
Westwood Park Drive  
Wigan  
WN3 4HH

Phone: 01942 486037, 01942 486038 or 01942 486039

E-mail: [schoolplaces@wigan.gov.uk](mailto:schoolplaces@wigan.gov.uk)

There is also information on Wigan Council's website at [www.wigan.gov.uk](http://www.wigan.gov.uk)

## Other useful phone numbers

School transport	01942 486139 or 01942 486140
Special educational needs	01942 486132
Free school meals	01942 828609
SureStart team (early years)	01942 486050
General education enquiries	01942 486123

## Other local authorities

Bolton	Children's Services	01204 332137
Lancashire	Children's Services	01772 531813
Salford	Children's Services	0161 778 0413
St Helens	Children and Young People's Services	01744 456348
Trafford	Education Department	0161 912 5007
Warrington	Children's Service Directorate	01925 442951

## **On-line application service**

### **Apply on-line for your child's secondary-school place because:**

- √ it is quick, safe and secure;
- √ we will confirm we have received your application;
- √ you can change your application at any time up until the closing date for applications (24 October 2008);
- √ there are clear, simple instructions to guide you through making your application; and
- √ the service is available 24 hours a day, seven days a week during the application period –September 2008 to 24 October 2008.

### **What will I need to apply on-line?**

- A computer with internet access
- An e-mail account

### **Where can I access the website to apply on-line?**

- At home
- At an internet café
- At a library – we recommend that you book this service beforehand.

You will have received a letter giving you details on how to access the on-line service. Or, you can go to our website at [www.wigan.gov.uk](http://www.wigan.gov.uk) and follow the links.

If you need any help or guidance using the on-line service, please do not hesitate to contact us:

- by phone on 01942 486039, 8.45am to 5pm Monday to Friday; or
- by e-mail at [schoolplaces@wigan.gov.uk](mailto:schoolplaces@wigan.gov.uk)

## **Applying for a place at secondary school**

We call secondary schools in Wigan high schools.

### **How to apply**

#### **September 2008**

You will receive an application pack.

We will send parents of children in Year 6 who live in Wigan:

- a copy of this booklet;
- a local authority (LA) application form; and
- information about how to apply on-line.

#### **September 2008 to 24 October 2008**

Decide which schools you want to apply for in order of priority.

Please read this booklet very carefully because it:

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

High schools will hold open evenings during this period.

You can get school prospectuses from the schools. The headteacher of your child's primary school can also help you with this. You can visit schools' websites on [www.wiganschoolsonline.net](http://www.wiganschoolsonline.net)

### **Fill in and return your LA application form or apply on-line.**

**If any of your preferred schools is a voluntary-aided (church) school, you must fill in the school's own supplementary information form as well as the local authority application form. You can get the supplementary information form from the school, and you must return it to the school by 24 October 2008. If you put a voluntary-aided (church) school as a preference and you do not fill in the school's own supplementary application form, the school will not have all the information they need to consider your application and your child may be refused a place.**

**Send your LA application form by 24 October 2008 to:**

- the headteacher at your child's primary school if it is in Wigan LA; or
- Children and Young People's Services if your child does not go to a Wigan school (the address is on the form).

Whether you apply on-line or by using the application form, you will get an acknowledgement. This is your proof that you have handed in your form. Please keep it until you get the letter telling you that your child has a place at school.

**24 October 2008**

The closing date for applications.

**October 2008 to February 2009**

Applications will be processed.

**2 March 2009**

We will write to tell you the school we are offering your child.

**Late applications**

It is important that you return your application form or apply on-line **before the closing date on 24 October 2008.**

We will deal with all on time applications first and at the same time.

If your application is late, we will only look at it after we have dealt with all the applications we receive on time. This means that you are less likely to get a place at the school you want.

If you submit a late application we cannot guarantee we will write to you by 2<sup>nd</sup> March 2009. We will however write to you as soon as we can after this date.

If you have not been able to apply for a school place by the closing date or even after school places have been allocated, please do not hesitate to contact the School Places Team, who will be able to help.

### **If you do not apply for a place**

If you do not apply for a place, we will offer your child a place at the nearest school to your home with a place available. We will only do this if your child lives in Wigan.

This may not be a school that is near to you because we will offer places first to children whose applications were received on time. All places at your local high schools may already have been filled.

### **Your child's home address**

Many schools use children's addresses when deciding who to offer places to.

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

If 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.

We may carry out checks to confirm that addresses are genuine. We may ask 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 for applications.

If you have a temporary change of address, for example, go to live with a relative etc, you cannot use this address.

**When considering your child's application, we use the permanent home address we have for you at the closing date for applications.**

If you move house after the closing date for applications but before allocation letters are sent to parents, you must notify the School Places Team in writing. We cannot use this address to consider your application from but will ensure we write to you at the correct address.

### **False information**

If you give any false information, such as the incorrect permanent address at the closing date for applications, to get a school place, we reserve the right to withdraw the offer and your child may lose the place.

## **Important information about how we decide which school to offer your child**

We will consider the following things when deciding which school to offer your child a place.

- The three school preferences you name on the application form.
- The admission number for the schools.
- The admission criteria for the schools.
- The order of priority you have given schools on your application.

Please note, when we are considering on time applications we will use the information that is correct on your application form at the closing date for applications.

### **Admission number**

Every school has an admission number. This is the number of places in a school year group. The admission numbers for all Wigan high schools are given with the information on each school in pages 18 to 62 in this booklet.

### **Expressing preferences for school places**

It is now the law that the equal preference system is used when considering and allocating school places. The equal preference system ensures that if you miss out at your first preference school you still have a fair chance of being offered a place at your second or third preference schools. This is why we advise you to state 3 preferences. When expressing preferences it is important to make a realistic assessment of your child's chances of gaining a place. The information in this booklet will assist you to do this. If you require further advice please contact the School Places Team.

Pages 18 to 62 give details of the admission criteria and how places were allocated for 2008 for each school.

### **Admission criteria**

When there are more applications than places for a school, we say the school is 'oversubscribed'.

If we receive more applications than the admission number, we use a fixed set of rules to decide which children we offer a place. These rules are called the 'admission criteria'.

The admission criteria for all Wigan high schools are given in pages 18 to 62 in this booklet.

You will see that the criteria are numbered. Children in category one will have first priority for places, children in category two will be considered next and so on through the criteria until there are no places left.

### **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.

At community and voluntary-controlled schools, places will be given to the children who live nearest to the school. We measure this distance:

- in a straight line; and
- using a Geographical Information System (GIS) which is based on Ordnance Survey. We will measure from your child's home address to a central point on the school site. If you want more information about the point we measure to at community or voluntary-controlled schools, please contact the School Places Team.

The tie breakers for voluntary-aided and foundation schools are given with the admission criteria for each school on pages 38 to 62 of this booklet.

### **The equal preference system and the priority order of schools on your application**

By law, we must now use the equal preference system when considering your application for a school place. We used this system for the first time for the allocation of places in 2008.

Under the equal preference system you have a fairer chance of being offered a place at one of your three most preferred schools than under the old system.

We offer places by doing the following.

- First, we rank all first, second and third preference applications by using the school's admission criteria only. This process means that some second and third preference applications will be ranked higher than some first preference applications.
- We use schools' admission numbers to find out how many children can be offered a place at each school.
- We then offer places to all children whose first preference can be met, and remove their second and third preferences from the list.
- We repeat this process for second preferences and then third preferences.

This process means that if you miss out on your first preference school, you still have a fair chance of being offered a place at your second or third preference schools.

### **Children in public care**

If you are responsible for a child in public care, please let us know on your application.

### **Brothers and sisters**

The admission criteria for community and voluntary-controlled schools have children who will have brothers or sisters at the school when they start as category two.

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.**

### **Foundation schools**

The Governing Body of a Foundation School decides who will be offered places if there are more applications than the number of places available.

The admissions criteria for Foundation Schools can be found on pages 38 of this booklet.

### **Voluntary-aided (church) schools**

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

The admission criteria for voluntary-aided high schools usually take account of church membership. They ask for information about this on their own supplementary information form.

If you want a place at a voluntary-aided school, you must;

- get the school's own supplementary information form from the school; and
- return this to the school by the closing date of 24 October 2008

**You must fill in a supplementary information form as well as the local authority application form for each voluntary-aided school you name, whether it is your first, second or third preference.**

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



### **Children with a statement of special educational needs**

It is the law that if a child has a statement of special educational needs that names a school, the school **must** admit them. This applies to all types of school, whether they are community, voluntary-controlled, voluntary aided or foundation.

