

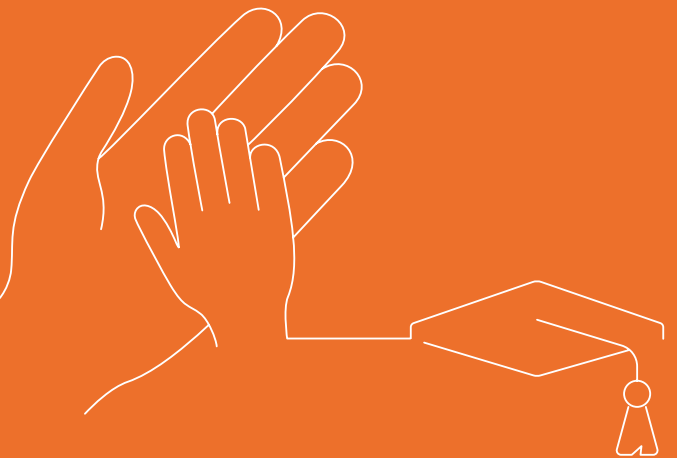


INFORMATION FOR PARENTS

PRIMARY EDUCATION BOOKLET

2023/24

CHOOSING THE RIGHT PRIMARY SCHOOL
FOR YOUR CHILD



#STHELENSTOGETHER



ST HELENS
BOROUGH COUNCIL

The statement of preference of a primary school for your child is one of the most important decisions you will have to make.

Dear Parents/Carers,

The statement of preference of a primary school for your child is one of the most important decisions you will have to make. We want to do as much as possible to help you understand how to make your application. This booklet has been produced to tell you about primary schools in St Helens, how to apply for a place and what to do if your preference cannot be met.

This booklet sets out the arrangements for the admission of children to primary schools for the academic year beginning September 2023. It also sets out arrangements for transfer from one primary school to another during this year and gives details of how places are allocated.

Please note that you may not always gain your first preference when you apply for a primary school. Admission may depend on meeting the criteria which are explained fully in this booklet.

Please take the time to read this booklet carefully before you fill in your application form, even if you have already decided which primary school you prefer. It contains a lot of information which I hope will inform your preferences and, wherever possible, help you to avoid disappointment.

Each primary school produces its own prospectus which contains a great deal of information about that school. It may also be useful to visit the schools which interest you before completing the application form. If you have any queries about individual schools, do not hesitate to contact the head teacher of the primary school concerned.

A **checklist for applicants** is detailed at the back of the booklet and may help parents/carers in completing the form correctly.

You are also advised to read the information provided on eligibility for home to school transport on **page 34**, since this may be an important aspect to consider in expressing your preferences.

The staff who work in the **Admissions Section** are there to help with the application process. Please do not hesitate to contact them with any queries or concerns that you may have about admissions, on 01744 671035.

I hope very much that you find this booklet helpful.

Yours sincerely,



Joanne Davies
Assistant Director, Education & Learning



Contents

Information About Schools	4
Types of Primary Schools in St Helens	4
School Prospectus	5
Ofsted Reports	5
School Achievement and Attainment Tables	5
Breakfast and After-School Clubs	5
School Meals	5
Free School Meals for all Infant Children	5
Timetable for admission to Primary School in September 2023	6
Deferred Entry to Primary School and Admission of Children Outside their Normal Age Group	6
Applying for a Primary School Place for September 2023	
Admission Age	7
Applications for Reception Year places where a Nursery Unit is attached to a Primary School	7
Co-ordinated Admissions	7
Application Form	7
Supplementary Information	7
Online Applications	8
Applying for Schools Outside St Helens	8
Applications from Parents who live Outside St Helens	8
Expressing and Ranking your Preferences for Schools	8
Changes of Preference	9
Late Applications	9
One Application Per Child	9
Definition of Home Address	9
How Places are Allocated	10
Admission Number	10
Oversubscription Criteria for Community and Voluntary Controlled Primary Schools in St Helens	10
Waiting-lists and Appeals	10
Map of Catchment Area for Eccleston Lane Ends Primary School	11
Community and Voluntary Controlled Primary Schools in St Helens and How Places were Allocated for September 2022	12
Oversubscription Criteria for Voluntary Aided Faith Schools and Faith Academies in St Helens	17
Voluntary Aided Church of England Primary Schools: How Places were Allocated for September 2022 and Oversubscription Criteria for September 2023	17
Church of England Academies: How Places were Allocated for September 2022 and Oversubscription Criteria for 2023	18
Nutgrove Methodist Academy School: How Places were Allocated for September 2022 and Oversubscription Criteria for September 2023	23
Voluntary Aided Catholic Primary Schools: How Places were Allocated for September 2022 and Oversubscription Criteria for September 2023	25

Waiting-lists and Appeals	31
Waiting-lists	31
Appeals Procedure	
Appeals for Community and Voluntary Controlled Schools	32
Appeals for Voluntary Aided Schools	32
Transfer Between Primary Schools	33
General Information and Advice	34
School Transport Policy	34
Statutory Distance Criteria	34
Low Income Criteria	34
Sustainable Mode of Travel Strategy	34
Special Needs Transport	35
Applying for Transport	35
Charging for School Trips	35
Nursery Education	35
Transfer to Secondary Education	35
St Helens Community, Voluntary Controlled, Voluntary Aided C of E Primary and Academy Schools and their Associated Secondary Schools/Academies	37
Catholic Parishes and their Associated Primary and Secondary Schools/Academies	38
General School Holiday Dates 2023-2024	39
Welfare Services	40
Provision of Milk	40
Free School Meals	40
Pupil Premium	40
Children with Special Educational Needs	41
Admission of Children Outside their Normal Age Group	41
Discussing Parental Concerns	41
Special Educational Provision	41
Pupils with an Education Health and Care Plan (EHCP)	41
Map of Primary School Provision within St Helens	42
Contact Points for other Local Authorities	43
Application Form	
Checklist for Applicants	
Where to get more help and information	

Information About Schools

Types of Primary Schools in St Helens

There are Academy, Community, Voluntary Controlled and Voluntary Aided (Faith) schools in St Helens.

Academies

Academies are independently managed, all ability schools set up by sponsors from business, faith or voluntary groups in partnership with the Department of Education. Together they fund the land and buildings, with the government covering the running costs.

Community Schools

The Local Authority employs the staff on the recommendation of the Governing Body, owns the school's land and buildings and, as the admissions authority, determines the oversubscription criteria for these schools (see page 10 for the oversubscription criteria and how places are allocated).

Voluntary Controlled Schools

The school's site is normally owned by a church or voluntary organisation, but the school is funded and controlled by the Local Authority. The Local Authority is responsible for pupil admissions and, therefore, determines the oversubscription criteria (see page 10 for the oversubscription criteria and how places are allocated).

Voluntary Aided Schools

The Governing Body is the employer, the school's land and buildings are normally owned by the church or a charitable foundation and they contribute towards the capital costs of running the school. They are the admissions authority and, therefore, determine their own oversubscription criteria (see pages 17-30 for the oversubscription criteria and how places are allocated).

Details of St Helens Primary Schools

A map on page 42 of this booklet shows where primary schools in St Helens are located.

The name, address and telephone number of the school, the age range, the admission number and how places were allocated for September 2022 can be seen on the following pages:

Community and Voluntary Controlled Primary Schools, pages 12-16.

Church of England Voluntary Aided Primary Schools and Academies, pages 17-23.

Nutgrove Methodist Aided Primary School, pages 23-24.

Catholic Voluntary Aided Primary Schools, pages 25-30.

Junior School

There is only one Junior school and this is St.Mary's Catholic Junior School, Newton-le-Willows (see page 27 for details). It has an associated Infant school which is St.Mary's Catholic Infants' School, Newton-le-Willows. Transfers from the Infant to the Junior school are co-ordinated by the Local Authority when the children reach Year 2, and therefore parents should complete the application form at the back of this booklet. For entry in 2023, the closing date is 15 January 2023.

School Prospectus

The Governors of each school publish a prospectus each year that provides information about their school. As well as including details about school policies, educational needs, curriculum, there will also be a summary of the National Curriculum assessment of the pupils in the school at the end of the appropriate Key Stage. The prospectus is available free of charge from each primary school mentioned in this booklet.

Ofsted Reports

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

School Achievement and Attainment Tables

Annual School Achievement and Attainment Tables (formerly performance tables) are available online at www.education.gov.uk/schools/performance/index.html

Breakfast and After-School Clubs

Information on which schools provide breakfast and after-school clubs can be obtained from the St Helens Family Information Service at www.sthelens.gov.uk/fis

School Meals

Youngsters are tucking into healthier meals in the Borough's primary schools. The Council's School Meals Service believes it has arrived at the right product - food children enjoy, which is also good for them.

Healthy additions such as crispy vegetable sticks, coleslaw and slices of melon, vegetables, salads, fresh fruit and yoghurt are available.

Pupils are made aware of the different food groups, and staff encourage them to sample foods from each group to broaden their taste and give them a balanced diet.

The cost of a primary school lunch is currently £2.50 per day.

Free School Meals for all Infant Children

Important note for parents of children in Reception, Year 1 and Year 2

All children in Reception, Year 1 and Year 2 are eligible for a universal free school meal. Parents and carers who receive the qualifying benefits (see page 40 for details) should still make an application for free school meals. This is because your school can get additional government funding dependent on the number of children that qualify for statutory free school meals (based on your entitlement to certain benefits and awards).

Please claim, even if your child does not wish to take a free meal.

For more information about free school meals, you should contact the Revenue and Benefits section on 01744 675216.

Timetable for admission to Primary School in September 2023

The timetable for admission to Primary School in September 2023 is as follows:

September 2022 - The website www.sthelens.gov.uk/admissions is open for all parents who wish to apply online. Application forms are available from all primary schools.

A copy of the Primary Admissions Booklet and application form are available for parents to view or download from the above website.

15 January 2023 - Closing date for the submission of online applications or the return of paper application forms.

17 April 2023 - If you submit a paper application, a letter will be posted to you notifying you of the place allocated to your child. If you apply online, you will receive an email at approximately 8.00am on the 17th of April 2023.

June/July 2023 - Appeal hearings for parents whose preference(s) cannot be met.

September 2023 - Admission to school.

Deferred Entry to Primary School

Parents may request that their child's entry be deferred until later in the school year following their fourth birthday, providing they do not defer beyond the point at which they reach compulsory school age. Children born in the summer term are not required to start school until a full year after the point at which they could first have been admitted - the point at which other children in their age range are beginning Year 1.

In all cases, parents will be advised to discuss any request for deferred entry with the relevant primary school.

Admission of Children Outside their Normal Age Group

As a general principle, the Local Authority believes that children should be educated within their chronological peer group. The National Curriculum enables schools to modify both the curriculum offered and the assessment procedures in order to meet individual needs. Inclusion, therefore, should be promoted through curriculum differentiation within the classroom, rather than by moving the child into another year group.

