

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

Dear Parent or Guardian

This booklet tells you about the arrangements for transferring children to secondary school for the school year beginning in September 2010. This is an important time for parents and children and we want to help as much as we can.

This booklet contains a lot of information which I hope will help you make your application and, whenever possible, avoid disappointment. It is important you take the time to read **all** the information carefully before you apply, even if you have already decided which schools you prefer.

We will try to give you your preferred school, but schools have a limited number of places. If we receive more applications than places, we use our admission criteria to decide who will get a place. The admission numbers and admission criteria for Wigan schools are given in this booklet.

Our website at www.wigan.gov.uk has a link to school admissions and other useful sites. You can use this site to apply for a secondary school place on-line. There are more details about this in the booklet.

Each school also produces its own prospectus which contains a lot of information about that school. It is useful to visit schools before you apply, and most schools will be holding open days or evenings in September or October 2009. If you cannot go to these or want any information about individual schools, please contact the headteacher at that school, who will be pleased to help.

Our School Places Team can help you with any questions you have about school admissions. You can contact the team on 01942 486037, 01942 486038 or 01942 486039.

Finally, please make sure you make your on-line application or fill in and return the application form by the closing date on 23 October 2009. If you do not apply on time, you are less likely to get a place at the school you want.

Yours faithfully



Nick Hudson
Executive Director of Children and Young People's Services

Wigan Admission Forum

Dear Parents

Wigan Admission Forum

The current Wigan Admission Forum has existed since 2003. The current membership includes Wigan Council representatives, head teachers, Diocesan Board representatives, parent governor representatives, and representatives of the local community and local employers.

For the 2010 admissions, the Wigan Admission Forum reviewed the admission arrangements for all schools in the Wigan area. We are satisfied that these arrangements meet the compulsory requirements of the Admissions Code 2009.

In 2008, the equal-preferences system of considering and allocating secondary-school places was introduced across the country. This system makes sure 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. There is more information about the equal-preference system on page 7 of this booklet.

We would like to take this opportunity to encourage you to give three preferences of school on your application form. This will give you the best chance of gaining a place at one of your preferred schools. Of those parents who applied for places at Wigan schools in 2009, 93% were offered a place at one of their preferred schools.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tom Frost', with a long horizontal line extending to the right.

Mr Tom Frost
Chair of Wigan Admission Forum



The information in this booklet was correct at the time it was printed. If there are any changes, we will put a notice on our website at www.wigan.gov.uk and take appropriate steps to let you know.

Contents

	Page
Where to get help	1
On-line application service	2
Applying for a place at a secondary school	3
How to apply	
Important information about how we decide which school to offer your child	
Important questions answered	
Admission appeals	13
General information	17
School meals	
School uniform	
School transport	
Travelling expenses	
Transfer between schools	
Community and voluntary-controlled schools	22
Foundation high schools	42
Church of England high schools	47
Catholic high schools	58

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

There is also information on our website at 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 671030
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 (23 October 2009);
- √ 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 – no later than September 2009 to 23 October 2009.

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 receive 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 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.

Applying for a place at secondary school

We call secondary schools in Wigan high schools.

September 2009

You will receive an application pack. We will send parents of children in Year 6 who live in Wigan:

- a copy of this booklet;
- the Wigan Council secondary school application form; and
- an envelope to return your application.

If your child lives in another local authority, that local authority will send you details of how to apply for a secondary-school.

September 2009 to 23 October 2009

Decide which three 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.

See page 16 for details of how to get more information about high schools.

How to apply for a secondary-school place

To be considered for your preferred secondary schools, you must apply by filling in the **Wigan Council secondary school application form** or **by applying on-line**. The Wigan Council secondary school application form and the service to apply on-line allow you to give three preferences of school in order of priority. You will only be considered for schools you name as a preference.

Preferences for voluntary-aided (church) schools and supplementary information forms

If any of your preferred schools is a voluntary-aided (church) school, we strongly advise you to fill in the school's own supplementary information form as well as the Wigan Council secondary school application form. If you do not fill in the school's own supplementary information form, the school will not have all the information they need to consider your application against their faith criteria and your child may be refused a place.

You can get a copy of the supplementary information form:

- from the school;
- by calling the School Places Team on 01942 486037, 486038, 486039; or
- by downloading one from our website.

Returning your Wigan Council secondary school application form and supplementary information forms

If your child goes to a Wigan primary school, please return your Wigan Council secondary school application form, together with any supplementary information forms for voluntary-aided (church) schools, to your child's primary school in the envelope provided. If you have applied on-line, you only need to return any supplementary information forms for voluntary-aided (church) schools to your child's primary school in the envelope provided.

If your child does not go to a Wigan primary school, please return your secondary school application form, together with any supplementary information forms, to The School Places Team, CYPS, Progress House, Westwood Park Drive, Wigan, WN3 4HH. We have included an envelope for you to use. If you have applied on-line, you only need to return any supplementary information forms.

You will receive a receipt for your application. Please keep this until you know the outcome of your application.

23 October 2009

This is the closing date for applications. We will consider only applications we receive by the closing date as on-time applications.

October 2009 to February 2010

We will process applications.

1 March 2010

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 23 October 2009.

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 the applications we receive on time. **This means that you are less likely to get a place at the school you want.**

If you apply late, we cannot guarantee we will write to you by 1 March 2010. However, we will 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 contact the School Places Team, who will be happy 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 we 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 the person who has care of the child or has 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. This may include:

- proof of where you are registered for council tax;
- your current driving licence; or
- a recent utility bill (gas, electricity or water).

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

If your address changes temporarily (for example, if you go to live with a relative), 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 we send allocation letters to parents, you must tell the School Places Team in writing. We cannot use your new address to consider your application form but we will make sure we write to you at the correct address.

False information

If you give any false information to get a school place (for example, if you give the incorrect permanent address at the closing date for applications), we have the right to withdraw the offer and your child may lose their 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

When we consider on-time applications, we will use only the information that is correct on your application form at the closing date for applications.

Giving preferences for school places

By law, we must use the equal-preference system when considering and allocating school places. The equal-preference system makes sure 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 give three preferences. When you give preferences, it is important to make a realistic assessment of your child's chances of gaining a place. The information in this booklet will help you to do this. If you need more advice, please contact the School Places Team on 01942 486037.

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, and information on each school, are given on pages 22 to 76 of this booklet.

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 on pages 22 to 76 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 to give a place.

At community and voluntary-controlled schools, we will give places 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 maps. 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 on 01942 486037.

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

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases, we will use a system to randomly pick who we will offer a place. If you want more information on this policy, please contact the School Places Team on 01942 486037.

The tie-breakers for voluntary-aided and foundation schools, and the admission criteria for each school, are given on pages 42 to 76 of this booklet.

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

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

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 we can meet, 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 (looked-after children)

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 are given on page 42 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 whether the child is a member of a church or goes to church (or both). They ask for information about this on their own supplementary information form.

If you want a place at a voluntary-aided school, you are strongly advised to:

- get the school's own supplementary information form from the school; and
- return this to the School Places Team by the closing date of 23 October 2009.

We strongly advise you to fill in a supplementary information form as well as the Wigan Council secondary school 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

Children with a statement of special educational needs which names the school will be offered a place without using the admission criteria. This is a legal requirement. This applies to all types of school, whether they are community, voluntary-controlled, voluntary-aided or foundation.

Waiting lists

Places may become available at a school after the offer date of 1 March 2010. All admission authorities must have a waiting list until the end of the autumn term in 2010.

Community and voluntary-controlled schools

We will:

- put all children who we refuse a place at one of their preferences on the waiting list for the school;
- keep the list in priority order, **decided by the admission criteria for the school only**;
- offer any places that become available to the next child on the waiting list; and
- maintain the waiting list until the end of the autumn term in 2010.

Important information about the waiting list

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

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

Foundation schools

We will maintain the waiting list on behalf of the governing body.

Voluntary-aided schools

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

Important questions answered

When will my child transfer to secondary school?