### **Waiting lists for community and voluntary-controlled schools**

Places may become available at a school after the offer date on 2 March 2009 but before pupils are admitted in the autumn term in 2009. To decide which children have these places, we will:

- put all children who we refuse a place at their first-preference school on the waiting list for the school;
- keep the list in priority order, **decided by the admission 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 first day 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 admissions criteria.**

We will put your child's name on the waiting list at your second-preference or third-preference school if you tell us that you want to do so. You can do this by writing to:

School Places Team  
Children and Young People's Services  
Progress House  
Westwood Park Drive  
Wigan  
WN3 4HH.

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

The governing body of the school will decide if a waiting list will be kept and how this will work.

You should contact the individual school for details.

## **Important Questions Answered**

### **When will my child transfer to secondary school?**

If your child will turn 11 between 1 September 2008 and 31 August 2009, he or she will transfer to secondary school at the start of the new school year in September 2009.

### **Who will deal with my application?**

The local authority (LA) co-ordinates admissions to all high schools. In Wigan, this is done by the School Places Team.

The LA decides which children will be offered places at community and voluntary-controlled high schools. These schools are listed on pages 18 to 34 in this booklet.

The governing body of the school decides which children will be offered places at foundation and voluntary-aided (church) high schools. These schools are listed on pages 38 to 62 this booklet.

### **Do I have to put three school preferences?**

You should give three preferences because if you do not:

- it does not increase your chance of gaining a place at your first-preference school; and
- we do not know which other schools you are interested in. If we cannot offer your first-preference school, we can only offer the nearest school to your child's home with a spare place. You may miss out on a place at another school which you prefer.

In the same way, repeating the name of one school three times on your application does not improve your chances of a place.

### **Can I change my mind after I have sent my application?**

#### **Changes of mind up to the closing date**

- If you change your mind about the names or order of schools you have put on the application form, you must write to the School Places Team to give the details before the closing date on 24 October 2008.
- If you apply on-line, you can change your preference at any time up to the closing date by amending your application. You must follow the instructions given on the on-line service to make sure your preferences have been changed.

## **Changes of mind after the closing date (24 October 2008)**

If you change your mind about the preferences or the order of preferences after the closing date you must send details to the School Places Team. Changes of mind after the closing date will be treated as a late application (see page 4). This may reduce the chances of getting a place at the school you want.

## **What happens if you cannot offer a place at any of the schools I have asked for?**

If your child lives in Wigan, we will either:

- offer your child a place at the nearest Wigan community school to their home address with a spare place; or
- if there is a voluntary-aided or foundation school with spare places nearer to your home, we will ask the governing body if it can offer a place.

If your child does not live in Wigan, their home LA will offer them a place.

## **My child has a statement of special educational needs. How do I apply for a place at secondary school?**

Your child's primary school will arrange a review to discuss their move into secondary education in either:

- the summer term when they are in year 5; or
- the autumn term when they are in year 6.

## **If your child goes to a mainstream primary school**

We will send you an application to secondary school pack at the same time as everyone else. You should apply in the usual way. It is important that you apply by the closing date of **24 October 2008**.

You should still apply if you are considering a special school place for your child. This is so that you have a better chance of getting a place at the mainstream school you prefer if your child does not transfer to a special school.

## **If your child goes to a special school**

If it is agreed that your child should transfer to mainstream secondary school, we will tell you how to apply when the time comes.

### **Why do you give information about admissions to each school last year?**

We give details of how we offered places last year to help explain how the available places were allocated. You may want to use this information as a guide to whether you are likely to gain a place at one of your preferred schools. The information is only a guide because the number of applications for a school is different each year.

### **Can I apply for a place at a school in a different local authority?**

You can apply for schools in any local authority. Other LAs produce their own admission booklets with details of their schools and will be pleased to send you a copy. There is a list of Wigan's neighbouring LAs, with contact phone numbers, on page 1 of this booklet.

If your child lives in Wigan and you want to apply for a place at a school in another LA, you can apply using Wigan's on-line application service or:

- fill in the Wigan LA application form we sent with this booklet;
- put the name of the other LA school on the application form; and
- return the application form to Wigan LA, either through your child's primary school or by post **by the closing date of 24 October 2008.**

Whichever way you apply, we will deal with the other LA for you.

**Please make sure you fill in and return to the school any supplementary information form for a voluntary-aided school, as well as returning the filled-in local authority application form to the local authority.**

### **I do not live in Wigan. Can I apply for a place at a Wigan school for my child?**

Anyone can apply for a place in a Wigan school. However, you should look at the admission criteria to see if you have a reasonable chance of gaining a place.

Your own LA will have sent you their application form. If you want a place at a Wigan school:

- put the name of the school on your own LA application form;
- return the form to your own LA by the closing date; and
- your LA will deal with the School Places Team at Wigan on your behalf.

## **Admission appeals**

You can appeal to an independent appeal panel if the LA or the school governing body refuse a place at any school you have applied for.

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

- the reasons why your application was refused;
- how to appeal;
- the time limit for sending your appeal (you will have at least 14 days from the date of the letter);
- where to send the appeal; and
- who to contact if you need any help.

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

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

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

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

## **The appeal hearing**

### **Before the hearing**

We will tell you the date, time and place of the hearing 14 days before.

Seven days before the hearing, the LA or the school will send you a document called the 'Statement of Case'. This sets out the reasons why your child was not offered a place. The appeal panel will also get a copy of this.

The panel also receives all the documents you have sent in to support your child's appeal. If you have any more information or supporting documents that you want the panel to consider, you should bring them to the appeal panel hearing. It would be useful if you could bring eight copies of each document.

## **The appeal panel**

The panel will have three or five people on it. They are completely independent of the LA and the school you are appealing for.

## **At the appeal hearing**

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

There will be an LA or school representative at the hearing to give their reasons for refusing your child a place and you can ask them questions about this. You will be able to put your case for your child to the panel. You will probably want to refer back to your original reasons for applying for that school.

If you cannot go to the appeal hearing, the panel will consider all the information you have sent in writing, in your absence.

At the end of the hearing, the clerk should be able to tell you when you can expect to receive the panel's decision.

You will receive the panel's decision by letter.

**Admission authorities must keep to the decisions of admissions appeals panels. The decisions can only be overturned by the courts.**

## **After the hearing**

The parents or guardians of children who have been unsuccessful in their admission appeal may want to consider the following options.

### **1 Complaints to the Local Government Ombudsman**

The Local Government Ombudsman can investigate written complaints about bad administration by an admission appeal panel. This is not a right to appeal and has to relate to issues such as failing to follow correct procedures or failing to act independently and fairly, rather than to the person making the complaint thinks that the decision is wrong.

You can contact the Ombudsman at:

Local Government Ombudsman  
Beverley House  
17 Shipton Road  
York  
YO30 5FZ.

## 2 Complaints to the Secretary of State

The Secretary of State cannot review or overturn decisions of individual appeals panels but can consider:

- whether the local authority set up the appeal panel correctly, with the correct number and properly appointed types of panel members; and
- whether the admission authority or governing body has acted reasonably in running the appeal meeting and handling the decision-making process.

You can contact the Secretary of State for Education and Skills at:

Sanctuary Buildings  
Great Smith Street  
Westminster  
London  
SW1P 2BT.

## 3 Judicial review

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

### **Further appeals**

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

We will only consider an application for the same school in the same school year in very exceptional situations, such as a significant, material change in your circumstances or those of your child. A material change is something substantial, such as a change of address from a different area. The fact that a pupil is distressed at not being offered a place at the school they wanted is not a significant and material change in circumstances.

## **General information**

### **School meals**

School meals are available in all high schools at the moment.

There is a cafeteria service for pupils who want to buy a school meal. At all schools there are places where pupils can eat food they have brought from home.

If you receive Income Support, your child or children will be entitled to free school meals on the days they go to school. To apply for free school meals:

- pick up a free school meals application form from your nearest council office; or
- phone the council's Benefits Office on 01942 828674.

We do not provide milk for any pupils in Wigan schools.

### **School uniform**

Pupils must wear school uniform at all high schools in Wigan. Details are available from the individual schools.

### **School transport**

#### **Where to get information on bus services**

- Our website has links to other sites, including transport ([www.wigan.gov.uk](http://www.wigan.gov.uk)).
- You can get leaflets from Wigan and Leigh bus stations.
- Phone Greater Manchester Passenger Transport Executive (GMPTE) on 0161 228 7811
- Visit GMPTE's website at [www.gmppte.gov.uk](http://www.gmppte.gov.uk)

### **Travelling expenses**

We can refund travelling expenses for secondary-school pupils who must travel more than three miles to their nearest suitable school. We will measure this by the shortest walking route. We will not refund travelling expenses if:

- your child goes to a school more than three miles away and there is another school with a place available less than three miles away;

unless you have applied to the school because of your religion or belief.