The School Admissions Code makes it clear that it is school admission authorities who are responsible for making the decision on which year group a child should be admitted to but they should make decisions on the basis of the circumstances of each case and in the best interests of the child concerned. Therefore, the Local Authority has drafted a separate protocol for the admission of children outside their normal age group. A copy of this protocol that explains how applications will be processed is available on the Council's website at:

www.sthelens.gov.uk/admissions

Applying for a Primary School Place for September 2023

Admission Age

Children normally start school from the September following their 4th birthday. You may request that your child's admission be deferred until later in the school year. Before making the decision to defer entry, parents are advised to speak to the head teacher of the school.

Applications for Reception Year places where a Nursery Unit is attached to a Primary School

Remember - where schools have a nursery class attached, a separate application must be made for admission to the reception class. Attendance in the nursery does not guarantee admission to the school for primary education.

If you have placed your child's name on a school's mailing list for an application form, it is still your responsibility to ensure that you return a completed application form before the closing date.

Co-ordinated Admissions

Every Local Authority in England has to co-ordinate admissions to primary schools in their area. Co-ordinated admissions makes the admissions process easier for parents by enabling them to express their preferences for primary schools in a Local Authority, on one application form.

How co-ordinated admissions works:

- Parents complete one application form on which they are asked to list three primary schools and rank them in order of preference. These can be schools within St Helens or in neighbouring Local Authorities.
- St Helens Local Authority liaises with the appropriate admissions authorities, including other Local Authorities, if a parent has stated a preference for a school outside the Borough.
- The admissions authority for each of the schools will then determine whether a place can be offered. If more than one place can be offered, the school which the parent has ranked highest will be allocated by the Local Authority.
- All parents who apply by the **15 January 2023** deadline will be sent an offer letter or email on **17 April 2023**.

Application Form

If your child was born on or between 1 September 2018 and 31 August 2019 and resides in St Helens, please complete **the application form at the back of this booklet or, alternatively, complete your application online (see overleaf). All St Helens residents must fill in a St Helens form even if they are applying for schools in other Local Authorities.**

You should state three schools and rank them in order of preference (see **Expressing and Ranking your Preferences for Schools**, page 8). Your application may include a mixture of different types of schools, for example, Community, Voluntary Controlled and Voluntary Aided Schools. **You should only complete one application form.**

The completed form can be returned to the Admissions Team (address detailed under Application Checklist), or if you prefer, returned to one of your preferred primary schools by **15th January 2023**. If you decide to apply online, your application should be submitted to the Local Authority by the same deadline.

Supplementary Information

This applies to Voluntary Aided Schools/Academies only:

If a Voluntary Aided School is oversubscribed, it may require supplementary information to that which is provided on the application form.

If parents wish their application to be considered against the priority Faith criteria they should complete the Faith questions on the Local Authority's application form (paper or online), and forward the documentary evidence that is requested by the school.

Online Applications

You can make an online application for your child's school place. The online form asks for the same information as the paper form at the back of this booklet. The benefits of applying online are:

- it is quick and easy to use;
- there are simple instructions guiding you through the process;
- you can change your application up to the closing date (15th January 2023);
- you will receive an email confirmation that your application has been received;
- the offer of a school place will be sent via email, so you do not have to wait for the post.

For more information, please go to www.sthelens.gov.uk/admissions

Applying for Schools Outside St Helens

If you live in St Helens and wish to apply for schools in another Borough, you must do so on the St Helens form. If you name a school outside St Helens, you should obtain the information booklet from the relevant authority (contact details on page 43) to find out about the particular school in which you are interested. **PLEASE NOTE: if it is a Voluntary Aided School, they may require you to complete a supplementary information form.**

Applications from Parents who live Outside St Helens

If you reside in another Local Authority and wish to apply for a school in St Helens, then you must read your home Authority's booklet and complete their application form. See page 43 for neighbouring Local Authorities' contact details. Under no circumstances should you complete more than one application form, as this will only delay the allocation process for everyone.

Expressing and Ranking your Preferences for Schools

You do not have a right to choose which school your child will go to, you only have a right to express a preference for a school.

- **You should choose your preferences wisely.** For this reason, before expressing a preference, you should check whether the school was oversubscribed last year and read the oversubscription criteria for that school to work out what priority your child would have for a place. See page 10 for details of the oversubscription criteria for Community and Voluntary Controlled Schools and pages 12-16 on how places were allocated for September 2022. See pages 17-30 for details of the oversubscription criteria for Voluntary Aided Schools and how places were allocated for September 2022.
- If you are expressing a preference for a school outside St Helens, you will find details on the oversubscription criteria and how places were allocated last year from the information booklet of the Local Authority in which the school is situated. (See Local Authorities' contact details on page 43.)
- **Please remember that the number of pupils in the age group and the pattern of parental preference can change, therefore, distance measurements will differ from year to year.**
- **You should state three schools and rank them in order of preference so that if your first preference cannot be met due to oversubscription, your child may be considered for a place at your second or third preference school.**
- Repeating the name of one school does not improve your chances of getting a place there.
- If you do not name a second or third preference, **it does not** increase your chance of gaining a place at your first preference school. It means that you have wasted your preferences and, if you do not obtain a place at that school, you may lose priority for another school where you might otherwise have obtained a place.
- If each of your preferred schools is oversubscribed and your child is not offered a place at any of them, the Local Authority will normally allocate a place at the next nearest Community or Voluntary Controlled School with available places. If you live outside St Helens and you are unsuccessful with your application for a St Helens school, you will be referred back to your home Local Authority.

IMPORTANT – EQUAL PREFERENCE:

All first, second and third preferences for schools are treated as equal, regardless of parents' ranking. Therefore, if schools receive more applications than they have places available, the oversubscription criteria will be used to decide who can be potentially offered a place - not the order in which the preferences have been ranked.

The ranking is only used to determine which school should be offered if an applicant meets the criteria for more than one school, i.e. a single offer will be made for the school that has been ranked the highest by the parent.

If you have any concerns about this, please contact the Admissions Team on 01744 671035 prior to completing the application form.

Changes of Preference

The Local Authority will not accept a change of preference after the closing date without proof of an exceptional change in circumstances, e.g. house move to another area or an older sibling has transferred schools.

Where there is no evidence of an exceptional change in circumstances, the change of preference will be considered as a late application.

Late Applications

Applications (including agreed change of preferences) 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.

One Application Per Child

The Local Authority will only accept one application per child for a school place. Where parents disagree on school preferences for their child, they must settle their differences between each other and submit only one form.

Definition of Home Address

This is the confirmed address (before allocation procedures begin) where the child and parent, or person with parental responsibility, normally live. The Local Authority will use the address of the parent who is in receipt of Child Benefit for this. If parents are separated and the child spends time at each parent's address, the address which receives child benefit will normally be used, but the Authority reserves the right to request other proofs as fit the individual circumstances. It may be necessary for the Authority to carry out checks to confirm that addresses given are genuine. Parents may, therefore, be asked to produce documentary evidence of their child's home address, e.g. Council Tax or utility bills.

Any parent seeking to advantage their child's application for a school place by submitting a false address may have the offer of a place withdrawn once this is discovered.

Please note:

Any change in your home address after you have completed the application form must be notified to the Admissions Section and supported by documentary evidence, e.g. exchange of contract or tenancy agreement. Similarly, if you are unsuccessful in your application for your preferred school(s) and subsequently move address, you should notify the Admissions Section as this may affect your child's position on the waiting-list(s).

How Places are Allocated

Admission Number

All schools have an admission number (i.e. the number of places available). The admission number for each St Helens primary school is published in this booklet under the details for each school.

If more applications are received than the number of places available at a school, then it means the school is oversubscribed. When this happens, the oversubscription criteria will be applied in order to decide how places will be allocated.

Oversubscription Criteria for Community and Voluntary Controlled Primary Schools in St Helens

Please note: Attendance in the nursery class of a school or having a younger brother/sister in the nursery unit that may be attached to the school, is not taken into account when allocating places. If more applications are received than the number of places available, the Local Authority will use the following criteria, in order of priority, for deciding how places will be allocated:

1. looked after children and children who were previously looked after but then became subject to adoption, a child arrangements order, or special guardianship order¹. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted²;
2. children who have a brother or sister at the school at the time of likely admission. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters, or a child of the parent/carer's partner and, in every case, who is living at the same address and is part of the same family unit;
3. other children.

Oversubscription Criteria for Eccleston Lane Ends Primary

If more applications are received than the number of places available, the Local Authority will use the following criteria, in order of priority, for deciding how places will be allocated:

1. looked after children and children who were previously looked after but then became subject to adoption, a child arrangements order, or special guardianship order¹. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted²;
2. children who have a brother or sister at the school at the time of likely admission. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters, or a child of the parent/carer's partner and, in every case, who is living at the same address and is part of the same family unit;
3. children who live within the catchment area (see map overleaf);
4. other children.

¹A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

²A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

Tie-Break

In the event of any oversubscription in the number of applications made under any of the categories above, the Local Authority will offer places first to children whose family home is nearest to 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.

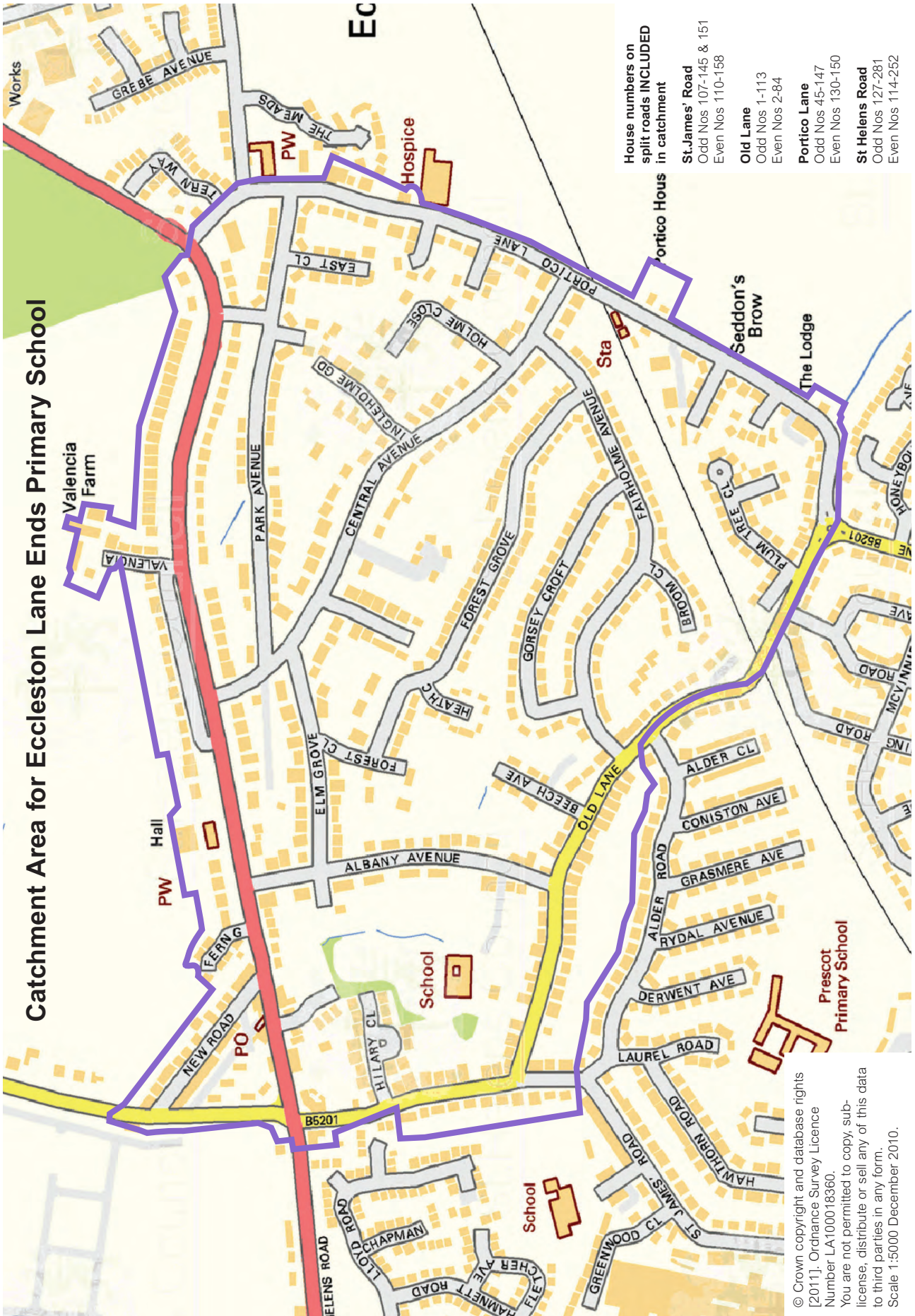
Special Conditions for Twins (etc.)