If your child will turn 11 between 1 September 2009 and 31 August 2010, he or she will transfer to secondary school at the start of the new school year in September 2010.

Who will deal with my application?

Wigan Council co-ordinates admissions to all high schools. In Wigan, the School Places Team do this.

We decide which children will be offered places at community and voluntary-controlled high schools. These schools are listed on pages 22 to 41 of 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 42 to 76 of this booklet.

Do I have to give three school preferences?

You should give three preferences. 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 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?

Changing your 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 before the closing date on 23 October 2009 to give them the details.
- 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.

Changing your mind after the closing date (23 October 2009)

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. However, we will treat this as a late application (see page 4), and it may reduce your 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 offer a place at the nearest Wigan school to your home address with a spare place. This will be the nearest community, voluntary-controlled, foundation or voluntary-aided school.

If your child does not live in Wigan, the local authority in their area 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 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 **23 October 2009**.

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

If your child goes to a special school

If you are considering transferring your child to a mainstream secondary school, you can get advice from their current primary school or by calling our Access and Inclusion Team on 01942 486132.

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 local authorities produce their own admission booklets with details of their schools, and will be pleased to send you a copy. There is a list of our neighbouring local authorities, 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 local authority, you can apply using our on-line application service or:

- fill in the Wigan Council secondary school application form we sent with this booklet;
- put the name of the other local-authority school on the application form; and
- return the application form to us, either through your child's primary school or by post **by the closing date of 23 October 2009**.

Whichever way you apply, we will deal with the other local authority 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 Wigan Council secondary school application form.

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 local authority will have sent you their application pack. If you want a place at a Wigan school:

- put the name of the school on your own local authority's secondary school application form; and
- return the form to your own local authority by the closing date.

Your local authority will deal with us on your behalf.

If any of your preferences is for a Wigan voluntary-aided (church) school, please get a copy of the supplementary information form and return it to the school.

Admission appeals

You can appeal to an independent appeal panel if the local authority 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:

- why we refused your application;
- 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 10 school days before.

Seven days before the hearing, we 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, it would be useful if you could tell the clerk beforehand. This will allow the process to run smoothly and help avoid delays on the day. We would appreciate it if you could provide eight copies of any extra paperwork you put forward to the panel.

The appeal panel

The panel will have three or five people on it. They are completely independent of us 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 (such as a solicitor) but you do have the right to bring a legal adviser or a friend along for support.

There will be a Wigan Council 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 admissions 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. You cannot complain just on the basis that you think an admissions 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 we 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 Children, Schools and Families 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.

Information about schools

Open evenings

Wigan schools will hold open evenings. Dates are advertised in the local press. You can also contact each school for details.

School prospectus

The governors of each school publish a prospectus which provides information about the school, such as its policies, results and curriculum and the subjects it specialises in. You can get a school's prospectus free of charge from the school or download it from the school's website. The website address is shown on the page for each high school.

Ofsted reports

Schools are regularly inspected by the Office for Standards in Education (Ofsted). Copies of Ofsted reports are available from schools or on the Ofsted website at www.ofsted.gov.uk.

School achievement and attainment tables

Yearly school achievement and attainment tables are available online at www.dcf.gov.uk/performance-tables. Information about examination results may also be included in a school's prospectus.

Independent advice

The Advisory Centre for Education (ACE)
Website: www.ace-ed.org.uk Phone: Freephone 0800 800 5793

Choice Advice Service

The Government has provided funding for local authorities to develop an independent Choice Advice Service in their area. In Wigan, this service covers primary-school and secondary-school applications, as well as any questions from parents wanting to transfer schools outside the normal admissions process.

Most parents are able to find the information they need to choose their school preferences and make an application before the closing date. For advice and information, contact the School Places Team on 01942 486037.

Some parents may need extra support to make an application. The Choice Advice Service is there to help parents who may struggle to apply on time, or have difficulty understanding the information that is available to them.

If you would like to speak to the Choice Advice Service, please ring 01942 486016.

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.

Children whose parents receive the following support payments are entitled to receive free school meals.

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, as long as they are not entitled to Working Tax Credit and have a yearly income (as assessed by HM Revenue & Customs), as of April 2009, of no more than £16,040
- The guaranteed element of Pension Credit

For more details, or to get an application form, contact:

Benefits Section
Council Tax Offices
Moore Street East
Wigan
WN1 3XN.

Phone: 01942 828609

E-mail: benefits@wigan.gov.uk

Website:

www.wigan.gov.uk/Services/AdviceBenefitsEmergencies/Benefits/FreeSchoolMeals.htm

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.

Bus services

School bus services are managed by Greater Manchester Passenger Transport Executive (GMPTE). GMPTE has a concessionary fee for children of 80p a journey. You can get details of school routes and other bus services in any of the following ways.

- By visiting our website, which has links to other sites, including transport (www.wigan.gov.uk).
- You can get leaflets from Wigan and Leigh bus stations.
- By phoning GMPTE on 0161 228 7811.
- By visiting GMPTE's website at www.gmppte.gov.uk.

Travelling expenses

We will provide a free bus pass for a child aged 11 to 16 who has to 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 a school nearer with a place available, unless you have applied to the school because of your religion or belief.

We will provide a free bus pass for a child aged 11 to 16 who is eligible for free school meals or whose parents or guardians receive the maximum level of Working Tax Credit, and if the child attends:

- 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.

You can get claim forms from the school or the School Transport Team.

If you have any questions, please contact the School Transport Team on 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.

Sustainable school travel

The school run adds an estimated 20% of traffic to early-morning congestion. For many parents, children and young people, the journey to school or college is ideally suited for walking, cycling and using public transport.

Our 'Sustainable Modes of Travel Strategy' is aimed at encouraging children and young people in the borough to change their behaviour and attitudes towards school travel. Section 508A of the Education Act gives all local authorities a general duty to promote the use of sustainable (environmentally friendly) travel and transport for children and young people of sixth-form age and below. This covers not only those children and young people who live in Wigan borough, but also those who live outside the area and travel into Wigan to receive education and training.

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

School travel map

The first step to providing sustainable school travel was setting up our school travel interactive service (see www.wigan.gov.uk/schooltravel), which provides information for every school and college in the borough on choosing different methods of transport. www.wigan.gov.uk/schooltravel

Every school in the borough has already received a map with details of options for travelling to school, so that children and parents can make real choices about how they travel. The map includes locations for the following.

- All schools
- School crossing patrols
- Pedestrian crossing facilities
- Bus stops
- School bus routes
- Cycle routes (information is also provided on where cycle lockers and other cycling facilities are located at schools)

We are continuously developing and improving the information we provide and, in time, we hope to include whether the school has:

- a travel plan;
- a 20 mph (miles per hour) zone;
- routes off the main road which are easy to access;
- safer alternatives to the congested highway;
- a 'Safer Routes to School' scheme; and
- a 'walking bus' scheme (where children walk to school in a group, with supervision).

There are a number of ways you can help, most importantly by considering how your child gets to school, but also by asking your school whether they have developed,

and more importantly are putting into practice, their school travel plan. If your school already has a travel plan, you could help set up a junior road-safety team or a school travel council. This would be made up of a mixture of children from the school, who can take responsibility for the plan and come up with their own initiatives to further encourage and promote sustainable travel and work towards achieving the travel plan's targets.

You could also get involved in a walking-to-school or cycling-to-school scheme, allowing and supervising groups of children to walk or cycle together.

We want to make sure that a new culture of school travel can develop so that, together, we can make the school journey safer, healthier and more sustainable for everyone.

For more information on your sustainable travel options, please contact Emma Barton on 01942 404396.

Transferring between high schools

If you want to change your child's school, you should consider this decision very carefully. It is generally in a child's best interest to stay at the same school, as changing schools can cause an unnecessary break in the 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 head teacher before you apply for a different school.

Changing schools in Year 10 or Year 11 is likely to be difficult. A different school may not be able to offer the same subject options or exams for which your child has studied and completed coursework.