**From 1 September 2009, a child aged 11 to 16 who is entitled to free school meals or whose parents or guardians are entitled to the maximum level of Working Tax Credit will be entitled to free transport to:**

- any one of the three nearest suitable schools, where the distance travelled is between two and six miles; or



- the nearest school they have chosen because of their religion or belief, where this is between two and 15 miles away.

### **How we will measure the distances**

We will measure:

- the two-mile limit along the nearest and shortest suitable walking route; and
- the six-mile limit and 15-mile limit along road routes.

We usually pay travelling expenses at the end of the school year. However, in some circumstances, you may claim at the end of each term. You can get claim forms from school or the School Transport Team.

If you have any queries, please contact the School Transport Team on 01942 486115, 01942 486116 or 01942 486140.

If you want to check if we would pay travelling expenses before you apply for a particular school, please contact the School Transport Team.

### **Transferring between high schools**

Parents sometimes want to transfer their child to a different school during the school year.

To apply for a place:

- contact the School Places Team for an application form; and
- if you want a place at a voluntary-aided school, fill in the school's own application form. You can get this from the school.

Changing schools can cause an unnecessary break in your child's education. If your child is having problems, a change of school is not always the answer. You should discuss any concerns with your child's headteacher before you apply for a different school.

If your child is in year 10 or year 11, you should think very carefully before moving them for any reason. A different school may not be able to offer the same subject options or exams for which your child has studied and completed coursework.

We sometimes receive requests for places at schools and are not able to offer a place at a school within a reasonable distance of where the child lives. In these situations, we may offer a place even if a school is full, in line with the Fair Access Policy.

You can find out more about the Fair Access Policy by contacting us on 01942 486037.

Plain English Campaign's Crystal Mark does not apply to the rest of this booklet.

## Community and voluntary-controlled high schools

All mixed, comprehensive, 11-16

**Ashton-in-Makerfield, The Byrchall High School**  
**Warrington Road, Ashton-in-Makerfield**  
**WN4 9PQ**  
**01942 728221**

**DCFS No: 4501**

Headteacher: Mr A R Birchall

Admission number: 235

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
3. Other children living in Ashton-in-Makerfield, and Garswood and North Ashton in St Helens.
4. Other children living nearest to the school.

### Tie-breaker

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

Additional Information about the 2008 intake

Admission Number 2009	Number 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)
240	676	Statemented children - 0 Criterion 1 - 1 Criterion 2 - 58 Criterion 3 - 40 Criterion 4 - 113	212

**Cansfield High Specialist Language College**  
**Old Road, Ashton-in-Makerfield**  
**WN4 9TP**  
**01942 727391**

**DCFS No: 4015**

Headteacher: Mr M Southworth

Admission number: 202

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
3. Other children living in Ashton-in-Makerfield, and Garswood and North Ashton in St Helens.
4. Other children living nearest to the school.

Tie-breaker

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

Additional information about the 2008 intake

Admission Number 2008	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 and withdrawals (information correct at time of print)
202	482	Statemented children - 0 Criterion 1 - 2 Criterion 2 - 40 Criterion 3 - 134 Criterion 4 - 26	205

**Golborne High School**  
**Lowton Road, Golborne**  
**WA3 3EL**

**DCFS No: 4022**

Headteacher: Mr D W Lythgoe

Admission number: 171

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
3. Other children living in Golborne and Lowton.
4. Other children living nearest to the school.

Tie-breaker

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

Additional Information on the 2008 intake

Admission Number 2008	Number 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 and withdrawals (information correct at time of print)
171	344	Statemented children - 1 Criterion 1 - 1 Criterion 2 - 41 Criterion 3 - 83 Criterion 4 - 33	161

**Ince, Rose Bridge High School**  
**Holt Street, Ince-in-Makerfield**  
**WN1 3HD**  
**01942 510712**

**DCFS No: 4017**

Headteacher: Mr J Pendlebury

Admission number: 155

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
3. Other children living in Ince, Aspull, Platt Bridge and Abram.
4. Other children living nearest to the school.

Tie-breaker

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

Additional information about the 2008 intake

Admission Limit 2008	Number 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 and withdrawals (information correct at time of print)
155	297	Statemented children - 0 Criterion 1 - 1 Criterion 2 - 33 Criterion 3 - 60 Criterion 4 - 46	142

**Leigh, Bedford High School**  
**Manchester Road, Leigh**  
**WN7 2LY**  
**01942 760032**

**DCFS No: 4019**

Headteacher: Mr S Preston

Admission number: 242

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
3. Other children living in Leigh, Atherton and Tyldesley (as defined by the former borough and urban district council boundaries), irrespective of whether the applicants now reside in the metropolitan boroughs of Wigan or Salford.
4. Other children living nearest to the school.

Tie-breaker

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

Additional information about the 2008 intake

Admission Limit 2008	No. of 1 <sup>st</sup> Preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals and withdrawals (information correct at time of print)
242	603	Statemented children - 0 Criterion 1 - 0 Criterion 2 - 44 Criterion 3 - 100 Criterion 4 - 29	173

**Leigh, Westleigh High School – A College of Technology**  
**Westleigh Lane, Leigh**  
**WN7 5NL**  
**01942 202580**

**DCFS No: 4020**

Headteacher: Mr J Banks

Admission number: 155

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
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.

Additional information about the 2008 intake

Admission Limit 2008	Number 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 and withdrawals (information correct at time of print)
155	534	Statemented children - 4 Criterion 1 - 1 Criterion 2 - 54 Criterion 3 - 96	162

**Lowton Community Sports College**  
**Newton Road, Lowton**  
**WA3 1DU**  
**01942 767040**

**DCFS No: 4028**

Headteacher: Mr J Shanahan

Admission number: 230

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
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

Additional information about the 2008 intake

Admission Limit 2008	Number 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 and withdrawals (information correct at time of print)
230	565	Statemented children - 0 Criterion 1 - 0 Criterion 2 - 54 Criterion 3 - 138	192



**Orrell - Abraham Guest Specialist Sports and Arts College**  
**Greenhay**  
**Orrell**  
**Wigan**  
**01942 511987**

**DCFS No: 4023**

Headteacher: Mr R A Caslake

Admission number: 205

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
3. Other children living in Orrell and Billinge.
4. Other children who live closer to Abraham Guest High School than to the nearest alternative school.
5. Other children living nearest to the school.

Tie-breaker

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

Additional information about the 2008 intake

Admission Limit 2008	Number 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 and withdrawals (information correct at time of print)
178	451	Statemented children - 0 Criterion 1 - 0 Criterion 2 - 44 Criterion 3 - 9 Criterion 4 - 15 Criterion 5 - 108	178

**Shevington High School**  
**Shevington Lane, Shevington**  
**WN6 8AB**  
**01257 400990**

**DCFS No: 4027**

Headteacher: Mrs H Mackenzie

Admission number: 178

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
3. Other children living in Shevington.
4. Other children who live closer to Shevington High School than to the nearest alternative school.
5. Other children living nearest to the school.

Tie-breaker

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

Additional information about the 2008 intake

Admission Limit 2008	Number 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 and withdrawals (information correct at time of printing)
178	518	Statemented children - 1 Criterion 1 - 1 Criterion 2 - 45 Criterion 3 - 37 Criterion 4 - 4 Criterion 5 - 76	167

**Standish Community High School**  
**Kenyon Road, Off Preston Road, Standish**  
**WN6 0NX**  
**01257 422265**

**DCFS No: 4034**

Headteacher: Mr H Crossan

Admission number: 250

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
3. Other children living in Standish including Shevington Moor.
4. Other children living in Aspull, including New Springs and Haigh.
5. Other children living in former Wigan wards Beech Hill, Swinley and Whelley.
6. Other children who live closer to Standish Community High School than to the nearest alternative school.
7. Other children living nearest to the school.

Tie-breaker

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

\*To help you, the map on page 36 shows the boundaries of this area. You can see a larger copy of the map at Children and Young People's Services, Progress House, Westwood Park Drive, Wigan, WN3 4HH or you can phone the School Places Team for advice.

