

"I AM THE LIGHT OF THE WORLD. WHOEVER FOLLOWS ME WILL NEVER WALK IN DARKNESS, BUT WILL HAVE THE LIGHT OF LIFE." JOHN 8:12



ST. PETER'S CE PRIMARY



Pride



Effort



Teamwork



Empathy



Respect



Spirituality

LIKE ST. PETER, WE BUILD UPON THE ROCK OF JESUS TO ENABLE US TO SHINE: ACHIEVING OUR GOD GIVEN POTENTIAL AND LOVING OURSELVES, OTHERS, THE WORLD AND GOD.

firm foundations, shining bright

St. Peter's CE Primary School, Heswall

Admissions Policy

2026 -27

Date Adopted: 23.01.25

Date of Review: 23.01.26

Committee: Full Governors

Applications for admission to the school should be made on the common application form enclosed with Wirral's schools admissions brochure or on-line between September 2025 and January 2026, and also on the school's supplementary form by those applying under criteria 3, 4 and 7. **The national closing date for applications is 15th January 2026.**

Parents should be aware before applying that in this school - RE, Collective Worship, the vision and ethos of the school - are rooted in the Christian faith as expressed by the Church of England.

It is not normally possible to change the order of your preferences for schools after the closing date. **Whether application is made on paper or electronically, the Supplementary Form must be completed by those applying under criteria 3, 4 and 7.**

Letters informing parents of whether or not their child has been allocated a place will be sent out by the Local Authority on National offer day - 16th April 2026 or the following working day. Parents of children not admitted will be informed of the reason and offered an alternative place by the Authority.

The number of places available for admission to Reception in September 2026 will be a maximum of 30. This arrangement follows consultation between the governing body, the Diocesan Board of Education, Local Authorities and other admissions authorities in the area. The governing board will not place any restrictions on admissions to the reception class unless the number of children for whom admission is sought exceeds this number. By law, no infant class may contain more than thirty children.

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

- 1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (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.**
- 3. Children with special medical or social circumstances affecting the child where these needs can only be met at this school - see Note a) below.**
- 4. Children whose parents are faithful and regular worshippers in the ecclesiastical Parish of St. Peter's Heswall and attend either St Peter's Church or The Lighthouse Church.**
- 5. Children whose parents are faithful and regular worshippers in another Anglican Church. Parish maps can be found on achurchnearyou.com**
- 6. Children who have a sibling in school who will still be attending school the following year – see Note e) below.**
- 7. Children resident in school catchment area, which is the area bounded on the Easterly side by Telegraph Road (but only including those houses numbered as odd within the range of 83-291 on that road), and on the Southerly side by the Mount (including Mount Avenue), Feather Lane, the Northern part of Delavor Road (even numbers only) and Banks Road – see Note d) below.**

8. Children whose families are faithful and regular worshippers of another Christian denomination. (Christian denomination means any church which is designated under the Ecumenical Relations Measure nationally by the Archbishops of Canterbury and York or locally by the diocesan bishop, or is a member of Churches Together in England, or the Evangelical Alliance, or a partner church of Affinity.

9. Other children. based on the distance from the school measured by the shortest walking route from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. If the distance between two children's homes and the school is the same, random allocation will be used as a tie-break to decide who has highest priority for admission. This process will be independently verified. If a tie-break is required in earlier categories to decide who has priority for admission between two children, distance from the school will be used to decide as measured above.

Notes

a) Professional supporting evidence from e.g. a doctor, psychologist, social worker, is essential if admission is to be made under the criterion for special medical or social circumstances, and such evidence must set out the particular reasons why the school is question is the most suitable school and the difficulties which would be caused if the child had to attend another school.

b) By "faithful and regular" we mean attendance at a minimum of two services per month for at least six months prior to the closing date for applications (15th January 2025). **Evidence for this must be provided on the school's supplementary 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 (admissions) arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

c) A parent is any person who has parental responsibility or care of the child. Where admission arrangements refer to "parents' attendance at church" it is sufficient for just one parent to attend.

d) A list of roads included in the catchment area are available on the Wirral website <https://www.wirral.gov.uk/schools-and-learning/school-admissions/school-catchment-area-finder> or from the School Office.

e) Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address.

f) Where the above criteria are not adequate to distinguish between requests for admission which cannot all be accepted without exceeding the admission limit, priority will be decided on the basis of the distance from the school measured by the shortest walking route from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Special Educational Needs:

Where a child has an education, health and care plan (EHCP) which names the School, then that child will be admitted to the School and the number of available places in the PAN will reduce correspondingly. Admission of children with an EHCP is dealt with by the home Local Authority (LA) (which is where you reside).