If you are thinking of moving house and your child would have to change school, there may not be places available at the school you want. The School Places Team will be able to tell you which schools are full or have places. Some schools are full in all or most year groups and we cannot guarantee there will be a place available in the area you plan to move to.

To apply for a place at a Wigan community, foundation or voluntary-controlled school, contact the School Places Team for an application form or download one from our website at www.wigan.gov.uk. 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.

You will receive a written response to your application. All schools have an admission limit for each year group. If we cannot offer a place at the school you want and you live in Wigan, we will offer a place at another school. You may want to keep your child at their current school. You have the right to appeal if we refuse you a place at a school. For more information on appeals, see page 13. There are no waiting lists for transfers during a school year.

From 1 September 2010

On 1 September 2010, the local authority in the area your child lives becomes responsible for co-ordinating all applications for transfer during a school year. To apply for a place at any school in the UK, please contact the School Places Team on 01942 486040.

Fair Access Protocol

We sometimes receive requests for places and are not able to offer a place at a school within a reasonable distance of where the child lives. In these situations, the Director of Children and Young People's Services will use our Fair Access Protocol to allocate a place at a community, voluntary-controlled, foundation or voluntary-aided (church) school, even if the year group is full.

Children who qualify for a place using our Fair Access Protocol must be given priority over children on a waiting list who attend a school.

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

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

DCSF No: 4501

Website: www.byrchall.wigan.sch.uk

A Specialist Maths and Computing College

Headteacher: Mr A R Birchall

Admission number: 235

Number of pupils on roll at 15.January.09: 1131

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 2010-2011 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 2009 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)
235	1 st Preferences - 170 2 nd Preferences - 324 3 rd Preferences – 148 Total 642	Statemented children 0 Criterion 1 - 1 Criterion 2 – 47 Criterion 3 - 26 Criterion 4 - 119	193

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

DCSF No: 4015

Website: www.cansfield.wigan.sch.uk

A Specialist Language College

Headteacher: Mr M Southworth

Admission number: 202

Number of pupils on roll at 15.January.09: 931

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 2010-2011 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 2009 intake

Admission Number 2009	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	1 st preferences - 231 2 nd Preferences - 152 3 rd Preferences – 118 Total - 501	Statemented children - 6 Criterion 1 - 1 Criterion 2 - 63 Criterion 3 - 131 Criterion 4 - 0	204

Golborne High School
Lowton Road, Golborne
WA3 3EL

DCSF No: 4022

Website: www.golbornehigh.wigan.sch.uk

A Specialist Visual Arts College

Headteacher: Mr D W Lythgoe

Admission number: 171

Number of pupils on roll at 15.January.09: 797

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 2010-2011 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 2009 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 and withdrawals (information correct at time of print)
171	1 st Preferences - 158 2 nd Preferences - 75 3 rd Preferences – 82 Total - 315	Statemented children - 4 Criterion 1 - 2 Criterion 2 – 50 Criterion 3 – 89 Criterion 4 - 21	166

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

DCSF No: 4017

Website: www.rosebridge.wigan.sch.uk

A Specialist Science College

Headteacher: Mr J Pendlebury

Admission number: 155

Number of pupils on roll at 15.January.09: 642

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 2010-2011 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 2009 intake

Admission Limit 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 and withdrawals (information correct at time of print)
155	1 st Preferences – 105 2 nd Preferences – 78 3 rd Preferences – 86 Total - 269	Statemented children - 4 Criterion 1 - 1 Criterion 2 – 33 Criterion 3 – 48 Criterion 4 - 29	115

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

DCSF No: 4019

Website: www.web.me.com/bedfordbae/webbi/index.html

A Specialist Business & Enterprise Applied Learning College

Headteacher: Mr S Preston

Admission number: 242

Number of pupils on roll at 15.January.09: 928

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 2010-2011 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 2009 intake

Admission Limit 2009	No. of 1 st 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	1 st Preferences - 139 2 nd Preferences - 189 3 rd Preferences – 253 Total - 581	Statemented children - 0 Criterion 1 - 1 Criterion 2 – 42 Criterion 3 – 119 Criterion 4 - 29	191

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

DCSF No: 4020

Website: www.westleighhigh.org.uk

A Specialist Technology College

Headteacher: Mr J Banks

Admission number: 155

Number of pupils on roll at 15.January.09: 740

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 2010-2011 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 2009 intake

Admission Limit 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 and withdrawals (information correct at time of print)
155	1 st Preferences – 229 2 nd Preferences – 195 3 rd Preferences – 168 Total - 592	Statemented children - 9 Criterion 1 - 3 Criterion 2 – 51 Criterion 3 - 92	164

Lowton High School A Specialist Sports College
Newton Road, Lowton
WA3 1DU
01942 767040

DCSF No: 4028

Website: www.lowtonhs.digitalbrain.com/lowtonhs/frontpage/home/

A Specialist Sports College

Headteacher: Mr J Shanahan

Admission number: 230

Number of pupils on roll at 15.January.09: 1053

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 2010-2011 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 in the school using a Geographical Information System (GIS) which is based on ordnance survey.

Additional information about the 2009 intake

Admission Limit 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 and withdrawals (information correct at time of print)
230	1 st Preferences – 160 2 nd Preferences – 233 3 rd Preferences – 145 Total - 538	Statemented children - 1 Criterion 1 - 0 Criterion 2 – 51 Criterion 3 - 137	189

Abraham Guest High School
Greenhay
Orrell
Wigan
01942 511987

DCSF No: 4023

Website: www.abrahamquest.wigan.sch.uk

A Specialist Sports and Arts College

Headteacher: Mr R A Caslake

Admission number: 205

Number of pupils on roll at 15.January.09: 919

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 2010-2011 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.

Admissions to secondary school in 2010-2011

Additional information about the 2009 intake

Admission Limit 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 and withdrawals (information correct at time of print)
205	1 st Preferences – 196 2 nd Preferences – 112 3 rd Preferences – 87 Total - 395	Statemented children - 4 Criterion 1 - 3 Criterion 2 - 55 Criterion 3 - 8 Criterion 4 - 85 Criterion 5 - 50	205

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

DCSF No: 4027

Website: www.shevingtonhigh.org.uk

A Specialist Technology College

Headteacher: Mrs H Mackenzie

Admission number: 178

Number of pupils on roll at 15.January.09: 703

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 2010-2011 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 2009 intake

Admission Limit 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 and withdrawals (information correct at time of printing)
178	1 st Preferences – 128 2 nd Preferences – 214 3 rd Preferences – 154 Total - 496	Statemented children - 3 Criterion 1 - 0 Criterion 2 - 37 Criterion 3 - 27 Criterion 4 - 24 Criterion 5 - 40	131

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

DCSF No: 4034

Website: www.standishchs.wigan.sch.uk

A Specialist Languages, Maths and Computing College

Headteacher: Mr H Crossan

Admission number: 250

Number of pupils on roll at 15.January.09: 1256

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 2010-2011 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 40 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 2010-2011

Additional information about the 2009 intake

Admission Limit 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 and withdrawals (information correct at time of print)
250	1 st Preferences - 236 2 nd Preferences - 182 3 rd Preferences – 132 Total - 550	Statemented children - 2 Criterion 1 - 0 Criterion 2 - 68 Criterion 3 - 76 Criterion 4 - 35 Criterion 5 – 38 Criterion 6 - 0 Criterion 7 - 14	233

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

DCSF No: 4025

Website: www.flhs.org.uk

A Specialist Arts Applied Learning College

Headteacher: Mrs J Garretts

Admission number: 255

Number of pupils on roll at 15.January.09: 1276

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 2010-2011 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 2010-2011

*To help you, the map on page 39 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 2009 intake

Admission Limit 2009	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	1 st Preferences – 307 2 nd Preferences – 169 3 rd Preferences – 45 Total - 521	Statemented children - 6 Criterion 1 - 0 Criterion 2 – 87 Criterion 3 – 141 Criterion 4 – 26 Criterion 5 - 0	259

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

DCSF No: 4035

Website: www.hawkleyhall.wigan.sch.uk

A Specialist Engineering College

Headteacher: Mr R W Halford

Admission number: 188

Number of pupils on roll at 15.January.09: 866

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 2010-2011 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 41. You can phone the School Places Team for advice about this.