## Admissions to secondary school in 2009-2010

### Additional information about the 2008 intake

Admission Limit 2008	Number 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 and withdrawals (information correct at time of print)
250	646	Statemented children - 0 Criterion 1 - 0 Criterion 2 - 89 Criterion 3 - 112 Criterion 4 - 29 Criterion 5 - 20 Criterion 6 - 0 Criterion 7 - 0	258

**Tyldesley - Fred Longworth High School**  
**Printshop Lane, Tyldesley**  
**M29 8JN**  
**01942 883796**

**DCFS No: 4025**

Headteacher: Mr A Colley

Admission number: 255

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
3. Children living in Mosley Common and Tyldesley, situated to the north of Manchester Road (Astley) and Chaddock Lane, to its junction with the East Lancashire Road, and thereafter the East Lancashire Road, with the exception of pupils who live nearer to Bedford High School than Fred Longworth High School and children living in that part of Hindsford bounded to the east by the former Borough and Urban District Boundary and bounded to the north by the northerly access road to the Chanters Industrial Estate and Tyldesley Old Road to its junction with Millers Lane and bounded to the west by Millers Lane to its junction with Langley Platt Lane and the former Borough and Urban District Boundary.\*
4. Children living in the remainder of Atherton and the remainder of Tyldesley.
5. Other children living nearest to the school.

Tie-breaker

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

## Admissions to secondary school in 2009-2010

\*To help you, the map on page 35 shows the boundaries of this area. You can see a larger copy of the map at Children and Young People's Services, Progress House, Westwood Park Drive, Wigan, WN3 4HH or you can phone the School Places Team for advice.

### Additional information about the 2008 intake

Admission Limit 2008	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 and withdrawals (information correct at time of print)
255	511	Statemented children - 0 Criterion 1 - 0 Criterion 2 - 74 Criterion 3 - 145 Criterion 4 - 36 Criterion 5 - 0	271

**Wigan - Hawkley Hall High School**  
**Carr Lane, Hawkley Hall, Wigan**  
**WN3 5NY**  
**01942 204640**

**DCFS No: 4035**

Headteacher: Mr R W Halford

Admission number: 188

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
3. Other children living in the town of Wigan.
4. Other children who live closer to Hawkley Hall High School than the nearest alternative high school.
5. Other children living nearest to the school.

Tie-breaker

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

▲ The town of Wigan refers to the Borough boundaries before Local Government reorganisation in 1974. Please see the map on page 37. You can phone the School Places Team for advice about this.

Additional information about the 2008 intake

Admission Limit 2008	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)
188	333	Statemented children - 1 Criterion 1 - 1 Criterion 2 - 55 Criterion 3 - 116 Criterion 4 - 11 Criterion 5 - 0	184



**Wigan – PEMBEC (Pemberton Business and Enterprise College) DCFS No: 4008**  
**Montrose Avenue, Pemberton, Wigan**  
**WN5 9XL**  
**01942 515370**

Headteacher: Mrs M Buras-Stubbs

Admission number: 170

**Statutory notices have been published proposing closure of Pembec by the end of August 2011. If the proposal is agreed there will not be an intake of year 7 pupils for September 2009. The decision will be made before the closing date for applications.**

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
3. Other children living in the town of Wigan.
4. Other children who live closer to PEMBEC at Kingsdown High School than the nearest alternative school.
5. Other children living nearest to the school.

Tie-breaker

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

▲ The town of Wigan refers to the Borough boundaries before Local Government reorganisation in 1974. Please see the map on page 37. You can phone the School Places Team for advice about this.

Additional information about the 2008 intake

Admission Limit 2008	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)
170	208	Statemented children - 0 Criterion 1 - 0 Criterion 2 - 22 Criterion 3 - 32 Criterion 4 - 17 Criterion 5 - 0	71

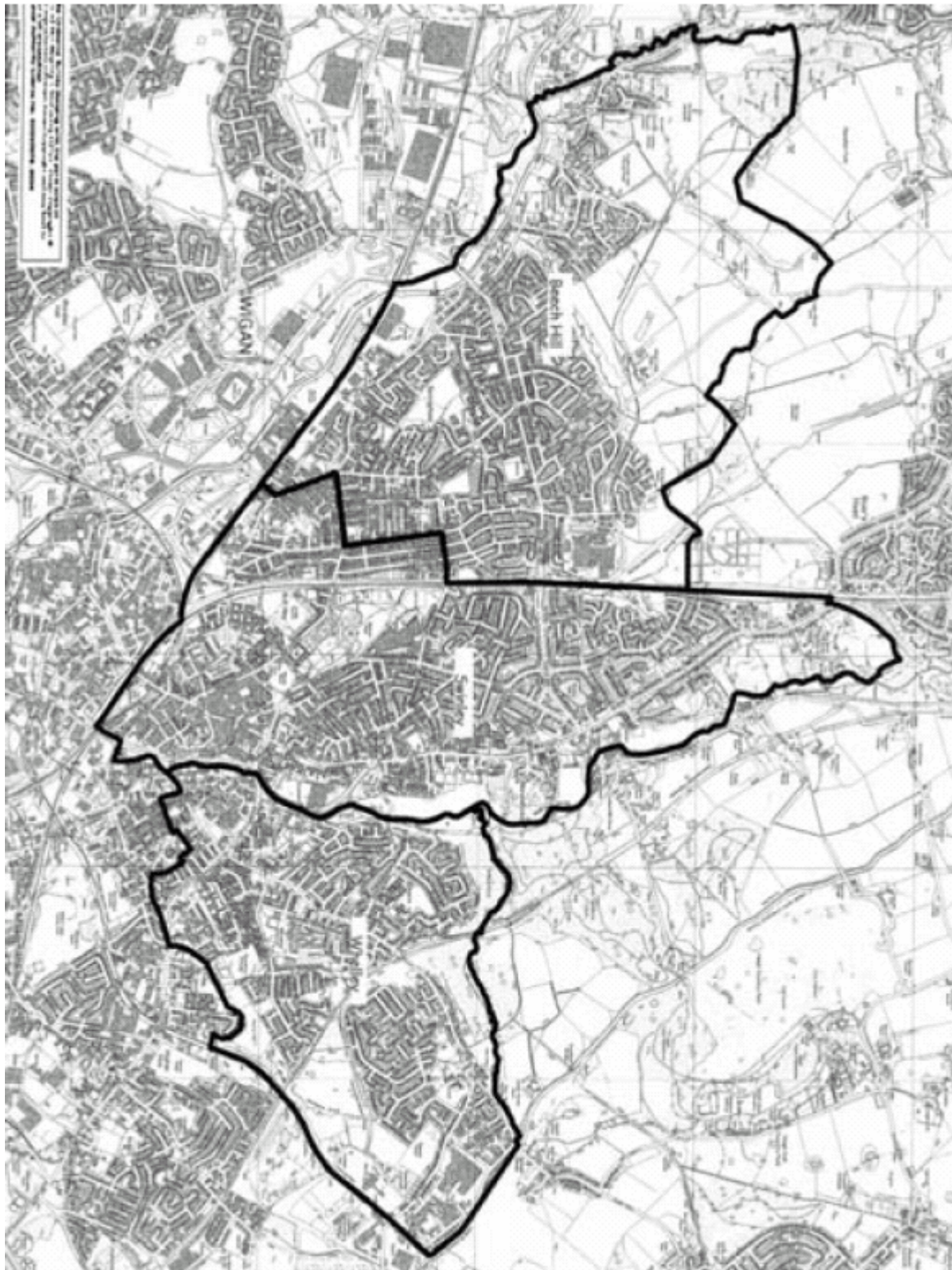
Map for Fred Longworth High School Criterion 3.



Crown Copyright Ordnance Survey 2002



Map for Standish Community High School Criterion 5.



Crown Copyright Ordnance Survey 2002



Map for Hawkley Hall High School and PEMBEC Criterion 3.



Crown Copyright Ordnance Survey 2002

## **Foundation School – mixed 11-16**

**Hindley Community High School & Arts College**  
**Mornington Road, Hindley**  
**WN2 4LG**  
**01942 767704**

**DCFS No: 4026**

Headteacher: Mrs J Lees

Admission number: 187

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 which names the school:

1. Children in Public Care.
2. Children with brothers or sisters who will be attending the school in the 2009-2010 school year.
3. Other children living in Hindley, Platt Bridge, Abram and Bickershaw.
4. Other children living nearest to the school.

Tie-breaker

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

### **Brothers and sisters**

Children with brothers or sisters who will be attending the school in the 2009-2010 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.**

## Admissions to secondary school in 2009-2010

### Additional information about the 2008 intake

Admission Limit 2008	Numbers of Preferences received by the closing date	Breakdown of how places were allocated	Final number admitted following any appeals and withdrawals (information correct at time of print)
187	358	Statemented Children - 1 Criterion 1 - 0 Criterion 2 - 59 Criterion 3 - 125 Criterion 4 - 2	189

## **Church of England Voluntary-Aided High Schools**

**To apply for a place at an aided school, parents must complete the school's own application form as well as the Local Authority form. It is the responsibility of parents to obtain the form from the school and return it to the school by the closing date.**

**Wigan, The Deanery CE High School  
Frog Lane, Wigan  
WN1 1HQ  
01942 768801**

**DCSF No: 4608**

Headteacher: Mr S Brierley

Admission number: 250

### **Admission Policy**

As The Deanery High School is a Voluntary Aided School, the Governors are responsible for the school's Admissions Policy.

Any child who has a statement of special educational needs that names The Deanery High School is offered a place in the first instance.

The remaining places are split between five categories:

- Category L: Looked After children applications
- Category M: Medical/Social applications
- Category C: Christian applications (Note: the Governors have defined as 'Christian' church as one that is in membership of, or one that agrees with, the 'Basis' – a statement of beliefs set out by Churches Together in England).
- Category O: Other World Faith applications
- Category P: Other parents expressing a preference for a place at the school

Parents may apply for a place under more than one main category if they want. For entry into Year 7 in September 2009, all application forms must be submitted by 24th October 2008.

### **Who will get the places in each category?**

In the event of more children applying in each category than there are places, the following systems will be used to decide who gets the places.

#### **Category L: Looked After children applications**

Looked After children (ie children in the care of the Local Authority).



### **Category M: Medical/Social applications**

If the number of places offered to children with a statement of special educational needs and Looked After children does not exceed 10 in total then any remaining places will be offered to children with a medical or social need.

Places will be offered firstly to other children who can demonstrate that The Deanery High School is the only school that can meet their needs, and secondly to children who can demonstrate that The Deanery High School is the best-placed school to meet their needs. Applicants can demonstrate either of these statements is true through a standard reference (on the appropriate school form, DHS2) from a suitably qualified professional such as a social worker or doctor; however no places will be awarded unless they are supported by such a reference. Within these two groups, priority will be given to those who live closest to the school. The distance from a child's address to the school will be measured from the child's permanent home address to the school's Pupil Entrance on Frog Lane by straight line distance using the Local Authority's geographical information system (GIS), which is based on Ordnance Survey.

### **Category C: Christian applications**

Initially up to a maximum of 230 places will be offered to children in this category. Information will be gathered from parents and an appropriate religious official (on form DHS3). A points system will be used to score each application form, as described in the document entitled "Arrangements for Admitting Students to Year 7".

If two or more children have the same points total, priority will be given to those who live closest to the school. The distance from a child's address to the school will be measured from the child's permanent home address to the school's Pupil Entrance on Frog Lane by straight line distance using the Local Authority's geographical information system (GIS), which is based on Ordnance Survey.

### **Category O: Other World Faith applications**

Initially up to a maximum of 10 places will be offered to children from this category. Information will be gathered from parents and an appropriate religious official (on form DHS4). A points system will be used to score each application form, as described in the document entitled "Arrangements for Admitting Students to Year 7".

If two or more students have the same points total, places will be allocated at random. This will be conducted in the presence of an independent witness.

### **In what order will the places be offered?**

The Governors will offer places in Category L first, then category M, then in Category C, then in Category O and finally in Category P. Any Category P places will be offered in the following order:

- first, to children whose parents have returned the school's Application Form (DHS1) and have a sibling at the school;  
second to children whose parents have returned the school's Application Form (DHS1) but do not have a sibling at the school;

- third, to children who have a sibling already at the school but whose parents have not completed the school's Application Form (DHS1); and,
- fourth, to any other children.

Within each of these groups, priority will be given to those who live closest to the school. The distance from a child's address to the school will be measured from the child's permanent home address to the school's Pupil Entrance on Frog Lane by straight line distance using the Local Authority's geographical information system (GIS), which is based on Ordnance Survey.

#### **What if there are places left in a category?**

- If places are left unfilled in Category M, any surplus places will be transferred to Category C.
- If places are left unfilled in Category C, any surplus places will be transferred to Category O.
- If places are left unfilled in Category O, any surplus places will be transferred to Category C, then Category M, then Category P.

#### **What happens if my child is refused a place?**

If this happens, parents have the right of appeal to an independent panel. Information about this will be sent to unsuccessful applicants on request.

#### **Do you have a waiting list?**

All unsuccessful applications for the normal round of admissions into Year 7 will be held in a waiting-list. The waiting-list is kept in categories using the same criteria described above. In the event of a place becoming available, the Admissions process will be run again to determine which applicant is offered a place. The waiting-list for the normal round of admissions will be maintained until the start of Year 7.

### **Arrangements for Admitting Students to Year 7 in September 2009**

Under Wigan's co-ordinated admissions' arrangements, parents must complete a Local Authority preference form and return it to their child's primary school by 24th October 2008. If parents wish to apply for a place for their child at The Deanery High School:

- a) the school should be one of the three schools named by parents on the LEA preference form; and
- b) the parents should also complete a separate application form for The Deanery High School, form DHS1, which must be returned to the school by 24th October, 2008.

Additional reference forms (DHS2, DHS3, and/or DHS4) should be completed depending on the category of Admission applied for.

The Governors will give priority to pupils whose parents have complied with the above application requirements.

Our Admissions Policy above, which should be read alongside this document, gives details of:

a) the five Categories

- Category L Looked After children
- Category M Medical/Social
- Category C Christian
- Category O Other World Faith
- Category P Other parents who have expressed a preference for the school

b) the number of places available in each category;

c) the order in which each category will be considered; and

d) the over-subscription criteria used in each category.

### **Definitions**

The Governors have defined a 'Christian' church as one that is in membership of, or one that agrees with, the 'Basis' – a statement of beliefs set out by Churches Together in England.

In Category C, some points are awarded for parental attendance at church. The Governors have defined 'parent' in this context to be a parent, legal guardian, or grandparent of the pupil in question.

In some categories, points are awarded for a 'sibling link'. In line with the Local Authority's definition, 'siblings' 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 and who are pupils on roll in Years 7, 8, 9 or 10 at the Deanery High School at the time that the application is made.

### **Category C: Christian applicants**

In the Category C, points are awarded on the basis of the information collected on forms DHS1 and DHS3. Form DHS3 must be signed by an appropriate church leader for the points to be awarded. Points are awarded as follows:

a) 3 points for a pupil with a 'sibling link' – that is, a sibling who will be on roll in Years 8, 9, 10 or 11 on 1st September 2009;

b) 18, 12, 6 or 0 points for attendance by the child at church in 2008 (for each box in question 1a on form DHS3 respectively);

c) 15, 10, 5 or 0 points for attendance by the parent at church in 2008 (for each box in question 1b on form DHS3 respectively);

d) 12, 8, 4 or 0 points for attendance by the child at church in 2007 (for each box in question 2a on form DHS3 respectively); and

e) 9, 6, 3 or 0 points for attendance by the parent at church in 2007 (for each box in question 2b on form DHS3 respectively).

A total of 57 points are therefore available to applicants in Category C.

### Category O: Other World Faith applicants

In the Category O, points are awarded on the basis of the information collected on forms DHS1 and DHS4. Form DHS4 must be signed by an appropriate faith leader for the points to be awarded. Points are awarded as follows:

- a) 1 point for a pupil with a 'sibling link' – that is, a sibling who will be on roll in Years 8, 9, 10 or 11 on 1st September 2009;
- b) 2 points for pupils whose families are committed members of their faith community.

A total of 3 points are therefore available to applicants in Category O.

### Late Applications

It is important that application forms are returned before the closing date on 24th October 2008. Late applications will only be considered after the Governors have dealt with all the applications received on time. This means that such applications are less likely to be successful.

### Help

Further information is available at any time from Mrs T Wogan, Admissions Officer at The Deanery High School, on 01942 768801 [extension 234]. The Local Authority School Places Team may also be able to help: their number is 01942 486038 or 01942 486039.

### Additional information about the 2008 intake

Admission Limit 2008	No. of Preferences received	Final number admitted following any appeals or withdrawals (information correct at time of print)
270	878	275

**Atherton Hesketh Fletcher CE High School & Humanities College**  
**Hamilton Street, Atherton**  
**M46 0AY**  
**01942 882425**

**DCFS No: 4612**

Headteacher: Dr E A Walker

Age range 11-16

Admission Number: 200

#### Eligibility for Admission

1. All pupils who have reached primary/secondary transfer age are eligible & welcome to apply for admission.
2. Parents should note that all pupils are admitted without reference to ability.
3. All pupils will be expected to attend Corporate Worship, Church Services and R.E. lessons, subject to a parent's legal right to withdraw them from the same.

