

Knowsley Primary Education Admissions



Knowsley Council



Apply online

www.knowsley.gov.uk/schooladmissions

or use the paper form at the back of the booklet

Information for Parents **2015 - 2016**

THE INFORMATION CONTAINED IN THIS BOOKLET IS IMPORTANT.

IF YOU NEED ANY FURTHER HELP OR INFORMATION ON APPLYING FOR A PRIMARY SCHOOL PLACE PLEASE CONTACT:

- The Headteacher of the school can assist with information about the school and how to apply
- The Admissions Team are happy to help with your enquiries. You can write to us, email, telephone or call into the office. If you would like to make an appointment, please telephone to make arrangements. The contact details are:

The Admissions Team, Knowsley Council

The Cordingley Building, Scotchbarn Lane, Prescot, Knowsley, L35 7JD

Telephone: (0151) 443 5142/5143

Email: schooladmissions@knowsley.gov.uk

Privacy notice

Knowsley Council is committed to dealing with your information safely and securely. We need to collect and keep information to deliver our service efficiently. We will always treat your information with confidentiality and will not pass it to third parties for commercial use. We take our responsibility to protect your information seriously and we will always ensure it is used fairly, correctly and safely in line with the legal requirements of the Data Protection Act 1998.

The information you provide to us on your admission application form and in any supporting documents, will be used to process your application. There may be a requirement to share this information with governing bodies of primary/secondary schools and neighbouring local authorities etc. This will only be when necessary and where the law allows it. This will be to:

- Ensure the efficient co-ordination and fair allocation of school/centre places
- Make sure the information is accurate
- Prevent or detect crime
- Protect public funds
- Meet our key aims and legal duties

Information about your child may also be shared with Members of Parliament or Borough Councillors, but only if you have asked them to act on your behalf.

We may also use the information you have provided to develop statistics to inform decisions on (for example) the funding of schools, and to assess the performance of schools and set targets for them. We ensure that the statistics are developed in such a way that individual children cannot be identified from them.

For more information on how we deal with your personal information please look at our website **www.knowsley.gov.uk/site-pages/privacy-policy.aspx** or contact any member of the service.

THE INFORMATION PUBLISHED IN THIS BOOKLET IS APPLICABLE TO THE SCHOOL YEAR 2015/16. EVERY EFFORT HAS BEEN MADE TO ENSURE THE INFORMATION CONTAINED IS CORRECT AT THE TIME OF PUBLICATION. HOWEVER, PLEASE DO NOT ASSUME THERE WILL BE NO CHANGE TO THE INFORMATION GIVEN FOR THE 2015/16 ACADEMIC YEAR OR SUBSEQUENT YEARS.



An application form is available online:
www.knowsley.gov.uk/schooladmissions
or use the paper form at the back of the booklet

Welcome

Dear Parents and Carers

Deciding what school you would prefer your child to attend is a very important decision to make. It is essential that you are aware of what you need to do when applying for a school place. I would urge you to read this booklet thoroughly and carefully, as it sets out information to help you through the admission process.

Parents/carers are welcome to visit primary schools and are encouraged to make an appointment. In addition, each school publishes detailed information about its facilities and activities. Information is available free of charge from each school and online on school websites.

The Headteachers and staff are committed to ensuring there are high standards of teaching and learning delivered across the curriculum. All staff at the primary schools want to work in partnership with you, as parents/carers, to provide your child with the best possible education. Our schools are committed to helping children reach their potential, whatever their race, sex, religion or disability. Our commitment is to make Knowsley the best place to be educated.

We want to assist you in making a very important decision for your child's future - deciding on your preferences for primary education. We can help in a number of ways:

- This booklet gives you information about all the Knowsley primary schools and contacts for other areas;
- The application form for Knowsley residents is included in the booklet. The Knowsley council website gives you an e-copy of this booklet and an **online application form**. You can complete this application from your home or at a Knowsley Library or other terminal;
- Our Admissions Team can give you information and guidance in person or by telephoning (0151) 443 5142/5143.

We would encourage you to read this booklet carefully before filling in the form. Whether you use an online or paper application, please ensure this is completed and returned by the closing date of **Thursday 15 January 2015**.

Finally, may I take this opportunity to assure you of the full support of Councillor See, Cabinet Member with lead responsibility for Children and Family Services, and of myself and my staff and to wish your child every success in their school career.



Sheena Ramsey
Chief Executive



Cllr Gary See
Cabinet Member for
Children and Family Services

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Applying for a primary school reception class place for September 2015

(including the online facility)

Please take time to read the information in this booklet very carefully to ensure that you are aware of the correct application and allocation procedures before making your application for a reception class place for your child.

General information

- If your child's date of birth falls on or between 1 September 2010 and 31 August 2011, they are eligible to start reception class of school in September 2015.
- Parents/carers have a right to say which primary schools they would prefer their child to attend, but there is no guarantee that a place can be allocated at one of these preferences.
- **Remember! There is no automatic transfer from nursery to reception class. Attending the nursery class of a school does not give your child priority for a place in the reception class of that school. If you want a place for your child in the reception class of ANY school, you must complete the formal local authority application form during the relevant application period.**
- **Even if you put your child's name on a school's interested list some time ago - perhaps when they were as young as one or two years old - you MUST make a formal application during the relevant period (between September 2014 and 15 January 2015).**

IT IS VERY IMPORTANT THAT YOU COMPLETE THE CORRECT APPLICATION FORM. NATIONAL PROCEDURES MEAN THAT YOU MUST APPLY USING THE APPLICATION FORM OF THE LOCAL AUTHORITY IN WHICH YOU AND YOUR CHILD LIVE, AND YOU SHOULD ONLY COMPLETE ONE FORM.

Do you live in Knowsley?

YES

- You **must** apply using the Knowsley application form - no matter what schools you are naming as preferences.
- You can apply online at www.knowsley.gov.uk/schooladmissions or, alternatively, you can complete the paper application at the back of this booklet.
- You can name up to three school preferences in ranked order, naming the school you want most as preference one - *please read the section on pages 8 and 9 which explains how the inter-authority co-ordinated scheme is applied and why your order of preference is important.*
- You can name schools in Knowsley and/or those in other areas. If you are naming schools outside Knowsley, we strongly recommend that you obtain the primary admissions booklet from the relevant authority so you have all the information you need about their school policies (contact details on page 61).

NO

- You must apply using the application form supplied by the authority in which you live, for example Halton, Lancashire, Liverpool, Sefton, St Helens or any other.
- You can obtain an application form from your home authority - the contact details for local neighbouring authorities are provided on page 61 of this booklet.
- You **cannot** apply online via the Knowsley website (*although your home authority may have a similar facility*), neither should you complete the application form in this booklet.

- If you complete a Knowsley application and you are not a Knowsley resident, your application will normally be disregarded.
- You can, of course, name Knowsley primary schools as preferences on your own authority's form, and this means your child will be considered, along with all other applicants, for a place in those Knowsley primary schools.
- If you are naming Knowsley primary schools on your application form, this booklet includes information that will be useful to you, including school contact details and admission policies.

Important things to remember

The closing date for returning your completed application form to your home authority is:

THURSDAY 15 JANUARY 2015

- **Applicants MUST only complete one local authority application form (the authority in which you and your child live).**
- **Applicants should only receive one school offer.**
- **If you complete an application form for more than one authority, the authority where you do not live will normally disregard your application.**

Children arriving from overseas

While children who are living in Britain with their parents/carers normally have a right to a school place, there are some categories of children who are not entitled to a place in a maintained school. These can include children whose leave to enter or remain in the country prohibits their attendance at a maintained school. The admission authority may request to see appropriate documentation to clarify the status of a particular child, for example, right of abode certificate, passport, entry visa. Applications are not normally accepted from children still living overseas, although cases will be considered individually.

Children of British nationals who are living overseas but planning to return to the UK may apply for a school place for their child if the application is accompanied by documentary evidence of British national status and a date of return to the UK. However, any application will be processed from the overseas address until such time as the child is resident in the UK.

Children of UK service personnel (UK Armed Forces) - For families of service personnel with a confirmed posting to the area, or crown servants returning from overseas to live in the area.

Where places are available, the authority will normally allocate a place in advance of a family arriving in the area provided the application is accompanied by an official letter that declares a relocation date and a unit postal address or quartering area address. Other applications for these groups of children will be considered in line with guidance in the school admissions code and Knowsley arrangements. Where deemed appropriate by the authority, children may be considered under the medical, welfare criterion of the community school admission policy. Governing bodies for voluntary aided schools and centres for learning will consider applications as appropriate and in line with the code and their own admission arrangements.

The online application

Before making an online application, you are strongly advised to read the information contained in this booklet.

Knowsley Council offers an online service to parents/carers applying for a reception class place in a primary school for September 2015. Parents/carers can complete the primary application form online by visiting www.knowsley.gov.uk/schooladmissions

You will need access to a computer linked to the internet and a current email account. Internet access is available through any Knowsley library where staff can assist you and can help you set up a free email account.

Some of the benefits of applying online are:

- It's quick and easy to use
- This service is normally available from home 24 hours a day, 7 days a week
- There is no risk that the application will be lost in the post
- The system guides you through the application and alerts you if any errors have been made
- You will receive an email confirmation that your application has been received
- You can make changes to your application up to the closing date - **Thursday 15 January 2015**
- The same day the allocation letters are posted - **Thursday 16 April 2015** - you should receive an email with the results of your application (providing that your email address has not changed).

Please note: If you submit an online application, please **do not** also complete a paper application.

Completing the online application form

- Access the internet on your computer in the normal way or via a Knowsley library.
- Type the website address **www.knowsley.gov.uk/schooladmissions** into the browser - this will take you to the school admissions homepage from where you can access the online application.
- The online facility includes guidance through the process. Initially you will be asked to 'create an account' by entering a valid email address and creating a password. A space has been provided below should you wish to make a note of your login details - please keep this in a safe place as you will need these details if you wish to make changes to your application (you can do up to the closing date).
- The online application will ask you for the same information as the paper form.
- Once you have completed the form, by following the instructions on the screen, you will be asked to declare the information to be correct and then submit the application.
- When you have submitted your application successfully, you should receive an email confirming receipt. If you do not receive an email confirmation (having checked your junk/spam folders) please contact (0151) 443 5142/5143 and a member of the team will be happy to assist.
- If you are submitting additional documentary information to accompany your application, this should be sent by post to be received by the closing date of **Thursday 15 January 2015**. Please make sure your child's name and date of birth are clearly stated at the top of each page of the additional documentation. The information should be returned to: The Admissions Team, Knowsley Council, The Cordingley Building, Scotchbarn Lane, Prescott, Knowsley, L35 7JD. If you wish to receive confirmation that this information has been received, contact (0151) 443 5142/5143 to request a receipt.
- If you are applying after the closing date of **Thursday 15 January 2015**, the website link will be closed. Please complete the paper application form from this booklet.

PLEASE KEEP THIS SAFE

This space has been provided for you to keep a note of your email address and password. If you wish to log back into your application and make a change you will need these details.

Email address

Password

Making changes to your online application after you have submitted it

Changes to your application can only be made via the online facility up to the closing date. If you decide that you would like to make a change to your online application after submitting it, you will need your email address and password details to log back in to your account.

- Return to **www.knowsley.gov.uk/schooladmissions** and, once in the online application facility, click on 'login'. You will be asked to enter your email address and password to take you back in to your application.
- Follow the on screen instructions to make the change(s). When you are happy with your changes, you must re-submit your application - you will receive a further email confirmation.
- If you wish to make a change to your online application after the closing date, you will need to contact a member of the Admissions Team.

Please note: See page 11 for more information about making changes to your school preferences.

Forgotten password

If you have not written your password in the space provided and you can't remember it, click on '**forgotten password**', type in your email address and enter your secret question and answer. You will receive an email prompting you to re-set your password. Please allow a few minutes to receive the email as there may be a slight delay. Once you have re-set your password details you should be able to login and make your changes.

The paper application

- Guidance notes on completing the application form can be found at the back of this booklet on page 62, before the application form itself.
- If you complete the paper application form, you can return it directly to the Admissions Team at the address stated on the application form, or hand it in to the administrator of any Knowsley primary school. In either case, you should be issued with a receipt - keep it safe as proof you have submitted your application form.
- If you are submitting additional documentary information to accompany your application, please ensure additional papers are secured to the main application form and your child's name and date of birth is clearly marked at the top of each page.
- If you have not had a receipt within two weeks of submitting your application, please contact the Admissions Team on (0151) 443 5142/5143.
- The closing date for applications is **Thursday 15 January 2015**. We strongly advise that you submit your application on time - please do not be late as this could result in you missing out on the place that you want.

General application guidance

For advice or support regarding the completion of your application, please contact (0151) 443 5142/5143 between 9am and 5pm Monday to Friday or email us at schooladmissions@knowsley.gov.uk

Additional information and supplementary forms

- It is the responsibility of the parent/carer to read the individual school policy and ensure that all relevant information is provided with the application. If parents/carers are unsure what is required, they should check with an Admissions Officer in the local authority of the school in question or contact the individual school.
- If you are submitting additional documentary evidence specific to your application to support your reasons for requesting a particular school, this should be submitted to the Admissions Team by the closing date of **Thursday 15 January 2015**. Please see the relevant section on online applications (page 5) and paper applications (page 6) for further instruction.
- Some of Knowsley's voluntary aided schools and some schools in other authority areas may require extra information which is not requested on the local authority application form - this is because the admission policies for these schools include criteria on religious commitment. Parents/carers who wish for their child to be considered for a place under such criteria may need to, for example, complete a supplementary school form.
- Supplementary forms should be completed **in addition** to the Knowsley application form and should be returned directly to the individual school by the closing date of **Thursday 15 January 2015**. Supplementary forms for Knowsley schools can be obtained from the individual schools, from the Admissions Team or by visiting **www.knowsley.gov.uk/schooladmissions**. For schools in other authority areas, parents/carers should contact the individual school or the relevant local authority admissions team for further advice about obtaining a supplementary form.
- Parents/carers who do not complete a supplementary application form, but name the school as a preference on the local authority application form, will still be considered for a place in the school (but not under the particular faith criteria). However, if you complete an individual school supplementary form, but do not also name that school as a preference on the local authority application form, your child would not normally be considered for a place - only school preferences named on the local authority application form will be considered.