Admissions to secondary school in 2010-2011

Additional information about the 2009 intake

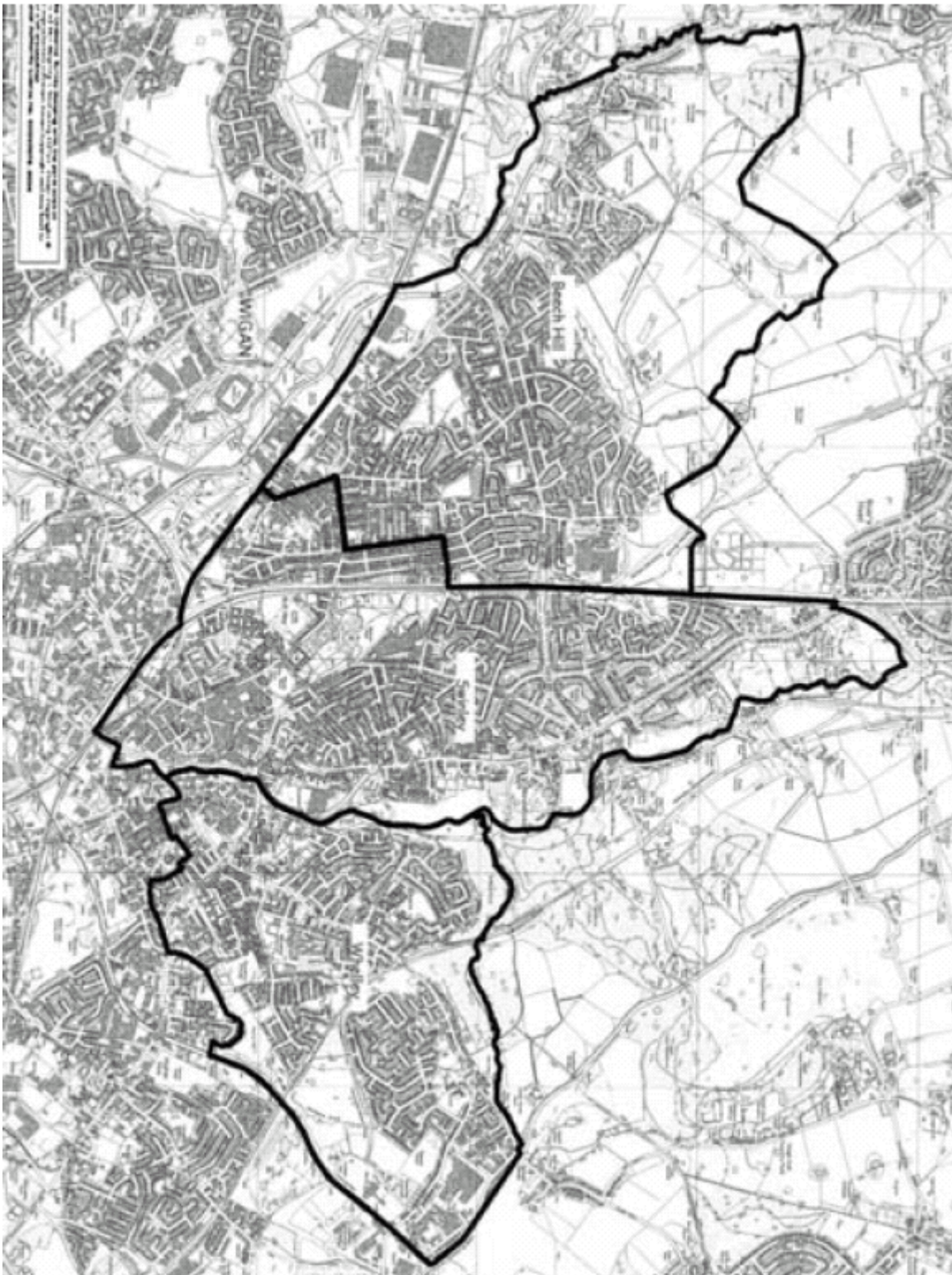
Admission Limit 2009	No. of Preferences received by the closing date	Details of how places were allocated in each criteria as listed above	Final number admitted following any appeals or withdrawals (information correct at time of print)
188	1 st Preferences – 147 2 nd Preferences - 77 3 rd Preferences – 84 Total - 308	Statemented children - 6 Criterion 1 - 0 Criterion 2 – 37 Criterion 3 – 98 Criterion 4 – 16 Criterion 5	157

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 Criterion 3.



Crown Copyright Ordnance Survey 2002

Foundation School – mixed 11-16

Hindley High School
Mornington Road, Hindley
WN2 4LG
01942 767704

DCSF No: 4026

Website: www.hindleyhs.wigan.sch.uk/home.php

A Specialist Arts College

Headteacher: Mrs J Lees

Admission number: 187

Number of pupils on roll at 15.January.09: 934

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 and/or sisters who will be attending the school at the time of admission
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.

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

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

Brothers and sisters

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

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

Home Address

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

Children with a Statement of Special Educational Needs

Children with a statement of special educational need naming a school will be offered a place without using the admission criteria. This is a legal requirement.

Waiting list policy

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

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

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

Admissions to secondary school in 2010-2011

Additional information about the 2009 intake

Admission Limit 2009	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	1 st Preferences - 159 2 nd Preferences - 76 3 rd Preferences – 56 Total - 291	Statemented Children - 4 Criterion 1 - 0 Criterion 2 – 46 Criterion 3 - 105 Criterion 4 - 20	175

Admission arrangements for voluntary aided secondary schools

The admission arrangements for Wigan voluntary aided secondary schools can be found on pages 47 to 76.

If you name a voluntary aided school as one of your preferences on your home local authority application form (or on your online application), you are strongly advised to complete the supplementary information form for the voluntary aided school as well. Information about where you can get the school's own supplementary information form and how this can be returned by the closing date for applications, 23 October 2009, is explained on pages 3 to 4 of this booklet.

Voluntary Aided (church) school supplementary information forms

The governing body of a voluntary aided (church) school can only consider your application if you have given the school as one of your three preferences on your secondary school application form or on-line application. How to apply for a secondary school place is available on page 3.

If any of your preferred schools is a voluntary-aided (church) school, you are strongly advised to fill in the school's own supplementary information form as well as the secondary school application form. If you do not fill in the school's own supplementary information form, the school will not have all the information they need to consider your application against their faith criteria and your child may be refused a place.

You can get a copy of the supplementary form:

- from the school
- by calling the School Places Team on 01942 486037/ 486038 / 486039; or
- by downloading one from our website at www.wigan.gov.uk

Returning supplementary information forms:

Wigan residents

If your child attends a Wigan primary school, please return the supplementary information form(s) together with your Wigan Council secondary school application form to your child's primary school. You will have been provided with an envelope for this.

If your child does not attend a Wigan school, please return the supplementary information form(s) together with your Wigan Council secondary school application form to the School Places Team, CYPS, Progress House, Westwood Park Drive, Wigan WN3 4HH.

If you have applied on-line you need only return the supplementary information form(s) either to your child's primary school if it is in Wigan or by post to the School Places Team, CYPS, Progress House, Westwood Park Drive, Wigan WN3 4HH. The local authority will match your on-line application to your supplementary information form.

Other local authority residents

Please return any supplementary information forms directly to the school(s).

If you have any questions about completing the supplementary information form please contact the school. Telephone numbers and e-mail addresses for each school are provided in this booklet.

If you need any advice about admissions to secondary schools please contact the School Places Team on 01942 486037/ 486038 / 486039 or e-mail schoolplaces@wigan.gov.uk.