Late applications for admission

Where there are extenuating circumstances for an application being received after the last date for applications, and it is before the governors have established their list of pupils to be admitted, then it will be considered alongside all the others.

Otherwise, applications which are received after the last date will be considered after all the others, and placed on the waiting list in order according to the criteria.

Waiting list

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

This waiting list will operate until 31st December of the year of Admission.

Address of pupil

The address used on the school's admission form must be the current one at the time of application. If the address changes subsequently, the parents should notify the school. Where the parents live at different addresses, the current-at-the-time-of-application, normal address of the child will be the one used. This will normally be the one where the child wakes up for the majority of Monday to Friday mornings. Parents may be asked to show evidence of the claim that is being made for the address, e.g. utility bills of various sorts showing the child's address as the one claimed. Where there is dispute about the correct address to use or where parents living at different addresses share equal care,, the governors reserve the right to make enquiries of any relevant third parties, often the child's GP registration. For children of UK Service personnel and other Crown Servants returning to the area proof of the posting is all that is required.

Non-routine admissions

It sometimes happens that a child needs to change school other than at the "normal" time; such admissions are known as non-routine admissions. The LA coordinates all admissions, including in-year admissions. Parents wishing their child to attend this school are welcome to arrange a visit to the school. They will be provided with an application form. If there is a place in the appropriate class, then the governors will arrange for the admission to take place, subject to verification of the address as part of the admission process. If there is no place, then the admissions committee will consider the application and information about how to appeal against the refusal will be provided. Appeals for children moving into the area will not be considered until there is evidence of a permanent address, e.g. exchange of contracts or tenancy agreement with rent book.

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

Appeals

Where the governors are unable to offer a place because the school is oversubscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. **Parents should notify the clerk to the governors at the school within 28 days of receiving the letter refusing a place.** Parents will have the opportunity to submit their case to the panel in writing and also to

attend in order to present their case. You will normally receive 14 days' notice of the place and time of the hearing.

If your child was refused a place in Foundation 2 or Key Stage 1 because of Government limits on Infant class sizes, the grounds on which your appeal could be successful are limited. You would have to show that the decision was one which in the circumstances no reasonable governing would have made, or that your child would have been offered a place if the governors' admissions arrangements had been properly implemented.

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

Fraudulent applications

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

Deferred admission

Children are eligible for a reception place from the beginning of the school year in which they become 5 years old. However they do not become of compulsory school age until the start of the term after their fifth birthday. After a place has been allocated and accepted parents defer the place until later in the school year and, if they do this, the place will be held for the child. They cannot however defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the school year for which the original application was accepted. Parents can also request that their child attends on a part time basis until the child reaches compulsory school age.

Children Educated Outside of Their Normal Age Group

Parents who wish to delay entry until the following year due to specific circumstances, such as ill health, specific circumstances which mean they are not ready to start school or summer born children (those between 1st April and 31st August), must contact the school and Local Authority as soon as possible as this would involve either an in-year application for year 1 or a new application for reception in the following year. Parents should submit the request for admittance outside of the chronological year group to the headteacher and LA as soon as possible in addition to submitting the normal application. The decision as to which year group the child will enter will be made taking into account information from the parents and headteacher and should be in the best interests of the child. Information that parents could include in their request may include details of medical conditions or reports from professionals to support their request. Parents of summer born children should be aware that agreement by the school to allow a child to enter reception in the following year does not guarantee a place in the class. Parents must apply to the school in the normal co-ordinated round and the application will be considered in the normal manner following the oversubscription criteria. Parents may also choose to apply in-year for admittance to year 1 and the child's normal age group. An application form should be filled in for the current admission process at the same time as any request to defer entry or 'back class' to reception in the following year. The decision will be made taking into account information from the parents and headteacher and should be in the best interests of the child. Parents will be informed of the outcome before primary national offer day (16th April 2025).

If the request is agreed, the application for the normal age group may be withdrawn before a place is offered. If the request is refused, the parent must decide whether to accept the offer of a place for the normal age group, or to refuse it and make an in year application for admission to year one for the September following the child's fifth birthday.

Twins/multiple births

Where there are children of multiple births wishing to be admitted and the sibling is the 31st child, the governors may admit over the infant class requirement if it is possible to do so.

Date:

Signed (Chair of Governors) _____

Reviewed: