

School Name	St Peter's CE Primary School
Headteacher	Mr P Robinson
Address	Birley Street, Newton-le-Willows, WA12 9UR
Telephone Number	01744 678630
Age Range	4 - 11
Admission Number	30

ST PETER'S CHURCH OF ENGLAND PRIMARY SCHOOL ADMISSION ARRANGEMENTS FOR 2025-2026

St Peter's is a Church of England Primary School situated in the Diocese of Liverpool and is maintained by St Helens Local Authority.

Admission arrangements are determined by the Governing Body of the school in consultation with the Diocesan Board of Education, the Local Authority and other admission authorities in the relevant area.

The Admission Number for the 2025 reception year intake at St Peter's Church of England Primary School is 30.

Making an Application

Applications for reception year in September 2025 should be made on the applicant's home local authority common application form. Copies of St Helens Primary Education Information for Parents Booklet can be viewed and applications made on-line via the St Helens Council's web-site from September 2024.

Applications must be submitted by **15 January 2025**.

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

Decision letters will be sent to parents on **16 April 2025**.

Late Applications

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

OVERSUBSCRIPTION CRITERIA

If the school is oversubscribed, after the admission of pupils with an Education, Health and Care Plan where the school is named in the Plan, priority for admission will be given to those children who meet the criteria set out below, in order:

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 prioritised.⁴
- 3 Children who have a brother or sister at the school at the time of likely admission.⁴
- 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 over-subscription in the number of applications made under any of the categories above then the Admissions Committee will offer places first to children whose family home is nearest the school. The measurement shall be done by the Local Authority in a straight line using a Geographical Information System (GIS) based on Local Land and Property Gazetteer (LLPG) data and the National Grid co-ordinates for the family home and the school.

*The Governing Body used its tie break to decide which applicants would be allocated a place under criterion 6 and the 30th place was allocated to a child who lived 0.535 miles from the school.

Your application for a place at St Peter's CE Primary was unsuccessful because:

your child did not qualify under the relevant criteria

or

all available places had been allocated prior to your application

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

If you are separated and your child spends time at each parent's address, the address we shall use is that of the main carer. The address which receives child benefit will normally be used but the Governing Body reserves the right to request other proofs as fit the individual circumstances.

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. 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).

False Information

Where the Governing Body discovers that a child has been awarded a place as a result of any false information relating to the home address, proof of date of birth or involvement in a place of worship, it will withdraw the offer and your child will lose the place.

Admission Number	Number of initial applications	How places were allocated		Final number of places allocated including any upheld appeals
30	A total of 64 preferences were received	Categories		30
		1	3	
		2	10	
		3	3	
		4	10	
		5	0	
		6	4	

Deferred Entry

In St Helens children are admitted to primary school the September after their fourth birthday. You can request that the date your child is admitted is deferred until later in the academic year or until the term in which your child reaches compulsory school age. You may also request that your child takes up the place part time until your child reaches compulsory school age. Before making the decision to defer entry parents are advised to speak to the school.

Waiting List

During the normal admissions round, if a place is refused because the school is oversubscribed your child's name will automatically be placed on the waiting list. The waiting list will be kept in priority order according to the oversubscription criteria and not on the date on which applications were received. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place.

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

The waiting list will close at the end of the autumn 2022 term, parents who wish their child to remain on the reception year waiting list after this date will need to re-apply on an in year application form.

Fair Access Protocol

The Governing Body has a duty to comply with the Local Authority's Fair Access Protocol and may have to admit above its published admission number, even if the year group concerned is full.

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

In Year Transfers

Applications for a place in reception year after the waiting list has closed or years 1 – 6 should be made on the Local Authority's in year common application form. The application will then be processed in accordance with St Helens in year co-ordinated admission scheme.

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

Appeal Procedure

If you wish to exercise your right under the 1998 School Standards and Framework Act to appeal against the decision not to comply with your preference(s), you should contact the School Admissions Team on 01744 671035 or schooladmissions@sthelens.gov.uk to request an appeal form.

WAITING LISTS

Your child's name will be held on a waiting list, compiled in order of the oversubscription criteria detailed above. **THIS LIST WILL OPERATE UNTIL 31st DECEMBER 2025. If you wish your child to remain on the list after this date, you will need to contact the Local Authority, early December, in order to make an in year transfer application.** Your child's position on the list could be subject to change as new applications are added to the list in accordance with the oversubscription criteria.