Multiple applications

- Parents/carers should only submit one application form per child.
- Please **do not** complete both an online application and a paper application.
- Please **do not** submit an application form to more than one authority - you must only apply to the authority in which you live (see page 3).
- Where multiple applications are submitted, Knowsley authority will normally accept the preferences stated on the latest dated application form for the purpose of the allocation and disregard any earlier dated application.
- Where care is split, the Local Authority can only accept one application. This can be completed by either parent, provided they have parental responsibility for the child, and the correct home address for the child is stated on the application form (see page 62 for guidance regarding application address). In such cases, it is advisable for parents to agree which school(s) will be named as preference(s) before submitting the application form.

The inter-authority coordinated equal preference admission scheme

In accordance with national admissions legislation, Knowsley Council uses an inter-authority coordinated 'equal preference' scheme for reception class admission to all primary and infant schools in the borough.

What is an equal preference scheme?

The equal preference scheme is a national framework for all admissions procedures. All local authorities across the country use equal preference schemes. The advantage of this is that all your school preferences are considered at the same time and you will always be made the highest available offer.

How does an equal preference system work?

When parents/carers apply for a place, they can name up to three schools on the application form. The school that is named as the highest preference would normally be the one that parents/carers want the most.

For example:

1. Brownfield School - this is the school you want most
2. Greenfield School
3. Bluefield School

The admission policy for each school is applied to the child's application along with all the other applications for the same school. At this point, it doesn't matter whether the school has been listed as preference 1, 2 or 3 - that is not considered at this stage. All applicants for a particular school are put into order according to the school's oversubscription criteria (admission policy). The school fills its places (i.e. up to the admission number), taking those at the top of the list first. Knowsley Council Admissions Team will receive the allocation results for each school.

If more than one school can offer a place to the same child, then **and only then** will the order of the preferences be considered. Only one school offer will be made - the highest of those able to offer a place. If all three schools offer a place, you will be offered your highest available preference.

Sometimes not all schools can offer a place:

For example:

1. Brownfield School No
2. Greenfield School Yes
3. Bluefield School No longer required

In this case, the child's name will normally be placed on the waiting list for Brownfield School. An offer will be made of Greenfield School - the highest available. The place at Bluefield will be offered to someone else.

- If your child cannot be offered a place in any of the schools you have named as a preference, Knowsley Council will normally offer Knowsley resident children an alternative place in the nearest community or voluntary controlled school to the home address with an available place, but this may also be in any other Knowsley primary school. If parents/carers are not satisfied with the offer they receive, it is possible for their child to be considered for other Knowsley schools, including voluntary aided schools, by completing a new application form.
- Non-Knowsley residents who can not be offered a Knowsley school of their preference will normally be made an alternative offer by their home authority.
- In all cases, the child's name will be placed on a waiting list(s) for the Knowsley school(s) where a place has been refused and informed or their right of appeal against the decision to refuse a place at any school(s) (for further information on appeals see page 54).
- Sometimes, there is movement after the initial allocation; if parents/carers refuse a place at a school where their child has been offered a place, this place can then be re-allocated from the waiting list.

Naming school preferences

- You can name up to three schools of your preference and should do so in ranked order.
- You can name schools in other authorities, but you are strongly advised to read the relevant local authority booklet and gather information about the school you are interested in.
- Please do not name independent (fee paying) schools on your application form; you should apply directly to the school(s) concerned and complete their own application.
- Some Knowsley primary schools will be able to offer places to everyone who applies. However, as allocations can vary from year to year, and no-one can guarantee in advance which schools will be oversubscribed, it is wise to name more than one preference.
- If you decide to apply for a school that is often oversubscribed, look carefully at the admission policy to see what criteria your child would come under. Talk to the school or an Admissions Officer in the relevant local authority about how places were allocated in previous years (see also page 50 of this booklet for allocation details for Knowsley schools from September 2014).
- Please do not name the same school more than once - this will not increase your chances of obtaining a place.
- Stating only one preference **does not** increase your chance of gaining a place in that school - it means you have possibly wasted two preferences as, 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.
- Naming more than one preference will not disadvantage you in any way during the allocation process. REMEMBER - you will always be made an offer of the highest preference school available.
- Consider all your preferences carefully - if you have named a school as a second or third preference it must be assumed that you will accept such an offer should it be made.

Naming preferences for schools in different authorities

- Some parents/carers name schools in more than one authority. Knowsley Council works in partnership with other authorities to co-ordinate reception class offers.
- All authorities operate an inter-authority equal preference scheme.
- Where Knowsley resident parents/carers name a school in another authority as a preference, the information will be passed to that authority to be considered. When they have taken a decision, they will inform Knowsley of the result. In the same way, other authorities will send information to Knowsley authority about children who need to be considered for places in Knowsley schools.
- It may be that another authority can offer a place at one of their schools and a place can also be offered in a Knowsley school. In such cases, wherever practicable, only the school that you have ranked higher will be offered. The other school will not be offered. This means the order of your preferences is very important.
- If a parent/carer receives two or more offers of a place, they must contact both authorities immediately and state which offer is being accepted.

For example, if a parent/carer states preferences as follows:

1. A Knowsley school
2. A Liverpool school
3. A St Helens school

If all three could offer a place, only the Knowsley school will normally be offered as it is the top preference. If the Knowsley school could not offer a place, but the Liverpool and St Helens schools could, the Liverpool school would be offered, Knowsley would place your child's name on the waiting list and offer the right of appeal for their school, St Helens would be advised the offer in their school is no longer required.

Late applications

Knowsley resident parents/carers **will not** be able to make a late application online as the facility is not available after the closing date. **A paper application form must be completed** and should be sent directly to The Admissions Team, Knowsley Council, The Cordingley Building, Scotchbarn Lane, Prescott, Knowsley, L35 7JD.

Note: Each authority has its own rules about late applications - parents/carers naming preferences for schools in other authorities need to check with the relevant authority how that individual school preference may be considered if named on an application form submitted after the closing date.

Applications received after the closing date of Thursday 15 January 2015

- Applications naming Knowsley schools as preferences, received after the closing date but before the initial allocation process begins, will be included where possible. However, as the exact date of allocation for individual schools cannot be given, parents/carers have **no guarantee** that any application submitted after the closing date will be included in the initial allocation and are **strongly advised** to abide by the closing date.

Applications received after the initial allocation process has begun

- Late applications received after the initial allocation process has begun will not normally be considered by Knowsley schools until the initial allocation process is complete.
- Where places remain available in schools following the initial allocation, they will be offered to late applicants. Where schools are already full, the child's name will be placed on the waiting list by applying the oversubscription criteria for the individual school - the right of appeal will be given and applicants will be informed what alternative offer can be made.
- Late applicants are not guaranteed to be issued with an allocation letter when the initial allocation letters are posted on Thursday 16 April 2015. Letters will be issued as soon as possible but this may be at a later date.
- Only where the admission body accepts there are exceptional circumstances - for example a family moving into the area - will late applications normally be considered in the initial round. However, this is subject to practicalities and applicants should note that if the application is received at a very late stage in the process, it may not be possible to include it.
- If parents/carers believe that there are exceptional circumstances for the application being submitted late, it is their responsibility to state these reasons in writing when submitting the application and provide supporting documentation wherever possible - for example proof of exchange of contracts to confirm a house move.
- If a school in another authority has been named, the details will be forwarded to the appropriate admission authority for consideration and it will be for the relevant admission body to determine whether or not the application will be included in the initial allocation of places.

Applications received after allocation letters are posted on 16 April 2015 and before the start of the new school year

- Applications will be considered and an allocation letter issued as soon as possible. If parents/carers have not received a response within 10 working days of submitting the application, they may wish to make contact with the Admissions Team for an update on how their application is progressing.
- Where places remain available in schools, they will be offered. Where schools are already full and a place cannot be offered, the child's name will be placed on the waiting list by applying the oversubscription criteria for the individual school. The right of appeal will be given and applicants will be informed what alternative offer can be made.
- If a school in another authority has been named, the details will be forwarded to the appropriate admission authority for consideration and applicants will be informed of the outcome as soon as possible once the home authority has been advised of the outcome.

Making changes to your application

Change of circumstance

Once you have submitted your application, it is important to remember that you should notify the Admissions Team of any change of circumstance that could affect your application, for example, a change of address, a baptism or a sibling moving to a different school. *If you do not notify the Admissions Team directly of any change this may affect how your application is considered and you could miss out on a place at a school of preference or risk having a place withdrawn.*

You can contact the Admissions Team by telephone or in writing / by email to confirm the change that you wish to make to your application (in some cases, you may be asked to provide evidence of the change).
If you are unsure about what is a relevant change please contact us for advice/verification.

Parents/carers should be aware that if a change of circumstance occurs very close to the allocation date, it may not be possible to make any changes to the original application until after the initial allocation is complete - you will normally be advised in writing how any change will be considered.

Change of school preference(s)

You can make a change to the school preference(s) you have named up to the closing date of **Thursday 15 January 2015** by completing a new application or contacting the Admissions Team on (0151) 443 5142/5143. Online applicants please refer to page 6 for further instruction.

During the allocation period

- The authority will normally only accept a change of preference during the allocation period if there are substantial reasons, for example, a house move to another area. Applicants should write to the Admissions Team stating the reasons why a change is being requested and should provide satisfactory evidence of the change of circumstance resulting in a change of preference request, for example, proof of exchange of contracts to confirm a house move.
- Where there are no relevant substantial reasons for the request to change preference, parents/carers can change their preferences by submitting a new application form and withdrawing the original application. **This new application will be considered as a late application**, therefore parents/carers must ensure they are aware of how late applications are treated (see page 10).
- In all circumstances, applicants should note that, if the request is received very close to the allocation date, it may not be possible to make any changes until after the initial allocation is complete. In this circumstance, the original application will be processed and the new application will then be considered as a change request after the initial allocation is complete.

After allocation letters are posted on 16 April 2015 and before the start of the new school year

- After initial allocation letters have been received, parents/carers who wish to change their preference can do so by making a new application. **Please note** the new application will replace the original application made, therefore, any applicant who wishes for their child's name to remain on the waiting list for a school(s) where a place has been refused must name that school again as the higher preference on the new application form.
- Where a place is available in any of the new preferences named, it will be offered and the original offer will be withdrawn. Where schools are already full and a place cannot be offered, the child's name will be placed on the waiting list(s) by applying the relevant oversubscription criteria for that school and the right of appeal will be given. Any previous offer made will remain available.

Waiting lists

- If your child is refused a place in a school - because the school is oversubscribed and other children have a higher priority for a place - your child's name will normally be placed on the waiting list. If a place is refused in a Knowsley school, your child's name will automatically be placed on the school waiting list.
- Waiting lists are ordered according to the relevant oversubscription criteria (admission policy). If a place becomes available, it will be refilled from the waiting list strictly in priority order.
- Your child's place on a school waiting list can change, both up and down, according to the movement of other applicants. For example, a family may move in to the area and make a late application - if the child meets a higher priority, they will be added to the waiting list above other children already on the list.
- As waiting lists are 'live' documents, parents/carers **must** inform the Admissions Team immediately of any change of circumstance that may affect their child's place on the waiting list, for example a change of address.
- If the appeals process leads to the admission of children over the admission number, places will not be re-offered from the waiting list until numbers once again fall below the published admission number.
- The formal waiting lists for Knowsley schools will remain open until the end of the autumn term of the year of entry (December 2015). After the closure of the formal waiting lists, parents/carers who still wish to be considered for a place will need to re-apply using in-year transfer application procedures (see page 56).
- Your child's name will only be removed from a waiting list if a place is offered in a higher preference school, when the formal waiting list closes or at your request. Therefore, provisionally accepting an offer of an alternative school place will not affect your child's place on the waiting list for a higher preference school.

Receiving your allocation result

- Knowsley Council will write to all Knowsley residents to confirm the school place that has been allocated, whether this is a Knowsley school or a school in another authority.
- If you live in another authority, but have applied for and been allocated a place in a Knowsley school, your home authority will notify you of the outcome.
- Initial allocation letters for on-time applicants will be posted on the national offer date of **Thursday 16 April 2015**.
- Knowsley residents who have applied online should receive an email with the result of their application on Thursday 16 April 2015 (a letter will also be sent by post).
- Where applicants have been refused a place at a school(s) of preference, they will be told of their right of appeal and how an appeal can be made.

Please note: No information regarding the allocation of places will be given to applicants prior to allocation letters being issued. The result of the application will not be given over the telephone unless it is clear that the applicant has not received their allocation letter after allowing a reasonable time for it to arrive, and they will be asked security questions to authenticate who they are.

Withdrawal of an offer of a school place

Knowsley Council will normally withdraw a school place where it is found that false information has been used to secure an offer. The authority reserves the right to make investigations and may require evidence to confirm any information stated.

In order to avoid the disappointment of places being withdrawn, parents/carers are strongly advised to seek clarification from an Admissions Officer in the local authority regarding any query they may have relating to information they are stating on their application form.

Applications to St Margaret Mary's Catholic Junior School

- St Margaret Mary's Infant and Junior schools are two separate schools. Although the majority of children who have attended the infant school often wish to move on to the junior school, there is no automatic transfer.
- Parents/carers of children in year 2 of the infant school **must** apply for a place in year 3 of the junior school and will be sent an application form to do so during the primary application period (September 2014 to 15 January 2015).
- Parents/carers of children who do not currently attend the infant school may also apply and can request a junior transfer application form from the Admissions Team by contacting (0151) 443 5142/5143, or apply online at **www.knowsley.gov.uk/schooladmissions**
- High priority for admission is given to children in the linked infant school (see page 39 for details of the admission policy).
- Allocation letters will be posted to parents/carers no later than Thursday 16 April 2015.

Flexible offer and deferring entry to primary school

In certain circumstances, if it is considered to be within the best interests of the individual child, it is possible for a child who is not of compulsory school age to defer entry to reception class. This would normally only occur in very limited and exceptional circumstances and any parent/carer who is considering deferring their child's entry to full-time education is **strongly advised** to discuss the matter with the nursery teacher/early years staff before taking a decision to make this request.