Church of England Voluntary-Aided High Schools

**The Deanery Church of England High School
and Sixth Form College**
Frog Lane, Wigan
WN1 1HQ
01942 768801

DCSF No: 4608

Website: www.deanery.wigan.sch.uk

A Specialist Technology College

Number of pupils on roll at 15.January.09: 1370

Admission Number: 250

Headteacher: Mr S Brierley

The Deanery CE High School Governing Body

Arrangements for Admitting Students to Year 7 in September 2010

1. 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 23rd October 2009. If parents wish to apply for a place for their child at The Deanery High School:
 - the school should be one of the three schools named by parents on the Local Authority preference form; and
 - the parents should also complete a separate application form for The Deanery High School, form DHS1, which must be returned to their child's primary school by 23rd October 2009. 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.

1. Our Admissions Policy, (see page 49) 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.

2. **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.

When a 'distance tie-break' is used, 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 as explained in the Admissions Policy. We will measure from your child's home address to the school's Pupil Entrance on Frog Lane.

In Categories C and O (and elsewhere), some points are awarded for a 'sibling link'. In line with the Local Authority, 'siblings' will include:

- brothers and sisters;
 - half-brothers and half-sisters;
 - stepbrothers and stepsisters; and
 - foster brothers and foster sisters
- who live at the same address as part of the same family unit 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 Category C, points are awarded on the basis of the information collected on forms DHS1 and DHS3. Places will only be offered under this category if a DHS3 form, signed by an appropriate church leader, has been submitted. Form DHS3 must be signed by an appropriate church leader for the points to be awarded. Points are awarded as follows:

3 points for a pupil with a 'sibling link' – as defined in Section 4;

18, 12, 6 or 0 points for attendance by the child at church in 2009 (for each box in question 1a on form DHS3 respectively);

15, 10, 5 or 0 points for attendance by the parent at church in 2009 (for each box in question 1b on form DHS3 respectively);

12, 8, 4 or 0 points for attendance by the child at church in 2008 (for each box in question 2a on form DHS3 respectively); and

9, 6, 3 or 0 points for attendance by the parent at church in 2008 (for each box in question 2b on form DHS3 respectively).

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

3. Category O: Other World Faith applicants

In Category O, points are awarded on the basis of the information collected on forms DHS1 and DHS4. Places will only be offered under this category if a DHS4 form, signed by the faith community leader, has been submitted. Points are awarded as follows:

1 point for a pupil with a 'sibling link' – as defined in Section 4;

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.

4. Late Applications

It is important that application forms are returned before the closing date on 23rd October 2009. 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.

5. Help

Further information is available at any time from Mrs T Wogan, Admissions Officer at The Deanery High School, on 01942 486301. The Local Authority School Places Team may also be able to help: their number is 01942 486038 or 01942 486039.

The Governors, The Deanery High School

**The Deanery CE High School Governing Body
Admissions Policy**

Year 7

1. **Who admits the pupils?**

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

2. **When are pupils admitted?**

Normally, children are admitted in the September of Year 7 and the September of Year 12. Admissions to other year-groups or at other times of the year are called "in-year" admissions (see below).

3. **How many pupils will be admitted?**

Up to 250 children will be admitted into Year 7 each September. 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 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).
- 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 wish. For entry into Year 7 in September 2010, all application forms must be submitted by 23rd October 2009.

4. 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: see Section 6 below.

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: see Section 6 below.

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.

5. 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 who have a sibling at the school (as defined in Section 7);
- second, to any other children.

Within each of these groups, priority will be given to those who live closest to the school: see Section 6 below.

6. How does the 'Distance Tie-break' work?

When we use a 'distance tie-break', 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 the child's home address to the school's Pupil Entrance on Frog Lane.

When parents apply for a place, they must give the correct permanent address. This is where the child and parent, or person with care of the child or the person with parental responsibility, normally live.

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

We use the address of the parent who gets the Child Benefit to determine this.

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

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

Any evidence provided must establish that the parent or main carer lived at this address at the closing date for applications.

If there is a temporary change of address, for example, if someone has gone to live with a relative etc, this address cannot be used.

When considering a child's application, we use the permanent home address we have on file at the closing date for applications.

7. What is a sibling?

Siblings are brothers and sisters of the child who is applying for a place. In line with the Local Authority definition, we will include

- brothers and sisters;
- half-brothers and half-sisters;
- stepbrothers and stepsisters; and
- foster brothers and foster sisters

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

8. 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.

9. 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.

10. Do you keep a waiting-list?

Yes. All unsuccessful applications for the normal round of admissions into Year 7 will be held in a waiting-list. The waiting-list will be 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 end of the Autumn Term in Year 7. All unsuccessful applications outside the normal round of admissions will also be held in a waiting-list until the following August. The waiting-list will be kept in categories using the same criteria described above. In the event of a place becoming available, a place will be offered to the first applicant on the waiting-list (the order being determined in accordance with this Policy).

Additional information about the 2009 intake

Admission Limit 2009	No. of Preferences received	Final number admitted following any appeals or withdrawals (information correct at time of print)
250	1 st Preferences – 242 2 nd Preferences – 253 3 rd Preferences – 262 Total - 757	249

In year admissions

1. Can I apply for admission part-way through a school year?

Yes.

If there is at least one place available in a year-group, the child will be admitted.

If there are more applicants than places, the Governors will apply the oversubscription criteria listed above to establish which child(ren) will be admitted.

If there are no places available the child will not be admitted and the parents will be advised of their right of appeal.

Admissions for Year 12

1. How can I apply for a place in the Sixth Form?

Each year up to 200 students are admitted to Year 12 at the age of 16, up to 40 of who may be external applicants. Places are awarded on the basis of academic suitability for the courses that will run, using criteria that will be published in the Sixth Form Prospectus, and measured in the first instance by GCSE results. GCSE results will be used as an over-subscription criterion should this prove necessary; children with the best average GCSE grade will be admitted.

The Governors
The Deanery C.E. High School

Hesketh Fletcher Church of England High School Atherton
Hamilton Street, Atherton
M46 0AY
01942 882425

DCSF No: 4612

Website: www.heskethfletcher.wigan.sch.uk

A Specialist Humanities College

Headteacher: Mrs J Rowlands

Age range 11-16

Number of pupils on roll at 15.January.09: 636

Admission Number: 200

Consultation is currently underway for the closure of Hesketh Fletcher Church of England High School. If the proposal is agreed there will not be an intake of year 7 pupils for September 2010

ADMISSIONS CRITERIA

Hesketh Fletcher C.E. High School,

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 LEA Co-ordinated Admission Scheme.

Admission Arrangements

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

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.

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. (See definition later)

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 with a parent who is an actual communicant member of the Church of England.
2. Children who attend the Church of England.
3. Children with a parent who attends a Christian Church or other place of worship, which does not fall into the category above.
4. Children who attend a Christian Church or other place of worship.

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

If the standard admission number is reached priority under this category will be given to those living closest to school. The address will be taken as their normal place of residence. For children with shared parenting it will be taken as “the home in which the child sleeps for the majority of the school week”.

Category D

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

How close you live to the school will be measured in a straight-line distance using the local authority geographical information system (GIS) which is based on ordnance survey.

An ‘actual communicant member’ of the Church of England means a person:

- Who is baptised.
- Who is on the electoral roll of a Church of England parish.
- 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 3 times during the 12 months before the date of this application.

Reference to ‘parents’ includes:

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

Reference to sibling includes brother, sister, step-brother, step-sister; other child residing in the same household for whom one parent has responsibility.

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'.

"Distance" will be measured in a straight-line distance between the front door of the school and the child's home, measured in miles.

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.

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 end of the first term of Year 7.