Where the final place in a year group is offered to one of twins or triplets etc., the Local Authority will not apply the tie-break as it will admit the other twin etc. too, even if that means going above the admission number for the school concerned.

Waiting-lists and Appeals

Where there are more applicants than places for a particular school for the Reception Year intake, the Authority will keep a waiting-list and inform parents about how they can appeal (see page 31 for further details).

Map of Catchment Area for Eccleston Lane Ends Primary School



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Community and Voluntary Controlled Primary Schools in St Helens and How Places were Allocated for September 2022

Community Primary Schools

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
Allanson Street Primary, Gaskell Street, St Helens WA9 1PL Tel: 01744 678144 Head: Mrs. L Dingsdale Age range: 3-11 No. on Roll January 2022: 415 Website: www.allansonstreetprimary.co.uk	60	1st - 66 2nd - 23 3rd - 20	Children with an Education, Health and Care Plan 1. Looked after and previously looked after children 1 2. Brothers and sisters 23 3. Distance 35 <i>(the last place allocated measured at 0.876 miles)</i>	60
Ashurst Primary, New Glade Hill, Off Chain Lane, Blackbrook, St Helens WA11 9QJ Tel: 01744 678150 Head: Mrs. L. Houghton Age range: 3-11 No. on Roll January 2022: 203 Website: www.ashurst.st-helens.sch.uk	30	1st - 23 2nd - 20 3rd - 10	All preferences were met	23
Bleak Hill Primary, Hamilton Road, Windle, St Helens WA10 6HG Tel: 01744 678190 Head: Mrs. M. Lawrenson Age range: 4-11 No. on Roll January 2022: 526 Website: www.bleakhill.st-helens.sch.uk	90	1st - 84 2nd - 49 3rd - 29	All preferences were met	87
Broad Oak Community Primary, Brunswick Street, St Helens WA9 2JE Tel: 01744 752340 Head: Mrs. M. Hignett Age range: 3-11 No. on Roll January 2022: 554 Website: www.broadoak.st-helens.sch.uk	90	1st - 79 2nd - 13 3rd - 9	All preferences were met	79
Carr Mill Primary, Kentmere Avenue, Carr Mill, St Helens WA11 7PQ Tel: 01744 678223 Head: Mr. A. Maley Age range: 3-11 No. on Roll January 2022: 297 Website: www.carrmillprimary.co.uk	45	1st - 30 2nd - 6 3rd - 9	All preferences were met	37

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
Chapel End Primary, Carr Mill Road, Billinge, Wigan WN5 7TX Tel: 01744 678230 Head: Mr. C. Hewitt Age range: 3-11 No. on Roll January 2022: 193 Website: www.chapelend.st-helens.sch.uk	30	1st - 13 2nd - 13 3rd - 13	All preferences were met	13
Eaves Primary, Eaves Lane, Marshalls Cross, St Helens WA9 3UB Tel: 01744 812700 Head: Mrs. N. Kearney Age range: 3-11 No. on Roll January 2022: 208 Website: www.eaves.st-helens.sch.uk	30	1st - 54 2nd - 38 3rd - 16	Children with an Education, Health and Care Plan 1 2. Brothers and Sisters 14 3. Distance 15 (the last place allocated measured at 0.390 miles)	30 (no appeals were upheld)
Eccleston Mere Primary, Saleswood Avenue, Millfield, Eccleston WA10 5NX Tel: 01744 734829 Head: Mr. R. Mugan Age range: 3-11 No. on Roll January 2022: 380 Website: www.ecclestonmere.st-helens.sch.uk	60	1st - 42 2nd - 28 3rd - 26	All preferences were met	42
Garswood Primary, Hamilton Road, Garswood WN4 0SF Tel: 01744 678290 Head: Mrs. P. Potter Age range: 4-11 No. on Roll January 2022: 205 Website: www.garswoodprimary.co.uk	30	1st - 35 2nd - 7 3rd - 5	1. Looked after and previously looked after children 1 2. Brothers and Sisters 11 3. Distance 18 (the last place allocated measured at 0.634 miles)	30 (no appeals were upheld)
Grange Valley Primary, Heyes Avenue, Haydock WA11 0XQ Tel: 01744 678300 Executive Head: Mrs. D. Holcroft Age range: 3-11 No. on Roll January 2022: 233 Website: www.grangevalley.st-helens.sch.uk/	30	1st - 56 2nd - 30 3rd - 15	Children with an Education, Health and Care Plan 1 1. Looked after and previously looked after children 1 2. Brothers and sisters 12 3. Distance 16 (the last place allocated measured at 0.372 miles)	31* *Late application for a looked after child
Legh Vale Primary, Early Years & Childcare Centre, Legh Road, Haydock WA11 0ER Tel: 01744 678330 Head: Mr. A. Howard Age range: 3-11 No. on Roll January 2022: 467 Website: www.leghvale.st-helens.sch.uk	70	1st - 60 2nd - 30 3rd - 12	All preferences were met	70

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
Longton Lane Community Primary, Longton Lane, Rainhill L35 8PB Tel: 01744 678343 Head: Mrs L. Speed Age range: 4-11 No. on Roll January 2022: 270 Website: www.longtonlanepschool.org.uk	45	1st - 25 2nd - 23 3rd - 21	All preferences were met	27
Lyme Community Primary, Lyme Street, Newton-le-Willows WA12 9HD Tel: 01744 678350 Head: Mrs. M. Cribb Age range: 3-11 No. on Roll January 2022: 195 Website: www.lyme.st-helens.sch.uk	30	1st - 39 2nd - 17 3rd - 11	2. Brothers and Sisters 14 3. Distance 16 (the last place allocated measured at 0.444 miles)	30
Merton Bank Primary, Roper Street, St Helens WA9 1EJ Tel: 01744 22104 Head: Mrs M. Clark Age range: 3-11 No. on Roll January 2022: 188 Website: www.mertonbank.st-helens.sch.uk	30	1st - 22 2nd - 11 3rd - 9	All preferences were met	26
Newton-le-Willows Primary, Sanderling Road, Newton-le-Willows WA12 9UF Tel: 01744 678390 Head: Mrs. Chisnall Age range: 3-11 No. on Roll January 2022: 572 Website: www.newton.st-helens.sch.uk	90	1st - 87 2nd - 22 3rd - 36	1. Looked after and previously looked after children 1 2. Brothers and sisters 37 3. Distance 52 (the last place allocated measured at 1.277 miles)	90 (No appeals were upheld)
Oakdene Primary, Ashton Avenue, Rainhill, Merseyside L35 0QQ Tel: 01744 678410 Head: Mrs. H. Lee Age range: 4-11 No. on Roll January 2022: 211 Website: www.oakdenepriaryschool.co.uk	30	1st - 29 2nd - 35 3rd - 27	1. Looked after and previously looked after children 1 2. Brothers and sisters 12 3. Distance 17 (the last place allocated measured at 1.800 miles)	30 (No appeals were upheld)
Rainford Brook Lodge Primary, Rufford Road, Rainford WA11 8JX Tel: 01744 678816 Head: Mr. P Reece Age range: 4-11 No. on Roll January 2022: 206 Website: www.rainfordbrooklodge.st-helens.sch.uk	30	1st - 33 2nd - 13 3rd - 7	Children with an Education, Health and Care Plan 1 1. Looked after and previously looked after children 1 2. Brothers and sisters 10 3. Distance 18 (the 30th place allocated was to a twin and measured at 3.524 miles)	31

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
Rivington Primary, Tennis Street North, St Helens WA10 6LF Tel: 01744 678493 Head: Mrs. C. Powell Age range: 3-11 No. on Roll January 2022: 210 Website: www.rivingtonprimary.co.uk	30	1st - 43 2nd - 30 3rd - 26	Children with an Education, Health and Care Plan 1 2. Brothers and sisters 6 3. Distance 23 (the last place allocated measured at 0.565 miles)	30 (No appeals were upheld)
Robins Lane Community Primary, Robins Lane, St Helens WA9 3NF Tel: 01744 678503 Head: Mr. D. Spruce Age range: 3-11 No. on Roll January 2022: 204 Website: www.robinslane.co.uk	30	1st - 36 2nd - 18 3rd - 22	Looked after and previously looked after children 2 2. Brothers and sisters 11 3. Distance 17 (the last place allocated measured at 0.432 miles)	30 (No appeals were upheld)
Sherdley Primary, Mill Lane, Sutton WA9 4HA Tel: 01744 678683 Head: Mr. A. McCoy Age range: 3-11 No. on Roll January 2022: 417 Website: www.sherdleyprimary.co.uk	60	1st - 47 2nd - 43 3rd - 23	<i>All preferences were met</i>	59
Sutton Manor Community Primary, Forest Road, Sutton Manor WA9 4AT Tel: 01744 678700 Head: Mrs. M. Gladman Age range: 3-11 No. on Roll January 2022: 205 Website: www.suttonmanor.st-helens.sch.uk	30	1st - 22 2nd - 6 3rd - 5	All preferences were met	23
Thatto Heath Community Primary, Hobart Street, Thatto Heath, St Helens WA9 5QX Tel: 01744 678710 Head: Mrs. C. Ireland Age range: 3-11 No. on Roll January 2022: 584 Website: www.thattoheath.st-helens.sch.uk	90	1st - 78 2nd - 14 3rd - 10	All preferences were met	77
Willow Tree Primary, Willow Tree Avenue, Off Leach Lane, St Helens WA9 4LZ Tel: 01744 678730 Head: Mrs. J. Sweeney Age range: 3-11 No. on Roll January 2022: 221 Website: www.willowtree.st-helens.sch.uk	30	1st - 20 2nd - 8 3rd - 10	All preferences were met	23