Compulsory school age is defined as the term following the child's fifth birthday. For this purpose, end of term dates are defined as 31 August, 31 December and 31 March - for example, a child whose fourth birthday is on 1 April 2015 is not legally obliged to attend school full-time until September 2016, but is normally admitted to reception class in September 2015.

The nursery and reception class/es in a primary school form what is known as the Foundation stage. Almost all parents/carers are happy for their children to move to reception in the September of the school year in which their child becomes five. Children within an age group vary greatly in their achievements and competencies and skilled staff will consider each individual child's needs to ensure appropriate provision whether they are in nursery or reception class.

When a place is offered in a nursery class, the expectation is that the child will leave the nursery at the end of the school year in which they turn four. The youngest child will turn four on 31 August and will normally start reception immediately that September. Schools will re-offer nursery places to new applicants on the basis that the four year olds will be moving on to a reception class in September.

Parents/carers who wish to defer entry of their child to reception in 2015/16 and for the child to continue in the current Knowsley school nursery class, need to inform the Headteacher of the school in writing by 13 March 2015 in community and controlled school nurseries.

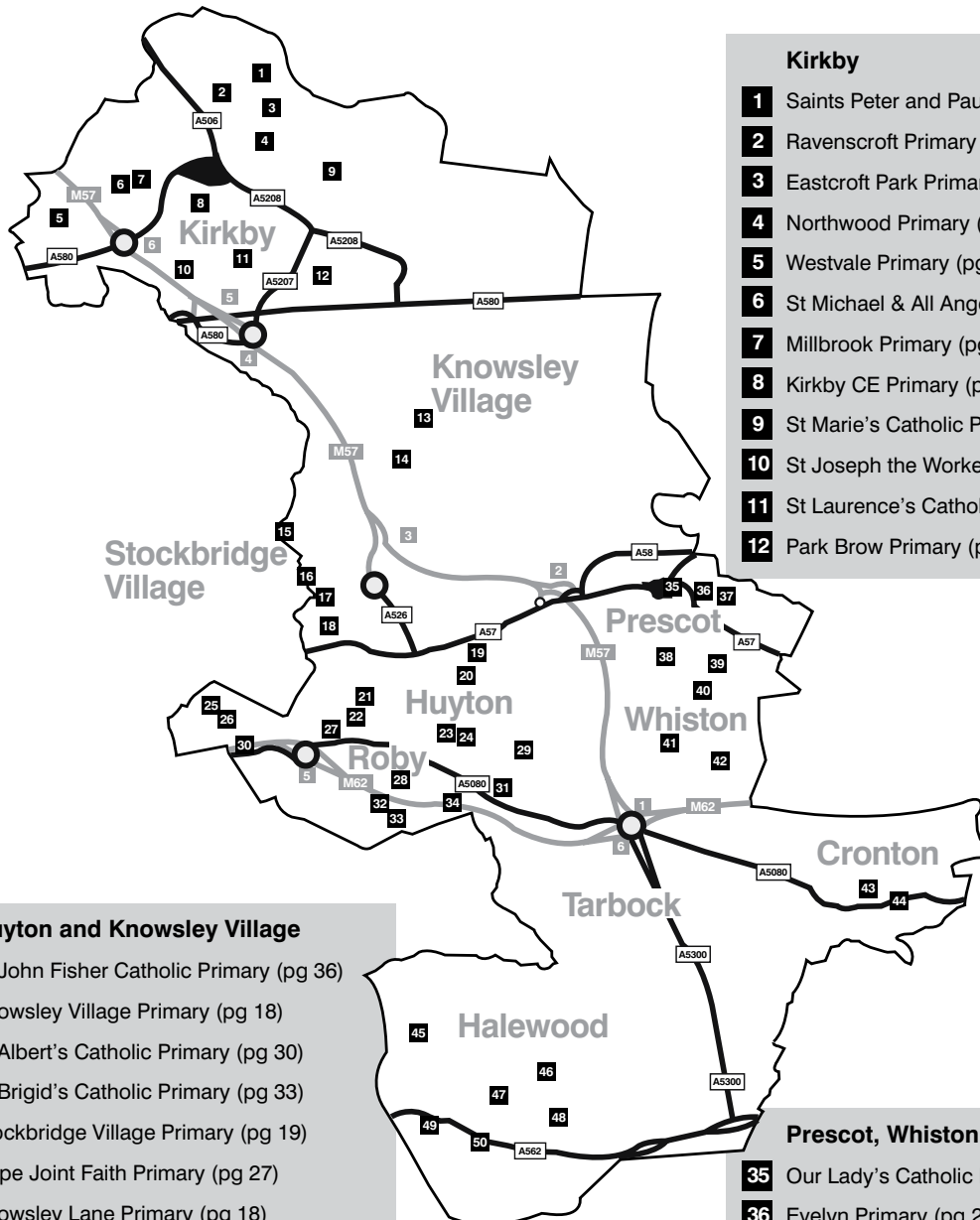
Parents/carers with children in faith school nurseries need to check with school by what date they need to inform them.

If parents/carers do not notify the school of their intentions to defer, it cannot be guaranteed that a continuing place will be available in that school nursery. The nursery place may be re-allocated to a new applicant. It is likely there will be alternative nursery provision available in the area, but not necessarily in the current school.

For children who are not compulsory school age, there is an option of attending reception class on a part-time basis. The individual school will define what part-time means and parents/carers should note that this option will normally only be appropriate for very few children. The local authority recommends discussion with the school once the primary allocation is complete and places have been offered.

Parents/carers of summer born children (1 April - 31 August birthdays) are able to defer starting school for a complete year. **However, if parents/carers wish to keep a place offered during the annual reception allocation process, that place must be taken up before the end of the reception school year.** If the decision was taken not to accept the place within that school year, parents/carers would then need to re-apply for a place for the following school year. If parents/carers decided to re-apply for the following September, they would be applying for a place in Year 1 - the correct chronological age group for their child.

Locations of Knowsley schools



Kirkby

- 1** Saints Peter and Paul Catholic Primary (pg 26)
- 2** Ravenscroft Primary (pg 18)
- 3** Eastcroft Park Primary (pg 17)
- 4** Northwood Primary (pg 17)
- 5** Westvale Primary (pg 18)
- 6** St Michael & All Angels Catholic Primary (pg 25)
- 7** Millbrook Primary (pg 17)
- 8** Kirkby CE Primary (pg 17)
- 9** St Marie's Catholic Primary (pg 24)
- 10** St Joseph the Worker Catholic Primary (pg 22)
- 11** St Laurence's Catholic Primary (pg 23)
- 12** Park Brow Primary (pg 18)

Huyton and Knowsley Village

- 13** St John Fisher Catholic Primary (pg 36)
- 14** Knowsley Village Primary (pg 18)
- 15** St Albert's Catholic Primary (pg 30)
- 16** St Brigid's Catholic Primary (pg 33)
- 17** Stockbridge Village Primary (pg 19)
- 18** Hope Joint Faith Primary (pg 27)
- 19** Knowsley Lane Primary (pg 18)
- 20** St Columba's Catholic Primary (pg 34)
- 21** Park View Primary (pg 19)
- 22** St Aloysius Catholic Primary (pg 31)
- 23** St Joseph's Catholic Primary (pg 37)
- 24** St Aidan's Catholic Primary (pg 29)
- 25** St Margaret Mary's Catholic Junior (pg 39)
- 26** St Margaret Mary's Catholic Infants (pg 38)
- 27** Roby Park Primary (pg 19)
- 28** Huyton with Roby CE Primary (pg 28)
- 29** Mosscroft Primary (pg 19)
- 30** Malvern Primary (pg 19)
- 31** St Gabriel's CE Primary (pg 35)
- 32** Blacklow Brow Primary (pg 18)
- 33** St Anne's Catholic Primary (pg 32)
- 34** The Sylvester Primary (pg 19)

Prescot, Whiston and Cronton

- 35** Our Lady's Catholic Primary (pg 42)
- 36** Evelyn Primary (pg 20)
- 37** Prescot Primary (pg 20)
- 38** St Mary and St Paul's CE Primary (pg 45)
- 39** St Luke's Catholic Primary (pg 44)
- 40** Whiston Willis Primary (pg 20)
- 41** Halsnead Primary (pg 20)
- 42** St Leo's and Southmead Catholic Primary for the community (pg 43)
- 43** Cronton CE Primary (pg 40)
- 44** Cronton Holy Family Catholic Primary (pg 41)

Halewood

- 45** Holy Family Catholic Primary (pg 47)
- 46** Halewood CE Primary (pg 46)
- 47** Plantation Primary (pg 20)
- 48** St Mark's Catholic Primary (pg 49)
- 49** St Andrew The Apostle Catholic Primary (pg 48)
- 50** Yew Tree Primary (pg 20)

Knowsley school details and admission policies

General Information

	Community / controlled page	Voluntary aided page
Kirkby primary schools	17-18	22-26
Huyton and Knowsley Village primary schools	18-19	27-39
Prescot, Whiston and Cronton primary schools	19-20	40-45
Halewood primary schools	20	46-49

All Knowsley primary schools are mixed, taking both boys and girls, and admit pupils from age 4-11 years, except for St Margaret Mary's Infant (4-7 years) and St Margaret Mary's Junior (7-11 years).

There are two types of primary school in Knowsley:

- **Community and Voluntary Controlled Schools** (*includes Kirkby CE for the purpose of the 2015 allocation*)
Knowsley local authority set and apply one admission policy that is used by all community and controlled schools - details of which can be found on page 16
- **Voluntary Aided Schools (Catholic and Church of England schools)**
The governors of each individual school set and apply the individual admission policy - see page 21

Please refer to page 50 of this booklet for details of school allocations for September 2014.

Admission policy

An admission policy is used to decide which children will have priority for places - but only if the school receives more applications than the number of places available. If the school receives fewer or the same number of applications as its admission number everyone gets a place.

Admission number

Each school has an admission number - this is the number of places available in the reception year group. Once the admission number has been reached, the admissions body of the school can not normally admit more children. In many primary schools, the admission number is 30 or a multiple of 30 because, by law, no infant class should normally have more than 30 pupils with one qualified teacher. This is a national requirement and applies to all Knowsley infant and primary schools. Headteachers are responsible for ensuring that classes are organised to comply with this requirement and this is monitored by the local authority. There are some very limited exceptions.

Indicated admission limits

When setting the admission numbers for community and controlled schools, the Local Authority has taken into account the indicated admission limit for each school - a suggested admission number based on the measured teaching space in the school. In some cases, the admission number has been set at a lower level than the indicated admissions limit, this is usually to comply with infant class size requirements - for example, where the indicated admission limit is 32, an admission number of 30 may have been agreed. Similarly, the governors of voluntary aided schools have set their admission numbers to ensure they comply with class size rules.

Pupils with Statements of Special Educational Need (SEN) or Education Health Care Plan (EHCP)

A statement of SEN/EHCP is a document which states the needs and provision to be made for individual pupils who have more needs than the average pupil. Where a pupil has a final statement of SEN/EHCP and the Authority has named a particular school as provision, the child must normally be admitted. Where such pupils are known about at the time of the annual allocation procedures, they will be placed within the admission number, with priority over others.

Knowsley community and voluntary controlled primary schools

Admission policy (oversubscription criteria)

If there are more applicants than the number of places available in a particular school, this is known as being oversubscribed.

If oversubscription occurs, the following criteria will be applied to all applicants in strict priority order to decide how places will be allocated:

1. Children who are cared for by the local authority or who were, in certain circumstances, previously looked after by the local authority. (See note 1)
2. Children for whom the council accepts there are exceptionally strong medical or welfare reasons for admission. (See note 2)
3. Children with a brother or sister already attending the preferred school and who will still be attending at the time of admission. (See note 3)
4. Distance from the child's home to school measured in a straight line. Those nearest the school have priority. (See note 4)

Notes:

1. As re-defined in the revised School Admissions Code 2012 - *'looked after (under Children Act 1989 section 22i) at the time of application and expected time of admission or who were looked after and ceased to be so because they immediately became adopted or subject to a residence order or a special guardianship order'*. Parents/carers who wish to have their child considered under criterion 1 need to provide evidence of this to the local authority at the point of application. Online applicants should post supporting evidence immediately after submission.
2. Strong supporting documentary evidence from an appropriate professional, eg a medical consultant, is normally required for consideration as an exceptional case. The evidence must be directly relevant to admission to the school concerned and explain why the pupil should be admitted. This information should be submitted at the point of application. Online applicants should post supporting evidence immediately after submission. Parents/carers should note the exceptional nature of cases accepted.
3. The brother or sister must be on the school roll at the time of application/allocation and expected to still be on roll at the time of admission. "Brother or sister" includes half/step brothers and sisters as well as fostered and adopted children, provided they live with the same family at the same address. This does not include younger siblings attending the nursery class if the school or cousins/other family relationships.
4. i. This is the address where the child normally lives during the school week - a childminder's/other relative's address etc will not be accepted.
ii. Where a child lives equally between two addresses, the address in receipt of child benefit is normally taken, but the local authority reserves the right to request other proofs as fit the individual circumstances.
iii. The local authority carries out straight line measurements ('as the crow flies') using a computerised Geographical Information System (GIS) based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address.

Tie-break:

If there are more applicants than places within criterion 1, 2 or 3, the distance from home to school, as defined in criterion 4, will be used as a "tie-break".

There may be rare cases where the geographic tie-break does not assist, for example due to twins or siblings from a multiple birth living in the same house or two families in a block of flats. In an infant class, where to admit another pupil would have implications for the class size limit of 30 at any point during the infant years, random selection will be used to determine the allocation of places (however, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code). Where there are no class size implications, an additional place will normally be allocated.

Note: In line with the Knowsley co-ordinated admissions scheme for primary schools, proof of date of birth and home address will normally be requested following the allocation of places. If false information has been given on the application form, a place may be withdrawn. Parents/carers must notify the Admissions Team directly, in writing, of any change of address or other relevant change of circumstance that occurs after they have submitted their application as this may affect their application.

Note: Applicants who have a disability will be considered no less favourably than other candidates in the allocation of places. Schools will make reasonable adjustments to ensure that pupils with disabilities are not at a substantial disadvantage. However, when deciding on a preference, parents/carers should note that the school is not required to provide auxiliary aids and services or to make physical adaptations to buildings.