#### Please Note

Since Hesketh Fletcher C.E. High School is a Voluntary Aided Church of England School, the policy for admissions is determined by the Governing Body of the school. In addition to the Local Authority Form the school's own Additional Information Form should be completed (the Blue Form HF1) and returned to school in line with the LA Co-ordinated Admission Scheme.

#### Admission Arrangements

1. All applications will be considered at the same time and after the closing date.
2. Parents will be informed, by letter, of the decision of the Admissions Committee. The letter will be provided by the L.A. on behalf of the Governing Body.
3. If the 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.

Children in public care will be given top priority.

Children with a statement of special educational need who name Hesketh Fletcher will be admitted without reference to other criteria.

#### Over Subscription Criteria

In the event that more applications are received than there are places available, places will be allocated as follows:

#### Category A (1st Priority)

Top priority will be given to children in public care.

#### Category B (2nd Priority)

This will be given to children whose parents or guardian can demonstrate that their admission to the school is necessary for the medical or social wellbeing of the child and/or who have special educational needs. A letter from a doctor or social worker will be required in support of applications for these places. The letter should explain why admission to the school is necessary for the child's medical or social wellbeing. As to whether or not admission to the school is 'necessary' should be a matter for the governing body acting reasonably, and otherwise at their absolute discretion.

If the standard admission number is reached priority under this category will be given to those living closest to school.

#### Category C (3rd Priority)

Children living in the Deaneries of Deane or Leigh, and the Parish of Hindley Green St John's at the date of application who fulfil any of the following criteria (listed without priority).

1. Children whose parents are actual communicant members of the Church of England.
2. Children who attend the Church of England or who are involved in any of its activities.
3. Children whose parents attend a Christian Church or have a faith background, which does not fall into the category above.
4. Children who attend a Christian Church or who are involved in any of its activities.
5. Children who have a brother or sister in Years 7 – 11 at the school at the time of admission.

In the event of over-subscription, criteria 1 to 4 will be verified by reference to ministers of religion or the Headteachers of church schools.

If the standard admission number is reached priority under this category will be given to those living closest to school.

#### Category D

6. Other children.

If the standard admission number is reached priority under this category will be given to those living closest to school.

All the above criteria are considered by the Governors in determining admission to the school.

The Blue Form H.F.1 also invites you to provide any other information, which you may think is relevant to your child's admission to the school.

If you require any further information please contact the Headteacher at this school.  
Definitions and Interpretation

1. How close you live to the school will be measured by straight-line distance, using the relevant scale Ordnance Survey map ("as the crow flies").

2. An 'actual communicant member' of the Church of England means a person:

- Who is baptised.
- Who has declared membership of the Church of England, or a church in communion with it.
- Who has received communion in one of the above churches, at least six times during the 12 months before the date of this application.

3. Reference to 'parents' includes:

- Both mother and father
- Either mother or father
- A single parent
- A legal guardian

4. Reference to sibling includes.....

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

It does not matter if only one of two parents satisfied the criterion, all applications will be treated equally.

Notes:

The Governors have defined 'Christian Church' as being any church in membership of, or sharing the statement of belief of 'Churches Together in England'.

- In the event of your child being refused a place you have the right of appeal to the Governors by writing to the Clerk to the Governing Body c/o the school address.
- You have final right of appeal to an Independent Appeals Panel.

Additional information about the 2008 intake

Admission Limit 2008	No. of Preferences received by the closing date	Final number admitted following any appeals or withdrawals (information correct at time of print)
200	232	93



## **Catholic Voluntary Aided High Schools**

**To apply for a place at an aided school, parents must also complete the school's own application form. It is the responsibility of parents to obtain the form from the school and return it to the school by the closing date.**

**St. Edmund Arrowsmith Catholic High, Ashton-in-Makerfield  
Rookery Avenue, Ashton-in-Makerfield, Wigan  
WN4 9PF  
01942 728651**

**DCFS No: 4805**

Headteacher: Mr P Phillips

Admission Number: 240

Age range 11-16

### **Admissions Policy and Arrangements for 2009**

1. St Edmund Arrowsmith is a Catholic High School situated in the Archdiocese of Liverpool and is maintained by the Wigan Local Authority.
2. The Governing Body of the school is responsible for determining and administering the policy relating to the admission of pupils to the school. It is guided in that responsibility by:
  - a) the requirements of the law
  - b) by the advice of the Archdiocesan Trustees on the nature and purpose of its duties
  - c) its duty towards the school and the Catholic community it serves
  - d) the Catholic character of the school and its Mission Statement
  - e) recognition of the Parish boundaries.
3. The school serves in the first instance baptised Catholic children who are living in the Parish(es) of:

St. Oswald and St. Edmund Arrowsmith, Ashton in Makerfield  
St. Wilfrid's, Ashton in Makerfield  
Our Lady Immaculate, Bryn  
The Blessed English Martyrs', Haydock  
St. Benedict's Hindley  
Sacred Heart, Hindley Green  
The Holy Family, Platt Bridge  
St Aidan's, Winstanley
- 4 Having consulted with the LA and others in accordance with the requirements of the law, the Governing Body has published its admission limit at 240 pupils for the school year commencing September 2009.

5. Applications for a place at the school must be made on the school's own admission form and returned to the school in line with the L.A. Co-ordinated Admission Scheme by latest Friday 24th October 2008. A completed LA form must also be submitted.

6. The Governing Body has delegated responsibility for determining admissions to its Admissions Committee, which will consider all applications made in accordance with the criteria set out, without reference to the ability or aptitude of the child.

7. Parents may wish to know that the number of applications received last year was 511, and that 240 were admitted under the admission criteria.

0- criteria one, 224 - criteria two, 15 - criteria three, 1 - criteria four, 0 - criteria five  
Admission Arrangements

1. All applications will be considered at the same time and after the closing date.

2. Parents will be informed, by letter, of the decision of the Admissions Committee. The letter will be provided by the L.A. on behalf of the Governing Body.

3. If the 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.

#### Admission Criteria

Where the number of applications exceeds the number of places available the Governing Body will apply the following over-subscription criteria.

Please note the following point:

All reference to Catholic children means baptised Catholic children.

1. Baptised Catholic looked after children.

2. Baptised Catholic children living in the designated Parish(es) named in Section 3 of "Admissions Policy and Arrangements" and have received their primary education at a Catholic school.

3. Baptised Catholic brothers and sisters of children who are in attendance at St. Edmund Arrowsmith High School at the time of likely admission, and who have received their primary education at a Catholic school. This includes Catholic full, half or stepbrothers and sisters, foster brothers and sisters and children who are living at the same address and are part of the same family unit.

4. Baptised Catholic children from other Catholic parishes who have attended Catholic primary schools.

5. Baptised Catholic children who attend non-Catholic primary schools.

6. Looked after children who are other than Catholic.

7. Children of other Christian denominations. (Proof of Baptism required.)
8. 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.
9. Children whose parents express a preference for a place at the school.

In the event of 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 front door of the school to the front door of the home.

**Note:**

The Governing Body reserve the right to admit children with proven and exceptional medical and social needs where admission to the school might best help satisfy those exceptional needs, providing that such application is submitted with appropriate evidence or reports from a doctor or social worker.

Please note the following explanatory points:

- a) All reference to "Catholic" means Baptised Catholic Children or children who have made their First Holy Communion in a Catholic Church.
- b) The Governing Body reserve the right to admit children with proven and exceptional medical and social needs where admission to the school might best help satisfy those exceptional needs, providing that such application is submitted with appropriate evidence or reports from a doctor or social worker.
- c) 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.
- d) 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.
- e) Late applications (those received after the closing date) will only be considered after the applications that have been received on time. The closing date for applications is 24th October 2008.

Applications received after the notification date (after places are offered) will be added to the school's waiting list in admission criteria order.

Additional information about the 2008 intake

Admission Limit 2008	No. of Preferences received	Final number admitted following any appeals or withdrawals (information correct at time of print)
239	511	250

**St. John Fisher Catholic High School**  
**Baytree Road, Springfield, Wigan**  
**WN6 7RN**  
**01942 510715**

**DCFS No: 4609**

Headteacher: Mr R Ward

Age range 11-16

Admission Number: 200

### **Admissions Policy and Arrangements for 2008**

1. St John Fisher is a Catholic High School situated in the Archdiocese of Liverpool and is maintained by the Wigan Local Authority.
2. The Governing Body of the school is responsible for determining and administering the policy relating to the admission of pupils to the school. It is guided in that responsibility by:
  - (a) the requirements of the law,
  - (b) the advice of the Archdiocesan Trustees on the nature and purpose of its duties,
  - (c) its duty towards the school and the Catholic community it serves,
  - (d) the Catholic character of the school and its Mission Statement,
  - (e) recognition of the parish boundaries
3. The school serves in the first instance baptised Catholic children living in the parishes, or former parishes, of St Mary & St John, St Patrick, Sacred Heart, St William, St Edward, St Jude and St Cuthbert.
4. Having consulted with the L.A. and others in accordance with the requirements of the law, the Governing Body has set its planned admissions number at 200 pupils for the school year commencing 2009.
5. Applications for a place at the school must be made on the school's own admission form and returned to the school in line with the L.A. Co-ordinated Admission Scheme.
6. The Governing Body has delegated responsibility for determining admissions to its Admissions Committee, which will consider all applications made in accordance with the agreed criteria without reference to the ability or aptitude of the child.