Voluntary Controlled Primary Schools

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
Eccleston Lane Ends Primary, Albany Avenue, Prescot L34 2QN Tel: 01744 678270 Head: Miss S. Bond Age range: 4-11 No. on Roll January 2022: 245 Website: www.ecclestonlaneends.st-helens.sch.uk	35	1st - 56 2nd - 40 3rd - 18	Children with an Education, Health and Care Plan 1. Looked after and previously looked after children 2 2. Brothers and sisters 12 3. Children who live within the catchment area 13 4. Distance 7 (the last place allocated under criterion 4 measured at 0.200 miles) N.B. Catchment area (see page 11)	35 (No appeals were upheld)
Queens Park CE/URC Primary, Rivington Road, St Helens WA10 4NQ Tel: 01744 678202 Head: Mrs. J. Kellett Age range: 4-11 No. on Roll January 2022: 392 Website: www.queenspark.st-helens.sch.uk	60	1st - 36 2nd - 32 3rd - 22	All preferences were met	45
Sutton Oak CE Primary, Goodban Street, Sutton, St Helens WA9 3QD Tel: 01744 678690 Head: Mr. I. Williams Age range: 3-11 No. on Roll January 2022: 282 Website: suttonoak.co.uk	45	1st - 38 2nd - 14 3rd - 8	All preferences were met	43
The District CE Primary, Patterson Street, Newton-le-Willows WA12 9PZ Tel: 01744 678250 Head: Mrs. L. Shelford Age range: 3-11 No. on Roll January 2022: 298 Website: www.district.st-helens.sch.uk	60	1st - 48 2nd - 10 3rd - 13	All preferences were met	58
Wargrave CE Primary, Bradlegh Road, Newton-le-Willows WA12 8QL Tel: 01744 678720 Executive Head: Mrs. D. Holcroft Age range: 3-11 No. on Roll January 2022: 349 Website: www.wargraveprimary.org.uk	60	1st - 65 2nd - 24 3rd - 19	All on-time preferences were met	60

Oversubscription Criteria for Voluntary Aided Faith Schools and Faith Academies in St Helens

If you state a preference for a Faith school, it is important that you complete the questions on the application form (paper and online) and submit the documentary evidence that is requested.

The Governing Bodies of Voluntary Aided Schools are the admitting authority for their school and, therefore, determine their own oversubscription criteria. Each school has an individual admission policy and full details can be obtained from the school. The oversubscription criteria for each Voluntary Aided School in St Helens are detailed on the following pages. If you are applying for a place at one of these schools, you should check the oversubscription criteria carefully. This is particularly important if you do not belong to the same religious denomination as the school.

Voluntary Aided Church of England Primary Schools: How Places were Allocated for September 2022 and Oversubscription Criteria for 2023

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
Rectory CE Primary , Rectory Road, Ashton-in-Makerfield, Wigan WN4 0QF Tel: 01744 678470 Executive Head: Mr. R. Brook Age range: 6-11 No. on Roll January 2022: 142 Website: www.rectory.eschools.co.uk	30	1st - 15 2nd - 9 3rd - 1	All preferences were met	15
St.Aidan's CE Community Primary School , Off London Fields, Billinge, Wigan WN5 7LS Tel: 01744 678042 Head: Mrs. R. Fisher Ravenscroft Age range: 4-11 No. on Roll January 2022: 205 Website: www.billingestaidans.co.uk	30	1st - 28 2nd - 15 3rd - 9	All preferences were met	30

Church of England Academies: How Places were Allocated for September 2022 and Oversubscription Criteria for 2023

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
Parish CE Primary, Charles Street, St Helens WA10 1LW Tel: 01744 678430 Executive Head: Mrs. J. Young Age range: 4-11 No. on Roll January 2022: 203 Website: www.parish.st-helens.sch.uk	30	1st - 31 2nd - 10 3rd - 7	2. Brothers and sisters 8 3. Regular attendance at a Church of England Church 3 6. Distance 19 <i>(the Governing Body had to apply its tie-break at criterion 6 and the 30th place was allocated to a child who lives 1.187 miles from the school)</i>	30
Rainford CE Primary, Cross Pit Lane, Rainford WA11 8AJ Tel: 01744 883281 Head: Mrs. A. Richardson Age range: 4-11 No. on Roll January 2022: 250 Website: www.rainfordcofe-pri.st-helens.sch.uk	30	1st - 29 2nd - 17 3rd - 7	All preferences were met	29
St.James' CE Primary School, Lyme Street, Haydock, St Helens WA11 0NL Tel: 01744 678545 Executive Head: Mrs. J. Young Age range: 4-11 No. on Roll January 2022: 163 Website: www.stjamesceprimary.co.uk	30	1st - 17 2nd - 19 3rd - 4	All preferences were met	23

Oversubscription Criteria for September 2023

Where the number of applications exceeds the number of places available, the Governing Bodies of **Parish CE, Rectory CE, St.Aidan's CE and St.James' CE** will apply the following oversubscription criteria for their school/academy:

1. looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order¹ including those who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted².
2. Children who have a brother or sister at the school at the time of likely admission. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters, or a child of the parent/carer's partner and, in every case, who is living at the same address and is part of the same family unit.
3. Children of *parent(s) who regularly attend a Church of England church. Regular attendance shall be defined as public worship for at least once a month and for at least 2 years before application. **This would need to be confirmed in writing by a member of the clergy or a church officer and submitted by the parent with their application form.**
 In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

- Children of *parent(s) who regularly attend another Christian church that is a member of Churches Together in Britain and Ireland (www.ctbi.org.uk) or a place of worship which is associated with the UK Interfaith Network (www.interfaith.org.uk). Regular attendance shall be defined as public worship for at least once a month and for at least 2 years before application. **This would need to be confirmed in writing by the appropriate Minister of Religion or religious leader and submitted by the parent with their application form.**

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

- Children who for medical or social reasons require a place at the school. **Such applications would need to be supported in writing by a registered health professional or social worker at the time of application.** (The supporting letter or report must set out the particular reasons why the school is the most suitable and the difficulties that would be caused if the child had to attend another school).

- Other children

¹A looked after child is a child who is (a) in the care of a local authority, or (b) is being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

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

**A parent is any person who has parental responsibility for the child.*

Oversubscription Criteria for September 2023 for Rainford CE Primary

In the event that there are more applicants than places and after admitting pupils with an Education Health and Care Plan, naming the school, the Governing Body of **Rainford CE Primary School** will allocate places using the following criteria, which are listed in order of priority:

- Looked after children and children who were previously looked after but then became subject to adoption, a child arrangements order, a special guardianship order¹. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted²;
- Children who have a brother or sister at the school at the time of likely admission. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters, or a child of the parent/carer's partner and, in every case, who is living at the same address and is part of the same family unit;

- Other children

¹ A looked after child is a child who is (a) in the care of a local authority, or (b) is being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

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

Tie-Break

In the event of any oversubscription in the number of applications made under any of the categories above, then the Admissions Committee will offer places first to children whose family home is nearest to 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.

St. Ann's CE and St Mary & St Thomas' CE (both part of the Three Saints Academy): How Places were Allocated for September 2022 and Oversubscription Criteria for 2023

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
St. Ann's CE Primary School, View Road, Rainhill, Prescot L35 0LQ Tel: 0151 426 5869 Head: Mrs L. Rynn Age range: 4-11 No. on Roll January 2022: 419 Website: www.three-saints.org.uk/	60	1st - 58 2nd - 36 3rd - 14	Children with an Education, Health and Care Plan 2 1. Looked after and previously looked after children 1 2. Brothers and sisters 24 3. Regular attendance at a Church of England Church 8 4. Regular attendance at a Christian Church 1 5. Distance 24 <i>(the Governing Body had to apply its tie-break at criterion 5 and the 60th place was allocated to a child who lives 1.599 miles from the school).</i>	60
St. Mary & St. Thomas' CE Primary School, (Part of the Three Saints Academy Trust) Barton Close, St Helens WA10 2HS Tel: 01744 734320 Head: Mrs L. Lewis Age range: 3-11 No. on Roll January 2022: 198 Website: www.three-saints.org.uk/	30	1st - 29 2nd - 14 3rd - 15	1. Looked after and previously looked after children 3 2. Brothers and sisters 12 3. Regular attendance at a Church of England Church 1 5. Distance 14 <i>(the Governing Body had to apply its tie-break at criterion 5 and the 30th place was allocated to a child who lives 0.546 miles from the school).</i>	30

Oversubscription Criteria for September 2023

Where the number of applications exceeds the number of places available, the Directors of the Trust of **St. Ann's CE and St. Mary & St. Thomas' CE Primary School (both part of the Three Saints Academy)** will apply the following oversubscription criteria for their school/academy:

1. Looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order¹ including those who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted².
2. Children who have a brother or sister at the school at the time of likely admission. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters, or a child of the parent/carer's partner and, in every case, who is living at the same address and is part of the same family unit.
3. Children of *parent(s) who regularly attend a Church of England Church. Regular attendance shall be defined as public worship for at least once a month and for at least 2 years before application. **This would need to be confirmed in writing by a member of the clergy or a church officer and submitted by the parent with their application form.**
 In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

4. Children of *parent(s) who regularly attend another Christian church that is a member of Churches Together in Britain and Ireland (www.ctbi.org.uk) or a place of worship which is associated with the UK Interfaith Network (www.interfaith.org.uk). Regular attendance shall be defined as public worship for at least once a month and for at least 2 years before application. **This would need to be confirmed in writing by a member of the clergy or a church officer and submitted by the parent with their application form.**

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

5. Other children.

¹A looked after child is a child who is (a) in the care of a local authority, or (b) is being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

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

**A parent is any person who has parental responsibility for the child.*

Tie-Break

In the event of any oversubscription in the number of applications made under any of the categories above, then the Admissions Committee will offer places first to children whose family home is nearest to 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.

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
St.Peter's CE Primary School, Birley Street, Newton-le-Willows WA12 9UR Tel: 01744 678630 Head: Mr. P. Robinson Age range: 4-11 No. on Roll January 2022: 248 Website: www.st-peters.st-helens.sch.uk	30	1st - 36 2nd - 39 3rd - 25	1. Looked after and previously looked after children 1 2. Regular attendance at St.Peter's Church 5 3. Brothers and sisters 5 4. Regular attendance at a Christian Church 6 5. Distance 13 6. Distance <i>(the Governing Body had to apply its tie-break at criterion 6 and the 30th place was allocated to a child who lives 0.535 miles from the school).</i>	30

This school is regularly oversubscribed.