Knowsley community and voluntary controlled primary school details

All schools listed in this section use the authority's admission policy as stated on page 16.

An asterisk (*) by the school name indicates the school has a nursery class. For more information about nursery education places please contact the individual primary school, request a copy of the Nursery Education leaflet from the Admissions Team on (0151) 443 5142/5143 or contact Early Years Childcare Information Service on 0800 085 2022.

The number on roll is the expected number of children who will be attending in all years (excluding nursery) in September 2014. This information is taken from the May 2014 school census and the 2014 reception allocation. This information is correct at the time of print but is subject to change.

Kirkby

Eastcroft Park Community Primary School*	Admission No. Sept. 2015	30
Hollinghurst Road	Headteacher	Miss J Withey
Towerhill	Telephone	(0151) 477 8210
Kirkby	Website	www.eastcroftpark.co.uk
L33 1EB	Expected no. on roll Sept. 2014	181

This school was oversubscribed for entry to reception class in September 2013

Kirkby Church of England Voluntary Controlled Primary School*	Admission No. Sept. 2015	35
Hall Lane	Headteacher	Miss M Hindmarsh
Kirkby	Telephone	(0151) 477 8510
L32 1TZ	Website	www.kirkyce.webplus.net
	Expected no. on roll Sept. 2014	235

This school was oversubscribed for entry to reception class in September 2011, 2012 and 2014

Millbrook Community Primary School*	Admission No. Sept. 2015	40
Kirkby Row	Headteacher	Ms J Maloney
Westvale	Telephone	(0151) 477 8160
Kirkby	Website	www.millbrook-knowsley.org.uk
L32 0TG	Expected no. on roll Sept. 2014	250

Northwood Community Primary School*	Admission No. Sept. 2015	60
Roughwood Drive	Headteacher	Mr J Hollywood
Northwood	Telephone	(0151) 477 8630
Kirkby	Website	www.northwoodcommunityprimaryschool.co.uk
L33 8XD	Expected no. on roll Sept. 2014	396 (includes DSP)

This school was oversubscribed for entry to reception class in September 2011 and 2013

Park Brow Community Primary School*	Admission No. Sept. 2015	60
Broad Lane	Headteacher	Miss V Roberts
Southdene	Telephone	(0151) 477 8540
Kirkby	Website	www.parkbrowprimary.co.uk
L32 6QH	Expected no. on roll Sept. 2014	395

This school was oversubscribed for entry to reception class in September 2012 and 2014

Ravenscroft Community Primary School*	Admission No. Sept. 2015	30
Ebony Way	Headteacher	Miss J Hegarty
Tower Hill	Telephone	(0151) 477 8290
Kirkby	Website	www.ravenscroftcp.co.uk
L33 1XT	Expected no. on roll Sept. 2014	190

This school was oversubscribed for entry to reception class in September 2011, 2012 and 2013

Westvale Community Primary School*	Admission No. Sept. 2015	30
Melverley Road	Headteacher	Mrs G Holland
Westvale	Telephone	(0151) 477 8470
Kirkby	Website	www.westvaleprimary.co.uk
L32 0RQ	Expected no. on roll Sept. 2014	180

This school was oversubscribed for entry to reception class in September 2012

Huyton and Knowsley Village

Blacklow Brow Community Primary School*	Admission No. Sept. 2015	30
Tarbock Road	Headteacher	Mrs S Walmsley
Huyton	Telephone	(0151) 477 8010
L36 5XW	Website	www.blacklowbrow.co.uk
	Expected no. on roll Sept. 2014	201

This school was oversubscribed for entry to reception class in September 2011, 2012, 2013 and 2014

Knowsley Village Community Primary School*	Admission No. Sept. 2015	25
Sugar Lane	Headteacher	Mrs J Barlow
Knowsley	Telephone	(0151) 289 5349
L34 0ER	Website	www.knowsleyvillageschool.co.uk
	Expected no. on roll Sept. 2014	162

This school was oversubscribed for entry to reception class in September 2012, 2013 and 2014

Knowsley Lane Primary School*	Admission No. Sept. 2015	45
Knowsley Lane	Executive Headteacher	Mr S T Bramwell
Huyton	Headteacher	Mrs C Antwis
Knowsley	Telephone	(0151) 556 9999
L36 8DD	Website	TBC
	Expected no. on roll Sept. 2014	238

Malvern Community Primary School*	Admission No. Sept. 2015	60
Willoughby Road	Headteacher	Mrs J Peach
Huyton	Telephone	(0151) 477 8230
L14 6XA	Website	www.malvernprimaryschool.co.uk
	Expected no. on roll Sept. 2014	385

This school was oversubscribed for entry to reception class in September 2012 and 2013

Mosscroft Community Primary School*	Admission No. Sept. 2015	25
Bedford Close	Headteacher	Mrs P France
Huyton	Telephone	(0151) 477 8190
L36 1XH	Expected no. on roll Sept. 2014	131

Park View Community Primary School*	Admission No. Sept. 2015	45
Twig Lane	Headteacher	Miss R Harrison
Huyton	Telephone	(0151) 477 8120
L36 2LL	Website	www.parkviewhuyton.co.uk
	Expected no. on roll Sept. 2014	244

Roby Park Community Primary School*	Admission No. Sept. 2015	30
Easton Road	Headteacher	Mr S Hatton
Huyton	Telephone	(0151) 477 8340
L36 4NY	Website	www.robyparkprimary.co.uk
	Expected no. on roll Sept. 2014	164

This school was oversubscribed for entry to reception class in September 2012

Stockbridge Village Community Primary School*	Admission No. Sept. 2015	30
The Withens	Headteacher	Mrs J Albertina
Stockbridge Village	Telephone	(0151) 477 8020
L28 1AB	Website	www.stockbridgevillageprimary.co.uk
	Expected no. on roll Sept. 2014	191

The Sylvester Community Primary School*	Admission No. Sept. 2015	30
St John's Road	Headteacher	Mrs J Brown
Huyton	Telephone	(0151) 477 8320
L36 0UX	Website	www.sylvesterprimaryschool.co.uk
	Expected no. on roll Sept. 2014	191

This school was oversubscribed for entry to reception class in September 2012

Prescot, Whiston and Cronton

Evelyn Community Primary School*	Admission No. Sept. 2015	35
Evelyn Avenue	Headteacher	Mrs C Arnold
Prescot	Telephone	(0151) 477 8570
L34 2SP	Website	www.evelyncpschool.co.uk
	Expected no. on roll Sept. 2014	234

This school was oversubscribed for entry to reception class in September 2011, 2012 and 2013

Halsnead Community Primary School*	Admission No. Sept. 2015	60
Pennywood Drive	Headteacher	Mrs A Abdous
Whiston	Telephone	(0151) 477 8130
L35 3TX	Website	www.halsnead.co.uk
	Expected no. on roll Sept. 2014	346

This school was oversubscribed for entry to reception class in September 2012

Prescot Community Primary School*

Maryville Road
Prescot
L34 2TA

Admission No. Sept 2015
Headteacher
Telephone
Website
Expected no. on roll Sept. 2014

60
Mr S George
(0151) 432 7100
www.prescotprimary.org.uk
385

This school was oversubscribed for entry to reception class in September 2011, 2012 and 2013

Whiston Willis Community Primary School*

Milton Avenue
Whiston
L35 2XY

Admission No. Sept. 2015
Headteacher
Telephone
Website
Expected no. on roll Sept. 2014

40
Mrs S Goulding
(0151) 477 8270
www.whistonwillis.com
256

This school was oversubscribed for entry to reception class in September 2012 and 2014

Halewood**Plantation Community Primary School***

Hollies Road
Halewood
L26 0TH

Admission No. Sept. 2015
Headteacher
Telephone
Website
Expected no. on roll Sept. 2014

90
Mr I Hardman
(0151) 487 5678
www.plantationschool.co.uk
532

Yew Tree Community Primary School*

The Avenue (off Wood Road)
Halewood
L26 1UU

Admission No. Sept. 2015
Headteacher
Telephone
Website
Expected no. on roll Sept. 2014

30
Mr M Copping
(0151) 477 8950
www.yewtreeknowsley.co.uk
202

Knowsley voluntary aided primary schools

The schools listed in this section are either Catholic or Church of England primary schools. Each school has an individual admission policy which is the responsibility of the school governors. A summary of each policy is given, but parents/carers can obtain full details from the individual schools. The Governing Bodies of the schools listed in this section have agreed to follow the local authority's coordinated scheme for admission to primary school.

Please note:

In the admission policies of the Catholic schools listed in this section, the definition of a 'Baptised Catholic' (as defined by the Liverpool Archdiocese) is normally as follows:

"any child who, before the date of application, is a Baptised Catholic or who, having been Baptised into another Christian denomination whose baptisms are recognised by the Catholic Church, has subsequently been formally received into the Catholic Church"

With the exception of St Gabriel's Church of England Primary School, all Knowsley voluntary aided primary schools who use home to school distance as an element of their oversubscription criteria have opted to use the measurement system employed by the local authority. This means a straight line measurement (as the crow flies) using a computerised Geographical Information System (GIS) based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address.

Knowsley Catholic schools - supplementary form

If you are a Knowsley resident completing the Knowsley local authority application form, you do not need to complete a supplementary form for any Knowsley Catholic primary school, as the local authority application form includes all the information that Knowsley Catholic primary schools require to apply their policies.

If you are resident in another authority area and are naming Knowsley Catholic primary schools as preference(s), your home authority application form may not request all the information required by Knowsley primary schools to apply their policies. You should complete a Knowsley Catholic primary school supplementary form to provide faith information if you wish for your application to be considered under the faith criteria of the school policy.

There is one standard supplementary form used by all Knowsley Catholic primary schools - this can be obtained from any Knowsley Catholic primary school, by contacting the Admissions Team to request a copy or can be downloaded from the Knowsley website www.knowsley.gov.uk/schooladmissions

Knowsley Church of England Schools - supplementary form

Most Knowsley Church of England primary schools give some priority based on church affiliation/attendance and have a supplementary form so that, any applicant naming a Knowsley Church of England primary school as a preference, who wishes to provide information for consideration under such criteria, can do so. Each school has its own individual supplementary form and these can be obtained from the individual school, by contacting the Admissions Team to request a copy or can be downloaded from the Knowsley website www.knowsley.gov.uk/schooladmissions

An asterisk () by the school name indicates the school has a nursery class. For more information about nursery education places please contact the individual primary school, request a copy of the Nursery Education leaflet from the Admissions Team on (0151) 443 5142/5143 or contact Early Years Childcare Information Service on 0800 085 2022.*

The number on roll is the expected number of children who will be attending in all years (excluding nursery) in September 2014. This information is taken from the May 2014 school census and the 2014 reception allocation. This information is correct at the time of print but is subject to change.

Kirkby

St Joseph the Worker Catholic Primary School*

Bewley Drive
Southdene
Kirkby
L32 9PF

Admission No. Sept. 2015	30
Headteacher	Mrs J Ryan
Telephone	(0151) 477 8170
Website	www.stjosephtheworkercps.co.uk
Expected no. on roll Sept. 2014	201

This school was oversubscribed for entry to reception class in September 2012 and 2014

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children) including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the former parish of St Joseph the Worker or part of Holy Name parish, Fazakerley, covered by Knowsley local authority. (See note 1)
3. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
4. Baptised Catholic children living in the present new parish of St Joseph and St Laurence. (See note 1)
5. Baptised Catholic children living in other Catholic parishes. (See note 1)
6. Children who are other than Catholic who are in the care of the Local authority (looked after children), including children who were previously looked after*.
7. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
8. Children from other Christian denominations. (See note 3)
9. Children of other faiths. (See note 3)
10. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code).

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic Schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 8 or 9 should answer the questions in section 4 of the Local Authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

St Laurence's Catholic Primary School*

Leaside Avenue
Southdene
Kirkby
L32 9QX

Admission No. Sept. 2015

Headteacher

Telephone

Website

Expected no. on roll Sept. 2014

50

Mr P Cronin

(0151) 546 4733

www.stlaurences.co.uk

347

This school was oversubscribed for entry to reception class in September 2011, 2012, 2013 and 2014

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the former parish of St Laurence. (See note 1)
3. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
4. Baptised Catholic children living in the former parish of St Joseph. (See note 1)
5. Baptised Catholic children living in other Catholic parishes. (See note 1)
6. Children who are other than Catholic who are in the care of the local authority (looked after children), including children who were previously looked after*.
7. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
8. Children from other Christian denominations. (See note 3)
9. Children of other faiths. (See note 3)
10. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code).

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 8 or 9 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

St Marie's Catholic Primary School*

Bigdale Drive
Northwood
Kirkby
L33 6XL

Admission No. Sept. 2015

Headteacher

Telephone

Website

Expected no. on roll Sept. 2014

40

Ms P Cooney

(0151) 477 8480

www.stmariescps.org.uk

234

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the designated parish of St Mary, Mother of God. (See note 1)
3. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
4. Baptised Catholic children living in other Catholic parishes. (See note 1)
5. Children who are other than Catholic who are in the care of the local authority (looked after children), including children who were previously looked after*.
6. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
7. Children from other Christian denominations. (See note 3)
8. Children of other faiths. (See note 3)
9. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 7 or 8 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

**St Michael and All Angels
Catholic Primary School***

Sidney Powell Avenue
Westvale
Kirkby
L32 0TP

Admission No. Sept. 2015	60
Headteacher	Miss L Bowman
Telephone	(0151) 477 8400
Website	www.smaaa.info
Expected no. on roll Sept. 2014	325

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the parishes of St Michael and All Angels and St Kentigen's. (See note 1)
3. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission.(See notes 1 & 2)
4. Baptised Catholic children living in other Catholic parishes. (See note 1)
5. Children who are other than Catholic who are in the care of the Local authority (looked after children), including children who were previously looked after*.
6. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
7. Children from other Christian denominations. (See note 3)
8. Children of other faiths. (See note 3)
9. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 7 or 8 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

Saints Peter & Paul Catholic Primary School*	Admission No. Sept. 2015	45
Moorfield	Headteacher	Mrs J Mousley
Tower Hill	Telephone	(0151) 477 8205
Kirkby	Website	www.saintspeterandpaulcps.org.uk
L33 1DZ	Expected no. on roll Sept. 2014	290

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the designated Parish of Saints Peter and Paul. (See note 1)
3. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
4. Baptised Catholic children living in other Catholic parishes. (See note 1)
5. Children who are other than Catholic who are in the care of the Local authority (looked after children), including children who were previously looked after*.
6. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
7. Children from other Christian denominations. (See note 3)
8. Children of other faiths. (See note 3)
9. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 7 or 8 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

Huyton and Knowsley Village

Hope Primary A Joint Catholic & Church of England School*

Lordens Road
Huyton
L14 8UD

Admission No. Sept. 2015
Executive Headteacher
Telephone
Website
Expected no. on roll Sept. 2014

60
Mrs B Basnett
(0151) 477 8300
www.hopeprimary.com
244

Main section of 2015 admission policy (oversubscription criteria):

1. Children who are in the care or interim care of a local authority (looked after children), including children who were previously looked after*.
2. Children with a sibling in the school. (See note 1)
3. Children living in the New Deal for Communities area and/or baptised Catholic children living in the area of the Catholic parish of St Dominic. (Maps of the two relevant areas are available from school)
4. Children who are baptised into the Church of England
5. Other children whose parents express a preference for a place

Where a tie-break is required within or following criteria 1, 2, 3, 4 and 5, the following distance tie-break will be used.

Children living nearest the primary school will have priority. This is measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Confirmation of any information supplied may be requested and places may be withdrawn if no proof is available or if false information is provided.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters, provided they live with the same family at the same address. They should be on roll at the time of application and at the time of expected admission.

Note 2 Section 4 on the Knowsley common application form has a number of questions to be completed by applicants who wish to be considered under criteria which require information about religious affiliation. Parent's who wish to submit information about their religious affiliation, should complete the question(s) relevant to their application. The information provided will be used in the allocation process. Applications where the relevant questions in section 4 are not completed will still be considered on the information given in the rest of the form.

A supplementary form is available from the school for non-Knowsley residents whose home authority application form does not have a section with the required information. If in doubt, applicants should check carefully with the school what information is required before applying.

**Huyton with Roby Church of England
Primary School***

Rupert Road
Huyton
L36 9TF

Admission No. Sept. 2015

Headteacher

Telephone

Website

Expected no. on roll Sept. 2014

60

Mrs J Stratford

(0151) 477 8460

www.huytonwithrobbyce.co.uk

394

This school was oversubscribed for entry to reception class in September 2012 and 2013

Main section of 2015 admission policy (oversubscription criteria):

1. Children in the care of the local authority. This includes any 'looked after child' and any child who was previously looked after but immediately after became subject to an adoption, residence or special guardianship order*.
2. Children whose parents worship regularly at St Michael's Church, Huyton; St Bartholomew's Church, Roby and Trinity Church, Huyton. (See note 1)
3. Children whose parents worship regularly at other Christian churches. (See note 1)
4. Children who have an older brother or sister on roll at the time of application and who will still be attending the school at the time of their admission. This includes full, half or step brothers and sisters, foster brothers or sisters and children who are living at the same address and are part of the same family unit.
5. Other applicants.

In the event of a tie-break within any of the criteria, children living the shortest distance from the school will have priority; this is measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. If there are two or more children who have exactly the same distance measurement, random selection will be applied.

Where the distance tiebreak does not assist due to twins or siblings from a multiple birth wanting admission and only a single place left within the admission number, the governing body will exercise as much flexibility as possible within the requirements of infant class size.

Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application.

Note 1 Regular attendance is taken to mean a minimum of fortnightly attendance at church or public worship for at least the year prior to 1st September in the year before admission to school. Proof of regular attendance of a parent or guardian must be provided by a member of the clergy or other designated church officer by completion of the school's supplementary information form.

If parents or carers choose to complete the school's supplementary form it is their responsibility to return it to the school by the closing date. Where no supplementary form has been received, applicants will be considered according to the information provided on the local authority common application form.

St Aidan's Catholic Primary School*

Adswood Road
Huyton
L36 7XR

Admission No. Sept. 2015	30
Headteacher	Miss M Kenneway
Telephone	(0151) 477 8370
Website	www.staidanscatholicprimary.com
Expected no. on roll Sept. 2014	186

This school was oversubscribed for entry to reception class in September 2012

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the designated Parish of St Aidan. (See note 1)
3. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
4. Baptised Catholic children living in other Catholic parishes. (See note)
5. Children who are other than Catholic who are in the care of the local authority (looked after children), including children who were previously looked after*.
6. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
7. Children from other Christian denominations. (See note 3)
8. Children of other faiths. (See note 3)
9. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 7 or 8 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

St Albert's Catholic Primary School*

Steers Croft
Stockbridge Village
L28 8AJ

Admission No. Sept. 2015

Headteacher

Telephone

Website

Expected no. on roll Sept. 2014

30

Mrs L McEvoy

(0151) 477 8560

www.stalbertsprimary.co.uk

148

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the designated parish of St Albert. (See note 1)
3. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
4. Baptised Catholic children living in other Catholic parishes. (See note 1)
5. Children who are other than Catholic who are in the care of the local authority (looked after children), including children who were previously looked after*.
6. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
7. Children from other Christian denominations. (See note 3)
8. Children of other faiths. (See note 3)
9. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 7 or 8 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

St Aloysius Catholic Primary School*

Twig Lane
Huyton
L36 2LF

Admission No. Sept. 2015
Headteacher
Telephone
Website
Expected no. on roll Sept. 2014

45
Miss S Wrigley
(0151) 477 8110
www.stalloysius.co.uk
289

This school was oversubscribed for entry to reception class in September 2012

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the parish of St Aloysius who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
3. Baptised Catholic children living in the parish of St Aloysius. (See note 1)
4. Baptised Catholic children living in other Catholic parishes who have a brother or a sister at the school at the time of likely admission. (See notes 1 and 2)
5. Baptised Catholic children living in other Catholic parishes. (See note 1)
6. Children who are other than Catholic who are in the care of the local authority (looked after children), including children who were previously looked after*.
7. Children of staff members. (See note 5)
8. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
9. Children from other Christian denominations. (See note 3)
10. Children of other faiths. (See note 3)
11. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 9 or 10 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

Note 5 Where the staff member has been employed by the governors for two or more years at the time of application (this does not include any person employed by a third party under a SLA) or recruited to fill a vacant post for which there is a demonstrable skill shortage.

St Anne's Catholic Primary School

Marina Crescent
Huyton
L36 5XL

Admission No. Sept. 2015	40
Headteacher	Mrs M Keating
Telephone	(0151) 477 8260
Website	www.stannesprimaryknowsley.co.uk
Expected no. on roll Sept. 2014	279

This school was oversubscribed for entry to reception class in September 2011, 2012, 2013 and 2014

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children who live in the parish of St Agnes and have a brother or sister at the school at the time of likely admission. (See notes 1 & 2)
3. Baptised Catholic children who live in the parish of St Agnes. (See note 1)
4. Other Baptised Catholic children who have a brother or sister at the school at the time of likely admission. (See notes 1 & 2)
5. Baptised Catholic children living in other Catholic parishes. (See note 1)
6. Children who are other than Catholic who are in the care of the local authority (looked after children), including children who were previously looked after*.
7. Children who are other than Catholic who have a brother or sister at the school at the time of likely admission. (See note 2)
8. Children from other Christian denominations. (See note 3)
9. Children of other faiths. (See note 3)
10. Children whose parents express a preference for a place at the school.

In the event of any oversubscription in the number of applications made under any one of criteria 2-4, then the admissions committee will use random selection to determine the allocation of places.

In the event of any over-subscription in the number of applications made under criteria 5-10, then the admissions committee will offer places first to children living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a Local Authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 8 or 9 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

St Brigid's Catholic Primary School

Waterpark Drive
Stockbridge Village
L28 7RE

Admission No. Sept. 2015

Headteacher

Telephone

Website

Expected no. on roll Sept. 2014

30

Mrs R Tyler

(0151) 477 8150

www.stbrigidprimary.co.uk

174

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the designated parish of St Albert. (See note 1)
3. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
4. Baptised Catholic children living in other Catholic parishes. (See note 1)
5. Children who are other than Catholic who are in the care of the local authority (looked after children), including children who were previously looked after*.
6. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
7. Children from other Christian denominations. (See note 3)
8. Children of other faiths. (See note 3)
9. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 7 or 8 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

St Columba's Catholic Primary School*	Admission No. Sept. 2015	30
Hillside Road	Headteacher	Miss M Evans
Huyton	Telephone	(0151) 477 8360
L36 8BL	Website	www.stcolumbasknowsley.co.uk
	Expected no. on roll Sept. 2014	191

This school was oversubscribed for entry to reception class in September 2011 and 2013

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the parish of St Columba who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
3. Baptised Catholic children living in the parish of St Columba. (See note 1)
4. Baptised Catholic children living in other Catholic parishes who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
5. Baptised Catholic children living in other Catholic parishes. (See note 1)
6. Children who are other than Catholic who are in the care of the local authority (looked after children), including children who were previously looked after*.
7. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
8. Children from other Christian denominations. (See note 3)
9. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criterion 8 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

**St Gabriel's Church of England
Primary School***

Ellis Ashton Street
Huyton
L36 6BH

Admission No. Sept. 2015	30
Headteacher	Mrs K Sawyer
Telephone	(0151) 477 8250
Website	www.stgabrielshuyton.info
Expected no. on roll Sept. 2014	198

This school was oversubscribed for entry to reception class in September 2011 and 2012

Main section of 2015 admission policy (oversubscription criteria):

1. Children in care or previously in care. (See note 1)
2. Children whose parent(s) are committed members of and who regularly attend worship at St Gabriel's Parish Church, Huyton Quarry. (See note 2)
3. Children whose parent(s) or carers wish them to have a faith based education, and who regularly attend worship at their own church within the parish of Huyton Quarry (a map is available for inspection from the Vicar).
4. Children with a brother or sister already attending St Gabriel's school at the proposed date of admission. (See note 4)
5. Children living nearest to the main entrance of the school in Ellis Ashton Street, measured using a computerised mapping system, limited to adopted pathways and highways maintained by the local authority.

Where it is necessary to choose between applicants in a particular category, priority will be determined on the basis of distance using the same method as in criterion 5 with the highest priority being given to children living closest to the school. If distance cannot distinguish between applicants, random selection will be used.

Where the distance tie-break does not assist due to twins or siblings from a multiple birth wanting admission and only a single place left within the admission number, the governing body will exercise as much flexibility as possible within the requirements of infant class size.

Note 1 This includes any 'looked after child' as defined in S.22 of the children's act 1989 and any child who was previously looked after but immediately after became subject to an adoption, residence or special guardianship order. Evidence would be required at the time of application.

Note 2 Regular attendance at worship shall mean attendance at a Sunday church service (for a period of at least 6 months immediately prior to application) 2 out of 4 weeks in a month excluding vacations. Ministerial references must be submitted at the time of application (directly to the school) as evidence to support admission under criteria 2 and 3 using the schools own supplementary information form.

Note 3 Parent shall also mean legal guardian.

Note 4 Children are siblings if they are half or full brother/sister; they are adoptive brother/sister; they are children of the same household.

St John Fisher Catholic Primary School

Tithebarn Road
Knowsley Village
L34 0HA

Admission No. Sept. 2015	30
Headteacher	Mrs J Farrimond
Telephone	(0151) 477 8590
Website	www.stjohnfishercatholicprimary.uk.org
Expected no. on roll Sept. 2014	184

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the designated parish of St John Fisher. (See note 1)
3. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
4. Baptised Catholic children living in other Catholic parishes. (See note 1)
5. Children who are other than Catholic who are in the care of the local authority (looked after children), including children who were previously looked after*.
6. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
7. Children from other Christian denominations. (See note 3)
8. Children of other faiths. (See note 3)
9. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 7 or 8 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

St Joseph's Catholic Primary School

Edenfield Crescent
Huyton
L36 6DS

Admission No. Sept. 2015
Headteacher
Telephone
Website
Expected no. on roll Sept. 2014

30
Mr C Newstead
(0151) 489 4072
www.stjosephshuyton.co.uk
186

This school was oversubscribed for entry to reception class in September 2011

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the designated parish of St Aidan. (See note 1)
3. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
4. Baptised Catholic children living in other Catholic parishes. (See note 1)
5. Children who are other than Catholic who are in the care of the local authority (looked after children), including children who were previously looked after*.
6. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
7. Children from other Christian denominations. (See note 3)
8. Children of other faiths. (See note 3)
9. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 7 or 8 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

St Margaret Mary's Catholic Infant School*	Admission No. Sept. 2015	120
Pilch Lane	Headteacher	Mrs J Dunn
Huyton	Telephone	(0151) 228 4024
L14 0JG	Website	www.stmargaretmarysinfant.com
	Expected no. on roll Sept. 2014	470

This school was oversubscribed for entry to reception class in September 2012 and 2013

Main section of 2014 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the designated parish of St Margaret Mary. (See note 1)
3. Baptised Catholic children who have a brother or a sister at the Infant or Junior school at the time of likely admission. (See notes 1 & 2)
4. Baptised Catholic children living in other Catholic parishes. (See note 1)
5. Children who are other than Catholic who are in the care of the local authority (looked after children), including children who were previously looked after*.
6. Children who are other than Catholic who have a brother or a sister at the Infant or Junior school at the time of likely admission. (See note 2)
7. Children from other Christian denominations. (See note 3)
8. Children of other faiths. (See note 3)
9. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 7 or 8 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

St Margaret Mary's Catholic Junior School	Admission No. Sept. 2015	120
Pilch Lane	Interim Headteacher	Mrs M Armstrong
Huyton	Telephone	(0151) 477 8490
L14 0JG	Website	www.smmj.co.uk
	Expected no. on roll Sept. 2014	473

Please note: St Margaret Mary's operate as separate infant and junior schools, but they are located on adjacent sites. In these schools, children normally transfer to the junior school in the September following their seventh birthday. (See page 13 for application details.)