Additional information about the 2009 intake

Admission Limit 2009	No. of Preferences received by the closing date	Final number admitted following any appeals or withdrawals (information correct at time of print)
200	1 st Preferences – 62 2 nd Preferences – 60 3 rd Preferences – 68 Total - 190	93

Catholic Voluntary Aided High Schools

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

DCSF No: 4805

Website: www.arrowsmith.wigan.sch.uk

A Specialist Technology and Music College

Headteacher: Mr P Phillips

Admission Number: 249

Number of pupils on roll at 15.January.09: 1195

Age range 11-16

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. 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 living in the Parishes who attend non-Catholic primary Schools.
6. Looked after children who are other than Catholic.
7. Children who are other than Catholic who are brothers and sisters of children who are in attendance at St. Edmund Arrowsmith High School at the time of likely admission. This includes 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.

8. Children of other Christian denominations. Proof of Baptism in form of Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
9. 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.
10. Children whose parents express a preference for a place at the school.

Tie Breaker

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 child's home address.

Please note the following explanatory points:

- all reference to "Catholic" means Baptised Catholic Children or children who have made their First Holy Communion in a Catholic Church.
- 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.
- 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.
- 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 23 October 2009

Additional information about the 2009 intake

Admission Limit 2009	No. of Preferences received	Final number admitted following any appeals or withdrawals (information correct at time of print)
240	1 st Preferences – 238 2 nd Preferences – 145 3 rd Preferences – 112 Total - 495	240

ADMISSION POLICY

1. St Edmund Arrowsmith is a Catholic High School situated in the Archdiocese of Liverpool and is maintained by the Wigan Local Education 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
by 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 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 LEA and others in accordance with the requirements of the law, the Governing Body has published its admission limit at 249 pupils for the school year commencing 2010-2011
5. Applications for a place at the school must be submitted on the L.A. Admission Form. Applicants should complete the school's own admission form which should be returned as directed in the booklet for Parents' Admissions to Secondary Schools 2010-2011
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 495 and that 240 were admitted under the admission criteria.

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.
4. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list which will not be operated for longer than the end of the first term of Year 7.

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

DCSF No: 4609

Website: www.sjf.wigan.sch.uk

A Specialist Arts College

Headteacher: Mr R Ward

Age range 11-16

Number of pupils on roll at 15.January.09: 958

Admission Number: 200

Admission 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, adopted children, foster brothers and sisters, a child of the parent/carer's partner, and in every case 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 and are in attendance at a Catholic primary school in a designated parish or former parish (see 2 above). This includes full, half or step-brothers and sisters, adopted children, foster brothers and sisters a child of the parent/carer's partner, and in every case children who are living at the same address and are part of the same family unit.
7. 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, adopted children, foster brothers and sisters a child of the parent/carer's partner, and in every case children who are living at the same address and are part of the same family unit.

8. 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 or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
9. Children who are baptised in other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
10. 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 Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
11. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
12. Children whose parents express a preference for a place at the school and are in attendance at a Catholic primary school in a designated parish or former parish (see 2 above).
13. Children whose parents express a preference for a place at the school.

Tie Breaker

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 the school in a straight line from the child's home address to the main front door of the school, situated on Baytree Road and using a Geographical Information System (GIS).

Additional information about the 2009 intake

Admission Limit 2009	No. of Preferences received	Final number admitted following any appeals or withdrawals (information correct at time of print)
200	1 st Preferences – 178 2 nd Preferences – 122 3 rd Preferences – 104 Total - 404	184

Admission Policy

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:
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 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 2010.
5. Parents must complete the Local Authority application form which must be returned to the Local Authority by Friday 23rd October 2009. Parents who wish their application to this Catholic school to be considered against the priority faith criteria should also complete the School Supplementary Form. If the school is oversubscribed, failure to complete the supplementary form may result in your application for a place in this school being considered against lower priority criteria, as the Governing Body will have no information upon which to assess the application on the basis of the applicant's baptism and/or membership of a faith community. The supplementary form should be returned as detailed in the booklet for parents 'Admissions to Secondary Schools 2010-2011.' – see pages 3 to 4 of this booklet.
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 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 home address of a pupil is considered to be the permanent residence of a child. The address must be the child's only or main residence. Documentary evidence may be required – eg. Child Benefit payment address.
3. Where care is split equally between mother and father, parents must name which address is to be used for the purpose of allocating a school place.
4. Late applications (those received after the closing date) will only be considered alongside those received by the closing date.

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

PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND WHERE APPLICABLE THEY ARE STRONGLY ADVISED TO COMPLETE THE SCHOOL SUPPLEMENTARY FORM FOR EACH CATHOLIC SCHOOL FOR WHICH THEY APPLY. FAILURE TO DO THIS MAY MEAN THE GOVERNORS DO NOT HAVE INFORMATION ABOUT THEIR FAITH COMMITMENT WHEN CONSIDERING THEIR APPLICATION

St. Mary's Catholic High School.
Manchester Road, Astley, Tyldesley
M29 7EE
01942 884144

DCSF No: 4615

Website: www.st-maryshigh.wigan.gateway.talmos.net/default.html

A Specialist Mathematics and Computing College

Headteacher: Mr D W Burnett

Age range 11-18

Number of pupils on roll at 15.January.09: 1307

Admission Number: 260

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 who are in the care of the Local Authority (looked after children).
2. Baptised Catholic children living in the designated Parishes of St. Ambrose Barlow, St. Joseph's, Sacred Heart - Atherton, 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 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 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 Faith Leader is required. Priority will be given to students attending the 8 Catholic primary schools in the Leigh Deanery.
(See Category 2).

8. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
9. Children whose parents express a preference for a place at the school.

Tie Breaker

In the event of any over-subscription in the number of applications made under any of the categories above then the admissions committee will offer places first to children living nearest to the school measured in a straight line from the home address to the reception entrance of the school.

Additional information about the 2009 intake

Admission Limit 2009	No. of Preferences received	Final number admitted following any appeals or withdrawals (information correct at time of print)
260	1 st Preferences – 272 2 nd Preferences – 201 3 rd Preferences – 120 Total - 593	260

Admission Policy and Arrangements 2010

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:
 - 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 boundary
3. The school serves in the first instance baptised Catholic children living in the Parishes of St. Ambrose Barlow, St. Joseph's, Sacred Heart - Atherton, Sacred Heart - Leigh, Holy Family, XII Apostles, Our Lady of the Rosary, St. Richard's and St. Gabriel's.
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 260 pupils for the school year commencing September 2010.

5. Parents must complete the Local Authority application form which must be returned to the Local Authority by 23rd October, 2009. Parents who wish their application to this Catholic school to be considered against the priority faith criteria should also complete the School Supplementary Form. If the school is oversubscribed, failure to complete the supplementary form may result in your application for a place in this school being considered against lower priority criteria, as the Governing Body will have no information upon which to assess the application on the basis of the applicant's baptism and/or membership of a faith community. Parents must return their supplementary information form as detailed in the booklet for parents "Admissions to secondary schools 2010-2011 please see pages 3 to 4 of this booklet.
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.

St Marys Catholic High School

Admission Arrangements

1. All applications will be considered at the same time and after the closing date (detailed on the preceding page) agreed by the Admissions Committee.
2. Parents will be informed by letter of the decision of the Admissions Committee no later than 1st March 2010. The letter will be provided by the L.A. on behalf of the Governing Body. If their application has been successful they are required to confirm acceptance of the offer of a place by 10th March, 2010.
3. 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.
4. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admissions Criteria. Parents will be informed of their child's position on the waiting list which will not be operated for longer than the end of the Autumn term.

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.

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 baptism was administered validly but not in the Parish church where records are kept.
2. 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).
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 – e.g. 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.
Late applications (those received after the closing date) will only be considered after those received by the closing date.

PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM AND WHERE APPLICABLE THEY ARE STRONGLY ADVISED TO COMPLETE THE SCHOOL SUPPLEMENTARY FORM FOR EACH CATHOLIC SCHOOL FOR WHICH THEY APPLY. FAILURE TO DO THIS MAY MEAN THE GOVERNORS DO NOT HAVE INFORMATION ABOUT THEIR FAITH COMMITMENT WHEN CONSIDERING THEIR APPLICATION.