Oversubscription Criteria for September 2023

Where the number of applications exceeds the number of places available, the Governing Body of **St.Peter's CE Primary School** will apply the following oversubscription criteria for their school:

1. looked after children or children who were previously looked after but immediately after being looked after became subject to adoption, child arrangements, or special guardianship order¹ including those who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted².
2. Children of *parent(s)³ who regularly attend St.Peter's Church of England, Newton-le-Willows. Regular attendance shall be defined as public worship for at least once a month and for at least 2 years before application. Parents should submit evidence of attendance at worship with their application form following the specified instructions on the St.Peter's church website*. In the event of oversubscription within this category, children who have a brother or sister at the school at the time of likely admission will be prioritised⁴.
3. Children who have a brother or sister at the school at the time of likely admission⁴.
4. Children of *parent(s)³ who regularly attend St.Peter's Church of England, Newton-le-Willows or another Christian church that is a member of Churches Together in Britain and Ireland (www.ctbi.org.uk) or a place of worship which is associated with the UK Interfaith Network (www.interfaith.org.uk). Regular attendance shall be defined as public worship for at least once a month and over a one year period prior to application. Parents attending St.Peter's Church of England, Newton-le-Willows should submit evidence of attendance at worship following the specified instructions on the St.Peter's church website. Attendance at other churches should be confirmed in writing by the appropriate minister of religion or religious leader. Evidence must be submitted by the parent with their application form*.
5. Children who for medical or social reasons require a place at the school. **Such applications would need to be supported in writing by a registered health professional or social worker at the time of application.** (The supporting letter or report must set out the particular reasons why the school is the most suitable and the difficulties that would be caused if the child had to attend another school).

6. Other Children

- ¹ A looked after child is a child who is (a) in the care of a local authority, or (b) is being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).
- ² A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.
- ³ A parent is any person who has parental responsibility for the child.
- ⁴ This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters or a child of the parent/carer's partner, and in every case who is living at the same address and is part of the same family unit.

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

Tie-Break

In the event of any oversubscription in the number of applications made under any of the categories above, then the Admissions Committee will offer places first to children whose family home is nearest to 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.

Nutgrove Methodist Academy: How Places were Allocated for September 2022 and Oversubscription Criteria for 2023

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
Nutgrove Methodist Primary School, Govett Road, St Helens WA9 5NH Tel: 01744 678400 Head: Mrs. R. Bottell Age range: 4-11 No. on Roll January 2022: 206 Website: www.nutgroveprimary.co.uk	30	1st - 27 2nd - 21 3rd - 12	All preferences were met	29

Oversubscription Criteria for September 2023

In the event that there are more applicants than places and after admitting pupils with an Education Health and Care Plan, naming the school, the Governing Body of **Nutgrove Methodist Primary School** will allocate places using the following criteria, which are listed in order of priority:

1. Looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements or special guardianship order¹ including those who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted².
2. Children who have a brother or sister at the school at the time of likely admission. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit.
3. Other children.

¹ A looked after child is a child who is (a) in the care of a local authority, or (b) is being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

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

Tie-Break

In the event of any oversubscription in the number of applications made under any of the categories above, then the Admissions Committee will offer places first to children whose family home is nearest to 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.

Voluntary Aided Catholic Primary Schools: How Places were Allocated for September 2022 and Oversubscription Criteria for 2023

Catholic Primary Schools in St Helens are linked with the parishes they serve, and their catchment areas are normally those of parish boundaries. **A list of parishes and the schools associated with those parishes is on page 38.**

IMPORTANT

Please read the oversubscription criteria carefully and complete the questions on the application form (paper and online) regarding the Faith to which your child belongs.

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
St.Mary's Catholic Primary School, Birchley Birchley Road, Billinge, Wigan WN5 7QJ Tel: 01744 678610 Head: Mrs. A. Hymers Age range: 4-11 No. on Roll January 2022: 196 Website: www.bstm.co.uk	30	1st - 22 2nd - 11 3rd - 3	All preferences were met	23
St.Mary's Catholic Primary School, Blackbrook Chain Lane, St Helens WA11 9QY Tel: 01744 678161 Head: Mrs. J. Ashton Age range: 4-11 No. on Roll January 2022: 390 Website: stmarysblackbrook.co.uk	60	1st - 39 2nd - 16 3rd - 11	All preferences were met	39
Corpus Christi Catholic Primary School, Old Lane, Rainford, St Helens WA11 8JF Tel: 01744 678102 Head: Mrs. S. Birchall Age range: 3-11 No. on Roll January 2022: 157 Website: www.corpuschristirainford.co.uk	30	1st - 13 2nd - 4 3rd - 8	All preferences were met	12
Haydock English Martyrs' Catholic Primary School, Piele Road, Haydock, St Helens WA11 0JY Tel: 01942 723552 Head: Miss K. Prescott Age range: 3-11 No. on Roll January 2022: 284 Website: www.hemcps.co.uk	30 (45 for September 22)	1st - 29 2nd - 13 3rd - 10	All preferences were met	32

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
Holy Cross Catholic Primary School, Charles Street, St Helens WA10 1LN Tel: 01744 678319 Head: Mrs. C. Gillespie Age range: 3-11 No. on Roll January 2022: 167 Website: www.holycrossprimarysthelens.co.uk	30	1st - 16 2nd - 6 3rd - 6	All preferences were met	17
Holy Spirit Catholic Primary School, Brunswick Street, St Helens WA9 2JE Tel: 01744 678670 Head: Miss. S. Walsh Age range: 3-11 No. on Roll January 2022: 187 Website: www.holyspirit.st-helens.sch.uk	30	1st - 25 2nd - 22 3rd - 4	All preferences were met	26
St.Anne's (Sutton) Catholic Primary School, Monastery Lane, Sutton, St Helens WA9 3SP Tel: 01744 671909 Head: Mrs. R. Crolla Age range: 3-11 No. on Roll January 2022: 257 Website: www.stannessutton.co.uk	45	1st - 30 2nd - 15 3rd - 13	All preferences were met	34
St.Austin's Catholic Primary School, Heath Street, St Helens WA9 5NJ Tel: 01744 678000 Head: Mrs. P. Wade Age range: 3-11 No. on Roll January 2022: 193 Website: st-austins.st-helens.sch.uk	30	1st - 28 2nd - 11 3rd - 13	All preferences were met	28
St.Bartholomew's Catholic Primary School, School Lane, Rainhill, Prescot L35 6NN Tel: 01744 678550 Acting Head: Mrs. M. Lockley Age range: 4-11 No. on Roll January 2022: 297 Website: www.stbartholomewrainhill.co.uk	45	1st - 38 2nd - 17 3rd - 22	All preferences were met	39

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
St.John Vianney Catholic Primary School, Elton Head Road, St Helens WA9 5BT Tel: 01744 678570 Head: Mrs. A. Friar Age range: 4-11 No. on Roll January 2022: 198 Website: www.stjohnvianneyprimary.com	30	1st - 18 2nd - 14 3rd - 4	All preferences were met	18
St.Julie's Catholic Primary School, Brooklands Road, Eccleston, St Helens WA10 5HG Tel: 01744 678233 Acting Head: Mrs. A. Hodgson Age range: 4-11 No. on Roll January 2022: 243 Website: www.st-julie.st-helens.sch.uk	35	1st - 24 2nd - 31 3rd - 16	All preferences were met	26
St.Mary's Catholic Infants' School (Newton), Victoria Road, Newton-le-Willows WA12 9RX Tel: 01744 678357 Executive Head: Mr. J. Daley Age range: 3-7 No. on Roll January 2022: 176 Website: www.federationofstmarys.co.uk	60	1st - 55 2nd - 29 3rd - 16	All preferences were met	60
St.Mary's Catholic Junior School (Newton), Barn Way, Newton-le-Willows WA12 9QQ Tel: 01744 678603 Executive Head: Mr. J. Daley Age range: 7-11 No. on Roll January 2022: 233 Website: www.federationofstmarys.co.uk	60	1st - 56	All preferences were met	56
St.Peter and St.Paul Catholic Primary School, Derwent Road, St Helens WA11 9AT Tel: 01744 678640 Head: Mr. M. Mainwaring Age range: 4-11 No. on Roll January 2022: 211 Website: www.sspeterandpaulprimary.org	30	1st - 22 1st - 13 3rd - 9	All preferences were met	20

School	Admission number for September 2023	Number of initial applications for September 2022: First, Second and Third Preferences	How places were initially allocated	Final number of places allocated after late applications, changes of preference and appeals
St.Teresa's (Devon Street) Catholic Primary School, Devon Street, St Helens WA10 4HX Tel: 01744 678667 Interim Head: Mrs R. Brookes Age range: 4-11 No. on Roll January 2022: 188 Website: www.st-teresas.st-helens.sch.uk	30	1st - 31 2nd - 13 3rd - 8	2. Catholic children who have brothers and sisters 3 4. Other baptised Catholic children 3 5. Non Catholic children with brothers and sisters 14 6. Children from other Christian faiths 1 8. Distance 9 <i>(the Governing Body had to apply its tie-break at criterion 8 and the 30th place was allocated to a child who lives 0.903 miles from the school).</i>	30
St.Theresa's (Sutton) Catholic Primary School, Cannon Street, Sutton, St Helens WA9 4XU Tel: 01744 678652 Head: Mrs. S. Johnson Age range: 3-11 No. on Roll January 2022: 204 Website: sttheresascatholicprimary.co.uk	30	1st - 30 2nd - 11 3rd - 4	All on-time preferences were met	30
St.Thomas of Canterbury Catholic Primary School, Rainford Road, St Helens WA10 6BX Tel: 01744 621380 Head: Mrs. L. Rawlinson Age range: 4-11 No. on Roll January 2022: 211 Website: www.st-thomasofcanterbury.st-helens.sch.uk	30	1st - 31 2nd - 26 3rd - 16	2. Catholic children who have brothers and sisters 11 3. Catholic children living in the Parish 10 4. Other baptised Catholic children 8 6. Children from other Christian faiths 1 <i>(The Governing Body had to apply its tie-break at criterion 6 and the 30th place was allocated to a child who lives 0.948 miles from the school).</i>	30

Oversubscription Criteria for September 2023

Important: Parents who wish their application to be considered against the priority Faith criteria should complete the Faith questions on the Local Authority's common application form (paper and online) and forward the documentary evidence that is requested.

Where the number of applications exceeds the number of places available, **the Governing Bodies of the Catholic schools shown in the table on pages 25, 26, 27 & 28** will apply the following oversubscription criteria for their school.

1. Looked after children and previously looked after children.¹ This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted;²
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the (designated parish or parishes served by the school).
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

Tie-Break

In the event of any oversubscription in the number of applications made under any of the categories above, then the Admissions Committee will offer places first to children whose family home is nearest to 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.

Notes:

- a. All applications will be considered at the same time and after the national closing date for admissions. Applications (including agreed change of preferences) 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
- b. ¹A looked after child is a child who is (a) in the care of a local authority, or (b) is being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).