This school was oversubscribed for entry to year 3 in September 2011

Main section of 2015 admission policy (oversubscription criteria):

- Children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
- Children on roll in St Margaret Mary's Catholic Infant School as at 15 January 2015 and still on roll at the time of allocation of places.
In the event that applications exceed the number of places available within this criterion, priority will be given to:
 - Baptised Catholic children living in the parish of St Margaret Mary. (See note 1)
 - Baptised Catholic children who have a brother or sister at the infant or junior school at the time of admission. (See notes 1 and 2)
 - Baptised Catholic children from other Catholic parishes. (See note 1)
 - Other children.
- Baptised Catholic children living in the parish of St Margaret Mary. (See note 1)
- Baptised Catholic children who have a brother or a sister at the infant or junior school at the time of likely admission. (See notes 1 & 2)
- Baptised Catholic children from other Catholic parishes. (See note 1)
- Children who are other than Catholic who have a brother or sister at the infant or junior school at the time of likely admission. (See note 2)
- Children from other Christian denominations. (See note 3)
- Children of other faiths. (See note 3)
- Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places.

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 7 or 8 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

Prescot, Whiston and Cronton

Cronton Church of England Primary School*	Admission No. Sept. 2015	30
Smithy Lane	Headteacher	Mrs S Thomson
Cronton	Telephone	(0151) 424 3881
WA8 5DF	Website	www.cronton.wordpress.com
	Expected no. on roll Sept. 2014	211

This school was oversubscribed for entry to reception class in September 2011, 2012, 2013 and 2014

Main section of 2015 admission policy (oversubscription criteria):

1. Children who are cared for by a Local Authority or previously cared for by a local authority. (See note 1)
2. Children of families resident in Cronton Village at the time of allocation. (See note 2)
3. Brothers and sisters of children who are on roll at the time of allocation and are expected to be attending the school at the start of the academic year in which the proposed new child entrant will start. (See note 3)
4. Children of parents/carers who attend worship at Cronton CE Mission Church or St Luke's Church, Farnworth. (See note 4)
5. Children of parents/carers who attend worship at other Anglican Churches. (See note 4)
6. Children of parents/carers who attend worship of another Christian denomination. (See note 4)
7. Children living nearest the school. The distance from home to school is measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address.

Should there be more applicants than places within any of criteria 1 to 6 above, the Governors will use the distance from home to school, as stated in criterion 7 above, as a tie-break.

In the rare cases where a distance tie-break does not assist, for example, two children with the same distance measurement, random selection will be employed.

Where there are siblings of multiple birth (eg twins, triplets) wanting admission and there are not sufficient places remaining within the admission number for all siblings to be admitted, the Governing body will exercise as much flexibility as possible within the requirements of infant class size legislation.

Note 1 This includes any child who was 'looked after' by a local authority immediately prior to being adopted or becoming subject to a residence or special guardianship order. Evidence of looked after or previously looked after status should be submitted at the point of application.

Note 2 Cronton Village means the area inside the boundary marked on the map of the defined area agreed by the governing body and is available in school for parents/carers to view by request.

Note 3 Brothers and sisters includes half /step brothers and sisters as well as fostered and adopted children, provided they live at the same family address. This does not include cousins or other family relationships.

Note 4 'Parents who attend worship' is normally taken to mean a minimum of monthly attendance at church for a minimum of 12 months prior to the closing date for applications. This excludes school based worship that takes place during the school week. Applicants who wish to provide information to be considered under criteria 4, 5 or 6 should note that the form confirming regular attendance should be completed by the appropriate minister and returned with the original application. It is the responsibility of the applicant to return the form to the school by the closing date. The Governors reserve the right to contact the minister in order to verify the authenticity of the completed form.

Note 5 An offer of a place is subject to applicants providing evidence of information stated on the application form. Where there is shared parenting, the address of the parent in receipt of Child Benefit will be considered to be the home address.

Holy Family Catholic Primary School

Hall Lane
Cronton
WA8 5DW

Admission No. Sept. 2015

Headteacher

Telephone

Website

Expected no. on roll Sept. 2014

30

Mrs J Cook-Hannah

(0151) 424 3926

www.holyfamilycronton.co.uk

205

This school was oversubscribed for entry to reception class in September 2011, 2012, 2013 and 2014

Main section of 2015 admission policy (oversubscription criteria):

1. Children who are in the care of the local authority (looked after children), including children who were previously looked after*.
2. Baptised Catholic children living in the parishes of Holy Family and St Pius X who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
3. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
4. Baptised Catholic children living in the parishes of Holy Family and St Pius X. (See note 1)
5. Children who are other than Catholic who have a brother or sister at the school at the time of likely admission. (See note 2)
6. Baptised Catholic children living in other Catholic parishes. (See note 1)
7. Children from other Christian denominations. (See note 3)
8. Children of other faiths. (See note 3)
9. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 7 or 8 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

Our Lady's Catholic Primary School*

Ward Street
Prescot
L34 6JJ

Admission No. Sept. 2015

Headteacher

Telephone

Website

Expected no. on roll Sept. 2014

30

Mr H Boyle

(0151) 477 8220

www.ourladysprescot.com

205

This school was oversubscribed for entry to reception class in September 2011, 2012 and 2013

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1).
2. Baptised Catholic children living in the designated parishes of Our Lady Immaculate and St Joseph, Prescot and Our Lady Help of Christians, Portico who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
3. Baptised Catholic children living in the designated parishes of Our Lady Immaculate and St Joseph, Prescot and Our Lady Help of Christians, Portico. (See note 1)
4. Baptised Catholic children living in other Catholic parishes who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
5. Baptised Catholic children living in other Catholic parishes. (See note 1)
6. Children who are other than Catholic who are in the care of the local authority (looked after children), including children who were previously looked after*.
7. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
8. Children from other Christian denominations. (See note 3)
9. Children of other faiths. (See note 3)
10. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 8 or 9 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

**St Leo's & Southmead Catholic Primary
School Serving the Community***

Lickers Lane
Whiston
L35 3SR

Admission No. Sept 2015
Headteacher
Telephone
Website
Expected no. on roll Sept. 2014

30
Mrs J Grundy
(0151) 477 8410
www.stleossouthmead.co.uk
193

Main section of 2015 admission policy (oversubscription criteria):

1. Children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2.
 - i. Baptised Catholic children living in the geographical parish area of St Leo's.
 - ii. Non Catholic children who live in the geographical parish area community.
3. Children who have a brother or a sister attending the school at the time of likely admission.
4.
 - i. Baptised Catholic children from other parishes.
 - ii. Children who are baptised in other Christian denominations.
 - iii. Children of other faiths or denominations who on their application form state in the reasons section to which faith they belong.
5. Other applicants.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address.

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a Local Authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 4ii or 4iii should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

St Luke's Catholic Primary School*

Shaw Lane
Prescot
L35 5AT

Admission No. Sept. 2015
Headteacher
Telephone
Website
Expected no. on roll Sept. 2014

35
Mr A Crist
(0151) 477 8580
www.stluke.knowsley.sch.uk
192

This school was oversubscribed for entry to reception class in September 2012

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic looked after children and previously looked after children*.
2. Baptised Catholic children living in the designated parish of St Luke the Evangelist. (See note 1)
3. Baptised Catholic children who have a brother or a sister at the school at the time of likely admission. (See notes 1 & 2)
4. Baptised Catholic children living in other Catholic parishes. (See note 1)
5. Children who are looked after and previously looked after who are other than Catholic*.
6. Children who are other than Catholic who have a brother or a sister at the school at the time of likely admission. (See note 2)
7. Children from other Christian denominations. (See note 3)
8. Children of other faiths. (See note 3)
9. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 7 or 8 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

**St Mary & St Paul's
Church of England Primary School***
Bryer Road
Prescot
L35 5DN

Admission No. Sept. 2015	30
Headteacher	Mr N Dixon
Telephone	(0151) 426 6869
Website	www.stmaryandstpauls.org.uk
Expected no. on roll Sept. 2014	183

Main section of 2015 admission policy (oversubscription criteria):

1. Children in the care of a local authority or previously in the care of a local authority. (See note 1)
2. Children who already have a brother or sister in the school at the time of the proposed admission. (See note 2)
3. Children whose parents/carers worship regularly at either The Parish Church of St Mary the Virgin, Prescot or St Paul's Church, Prescot. (See note 3)
4. Children whose parents/carers worship regularly at any other Christian Church that is a member of 'Churches Together in England'. (See note 3)
5. Other children.

Where it is necessary to distinguish between applicants in a particular category, children living nearest the school, as measured in a straight line by the computerised measuring system used by the local authority will have priority. On the rare occasions when the distance tie-break does not assist, random selection will be used to determine the allocation of places.

Where there are siblings of multiple birth (eg twins, triplets) wanting admission and there are not sufficient places remaining within the admission number for all siblings to be admitted, the Governing body will exercise as much flexibility as possible within the requirements of infant class size legislation.

Note 1 Evidence that a child is looked after or previously looked after status must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the Children's Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order

Note 2 'Brothers or sisters' will be considered to include half/step brothers and sisters, foster children and children living at the same address who are considered to be family members.

Note 3 'Worshipping regularly' is taken to mean a minimum of monthly attendance at scheduled church services for a period of at least six months prior to the closing date for applications. For applications being made under criteria 3 or 4, parents/carers should complete the school's supplementary information form, which must be signed by a member of the clergy at their church and then returned directly to the school before the closing date for applications.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

Halewood

Halewood Church of England Primary School*

Church Road
Halewood
L26 6LB

Admission No. Sept. 2015	30
Headteacher	Mr D Smith
Telephone	(0151) 487 5673
Website	www.halewoodcofe.co.uk
Expected no. on roll Sept. 2014	209

This school was oversubscribed for entry to reception class in September 2011, 2012, 2013 and 2014

Main section of 2015 admission policy (oversubscription criteria):

1. Children in the care of a local authority or previously in the care of a local authority. (See note 1)
2. Children with a brother or sister in school at the time of admission (this includes half brothers and sisters, foster children and step siblings living at the same address).
3.
 - i. Children of parents/carers who are regular worshipping members of Halewood St Nicholas' or St Mary's Churches and are resident within the ecclesiastical parish of Halewood. (See note 2)
 - ii. Children of parents/carers who are regular worshipping members of St Hilda's Church, Hunts Cross, and are resident within the ecclesiastical parish of Halewood. (See note 2)
 - iii. Children of parents/carers who are regular worshipping members of another Anglican Church and are resident within the ecclesiastical parish of Halewood. (See note 2)
4. Children of parents/carers who are regular worshipping members of another Christian church for which there is no denominational education available within the ecclesiastical parish of Halewood and are resident within the ecclesiastical parish of Halewood. (See note 2)
5. Children living the shortest distance from the school. This will be measured from the school to the child's home address in a straight line "as the crow flies". The measurement is done by the authority's computerised measuring system using co-ordinate points.

Where it is necessary to distinguish between applicants in categories 1, 2 and 5 children living the shortest distance from school will have priority; this will be measured from the school to the child's home address in a straight line "as the crow flies". The measurement is done by the authority's computerised system using co-ordinate points. In rare cases where the distance tie-break does not assist, eg if there are 2 or more children at the same address or 2 or more children who have a different address but the same distance measurement, priority will be given according to random selection.

In the exceptional circumstance where there are siblings from a multiple birth requesting admission and there are insufficient places left within the admission number to admit them all, then the governing body will normally offer places up to a maximum class size of 32 (under the provisions of para 2.15 of the 2012 School Admissions Code).

Note 1 This includes any 'looked after child' and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. Evidence of looked after or previously looked after status must be submitted at the point of application.

Note 2 Parents/carers are asked to substantiate their church connection by filling in an additional form, which can be obtained from the school or the authority or found on the school website. This form requires Clergy verification of 'regular' worship 'Regular' is defined as two out of four weeks in a month, excluding vacations, for a minimum of two years. If a tie-break within these categories is needed, priority will be given to those who have been regular worshippers for the longest period of time. A map detailing the parish boundaries can be inspected in the school or parish office. Children who do not meet criteria 3 or 4 will be considered under criterion 5.

The definition of 'Christian church' as stated in criterion 4 is 'an assembly of Christian believers who accept the doctrine of the Trinity and the Bible as the source of Christian faith.'

Any offer of a school place is subject to the parent/carer providing relevant proof documents of information they have stated on the application form. If the documents cannot be provided, or if false information has been given, the offer of a place may be withdrawn.

Holy Family Catholic Primary School
Serving the Community*

Arncliffe Road
Halewood
L25 9PA

Admission No. Sept. 2015	40
Headteacher (from Jan 2015)	Mrs G Holland
Telephone	(0151) 282 8971
Website	www.holyfamilyhalewood.org.uk
Expected no. on roll Sept. 2014	269

This school was oversubscribed for entry to reception class in September 2011, 2012, 2013 and 2014

Main section of 2015 admission policy (oversubscription criteria):

1. Children who are looked after by a local authority, including previously looked after children, with priority within this group to baptised Catholic children.
2. Up to a maximum of 30 places will then be allocated with the following priorities:
 - i. Baptised Catholic children with a brother or sister on roll at the time of 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.
 - ii. Baptised Catholic children living in the defined part of the parish of St John Vianney as bounded by the streets stated. (See notes)
 - iii. Other baptised Catholic children.
3. Up to a maximum of 10 places will be allocated with the following priorities:
 - i. Children other than Catholic with a brother or sister on roll 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.
 - ii. Children other than Catholic living in the defined part of the parish of St John Vianney as bounded by the streets stated. (See notes).

Where places still remain available:

4. Children with proven exceptional medical or social needs (appropriate evidence from a professional must be submitted with the application)
5. Other applicants.

Where a tie-break is necessary either within any one of the criteria or following their application, the distance from home to school will be used. Those living nearest the school, measured as the crow flies using the local authority's computerised measuring system, will have priority. Where a distance tie break does not assist, eg in the case of twins or two families in the same block of flats, the following procedures will be used. In junior classes an additional place will be offered. In infant classes, as infant class size restrictions apply, random allocation will be carried out to determine which child will be offered the place.

Note 1 This includes any 'looked after child' and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. Evidence of looked after or previously looked after status should be submitted at the point of application.

Note 2 Any children placed under criterion 1 will reduce the number of places available under criterion 2 or 3, depending whether the child is Catholic or non Catholic. If a pupil with a Statement of Special Educational Need is allocated a place, the allocation would have the same effect.

Note 3 The brother or sister must be on roll at the time of application and still on roll at the time the applicant would join the school.