St. Mary's Catholic High School and Sixth Form College

Entry Requirements 2010

Pathway Entry requirements

- | | |
|------------------------|---|
| 4 AS levels | <ul style="list-style-type: none">• 5 GCSE at grade C or above including 4 at grade B.• Must include Maths or English at grade C or above. |
| 3 AS Levels | <ul style="list-style-type: none">• 4 GCSE at grade C or above.• Must include Maths or English at grade C or above |
| Level 2 qualifications | <ul style="list-style-type: none">• 4 or less GCSE at grade C or above |

As part of the entry requirements all students starting AS courses must have a Grade C or above in either Maths or English.

Students enrolling without a grade C in either Maths or English will have timetabled resit lessons. Attendance at these lessons is a condition of their acceptance into Sixth Form. Progression to Year 13 is dependent on passing these courses.

In the case of over-subscription students progressing from St. Mary's High School will take priority. Up to 30 places will be available to external candidates subject to over-subscription criteria.

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

DCSF No: 4614

Website: www.saintpetershigh.wigan.sch.uk

A Specialist Visual Arts College

Headteacher: Miss H Jerstice

Age range 11-16

Number of pupils on roll at 15.January.09: 933

Admission Number: 178

Please note the Schools Adjudicator has received an objection to the published admission number. If there is a change to these admission arrangements they will be published on our website www.wigan.gov.uk

Admission Policy and Arrangements for 2010-2011

Over-subscription 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 who are in the care of the Local Authority (looked after children).
2. Baptised Catholic children living in the designated Parishes of St Bernadette, Shevington, St James', Orrell, St Joseph, Wrightington, St Marie, Standish, St Mary, Birchley, St Teresa, Upholland, St Cuthbert, Norley Hall (that part of the parish to the west of and including Norley Hall Avenue and Enfield Street).
3. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters or children of the parent/carer's partner, and in every case 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 or children of the parent/carer's partner, and in every case 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 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.

Parents may wish to know that for entry in September 2008, the school was oversubscribed; below is a breakdown of how places were allocated.

Additional information about the 2009 intake

Admission Limit 2009	No. of Preferences received	Final number admitted following any appeals or withdrawals (information correct at time of print)
178	1 st Preferences – 212 2 nd Preferences – 139 3 rd Preferences – 92 Total - 443	199

Admission Arrangements

1. St Peter's is a Catholic Secondary 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 boundary
3. The school serves in the first instance baptised Catholic children living in the Parishes of St Bernadette, Shevington, St James', Orrell, St Joseph, Wrightington, St Marie, Standish, St Mary, Birchley, St Teresa, Upholland, St Cuthbert, 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 2010.

5. Parents must complete the Local Authority application form. Parents who wish their application to this Catholic school to be considered against the priority faith criteria should also complete the supplementary form. If the school is oversubscribed, failure to complete the supplementary form may result in your application for a place in this school being considered against lower priority criteria, as the Governing Body will have no information upon which to assess the application on the basis of the applicant's baptism and/or membership of a faith community. The Supplementary information form will be returned as detailed in the booklet for parents admission to parents 2010, please see pages 3 to 4 in this booklet.
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

Tie Breaker

In the event of any over-subscription in the number of applications made under any of the categories above then the admissions committee will offer places first to children living nearest to the school measured in a straight line from the house/flat to the school as measured by the Local Authority, with those living closer to the school receiving higher priority.

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.

St Peter's Catholic High School

Admission Arrangements

1. All applications will be considered at the same time and after the closing date (detailed on the preceding page) agreed by the Admissions Committee.
2. Parents will be informed, by letter, of the decision of the Admissions Committee no later than 1 March 2010. If their application has been successful they are required to confirm acceptance of the offer of a place by 15 March 2010
3. 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.
4. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria; the waiting list will operate until the end of the Autumn Term 2010.

Important information about the waiting list.

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

Notes

1. For a child to be considered as a Catholic, evidence of a Catholic Baptism or reception into the Church will be required.
A Baptised Catholic is one who has been baptised into full communion with the Catholic Church by the Rites of baptism of one of the various ritual Churches in communion with the See of Rome (Cf. Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the baptismal Registers of the church in which the baptism took place.
Or
A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their baptism and reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal registers of the church in which the Rite of Reception took place.
The Governing Body will require written evidence in the form of a Certificate of Baptism or Certificate of Reception before applications for school places can be considered for categories of "Baptised Catholics". A Certificate of Baptism or Reception is to include: full name, date of birth, date of baptism or reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of baptism or reception.
Those who would have difficulty obtaining written evidence of baptism for a good reason, may still be considered as baptised Catholics but only after they have been referred to their parish priest, who after consulting with the Vicar General, will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.
Those who would be considered to have good reason for not obtaining written evidence would include those who cannot contact the place of baptism due to persecution or fear, the destruction of the church and the original records, or where baptism was administered validly but not in the Parish church where records are kept.
Governors may request extra supporting evidence when the written documents that are produced do not clarify the fact that a person was baptised or received into the Catholic Church, (i.e. where the name and address of the Church is not on the certificate or where the name of the Church does not state whether it is a Catholic Church or not.)
2. The home address of a pupil is considered to be the permanent residence of a child. The address must be the child's only or main residence. Documentary evidence may be required – e.g. child benefit payment address.

3. Where care is split equally between mother and father, the address on your Child Benefit book or the child's medical card will be used as the child's address.
4. Late applications (those received after the closing date) will only be considered after those received on time.

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

PARENTS MUST COMPLETE THE LOCAL AUTHORITY COMMON APPLICATION FORM (WIGAN COUNCIL SECONDARY SCHOOL APPLICATION FORM) AND WHERE APPLICABLE THE SCHOOL SUPPLEMENTARY FORM

St Aelred's Catholic Technology College
Birley Street
Newton Le Willows
Merseyside
WA12 9UW
Tel – 01925 225974

DCSF No 4710

Website: www.staelreds.st-helens.sch.uk/

Headteacher: Mrs M Rimmer

Age Range: 11-18

Admission Number 184

COLLEGE MISSION STATEMENT

St Aelred's is a Catholic Technology College. It is inspired by the example of Christ and the teaching of the Gospel. As a Christian community it will:

1. be distinguished by its care for all its members, meeting individual needs with fairness, understanding and justice;
2. provide an education which will prepare pupils for the opportunities, responsibilities and experiences of life;
3. promote an active partnership between the College, the home and the Parishes;
4. affirm, nurture and develop the faith and spiritual growth of all its members;
5. seek to be a vital, responsible and integral part of local and wider communities.

We ask all parents applying for a place at the College to recognise and support this ethos and its importance to the school. This does not affect the right of parents who are not of the faith of this College to apply for and be considered for a place here.

ADMISSIONS POLICY AND ARRANGEMENTS FOR 2010/2011

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 2010.
5. Applications for a place in Year 7 in September 2010 should be made on the Local Authority's Common Application Form which is enclosed in the Secondary Education Information for Parents Booklet. These will be available at all St Helens primary schools, local libraries and the Admissions Section of the Local Authority from September 2009 onwards.

Applications may also be made on-line via the Council's web-site from September 2009.

The closing date for all applications is 23 October 2009.

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).

7. Parents will be informed, by letter, of the decision of the Admissions Committee no later than 1 March 2010. If their application has been successful they are required to confirm acceptance of the offer of a place by 31 March 2010.

Late Applications

Applications submitted after the closing date will only be considered alongside those who applied on time when they are received before the allocation procedures begin. However, as this date cannot be predicted, parents have no guarantee that any application received after the closing date will be included.

Admissions to secondary school in 2010-2011

How places were allocated for September 2009:

A total of 324 applications were received: 163 first preferences, 103 second preferences and 58 third preferences. The Admissions Committee allocated places as follows:

Criterion	1	2	3	4	5	6	7	8	9	10
	0	82	1	5	0	29	7	25	0	18

OVERSUBSCRIPTION CRITERIA

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

- Children in public care.
- 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).