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

- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of the baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

Those who have difficulty obtaining written evidence of baptism for a good reason, may still be considered as baptised Catholics but only after they have been referred to the parish priest who after consulting with the Vicar General, will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

- d. Home Address is the confirmed address (before allocation procedures begin) where the child and parent, or person with parental responsibility, normally live. The Local Authority will use the address of the parent who is in receipt of Child Benefit for this. If parents are separated and the child spends time at each parent's address, the address which receives child benefit will normally be used, but the Authority reserves the right to request other proofs as fit the individual circumstances. It may be necessary for the Authority to carry out checks to confirm that addresses given are genuine. Parents may, therefore, be asked to produce documentary evidence of their child's home address, e.g. Council Tax or utility bills.
- e. Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- f. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria.
- g. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. If there are places available but more applicants than places then the published oversubscription criteria will be applied.
- h. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- i. The Governing Body reserve the right to withdraw the offer of a school place where false evidence in relation to the application.

Waiting-lists and Appeals

Waiting-lists

If your preference for a community, voluntary controlled or voluntary aided school in St Helens is refused, your child's name will automatically be placed on that school's waiting-list. **However, we strongly recommend that you consider carefully the school in which a place has been offered to your child, even if it was not one of your preferences.** For schools outside St Helens, you will need to check with the appropriate Local Authority as to whether your child will be placed on a waiting-list.

Please note:

- Waiting-lists are kept in priority order according to the published oversubscription criteria and not on the date on which applications were received.
- Your child's position on the waiting-list may change depending upon withdrawals, late applications, people moving address etc.
- When prospective pupils withdraw, places vacated are filled by children from the waiting-list. If the appeals process leads to the admission of pupils beyond the published admissions number, places which are later given up will not be offered to those on the list until numbers fall below the published admissions number.
- The waiting-list will operate until the end of the autumn term, i.e. **31 December 2023**. If a parent still wishes to be considered for a place after the waiting-list has ceased, it will be necessary for them to re-apply as an in-year transfer (see page 33).

Appeals Procedure

If your child is not offered a place at your preferred school, you have a right to appeal against that decision to a panel that is independent of the school and the Local Authority.

Before the Appeal

You will normally be given 10 school days' notice of the date and place of the hearing. The majority of appeals for the reception intake are heard in May and June. In the meantime, it is important that you consider alternative schools (including the one that has been offered for your child) in case your appeal is unsuccessful.

The Appeal Hearing

You are advised to attend the hearing, where you will be given the opportunity to put your case and ask questions. The appeal panel will normally allow you to be accompanied by a friend or to be represented. If you do not attend, the panel will consider the appeal on the basis of written statements.

The Appeal Panel's Decision

The appeal panel will come to a decision after balancing your circumstances with the difficulties caused to the school by the admission of an additional pupil.

However, you should be aware that legislation limits infant class sizes to 30 pupils and restricts the grounds upon which an appeal can be upheld (this normally applies to appeals for schools that have an admission number of 30 or 60). The appeal panel cannot allow such appeals unless they are satisfied that:

- The decision to refuse a place was not one which a reasonable Authority would make in the circumstances of the case; or
- The child would have been offered a place if the admission arrangements had been properly implemented.

The clerk to the appeal panel will send the appeal panel's decision to you in writing. The decision of the appeal panel is final and both the Local Authority and the Governing Body, in the case of Voluntary Aided Schools, must keep to this.

If your appeal is unsuccessful, you cannot appeal for that school again in the same academic year, unless there is a significant change in your circumstances.

Before lodging an appeal, you may find it helpful to have a discussion with an officer from the Admissions Section, who can be contacted on 01744 671035.

Appeals for Community and Voluntary Controlled Schools

If you are appealing for a Community or Voluntary Controlled School, you lodge your appeal by completing the appeal form which is available from the Local Authority.

Appeals for Voluntary Aided Schools

If your preference for a **Church of England Primary School/Academy** or **Nutgrove Methodist Primary School** is refused, you may appeal against the decision of the Governing Body by completing the appeal form which is available from the Local Authority.

If your preference for a **Catholic Voluntary Aided Primary School** is refused, you may appeal against the decision of the Governing Body concerned by contacting:

The Archdiocesan Schools' Department
Liverpool Archdiocesan Centre for Evangelisation
Croxteth Drive
Liverpool L17 1AA
Telephone: 0151 522 1071

The Archdiocesan Schools' Department will then arrange for your appeal to be heard by an independent panel.

However, if your preference for **St. Theresa's (Sutton) Catholic Primary School** is refused, you may appeal against the decision of the Governing Body by writing to the Chair of the Governing Body, c/o the school, and an independent appeal will then be arranged.

Transfer Between Primary Schools

General Advice

It is inadvisable for a child to transfer between schools except at the normal admission age or because of a change of address. If you wish to change your child's school for reasons other than a house move, you should consider this decision very carefully, bearing in mind that other schools may be full and that the upheaval may be damaging your child's progress. We recommend, therefore, that you discuss any concerns with your child's current head teacher to try to sort out any issues.

If you decide to move the child, it is essential that you get a place at a new school before he or she leaves his or her current school.

Application Form

Parents who wish to transfer their child to a St Helens school or academy can apply online via the website: www.sthelens.gov.uk/admissions. Alternatively, a copy of the application form can be obtained from the Admissions Section. Contact: 01744 671027 or email: schooladmissions@sthelens.gov.uk.

Applications for the start of the School Year

If you wish to transfer your child to a new school at the beginning of the autumn term (September), you should request an application form in early June and return it as soon as possible.

Applications for schools outside St Helens

If you want to apply for a school outside St Helens, you need to contact the relevant Local Authority (contact details for neighbouring Local Authorities are on page 43).

Fair Access Protocol - Admission of Vulnerable and Challenging Children

Legislation requires all Local Authorities to have a Fair Access Protocol. The main purpose of the protocol is to ensure that all schools in an area admit their fair share of children with challenging behaviour. All schools must participate in their Local Authority's protocol.

Under the terms of the protocol, schools are required to admit pupils who meet the criteria, even if the year group concerned is full. For that reason, admission appeal panels will not view the fact that the protocol has obliged the school to admit over its admission number as an indication that more admissions will not cause difficulties for the school. See 'In-Year' booklet for more information. Please call 01744 671027 or email us for a copy.

General Information and Advice

School Transport Policy

It is parent's/carer's responsibility to secure their child's regular attendance at a school and to ensure that their child is able to get to and from school by whatever means is available to them.

Whilst parents/carers have a right to express a preference for their child to attend a primary or secondary school of their choice, the Local Authority does not have any legal responsibility to provide transport if the school is not their "nearest qualifying school".

If an eligible pupil is attending the "nearest qualifying school", the Local Authority has a duty to provide assistance with transport as per the Education Act 1996, and the Education and Inspections Act 2006.

The "nearest qualifying school", is taken to mean the nearest in-borough school to the pupil's home address, with available places that provides education appropriate to the age, ability and aptitude of the pupil.

A copy of the full Home to School Transport Policy is available on our website. It sets out the way St Helens Council exercises its duties and powers under the legislation and provides information for parents/carers regarding assistance with transport.

The Local Authority has a duty to provide assistance, to eligible pupils who are St Helens residents.

Statutory Distance Criteria

Primary Pupils - Reception to Year 6.

Assistance with transport will usually be provided to those who are attending the nearest in-borough qualifying school within the borough with available places, where the measured walking distance between home and school is more than two miles for pupils up to the age of eight, and three miles or more for pupils over the age of eight.

Low Income Criteria

For those pupils who are entitled to free school meals, or whose families are in receipt of the maximum working tax credit, assistance will be awarded for pupils up to the age of 11 years who are attending the nearest qualifying school with places, where the measured walking distance is more than two miles from home to school.

Sustainable Mode of Travel Strategy

Each academic year, Local Authorities have to update and publish their Sustainable Mode of Travel Strategy (SMOT). The document informs parents of the range of policies and initiatives that have been implemented to support sustainable school travel.

The key objectives of SMOT are:

- To inform parents and children of the travel options available to them for travelling to and from school
- To develop an understanding of the access to education issues facing both St Helens as a whole and individual schools
- To promote sustainable modes of travel to and from school.

The full document is available to view on St Helens Borough Council's website.

Special Needs Transport

A pupil's Education Health and Care Plan (EHCP) will state if assistance with transport is required from home to school. For those pupils who cannot access public transport, alternative transport assistance will be offered.

All requests for transport will be forwarded to the Transport Section from the Additional Needs Administration Service, to process.

For those pupils who do not have an EHCP or Statement of Special Educational Needs, the statutory mainstream policy will be applied.

Applying for Transport

Applications can be downloaded from the St Helens website at:

<https://www.sthelens.gov.uk/article/2887/can-i-apply-for-assistance-with-transport-to-school>

or alternatively contact: Children and Young People Services, School Transport Team, PO Box 512, St Helens WA10 9JX. Tel: 01744 671033. Email: schooltransport@sthelens.gov.uk

Transfer to Secondary Education

Schools cannot charge for activities during school hours which are an essential part of the curriculum. However, schools may ask for voluntary contributions to help with the cost. The Local Authority has issued guidance to Governing Bodies concerning charging for school activities. Parents should contact the individual schools for more details about their policy.

Nursery Education

For information about nursery education, the Local Authority publishes a booklet entitled 'Nursery Education: Information for Parents', which is available to view or download from the website: www.sthelens.gov.uk/admissions

Parents/Carers are free to express a preference for any infant or primary school in the Borough. However, there can be no guarantee that a child who has a nursery place will obtain a place at the school to which the nursery is attached. Equally, there is no obligation for a child to attend the infant or primary school to which the nursery is attached.

Transfer to Secondary Education

For information about secondary education, the Local Authority publishes a booklet entitled 'Secondary Education: Information for Parents' which is available to download from the council's website: www.sthelens.gov.uk/admissions.

The Local Authority operates an associated primary school system for admission to community secondary schools (see table on page 37). Similarly, the Liverpool Archdiocesan Schools' Commission operates a system of contributory parishes for admission to Catholic secondary schools (see page 38).

Parents should note that there is no obligation for their child to attend the associated secondary school and they are free to express a preference for any secondary school.

The purpose of the associated primary/parish system is to prioritise applications, should demand for places exceed the number of places available.

Parents should note, however, that attending an associated primary school does not necessarily guarantee a place at the associated secondary school, it merely increases the chances of securing a place.