Note 4 Please note to be considered a baptised Catholic, applicants should be baptised at the time of application.

Note 5 The part of the parish of St John Vianney referred to above is bound by the following streets:

Greenacre Road, Speke Road as far as Charterhouse Road. Charterhouse Road to Hunts Cross Avenue. Hunts Cross Avenue to its junction with King's Drive, Out Lane and continuing by a line along the city boundary to the railway line. Then to Lydiate Lane, Gerard's Lane, Wood Lane, Netherley Road, Cartbridge Lane, Church Road. Then southwards and westwards along the railway to a point behind the shops which face Mackets Lane. From that point by a line behind the shops to Yew Tree Road, then northwards along Yew Tree Road to the point where it turns westwards to meet Mackets Lane, across Mackets Lane to Greenacre Road. In all cases the boundaries run along the centre of the roads, railways etc unless otherwise stated.

Note 6 The allocation will be undertaken from the information supplied on the form. Confirmatory evidence will be sought after allocation.

**St Andrew the Apostle
Catholic Primary School***

Higher Road
Halewood
L26 1TD

Admission No. Sept. 2015	30
Headteacher	Mrs J Cunningham
Telephone	(0151) 288 8940
Expected no. on roll Sept. 2014	202

This school was oversubscribed for entry to reception class in September 2012 and 2014

Main section of 2015 admission policy (oversubscription criteria):

1. Children who are in the care of the local authority (looked after children), including children who were previously looked after*.
2. Baptised Catholic children living in the parish of St John Vianney bordered by the roads: Speke Hall Road where it crosses the railway line up to school lane. South of Higher Road to Hale Bank station. To the east, Wood Road to The Avenue, including Broom Way, Almonds Close and the Almonds. Mackets Lane to Greenacre Road, west along Speke Road across the golf course to Camphill Road to join Hillfoot Road. (See note 1)
3. Children who have a brother or a sister at the school at the time of a likely admission. (See note 2)
4. Baptised Catholic children in the parish of St John Vianney. (See note 1)
5. Baptised Catholic children outside the parish of St John Vianney. (See note 1)
6. Children who are baptised in other Christian denominations. (See note 3)
7. Children of other faiths. (See note 3)
8. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 6 or 7 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

St Mark's Catholic Primary School*

Fir Avenue
Halewood
L26 0XR

Admission No. Sept. 2015

Headteacher

Telephone

Website

Expected no. on roll Sept. 2014

25

Mr R Coakley

(0151) 288 8910

www.stmarkshalewood.org.uk

166

This school was oversubscribed for entry to reception class in September 2014

Main section of 2015 admission policy (oversubscription criteria):

1. Baptised Catholic children who are in the care of the local authority (looked after children), including children who were previously looked after*. (See note 1)
2. Baptised Catholic children living in the designated part of the parish of St John Vianney, as defined below:
All streets north of, but not including, Higher Road from Leathers Lane to Wood Road. Then north along Wood Road to The Avenue, west along the avenue and then in a line that crosses the railway and Halewood Triangle to the junction of Okell Drive and Rainbow Drive and from there north east along Okell Drive to Cartbridge Lane, Greensbridge Lane and Netherley Road to a point opposite where Higher Road crosses the railway then by a line drawn from this point to Higher Road then westwards along both sides of Higher Road to Leathers Lane. In all cases the boundaries run along the centre of roads, unless otherwise stated. A map of the area is available to be viewed in school. (See note 1)
3. Baptised Catholic children who have a brother or sister at the school at the time of likely admission. (See notes 1 & 2)
4. Baptised Catholic children from the rest of the parish of St John Vianney. (See note 1)
5. Baptised Catholic children living in other Catholic Parishes. (See note 1)
6. Children who are other than Catholic who are in the care of the local authority (looked after children), including children who were previously looked after*.
7. Children who are other than Catholic who have a brother or sister at the school at the time of likely admission. (See note 2)
8. Children from other Christian denominations. (See note 3)
9. Children of other faiths. (See note 3)
10. Children whose parents express a preference for a place at the school.

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 living nearest to the school measured in a straight line (as the crow flies) from the home address using the geographical information system employed by the local authority that carries out measurements based on the Local Land and Property Gazetteer (LLPG) data and national grid co-ordinates for the school and home address. (See note 4)

In rare cases where the distance tie-break does not assist, for example due to twins/siblings from a multiple birth in the same house or where there are two or more children with an equal distance measurement, where to admit another pupil(s) would have class size implications, random selection will be used to determine the allocation of places. (However, before a final decision is taken, all such cases will be considered under the provisions of para 2.15 of the 2012 School Admissions Code)

Places offered are subject to applicants providing proof of information stated on their application form and used during the allocation of places. Failure to provide satisfactory proof documents requested may result in the place being withdrawn.

*Evidence that a child is looked after, or previously looked after, must be provided at the point of application. A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority (under section 22 of the children Act 1989). A previously looked after child is one who immediately moved from that status after becoming subject to an adoption, residence or special guardianship order.

Note 1 For the child to be considered as a baptised Catholic, Knowsley resident parents/carers should answer the questions in section 4 of the local authority preference form, non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form. Definition of a Baptised Catholic is available from the school.

Note 2 'Brother or sister' includes 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.

Note 3 Knowsley resident applicants who wish to be considered under criteria 8 or 9 should answer the questions in section 4 of the local authority preference form. Non-Knowsley residents should provide the information on their own home authority form or by completing a Knowsley Catholic schools supplementary information form.

Note 4 Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would normally be the address used but the admission body reserve the right to request other proofs as fit the individual circumstance. Applicants should not state a childminder's or other relative's address.

Primary school reception class allocation statistics 2014

The following tables show how many applications were made for each school at the time of the initial allocation of places and, where schools were oversubscribed at the time of the initial allocation of places, how places were allocated according to the admissions policy (oversubscription criteria).

As there is often movement following the initial allocation of places, the tables also show the final number of places allocated (correct at the time of print) following changes such as late applications received, changes of preference and appeals.

These tables will provide parents/carers with a guide as to how places have been allocated previously, but parents/carers must remember that allocations can vary on a year to year basis.

Community and voluntary controlled primary schools

School	September 2014 admission number	Initial number of applications received			How places were allocated	Final number of places allocated after late applications, appeals and changes of preference
		1st Preference	2nd Preference	3rd Preference		
Blacklow Brow	30	44	39	20	Looked after children Siblings Home to school distance The last place allocated under this criterion was measured as 0.532 miles	1 9 20 30
Eastcroft Park	30	18	12	9	Places were available for all who required them	28
Evelyn	35	32	40	24	Places were available for all who required them	29
Halsnead	60	46	29	8	Places were available for all who required them	44
Kirkby CofE	35	46	48	26	Siblings Home to school distance The last place allocated under this criterion was measured as 0.704 miles	16 19 35
Knowsley Village	25	25	6	8	Siblings Home to school distance The last place allocated under this criterion was measured as 3.629 miles	9 16 26
Longview	45	30	7	8	Places were available for all who required them	34
Malvern	60	41	24	9	Places were available for all who required them	48
Millbrook	40	29	23	20	Places were available for all who required them	40
Mosscroft	25	16	12	3	Places were available for all who required them	20
Northwood	60	51	8	16	Places were available for all who required them Some late applicants had to be placed on a waiting list	60
Park Brow	60	61	16	24	Siblings Home to school distance The last place allocated under this criterion was measured as 1.666 miles	27 33 60
Park View	45	31	19	12	Places were available for all who required them	41

School	September 2013 admission number	Initial number of applications received			How places were allocated	Final number of places allocated after late applications, appeals and changes of preference
		1st Preference	2nd Preference	3rd Preference		
Plantation	90	55	20	16	Places were available for all who required them	65
Prescot	60	38	23	25	Places were available for all who required them	43
Ravenscroft	30	25	11	5	Places were available for all who required them Some late applicants had to be placed on a waiting list	30
Roby Park	30	14	13	9	Places were available for all who required them	19
Stockbridge Village	30	26	6	9	Places were available for all who required them	30
The Sylvester	30	25	14	10	Places were available for all who required them Some late applicants had to be placed on a waiting list	30
Westvale	30	23	11	9	Places were available for all who required them	24
Whiston Willis	40	43	15	22	Looked after children 1 Siblings 14 Home to school distance 25 The last place allocated under this criterion was measured as 0.534 miles	40
Yew Tree	30	22	10	10	Places were available for all who required them	29

Voluntary aided primary schools

School	September 2013 admission number	Initial number of applications received			How places were allocated	Final number of places allocated after late applications, appeals and changes of preference
		1st Preference	2nd Preference	3rd Preference		
Cronton CofE	30	34	33	22	Cronton Village residents 9 Siblings 10 Cronton CE/St Luke's Church involvement 3 Anglican church involvement 1 Home to school distance 7 Distance tie-break applied under this criterion and last place allocated was measured as 0.972 miles	30
Cronton Holy Family	30	44	26	10	Looked after children 1 Catholics in the parish plus sibling 17 Catholic siblings 1 Catholics in the parish 11 Distance tie-break applied under this criterion and last place allocated was measured as 0.931 miles	31
Halewood CofE	30	31	36	10	Looked after children 1 Siblings 13 Regular members of St Nicholas or St Mary's Churches 9 Halewood residents who are regular members of church where no denominational education 1 Home to school distance 6 Distance tie-break applied under this criterion and last place allocated was measured as 0.636 miles	30

School	September 2013 admission number	Initial number of applications received			How places were allocated	Final number of places allocated after late applications, appeals and changes of preference
		1st Preference	2nd Preference	3rd Preference		
Halewood Holy Family	40	44	12	17	Catholic with a sibling 11 Catholics in the relevant part of the parish 12 Catholics in rest of parish area 5 Non-Catholics with a sibling 4 Non-Catholics in the relevant part of the parish 8 Distance tie-break within this group applied under this criterion and last place allocated was measured as 0.410 miles	40
Hope Joint Faith	60	28	5	1	Places were available for all who required them	30
Huyton-with-Roby CofE	60	46	19	17	Places were available for all who required them	53
Our Lady's	30	29	10	15	Places were available for all who required them who applied on time Some late applicants had to be placed on a waiting list	30
St Aidan's	30	24	7	8	Places were available for all who required them who applied on time Some late applicants had to be placed on a waiting list	30
St Albert's	30	25	6	6	Places were available for all who required them	27
St Aloysius	45	44	20	13	Places were available for all who required them who applied on time Some late applicants had to be placed on a waiting list	44
St Andrew's	30	34	25	11	Looked after children 1 Catholics in the part of the parish 16 Siblings 6 Catholics from rest of parish 7 Distance tie-break within this group applied under this criterion and last place allocated was measured as 1.003 miles	31
St Anne's	40	36	36	14	Catholics in parish with sibling 15 Catholics in parish 21 Catholics from other parishes with sibling 1 Catholics from other parishes 3 Distance tie-break applied under this criterion and last place allocated was measured as 1.026 miles	43
St Brigid's	30	17	20	2	Places were available for all who required them	20
St Columba's	30	21	12	5	Places were available for all who required them	27
St Gabriel's CofE	30	20	16	11	Places were available for all who required them	30
St John Fisher	30	20	11	11	Places were available for all who required them	22
St Joseph the Worker	30	30	40	28	Catholics in former St Joseph parish 15 Catholics with a sibling 8 Catholics in new St Joseph & St Laurence parish 2 Catholics from other parishes 3 Non-Catholics with sibling 2 Distance tie-break applied under this criterion and last place allocated measured as 0.461 miles	31
St Joseph's	30	26	26	8	Places were available for all who required them who applied on time Some late applicants had to be placed on a waiting list	30

School	September 2013 admission number	Initial number of applications received			How places were allocated	Final number of places allocated after late applications, appeals and changes of preference
		1st Preference	2nd Preference	3rd Preference		
St Laurence's	50	59	62	20	Catholics in former St Laurence parish 32 Catholics with a sibling 8 Catholics in former St Joseph the Worker Parish 10 Distance tie-break applied under this criterion and last place allocated measured as 0.642 miles	50
St Leo's and Southmead	30	25	13	12	Places were available for all who required them	29
St Luke's	35	24	19	2	Places were available for all who required them	23
St Margaret Mary's Infant	120	101	34	26	Places were available for all who required them who applied on time	114
St Margaret Mary's Junior	120	119	-	-	Places were available for all who required them	120
St Marie's	40	29	9	8	Places were available for all who required them	40
St Mark's	25	32	17	13	Catholics in the part of the parish 11 Catholic siblings 3 Catholics from rest of parish 3 Catholics from other parishes 2 Non Catholic siblings 4 Other Christian denominations 2 Other faiths 1 Home to schools distance 4 Distance tie-break within this group applied under this criterion and last place allocated was measured as 0.130 miles	31
St Mary and St Paul's CofE	30	26	4	6	Places were available for all who required them	27
St Michael & All Angels	60	46	14	18	Places were available for all who required them	52
Saints Peter and Paul	45	38	15	8	Places were available for all who required them	40

Admission appeal procedures

Schools will admit pupils until they have filled all the places they have available in the relevant year group (until they have reached their admission number). To admit children over the admission number would prejudice the provision of efficient education and the efficient use of resources in the school.

Those applicants who cannot be offered a place at their preferred school(s) will be told of their right of appeal against the refusal.

At an appeal hearing, the panel members who take decisions are independent; they have no involvement with the school where a place has been refused and have had no involvement with the process of allocating places. The appeal panel can either turn down your appeal or they can agree to make an extra place available for your child. To help them come to their decision, they will check how the admission authority has applied its policy (oversubscription criteria). They will listen to the reasons why there is no more room in the year group and your reasons for wanting your child to attend that particular school.

There are two types of appeal for primary school: Prejudice appeals and class size appeals

Prejudice appeals: The panel consider whether the age group is full. If so, they will then look at the problems caused to the family if the pupil is not admitted and also at the problems caused to the school if they were to admit a further pupil.

Class size appeals: The law requires infant pupils to be taught in groups of no more than 30 pupils with one qualified teacher. If a 31st child were admitted, the school would normally have to arrange to employ a second teacher and/or create another group during the infant years - this is known as "taking qualifying measures." This legislation restricts the grounds on which an appeal can be upheld and the panel look mainly at whether the admission body applied its admission policy (oversubscription criteria) correctly and whether the decision to refuse was unreasonable in the circumstances.