### **ADMISSIONS CRITERIA**

Where the number of applications exceeds the number of places available, the Governing Body will apply the following over-subscription criteria.

1. Baptised Catholic Children in Public Care.

2. Baptised Catholic children living in the designated Parishes or former Parishes named below: St John's, St Mary's, St Patrick's, Sacred Heart, St Williams, St Edwards, St Jude's and that part of St Cuthbert's parish to the east of Norley Hall Avenue and Enfield Street.
3. Baptised Catholic children who have a brother or sister at the school at the time of likely admission. This includes full, half or step-brothers and sisters, foster brothers and sisters and children who are living at the same address and are part of the same family unit.
4. Other Baptised Catholic children.
5. Children in Public Care who are not baptised Catholics.
6. Children who are other than baptised Catholic who have a brother or sister at the school at the time of likely admission. This includes full, half or step-brothers and sisters, foster brothers and sisters and children who are living at the same address and are part of the same family unit.
7. Children who are baptised in other Christian denominations and are in attendance at a Catholic primary school in a designated parish or former parish (see 2 above). Proof of Baptism in the form of a Baptismal Certificate is required.
8. Children who are baptised in other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate will be required.
9. Children of other faiths who are in attendance at a Catholic primary school in a designated parish or former parish (see 2 above). An appropriate Minister of Religion would need to confirm in writing that the applicant is a member of their faith group.
10. 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 the children living nearest the school in a straight line distance from the front door of the house/flat to the main front door of the school, situated on Baytree Avenue and using a Geographical Information System (GIS).

## ADMISSION ARRANGEMENTS

1. All applications will be considered at the same time and after the closing date.
2. Parents will be informed, by letter, of the decision of the Admissions Committee. The letter will be provided by the L.A. on behalf of the Governing Body.

3. If the application has not been successful the letter will give reasons for the decision, will inform parents of the right of appeal and give guidance on how that appeal should be made.

#### 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 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 the 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 Governing Body reserve the right to admit children with proven and exceptional medical and social needs, providing that such application is submitted with appropriate evidence or reports from a doctor or social worker.

3. 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.

4. 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.

5. Late applications

a. For applications received after the closing date and before the date of offer of places:

i. The application will be classed as late;

ii. It will only be considered after applications received on time; and

iii. The offer of a place will be decided as described in points 1 – 10 of the over-subscription criteria.

b. For applications received after the offer date but before the start of the school year:

i. Applications will be considered as they are received; and the offer of a place will be described in points 1 – 10 of the over-subscription criteria.

NB: The school does not operate a waiting list and all late applications will be considered as they are received by applying the criteria outlines above

PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND, WHERE APPLICABLE, THE SCHOOL SUPPLEMENTARY FORM.

To apply for a place at this school you must fill in the school's own supplementary information form as well as the local authority form. You can get the supplementary information form from the school, and you must return it to the school by the closing date 24 October 2008. If you do not complete the school's own supplementary information form, the school will not have all the information they need to consider your application and your child may be refused a place.

Additional information about the 2008 intake

Admission Limit 2008	No. of Preferences received	Final number admitted following any appeals or withdrawals (information correct at time of print)
200	502	200



**St. Mary's Catholic High School. An 11 to 18 Specialist Mathematics and Computing College**  
**Manchester Road, Astley, Tyldesley**  
**M29 7EE**  
**01942 884144**

**DCFS No: 4615**

Headteacher: Mr D W Burnett

Age range 11-18

Admission Number: 260

### Admission Policy and Arrangements

1. St. Mary's is a Catholic High School situated in the Archdiocese of Liverpool and is maintained by the Wigan Local Authority.
2. The Governing Body of the school is responsible for determining and administering the policy relating to the admission of pupils to the school. It is guided in that responsibility by:
  - (a) The requirements of the law,
  - (b) By the advice of the Archdiocesan Trustees on the nature and purpose of its duties.
  - (c) Its duty towards the school and the Catholic community it serves,
  - (d) The Catholic character of the school and its Mission Statement,
  - (e) Recognition of the Parish boundaries.
3. The school serves in the first instance baptised Catholic children living in the Parishes of St. Ambrose Barlow, St. Joseph's, Sacred Heart - Hindsford, Sacred Heart - Leigh, Holy Family, XII Apostles, Our Lady of the Rosary, St. Richard's and St. Gabriel's.
4. Having consulted with the L.A. and others in accordance with the requirements of the law, the Governing Body has set its planned admissions number at 260 pupils for the school year commencing 2009.
5. Applications for a place at the school MUST be made on the school's own Supplementary Admission Form and returned to school in line with the L.A. Co-ordinated Admission Scheme.
6. The Governing Body has delegated responsibility for determining admissions to its Admissions Committee, which will consider all applications made in accordance with the agreed criteria without reference to the ability or aptitude of the child.

### ADMISSION ARRANGEMENTS

1. All applications will be considered at the same time and after the closing date.
2. Parents will be informed, by letter, of the decision of the Admissions Committee. The letter will be provided by the L.A. on behalf of the Governing Body.

3. If the 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.

## ADMISSIONS CRITERIA

Where the number of applications exceeds the number of places available, the Governing Body will apply the following over-subscription criteria.

1. Baptised Catholic looked after children.
2. Baptised Catholic children living in the designated Parishes named below;  
St. Ambrose Barlow, St. Joseph's, Sacred Heart -Hindsford, Sacred Heart - Leigh, Holy Family, XII Apostles, Our Lady of the Rosary, St. Richard's and St. Gabriel's.
3. Baptised Catholic children who have a brother or sister at the school at the time of likely admission. This includes full, half or step-brothers and sisters, foster brothers and sisters and children who are living at the same address and are part of the same family unit.
4. Baptised Catholic children from other Catholic Parishes.
5. Looked after children who are other than Catholic.
6. Children who are other than Catholic who have a brother or sister at the school at the time of likely admission. This includes full, half or step-brothers and sisters, foster brothers and sisters and children who are living at the same address and are part of the same family unit.
7. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal certificate or confirmation that the applicant is a member of their Faith community from an appropriate Minister of Religion is required. Priority will be given to students attending the 8 Catholic primary schools in the Leigh Deanery.  
(See Category 2 above).
8. 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.
9. 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 to the reception entrance.

A waiting list for children who have not been offered a place will be kept and will be ranked according to the School's Admission Criteria. Where a place becomes available it will be offered to the next child on the waiting list.

N.B. Please note that a child's position on the waiting list may change if another parent asks to be placed on the list and their child has a higher priority in the published admissions criteria.

To apply for a place at this school you must fill in the school's own supplementary information form as well as the local authority form. You can get the supplementary information form from the school, and you must return it to the school by the closing date 24 October 2008. If you do not complete the school's own supplementary information form, the school will not have all the information they need to consider your application and your child will be refused a place.

Additional information about the 2008 intake

Admission Limit 2008	No. of Preferences received	Final number admitted following any appeals or withdrawals (information correct at time of print)
260	577	265

**St. Peter's Catholic High School**  
**Howard's Lane, Orrell, Wigan**  
**WN5 8NU**  
**01942 747693**

**DCFS No: 4614**

Headteacher: Miss H Jerstice

Age range 11-16

Admission Number: 178

### Admission Policy and Arrangements for 2009

1. St Peter's is a Catholic High School situated in the Archdiocese of Liverpool and is maintained by the Wigan Local Authority.
2. The Governing Body of the school is responsible for determining and administering the policy relating to the admission of pupils to the school. It is guided in that responsibility by:
  - the requirements of the law
  - the advice of the Archdiocesan Trustees on the nature and purpose of its duties
  - its duty towards the school and the Catholic community it serves
  - the Catholic character of the school and its Mission Statement
  - recognition of the Parish boundaries.
3. The school serves in the first instance baptised Catholic children living in the Parish (es) of:
  - St. Bernadette's, Shevington
  - St. James', Orrell
  - St. Joseph's, Wrightington
  - St. Marie's, Standish
  - St. Mary's, Birchley
  - St. Teresa's, UpHolland
  - St. Cuthbert's, Norley Hall (that part of the parish to the west of and including Norley Hall Avenue and Enfield Street).
4. Having consulted with the LA and others in accordance with the requirements of the law, the Governing Body has published its admissions limit at 178 pupils for the school year commencing September 2009.
5. Applications for a place at the school must be made on the enclosed form and returned to school no later than Friday 24th October 2008 N.B. Parents are reminded that they must also complete a Local Authority application to the Authority in which they live.
6. The Governing Body has delegated responsibility for determining admissions to its Admissions Committee, which will consider all applications made in accordance with the criteria set out over the page, without reference to the ability or aptitude of the child.