- 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 or children of the parent/carer's partner, and in every case who are living at the same address and are part of the same family unit.*
- Baptised Catholic children from the parishes named in criterion 2 but not attending a Catholic Primary School in one of those parishes.
- Baptised Catholic children from other Catholic parishes.
- 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 or children of the parent/carer's partner, and in every case who are living at the same address and are part of the same family unit.

Admissions to secondary school in 2010-2011

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.

Important:

Parents who wish their application to this Catholic school to be considered against the priority faith criteria should complete the faith questions on the Local Authority's common application form and forward the documentary evidence that is requested by the closing date.

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 school. If your child is Baptised Catholic and attends a Catholic primary school, the Admissions Committee will confirm this with the primary school. For all other Catholic applicants, a copy of a Catholic Baptismal Certificate should be attached to the Local Authority's common application form.

Tie Break

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 whose family home is nearest the school. The measurement shall be done by the Local Authority in a straight line using a Geographical Information System (GIS) based on Local Land and Property Gazetteer (LLPG) data and the National Grid co-ordinates for the family home and the school.

Where the tie break does not distinguish between applicants e.g children living in the same block of flats random allocation will be used. This will be done by drawing lots and supervised by someone independent of the school.

Where the final place in a year group is offered to one of twins (or triplets etc) the Governing Body will not apply the tie break as it will admit the other twin etc too, even if that means going above the admission number.

Definition of Home Address

This is the address where the child and parent, or person with parental responsibility, normally live. If you are separated and your child spends time at each parent's address, the address we shall use is that of the main carer. We use the address of the parent who is in receipt of child benefit for this. 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 documentary evidence of your child's address e.g. Council tax or utility bills

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 Admissions Section of the Local Authority.

False Information

Where the Governing Body discovers that a child has been awarded a place as a result of any false information relating to the home address, proof of baptism or reception into the Church, it will withdraw the offer and your child will lose the place.

Waiting List

During the normal admissions round, if a place is refused because the school is oversubscribed your child's name will automatically be placed on the waiting list. The waiting list 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.

Children who are the subject of a direction by the local authority to admit or who are allocated to a school in accordance with the Authority's Fair Access Protocol will take precedence over those on the waiting list.

The waiting list will close at the end of the autumn term.

In-Year Fair Access Protocol

The Governing Body has a duty to comply with the Local Authority's In-Year Fair Access Protocol and therefore admit up to +2 managed transfers per year group, even if the year group concerned is full.

All schools must participate in their Local Authority's protocol. For that reason, admission appeal panels will not view the fact that St Aelred's Catholic Technology College is obliged to admit over its admission number as an indication that it can do so for all mid year transfers without causing prejudice to the efficient provision of education or efficient use of resources.

Mid Year Transfers

Applications for a place in year 7 after the waiting list has closed or years 8 –11 should be made on the application form provided by the Admissions Section of the Local Authority.

Applications are dealt with on a first come, first served basis. If more than one application is received on the same day and there is only one available place, then the Governing Body will apply the oversubscription criteria used for the Year 7 intake.

Parents will normally receive a written response to their application within ten school days.

The Governing Body does not maintain a waiting list for mid year transfers.

Appeal Procedure

Where parents are unsuccessful in applying for a place at St Aelred's Catholic Technology College, the decision letter will give reasons why the application was refused and notification of the right of appeal, including details of how, and to whom, to make an appeal and where to obtain further information.

Admission Arrangements for St Aelred's Catholic Technology College Sixth Form

Admission to the Sixth Form

1. Admission to the sixth form will be from:

pupils in Year 11 at St Aelred's Catholic Technology College and Newton-le-Willows Community High School; and

pupils from outside of St Aelred's Catholic Technology College and Newton-le-Willows Community High School.
2. The admission number for pupils entering the sixth form from outside of St Aelred's Catholic Technology College and Newton-le-Willows Community High School will be 100 each year. However, the school may exceed this if demand for available courses can be met.
3. Students on roll at St Aelred's Catholic Technology College and Newton-le-Willows Community High School are required to apply for a place in the sixth form as are students from other schools.
4. The entry requirements for admission to the sixth form shall be the same for students on roll in Year 11 at the federated schools and external applicants.
5. Pupils will be admitted into the sixth form at the start of the autumn term in each school year although there may be some occasions when students transfer during an academic year.

Method of Application

- a) Prospectuses and application forms are published during the autumn term prior to admission, and are available to all who request them by contacting the school. Candidates will also be able to apply online via <https://secure.apply-sthelens.com/CAP/home.asp>
- b) The Sixth Form Open Evening will be held for 2010 entrance in the 2009 autumn term.
- c) Application Forms must be received by the closing date publicised in the school's prospectus

Entry Requirements

The entry requirements for admission to the Sixth Form shall be the same for students on roll in Year 11 at the school, on roll in Year 11 at Newton Community High School and external applicants. To study 3 AS Level subjects applicants must have 5 GCSE passes A*- C including English Language. Students who do not achieve 5 GCSE passes A*- C may be eligible to study a Level 2 course if appropriate.

The following AS Level subjects require earlier study and a minimum C grade at GCSE:

Art
Biology
Chemistry
English Language
French
Mathematics (recommended for students with GCSE grade B or above)
Physics
Spanish.

Students who wish to study AS Level Biology, Chemistry or Physics must have achieved a minimum of CC grade in G.C.S.E Core and Additional Science or 3 C grades in G.C.S.E Biology, Chemistry and Physics.

Students who have previously studied a subject at GCSE must have achieved a C grade in that subject to study the subject at AS Level.

Students who wish to study Music at AS Level must have a minimum of Grade 3 Theory.

Students who are unsuccessful in their application to Sixth Form will be referred to Connexions for appropriate advice and guidance.

Oversubscription Criteria

If more applications (who meet the entry requirements) are received than the number of places available, the following criteria, in order of priority, will be used for deciding how places will be allocated:

1. Children in public care.
2. Baptised Catholic children living in the designated Parishes of: All Saints RC Church, Golborne, St Mary & St John RC Church, Newton-le-Willows, St David's RC Church, Newton-le-Willows, St Patrick's RC Church, Newton-le-Willows, St Catherine of Siena RC Church, Lowton, St Lewis' RC Church, Croft, St Paul of the Cross RC Church, Burtonwood.
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 or children of the parent/carer's partner, and in every case who are living at the same address and are part of the same family unit.
4. Baptised Catholic children from other Catholic parishes.
5. 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 or children of the parent/carer's partner, and in every case who are living at the same address and are part of the same family unit.
6. 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.

7. 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.
8. Children whose parents express a preference for a place at the College.

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 school. If your child is Baptised Catholic and has attended St Aelred's Catholic Technology College the school will have this information already. For all other Catholic applicants, a copy of a Catholic Baptismal Certificate will be requested.

Tie Break

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 whose family home is nearest the school. The measurement shall be done by the Local Authority in a straight line using a Geographical Information System (GIS) based on Local Land and Property Gazetteer (LLPG) data and the National Grid co-ordinates for the family home and the school.

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

Where the tie break does not distinguish between applicants e.g children living in the same block of flats random allocation will be used. This will be done by drawing lots and supervised by someone independent of the school.

Where the final place in a year group is offered to one of twins (or triplets etc) the Governing Body will not apply the tie break as it will admit the other twin etc too, even if that means going above the admission number.

Appeal Procedure

Any student refused the offer of a place in the sixth form has the right of appeal to an independent appeals panel. The decision letter will give reasons why the application was refused and notification of the right of appeal, including details of how, and to whom, to make an appeal and where to obtain further information.

False Information

Where the College has made the offer of a place in the Sixth Form on the basis of a fraudulent or intentionally misleading application the offer of a place will be withdrawn.

Late Applications

Late applications will be considered up to October half term unless exceptional circumstances occur. Applications submitted later than the October half term will be considered on an individual basis.