St Helens Community, Voluntary Controlled, Voluntary Aided C of E Primary and Academy Schools and their Associated Secondary Schools/Academies

Primary Schools	Associated Secondary Schools
Carr Mill Primary, Merton Bank Primary, Parish CE Primary, Queens Park CE/URC Primary, Rivington Primary, St.Mary & St.Thomas' CE Primary (part of the Three Saints Academy)	Cowley International College
District CE Primary, Lyme Primary, Newton-le-Willows Primary, St.Peter's CE Primary, Wargrave CE Primary	Hope Academy
Allanson Street Primary, Ashurst Primary, Broad Oak Community Primary, Grange Valley Primary, Legh Vale Primary, Early Years & Childcare Centre, St.James' CE Primary	Outwood Academy Haydock
Billinge Chapel End Primary, Billinge St.Aidan's CE Community Primary, Bleak Hill Primary, Eccleston Mere Primary, Garswood Primary, Rainford Brook Lodge Primary, Rainford CE Primary, Rectory CE Primary	Rainford High School
Eccleston Lane Ends Primary, Longton Lane Community Primary, Nutgrove Methodist Aided Community Primary, Oakdene Primary, Rainhill St.Ann's CE Primary (part of the Three Saints Academy)	Rainhill High School
Eaves Primary, Robins Lane Community Primary, Sherdley Primary, Sutton Manor Community Primary, Sutton Oak CE Primary, Thatto Heath Community Primary, Willow Tree Primary	The Sutton Academy

Catholic Parishes and their Associated Primary and Secondary Schools/Academies

Parish:	Primary School:
St.Austin Former Parish of Sacred Heart St.Teresa St.Bartholomew Corpus Christi St.Julie St.Thomas of Canterbury Our Lady, Portico	1. St.Austin's 2. St.John Vianney 1. St.Austin's 2. St.Teresa's St.Teresa's St.Bartholomew's Corpus Christi St.Julie's St.Thomas of Canterbury (Windleshaw RC) 1. St.Austin's 2. Our Lady's, Prescott
Secondary School: DE LA SALLE SCHOOL	

Parish:	Primary School:
St.David St.Mary & St.John, Newton-le-Willows St.Patrick's All Saints, Golborne St.Catherine of Siena, Lowton St.Lewis St.Paul of the Cross*	St.Mary's Infant and Junior St.Mary's Infant and Junior St.Mary's Infant and Junior All Saints (Wigan Local Authority) St.Catherine's (Wigan Local Authority) St.Lewis' (Warrington Local Authority) St.Paul of the Cross (Warrington Local Authority)
Secondary School: HOPE ACADEMY	

*Pupils in St.Paul of the Cross School living in Kingswood and the 'Spa Towns' areas of West Warrington (formerly in St.Joseph's Parish) have criterion 2 admission to St.Gregory's High School, Warrington (Warrington Local Authority).

Parish:	Primary School:
St.Mary's, Blackbrook St.Mary's, Birchley* St.Peter & Paul St.Patrick St.Mary's, Lowe House	St.Mary's, Blackbrook St.Mary's, Birchley St.Peter & Paul St.Peter & Paul 1. Holy Cross 2. St.Thomas of Canterbury
Secondary School: ST.AUGUSTINE OF CANTERBURY CATHOLIC ACADEMY	

*St.Mary's Birchley also has admission to St.Peter's Catholic High School Visual Arts College, Orrell.

Parish:	Primary School:
St.Theresa of the Child Jesus St.Anne and Blessed Dominic St.Vincent de Paul Holy Cross and St.Helen	St.Theresa's St.Anne's Holy Spirit Holy Cross
Secondary School: ST.CUTHBERT'S CATHOLIC HIGH SCHOOL	

Parish:	Primary School:
The Blessed English Martyrs	English Martyrs, Haydock
Secondary School: ST.EDMUND ARROWSMITH CATHOLIC HIGH SCHOOL (WIGAN LOCAL AUTHORITY)	

N.B. The Parish of the Blessed English Martyrs in Haydock has its designated primary school maintained by St Helens LA but serves a secondary school maintained by Wigan Local Authority.

General School Holiday Dates

Academic Year 2023-2024

Close	Open:
	Morning of Monday 4 September, 2023
Evening of Friday 27 October, 2023	Morning of Monday 6 November, 2023
Evening of Friday 22 December, 2023	Morning of Monday 8 January, 2024
Evening of Friday 9 February, 2024	Morning of Monday 19 February, 2024
Evening of Thursday 28 March, 2024	Morning of Monday 15 April, 2024
May Day: Monday 6 May, 2024 (Bank Holiday)	
Evening of Friday 24 May, 2024	Morning of Monday 3 June, 2024
Evening of Tuesday 23 July, 2024	

PLEASE NOTE: These are the general holiday dates for 2023-2024 and dates should be confirmed with individual schools before any family holidays are booked.



Welfare Services

Provision of Milk

The Authority has a scheme to provide a third of a pint of milk in the middle of each day to infant children attending maintained schools within St Helens and also children who attend special schools, irrespective of age. In certain circumstances, e.g. medical reasons, other pupils may be provided with milk each day. For eligible pupils who wish to partake in the scheme, there is a fixed termly charge of £2.00. The price remains £2.00 per term even if a child only attends school for part of the week.

There is no scheme for the provision of milk for pupils in the junior or secondary school age ranges.

Milk is available, free of charge, to children whose parents are in receipt of Income Support on application to the Revenues and Benefits Section of the Corporate Services Department. Contact details are at the back of this booklet under the heading 'Free School Meals'.

Free School Meals

Every primary school provides a midday meal for pupils. For the current cost of a daily meal, please check with the individual school. Schools offer cafeteria-style facilities.

Your child will be eligible for free school meals if you (or your partner) are in receipt of any of the following:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (but not Working Tax Credit) and your annual gross income (as assessed by HM Revenue and Customs) is not more than £16,190
- Working Tax Credit 'run-on' paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit and net earnings, from your last assessment period is not more than £7,500 per year (£616.67 per month).

Pupil Premium

Important note for parents of children in Reception, Year 1 and Year 2

All children in Reception, Year 1 and Year 2 will be offered a universal free school meal from September 2014. **Parents and carers who receive the qualifying benefits listed above should still make an application for free school meals.** This is because your school can get additional government funding dependent on the number of children that qualify for statutory free school meals (based on your entitlement to certain benefits and awards).

Please claim, even if your child does not wish to take a free meal.

For more information about free school meals, you should contact the Revenues and Benefits Section on: 01744 675216, or email: educationbenefits@sthelens.gov.uk

Children with Special Educational Needs

Admission of children outside their normal age group

As a general principle, the Local Authority believes that children should be educated within their chronological peer group. The National Curriculum enables schools to modify both the curriculum offered and the assessment procedures in order to meet individual needs. Inclusion, therefore, should be promoted through curriculum differentiation within the classroom, rather than by moving the child into another year group.

The School Admissions Code makes it clear that it is school admission authorities who are responsible for making the decision on which year group a child should be admitted to but they should make decisions on the basis of the circumstances of each case and in the best interests of the child concerned. Therefore, the Local Authority has drafted a separate protocol for the admission of children outside their normal age group. A copy of this protocol that explains how applications will be processed is available on the Council's website, at: www.sthelens.gov.uk/admissions

Discussing Parental Concerns

Parents who consider that their child may have special educational needs should initially contact their child's head teacher to discuss their concerns. The Local Offer for families who have a child with a special educational need can be referred to on the Council's website:

<https://new.sthelens.gov.uk/SEND>

For further information, you should contact the Additional Needs Section, PO Box 512, St Helens WA10 9JX. Telephone: 01744 671106/671113.

Special Educational Provision

A formal assessment under the 2014 Children and Families Act may be undertaken if there is reason to believe that a child's educational needs are so significant or complex that some form of special provision needs to be made. Parents or a professional involved with the child can refer to the Authority for a formal assessment.

Parents are encouraged to contribute their views about the child's needs as part of the assessment. Advice is also obtained from the child's school, a medical officer, an educational psychologist and any other person whose opinion the parents or the Authority considered would be useful.

Parents are kept informed and consulted throughout the assessment process.

Following an assessment, the Authority may be required to make special provision to meet a child's educational needs. This may be in the child's mainstream school or in a special school. Copies of detailed information about each special school maintained by the Authority may be obtained from the school concerned or from:

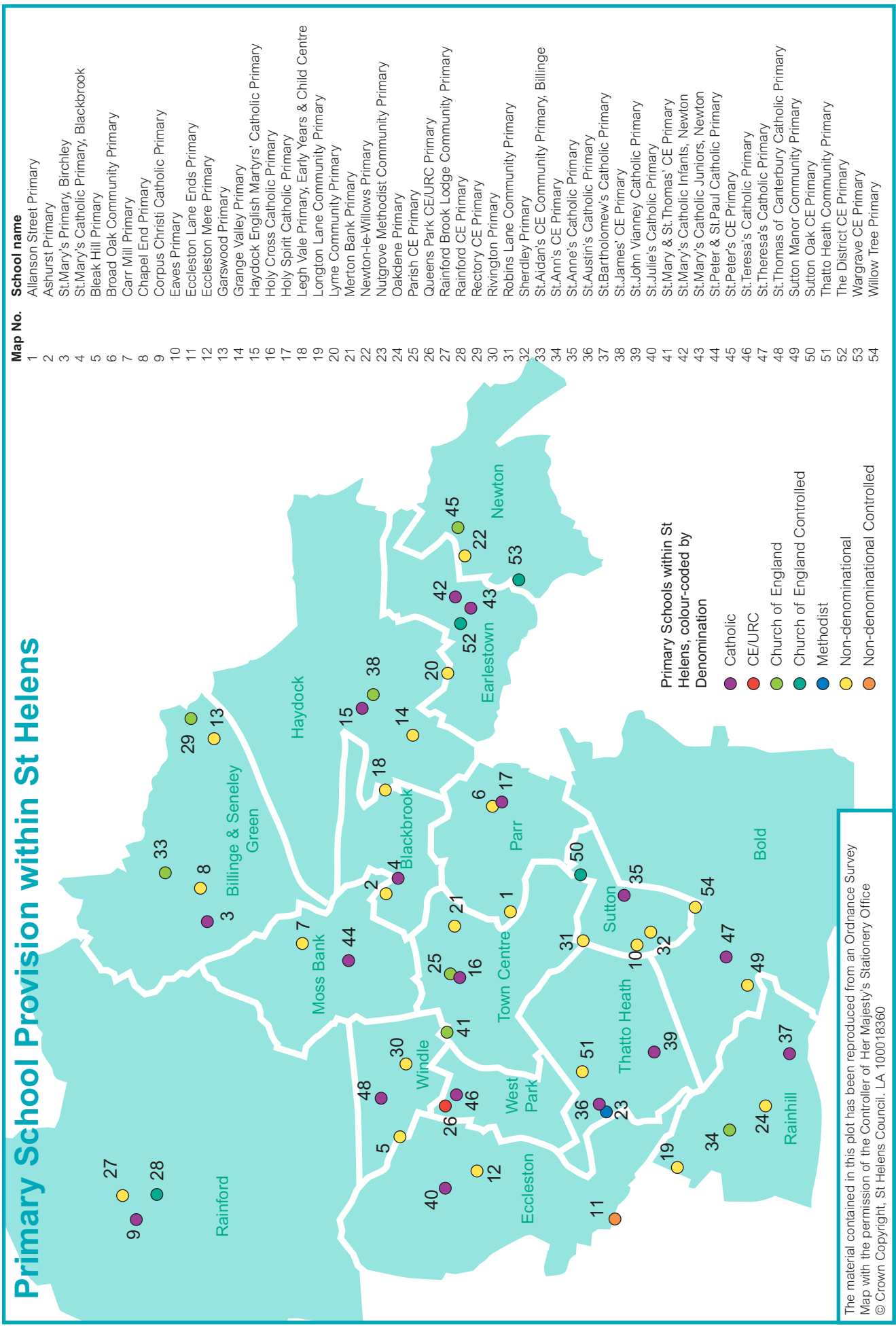
The Additional Needs Administration Service, Children and Young People Services, PO Box 512, St Helens WA10 9JX.