## Notes

Parents may wish to know that the number of applications received last year was 456 and that 190 were admitted under the admissions criteria.

Criterion 1 Nil

Criterion 2 169

Criterion 3 4

Criterion 4 5

## ADMISSIONS CRITERIA FOR 2009

Where the number of applications exceeds the number of places available the Governing Body will apply the following over-subscription criteria

Admission number 178.

1. Baptised Catholic children who are in the care of the Local authority (looked after children).
2. Baptised Catholic children living in the designated Parishes of St. Bernadette's, Shevington; St. Marie's, Standish; St. James', Orrell; St. Joseph's, Wrightington; St. Mary's, Birchley; St. Teresa's, Up Holland; St. Cuthbert's, Norley Hall (that part of the parish to the west of and including Norley Hall Avenue and Enfield Street).
3. Baptised Catholic children who will have a brother or 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.
4. Baptised Catholic children living in other Catholic parishes.
5. Children who are in the care of the Local Authority (looked after children) other than Catholic.
6. 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.
7. Children from other Christian denominations. Proof of Baptism in the 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.
8. 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.
9. Children whose parents express a preference for a place at the school.

## Admissions to secondary school in 2009-2010

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.

Priority in Criterion 2 will be determined firstly on the Catholic children in this category who have an older brother or sister attending St. Peter's school on the date at which they will enter school and then on the proximity ruling described above.

To apply for a place at this school you must fill in the school's own supplementary information form as well as the local authority form. You can get the supplementary information form from the school, and you must return it to the school by the closing date 24 October 2007. If you do not complete the school's own supplementary information form, the school will not have all the information they need to consider your application and your child may be refused a place.

### Additional information about the 2008 intake

Admission Limit 2008	No. of Preferences received	Final number admitted following any appeals or withdrawals (information correct at time of print)
178	463	190

**St Aelred's Catholic Technology College (St Helens LA)**  
**Birley Street, Newton Le Willows, Merseyside**  
**WA12 9UW**

**Tel: 01925 225974**

Headteacher Mrs M Rimmer

Admission Number 184

1. St Aelred's Catholic Technology College is a Catholic Secondary School situated in the Archdiocese of Liverpool and is maintained by St Helens Local Authority.
2. The Governing Body of the College is responsible for determining and administering the policy relating to the admission of pupils to the College. It is guided in that responsibility by:
  - the requirements of the law
  - the advice of the Archdiocesan Trustees on the nature and purpose of its duties
  - its duty towards the College and the Catholic community it serves
  - the Catholic character of the College and its Mission Statement
  - recognition of the parish boundaries.
3. The College serves in the first instance children in public care and baptised Catholic children living in the Parish(es) of: All Saints, Golborne; St Mary and St John, Newton-le-Willows; St David's, Newton-le-Willows; St Patrick's, Newton-le-Willows; St Catherine of Siena, Lowton; St Lewis', Croft; St Paul of the Cross, Burtonwood and attending a Catholic Primary School of a designated parish.
4. Having consulted with the Local Authority and others in accordance with the requirements of the law, the Governing Body has published its admissions limit at 184 pupils for the College year commencing September 2009.
5. Applications for a place at the College must be made on the applicant's home LA form and returned to the address indicated on that form by the closing date of 24 October 2008.
6. The Governing Body has delegated responsibility for determining admissions to its Admissions Committee, which will consider all applications made in accordance with the criteria set out over the page, without reference to the ability or aptitude of the child.

All applications will be considered at the same time and after the closing date, (detailed above) agreed by the Admissions Committee.

Parents will be informed, by letter, of the decision of the Admissions Committee no later than 2 March 2009. If their application has been successful they are required to confirm acceptance of the offer of a place by 31 March 2009.

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.

### Notes

Parents may wish to know that the number of applications received last year was 193 and that 184 were admitted under the admissions criteria.

- 1 x criterion 1
- 101 x criterion 2
- 0 x criterion 3
- 9 x criterion 4

### 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 in public care.
2. Baptised Catholic children living in the designated Parish(es) named below: and attending a Catholic Primary School of a designated parish.

PARISH	PRIMARY SCHOOL
All Saints RC Church, Golborne	All Saints RC Primary, Golborne(Wigan LA)
St Mary & St John RC Church, Newton-le-Willows	St. Mary's Catholic Junior School
St David's RC Church, Newton-le-Willows	St. Mary's Catholic Junior School
St Patrick's RC Church, Newton-le-Willows	St Mary's Catholic Junior School
St Catherine of Siena RC Church, Lowton	St Catherine of Siena Catholic Primary School (Wigan LA)
St Lewis' RC Church, Croft	St Lewis Catholic Primary School (Warrington LA)
St Paul of the Cross RC Church, Burtonwood	St Paul of the Cross Catholic Primary School (Warrington LA)*

\* Pupils attending St Paul of the Cross Primary School and living in the Kingswood area of West Warrington or in the "Spa Towns" area bounded by Burtonwood Road, Burma Road and Whittle Avenue (formerly in St Joseph's Parish) have Criterion Two admission to St Gregory's High School, Warrington (Warrington LA).

3. Baptised Catholic children who have a brother or sister at the College at the time of likely admission. *This includes 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.*
5. Baptised Catholic children from the parishes named in criterion 2 but not attending a Catholic Primary School in one of those parishes.



5. Baptised Catholic children from other Catholic parishes.
6. Non Catholic children who have a brother or sister at the College at the time of likely admission. The brother or sister must have entered the College in Years 7-11. *This includes 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.*
7. Non Catholic children who attend one of the Catholic primary schools of the designated parishes listed in criterion 2.
8. Children who are members of other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate is required or a letter from an appropriate religious leader or Minister to confirm that the applicant is a member of their faith group.
9. Children of other faiths. An appropriate religious leader or Minister would need to confirm in writing that the applicant is a member of their faith group.
10. Children whose parents express a preference for a place at the College.

### **Tie Break**

In the event of any oversubscription in the number of applications made under any of the categories above, then the Admissions Committee will offer places first to children whose family home is nearest the College. The measurement shall be taken using the Ordnance Survey co-ordinates (easting and northing) for the family home to the nearest gate of access for pupils at the College via the shortest route along public highways, as determined by the Governing Body and measured by the Local Authority using a GIS system.

### **Notes**

The Governing Body reserve the right to admit children with proven and exceptional medical and social needs where admission to the College might best help satisfy those exceptional needs, providing that such application is submitted with appropriate evidence or reports from a registered health professional, doctor or social worker.

For a child to be considered as a Catholic, evidence of a Catholic Baptism (ie Baptismal Certificate) or reception into the Church will be required, in accordance with the Archdiocesan Advice on this matter. A copy of the Advice may be obtained at the College.

### **Home Address**

Places are allocated on the basis of the home address at the closing date for receipt of applications. Any subsequent change to a child's home address must be notified to the College or the Admissions Section of the Local Authority.

Home address shall be defined as the address of the primary carer of the child, who is in receipt of child benefit. 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.

It may be necessary for the Governing Body to carry out checks to confirm that addresses given are genuine. You may, therefore, be asked to produce further documentary evidence of your child's address.

### **Late Applications**

It is important that parents return their form by the **24 October 2008** as any applications received after this date will be treated as late. Late applications will only be considered after the applicants who met the deadline.

The **only** exception to the above will be children in public care whose application could not be submitted by the closing date. However, such applications would have to be received before places are allocated and with supporting evidence from a social worker.

### **Waiting List**

A waiting list for children who have not been offered a place will be kept in priority order according to the oversubscription criteria and not on the date on which applications were received. 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.

The waiting list will cease at the end of the fourth week in the first term of Year 7. If a parent still wishes to be considered for a place after the waiting list has ceased it will be necessary for them to re-apply as a mid year transfer.