Pupils with an Education, Health and Care Plan (EHCP)

Where a pupil has an Education Health and Care Plan and the Authority has named a school in that EHCP, the relevant admissions authority has a duty to admit the child to the school. This applies to all types of school.

Enquiries relating to the Authority's policies or the placement of children who have been assessed should be directed to: The Director of Children and Young People Services, PO Box 512, St Helens WA10 9JX. Telephone enquiries should be made to the Additional Needs Section on (01744) 671106/671113.

Primary School Provision within St Helens



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Contact Points for other Local Authorities

Halton

School Admissions Team,
PO Box 317,
Runcorn WA7 9BZ
0151 511 8601
schooladmissions@halton.gov.uk

Knowsley

School Admissions,
Education Improvement Team,
PO Box 21, Municipal Buildings,
Archway Road, Huyton L36 9YU
0151 443 5142/5143

Lancashire

School Admissions,
Pupil Access Team,
School Improvement Service,
Room C37, Level 2,
County Hall, Preston PR1 0LD
01772 532189

Liverpool

Children & Young People's Service,
Cunard Buildings,
Water Street,
Liverpool L3 1AH
0151 233 3006
www.liverpool.gov.uk/admissions

Sefton

School Admissions,
Schools Regulatory Service,
Magdalen House,
30 Trinity Road, Bootle L20 3NJ
0151 934 3590
admissions@sefton.gov.uk

Warrington

Admissions Team,
Education Services,
East Annexe, Town Hall,
Sankey Street, Warrington WA1 1UH
Contact Centre: 01925 446226
schooladmissions@warrington.gov.uk

Wigan

School Organisation Team,
People Directorate,
Civic Centre, 2nd Floor,
Millgate, Wigan WN1 2AZ
01942 489013
schoolplaces@wigan.gov.uk

Primary Admission Form Part 1



ST HELENS
BOROUGH COUNCIL

Academic Year 2023/2024

To be completed by parents whose child resides in the Borough of St Helens and is due to start Primary School in September 2023. **It is important that the accompanying Information for Parents booklet is read BEFORE this form is completed. Only one application per child should be made.**

Section 1

Your Child's Details

Surname _____ Date of Birth

Legal surname, if different from above _____

First Name(s) _____ Gender (please tick) Boy Girl

Home Address _____

Postcode _____ Daytime telephone number (if any) _____

Email _____

Does your child have an Education Health and Care Plan? Yes No

Is your child looked after? Yes No If 'yes', which Local Authority? _____

Name of social worker: _____ Contact Number: _____

Was your child previously looked after? Yes No If 'yes', you will need to provide evidence to support this.

Evidence enclosed is a copy of:
 Adoption Order Residence Order Special Guardianship Order

PLEASE NOTE:

- A copy of proof of address must be attached to this application form. A copy of your Council Tax bill, recent utility bill, or other similar documents are acceptable as proof of address.
- If you are applying for a Faith school, and you wish your application to be considered under the priority faith criteria, you should attach the evidence detailed under Section 4 of this application form.**

Your attention is drawn to pages 8 & 9 of the Admissions Booklet, where it advises you to state a 1st, 2nd and 3rd preference of a primary school and note that changing your preferences **AFTER** the closing date may mean that your application is treated as late.

Section 2

Preferred Primary Schools

Please name up to three schools in order of preference, these can be schools both in and outside St Helens Local Authority. Please ensure that you are aware of the admission arrangements for your preferred schools, these will be in the booklet of the Local Authority in which the school is situated. **Remember:** If only one school is named and you are unsuccessful in your application for that school, you may be allocated a school which may not accord with your wishes.

NAME OF PRIMARY SCHOOL	If brother or sister presently attend, state name and date of birth
1. _____	_____
2. _____	_____
3. _____	_____

Section 3

Reasons for Preference

If you wish to give a reason why you prefer the schools/academies you have listed, please do so below. You can attach additional sheets if required.

Preference 1

Preference 2

Preference 3



Section 4

If any of your three stated preferences is for a Voluntary Aided Primary School, please ANSWER the questions below. (If you apply for a Voluntary Aided School outside St Helens, please **check** whether the school requires you to complete a supplementary information form.)

Applicants for Catholic Primary Schools only

1. Is your child baptised Catholic? Yes No

Date of Baptism

Church of Baptism

Catholic Parish of residence

Please attach a copy of your child's Baptismal Certificate. If you do not have a certificate and your child was baptised in the parish which the school serves, then the parish baptismal records will be checked by the school to confirm baptism. If your child was baptised in another parish and you do not have a certificate, you will need to obtain proof from the relevant parish to confirm that your child is a baptised Catholic.

2. Is your child baptised in another Christian Faith? Yes No

Date of Baptism

Church of Baptism

If yes, please attach a copy of your child's Baptismal Certificate

3. Is your child a member of another Faith group? Yes No

If yes, please attach a letter from the appropriate Minister of Religion

Applicants for Church of England Primary Schools only

Do you wish your child's application to be considered under the higher priority church attendance category (as detailed in the school's oversubscription criteria)?

Yes No

If yes, please attach a letter from the appropriate Minister of Religion or religious leader to confirm church attendance.

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

Has your child any special medical or social needs? Yes No

If yes, please attach a letter from a registered health professional or social worker at the time of application. (The supporting letter or report must set out the particular reasons why the school is the most suitable and the difficulties that would be caused if the child had to attend another school.)



Primary Admission Form Part 2 Academic Year 2023/2024



Child's name Date of Birth

Section 5

Parents'/Carers' Details

Mother/Carer's name	Father/Carer's name
Email	Email
Home Telephone	Home Telephone
Daytime Telephone	Daytime Telephone
Mobile Telephone	Mobile Telephone
Address	Address

PLEASE ENSURE THAT BOTH PART 1 AND PART 2 OF THE APPLICATION FORM ARE COMPLETED AND RETURNED TO ONE OF YOUR PREFERRED SCHOOLS OR THE SCHOOL ADMISSIONS TEAM, PO Box 512, ST HELENS WA10 9JX BY 15 JANUARY 2023.

Data Privacy

The information provided on this form will be processed in accordance with the Local Authority's School Admissions Privacy Notice. Information will be treated as confidential and will be used only for the purpose of processing your child's application for a school place in accordance with the School Admissions Code 2021.

The Privacy Notice and data protection legislation puts in certain safeguards regarding the use of personal data by organisations including the Department for Education (DfE), local authorities, police and HM Revenue and Customs. The data protection legislation gives rights to those individuals whose data is held. These include:

- The right to request access to the data that is being held by contacting the Council Data Protection Officer – dataprotection@sthelens.gov.uk
- The right to request the reason why the data is being held and what it is being used for.
- The right to request data to be removed (although without the information, the Home to School Transport Application cannot be processed).
- The right to request the Local Authority to correct or amend any incorrect information.
- The right to know who the data may be shared with.
- The right to know how long the data can be held before it is destroyed.

A copy of the full privacy notice is available on the School Admissions Webpage. By signing this declaration you are declaring that you have read and understood the terms of the notice.

If you have any concerns about how the Local Authority is handling your data, you can contact:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, SK9 5AF

Signature of Parent/Carer

I am the parent or have parental responsibility for the child named on this application. I have noted the information in the current Primary Education: Information for Parents booklet and the checklist below.

Signature (Parent/Carer)

Date

PTO



Application Checklist

Please read the booklet before completing the application form:

Section 1 Child's Details

Check the date of birth you give is correct (**when you receive your offer letter/email in April 2023, you will be asked to provide a copy of your child's birth certificate to the allocated school**).

The address given must be where the child and parent, or person with parental responsibility, normally live. If parents are separated and the child spends time at each parent's address, the address used shall be that of the main carer. The Local Authority will use the address of the parent who is in receipt of Child Benefit for this. **Proof of address is required, such as a recent utility or Council Tax bill.**

Section 2 Preferred Schools

Please refer to pages 8 and 9 of the booklet. If your child has an older brother or sister at the school you have named as a preference, please give their details.

Section 3 Reasons for Preference

You may state any reasons you wish in this section. You do not have to state a reason if you do not wish to.

Section 4 Applications for Voluntary Aided Schools

If any of your three stated preferences is for a Voluntary Aided (Faith) School, please answer the questions in this section and **ensure you attach, where applicable, the evidence that the school would require to enable them to consider your child's application under their higher priority Faith criteria e.g. Baptismal Certificate for Catholic Schools, proof of church attendance for Church of England Schools/Academies.**

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

Section 5 Parents'/Carers' Details

Please complete this section (ensure that you include the child's name and date of birth) – the Admissions Section needs this information to contact you in case of a query. Please remember to sign and date your form before returning it.

Returning the Admission Form/Proof of Receipt

Please return your completed form with proof of address, e.g. Council Tax or utility bill, to the School Admissions Team, PO Box 512, St Helens WA10 9JX or, if you prefer, one of your preferred primary schools by 15 January 2023.

You will be issued with a receipt - please keep it safe as proof of your application.

Please note: If you apply online, an email receipt will be sent to you.

For schools use only

Date received by school: (school stamp)	<input type="text"/>	Address checked on SIMS: (only if nursery unit is attached to the school)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Proof of baptism	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Receipt issued:	Yes <input type="checkbox"/>	

Proof of Receipt

I acknowledge receipt of your request that your child..... be considered for a primary school place at.....

Signed Primary School/School Admissions Team Date

(delete as appropriate)

*Please retain this slip until the outcome of your application is known.

Where to get more help and information

The information contained in this booklet is important. If you need any further help in applying for a primary school place, please contact:

School Admissions Team

School Admissions Team, PO Box 512, St Helens WA10 9JX
01744 671035/671030/671027

Other useful telephone numbers

School Transport

01744 671033/671034

Merseytravel

0151 330 1342

Special Educational Needs

01744 671106/671113

Free School Meals

01744 675216

Contact Centre:

Wesley House, Corporation Street,
St Helens WA10 1HF

Tel: 01744 676789

Minicom: 01744 671671

www.sthelens.gov.uk/contactus

Please contact us to request a translation of Council information into Braille, audio tape or a foreign language.

Proviso

The information contained in this booklet is applicable to the school year 2023/2024 and was correct as at 31 August 2022 . It should not be assumed, therefore, that there will be no changes:

- (1) before the start of or during the 2023/2024 school year, or
- (2) subsequent years



ST HELENS
BOROUGH COUNCIL

Children & Young People Services
School Admissions Section
PO BOX 512
St Helens
WA10 9JX

Tel: 01744 671035
Fax: 01744 674430

schooladmissions@sthelens.gov.uk
www.sthelens.gov.uk


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