If you are refused a place at a Knowsley primary school, information provided with your refusal letter will normally make it clear what type of appeal it would be. You can submit an appeal for each school where you have been formally refused a place, if you wish

Community and voluntary controlled schools

If you wish to appeal against a decision not to admit your child to a particular Knowsley community or voluntary controlled primary school, you should contact the Admissions Team on (0151) 443 5142/5143 who will provide you with an appeal form. Your appeal should then be submitted to Knowsley Council's Democratic Services who are responsible for organising the independent panel hearing.

Catholic and Church of England schools (voluntary aided)

If you wish to appeal against a decision not to admit your child to a particular Knowsley Catholic primary school, you should contact Liverpool Archdiocese to request an appeal form.

Secretary for Appeals, Director of School
LACE, Croxteth Drive, Sefton Park, Liverpool, L17 1AA
Tel: (0151) 522 1071

If you wish to appeal against a decision not to admit your child to a particular Knowsley Church of England School, you should put your request for an appeal in writing to the Clerk of Governors of the school. Arrangements will then be made for an independent appeal to be heard. If you have any general queries regarding this process or require more information, you may wish to contact the Diocese at the following address:

Diocesan Board of Education, Schools Advisor (Governance)
St James House, 20 St James Road, Liverpool, L1 7BY
Tel: (0151) 705 2190

In general, the following arrangements will be made for all appeals:

- At least 10 school days prior to the hearing, the Clerk will notify you of the date and arrangements for the hearing. It is expected that appeals for September 2015 reception class places in Knowsley primary schools will be held during June and July 2015.
- Approximately five school days before the appeal, you will receive a confirmed time slot for your appeal together with an agenda and supporting paperwork for the hearing (this will include names of panel members, a copy of your written appeal submission and the case for the school).
- The appeal will be heard before an independent panel who will have a copy of the written appeal submitted by parents/carers. However, parents/carers are encouraged to attend the hearing to present their case in person - if you wish, you can be represented or accompanied at the hearing (for example, by a friend or relative). If you do not wish to or cannot attend, the appeal panel will make a decision based on your written submission.
- You will be notified in writing of the appeal panel's decision and the grounds upon which it was made.
- The decision of the appeal panel is binding on all parties.

*Appeal panels must act in accordance with the School Admissions Appeals Code. However, if parents/carers feel that maladministration has taken place on the part of an appeal panel they can make a complaint to the Local Government Ombudsmen (LGO). **A complaint to an Ombudsman is not a further appeal and must relate to the administration of an appeal rather than the appeal decision.***

To make a complaint, please refer to the LGO website www.lgo.org.uk or email advice@lgo.org.uk

Free, independent advice is available from Coram Children's Legal Centre - telephone 08088 020 008 (Monday - Friday 8am-8pm) or visit their website www.childrenslegalcentre.com

The Advisory Centre for Education (ACE) can also provide free independent advice on the admission appeal process and a range of education issues at www.ace-ed.org.uk

Please note if your child has a Statement of Special Educational Need (SEN) or an EHCP, you use SEN procedures rather than the appeal process to decide whether a place can be offered. Parents/carers should speak to their SEN officer if they require further information.

Admissions: further applications to all Knowsley schools

In some cases, parents/carers who have appealed against refusal without success may seek to apply again for a place at the same school in the same school year. The policy of the local authority is not to consider repeat applications unless the Executive Director of People Services, on behalf of the local authority, is of the opinion that there have been significant and material changes in the circumstances of the parent/carer or school, which would justify considering a further application.

An appeal can be made for subsequent school years.

In-year applications and transfers

Parents/carers thinking of transferring their child to another primary school

Generally, a child admitted as a reception pupil would remain in that school until they are of age to transfer to secondary education (*with the exception of children transferring from an infant school to a junior school as part of an annual allocation process*).

However, a change in circumstances could lead to a request for a transfer to a different primary school - if parents/carers wish to apply for a transfer to a Knowsley primary school, the following procedures apply for all applicants regardless of where you live:

- Where pupils are already on roll at a local primary school, but parents/carers are considering moving their child, they are strongly recommended to discuss the matter with the Headteacher of the child's current school in order to try to resolve any issue. Changing schools is not always the best way forward and parents/carers should think carefully about the pros and cons of moving.
- If you decide to go ahead with a transfer request, you should contact the Knowsley primary school where you are seeking a place or the Admissions Team in the local authority to request an In-Year transfer application form.
- The completed In-Year transfer application form should be submitted directly to the Knowsley primary school - they will process your application and advise you directly whether or not a place can be allocated for your child/ren.
- If the Knowsley primary school is able to offer a place, they will agree an appropriate start date with you and provide any other information you require regarding admission arrangements.
- If the Knowsley primary school is not able to offer a place, they will send you a refusal letter explaining why they cannot make an offer and informing you of your right of appeal against the refusal. Some schools may also place your child's name on a waiting list - you will need to check with the individual school whether they hold a waiting list.
- If you are refused a place in a Knowsley primary school and your child is without a school place, please contact the Admissions Team on (0151) 443 5142/5143 for further advice.

If you are moving house into the local area and you wish to apply for a place for your child/ren in a Knowsley primary school, the same procedures apply as detailed above. Wherever possible, you are advised to make your application in advance of your move taking place to allow time for your application to be processed, and particularly if the move means that your child/ren cannot continue to attend their current school due to distance. It is advisable to check the likely availability of school places with the school or the Admissions Team.

Parents/carers should be aware that the Local Authority will not normally pay additional costs of transport or uniform associated with an in-year transfer.

If your child has a Statement of Special Educational Need (SEN)/EHCP and you are considering requesting a school transfer, you should contact your local authority SEN officer before making any request for transfer.

For further information about In-Year transfer applications, please visit the Knowsley website www.knowsley.gov.uk/schooladmissions and read the section on In-Year transfers where an information leaflet is available to download or contact the Admissions Team by telephone on (0151) 443 5142/5143.

Procedures for applying for a transfer to a primary school in another authority area may be different. Please contact the relevant authority or the individual primary school for advice.

Fair Access Protocol

Each authority must have a protocol which aims to ensure vulnerable and hard to place pupils are able to access school places.

The Department for Education has strongly advised that all centres/schools should play their part in the admission of such pupils. This includes year groups that are full to their published admission number.

The Knowsley protocol seeks to ensure that each school admits a fair share of pupils requiring a high level of support or offering particular challenges. To achieve this, the protocol allows the authority to make admissions in excess of the admission number or to refuse where places are available.

The 2014/2015 Fair Access Protocol document is available from the Admissions Team.

Please note: Children without a school place who are considered for admission under the Fair Access procedures can take precedence over children on a waiting list.

Special Educational Needs (SEN)

Some children have special educational needs (SEN). This usually means they have learning difficulties that require special educational provision to be made for them. For the majority of children their school will meet their needs at School Action or School Action Plus of the SEN Code of Practice.

However, for children with significant/complex learning difficulties, the local authority may be required to assess their educational needs and, if appropriate, make a Statement which describes the special educational provision made to meet their needs. Before this Statement/EHCP is issued, there will be a careful assessment of the child's educational needs. Parents/carers are involved in every stage of this procedure and have a right to appeal to an Independent Tribunal if they are dissatisfied with the proposals made by the local authority.

If your child already has a final Statement of SEN/EHCP, please tick the box on your admission application form to indicate this. You should note that the local authority has a duty to determine and review the provision for a child with a Statement. You should discuss your choice of primary school with a local authority SEN officer. The preference(s) you express will be considered by the authority in accordance with the legislative requirements laid down in the Special Educational Needs and Disability Act and the guidance issued in the Special Educational Needs Code of Practice.

You will be informed of the school to be named in your child's statement of special educational needs/EHCP. If however you disagree with the school named, you will be informed of your right of appeal to an independent tribunal. For further assistance on special educational needs matters, contact the Inclusion Service (SEN), telephone (0151) 443 5145.

Children with a Statement of Special Educational Needs/EHCP

Where a child has a final statement of SEN/EHCP and the authority has named a school as provision, the child would normally be admitted. Where such children are known about at the time of the annual allocation procedures for community, voluntary controlled and voluntary aided schools, they will be placed within the admission number, with priority over all others.

Special schools and support centres

Knowsley Council has a number of special schools and support units. Children are placed there by the council. In most cases the school's admission policy allows for the admission only of children with statements of special educational needs, or those undergoing a statutory assessment. Pupils at these schools have complex and/or significant special educational needs. Transfer to special schools is the result of a statement being issued, or a statement being amended following discussions at an Annual Review meeting at school.

Places at each specialist provision are not locality based, schools take from all over Knowsley.

For further information on admission to special schools, please telephone (0151) 443 5145.

Kirkby

Bluebell Park School

Cawthorne Close
Kirkby
L32 3XQ

Headteacher: Mr J Parkes
Telephone: (0151) 477 8350
Age range: 2-19
Capacity: 190
Type of need: PMLD / SLD / SI / ASC

Northern Area Designated Special Provision (DSP)

Northwood Community Primary School
Roughwood Drive
Kirkby
L33 8XS

Headteacher: Mr J Hollywood
Telephone: (0151) 477 8630
Age range: 2-11
Capacity: 48
Type of need: All needs

Huyton

Knowsley Central School

Mossbrow Road
Huyton
L36 7SY

Headteacher: Mrs P Thomas
Telephone: (0151) 477 8450
Age range: 2-14 (11 to 14 for ASC)
Capacity: 86
Type of need: All needs
+ specialist base for ASC
Halewood

Southern Area Designated Special Provision (DSP)

Yew Tree Community Primary School
The Avenue (off Wood Road)
Halewood
L26 1UU

Headteacher: Mr M Copping
Telephone: (0151) 477 8950
Age range: 2-11
Capacity: 28
Type of need: All needs

Stockbridge Village

Meadow Park School

Haswell Drive
Stockbridge Village
L28 1RX

Headteacher: Mr M Marshall
Telephone: (0151) 477 8100
Age range: 8-16 (Year groups 3-11)
Capacity: 113
Type of need: BESD / MHD
+ pupils vulnerable to exclusion

Key to type of need:

BESD - behavioural, emotional and social difficulties

SLD - severe learning difficulties

ASC - autistic spectrum condition

PMLD - profound and multiple learning difficulties

MHD - mental health difficulties

SI - sensory impairment (hearing/visual)

There are special schools which take only secondary age pupils - details can be found in the secondary education admission booklet

Education Support Services

Knowsley area support teams

The Area Support Teams are made up of a range of professionals including Educational Psychologists, specialist teachers for learning (via school service level agreements) and an Autistic Spectrum Condition Specialist Advisory Teacher. They work closely with the local authority Admissions Team to offer support and advice to parents and carers in developing the emotional, social and educational development of their child. Requests for involvement from the Area Support Teams are usually made through the child's school, ask the school SEN coordinator (SENCo) for more information.

The Area Support Teams can be contacted on the telephone numbers below, but it is recommended that parents/carers discuss any potential referral with your child's school:

(0151) 477 8635 - Northern Area Support Team

(0151) 443 5771 - Central Area Support Team

(0151) 288 8900 - Southern Area Support Team

Knowsley School Attendance Service

The School Attendance Service in Knowsley works in partnership with schools to support parents/carers of children who may be experiencing difficulties in maintaining regular attendance.

Knowsley Council believes that young people's attendance at school must be at least 95% if they are to benefit from the educational experience available to them.

The prime function of the School Attendance Service is to improve attendance where this has fallen below 85%. This involves a close partnership between home and school.

If your child is experiencing any difficulties with regard to school attendance, in the first instance it is always advisable to contact your child's school to discuss the issue.

Every school in Knowsley has access to a School Attendance Improvement Officer and they can be contacted by telephoning the School Attendance on (0151) 443 5147.

Getting to a school in Knowsley

Find ways to get to school by visiting Knowsley's getting to school website

<http://riamapping.knowsley.gov.uk/ria/Knowsley/GetToSchool/Travel.jsp> Whether you wish to walk, cycle, take the train or bus, we hope this site helps you to get to school quickly, safely and on time.

The aim of Knowsley's getting to school website is to provide sustainable travel information for parents and young people when travelling to, from and between education sites in Knowsley. To download the sustainable modes of travel strategy document visit the above webpage.

To contact the School Transport Team, please contact (0151) 443 2500.

Financial support for primary age pupils

Home to school transport

When choosing a primary school for your child, you need to consider how you will travel to that school and the costs involved. You can choose to send your child to any school, subject to availability of places, but there are certain conditions that have to be satisfied to qualify for free transport.

A primary age child will normally be entitled to travel support if any of the following criteria apply:

- The school is more than 2 miles from the home address and there are no places available in a closer school. This includes children aged 8-11 from low income families.
- The school is less than 2 miles from home but the journey could be classed as unsafe, even if the child is accompanied by an adult.

- Children with special educational needs who meet the transport assessment eligibility criteria.
- Children who have a temporary medical problem, or there are exceptional circumstances to be taken into consideration.

*Low income families are those who are entitled to free school meals or who receive their **maximum** level of working tax credit.*

Contact details:

Service: Home to School Transport
Telephone: (0151) 443 2500
Email: festudent.support@knowsley.gov.uk
Website: www.knowsley.gov.uk/education-and-schools/apply-for-free-school-bus-pass

Free school meals

School meals are free of charge to pupils whose parents/carers receive one of the following benefits:

- Income Support
- Income Based Jobseeker’s Allowance
- An income-related Employment and Support Allowance
- Child Tax Credit and income of less than £16,190

(Please note: if you are receiving Working Tax credit, your children are not entitled to free school meals even if your income is less than £16,190)

- The Guarantee element of State Pension Credit
- Support under part VI of the Immigration & Asylum Act 1999

Contact details:

Your free school meals application will be processed with your claim for Housing Benefit and Council Tax Benefit. This means that you do not have to fill in a separate application form for this benefit.

Service: Benefits Service
Telephone: (0151) 443 4042

Charging for school activities

Schools can make charges for activities only in clearly defined circumstances. Governing bodies of individual schools can provide details of their policies about charging for school activities.

Contact details for other local education authorities

Details of Knowsley's neighbouring authorities are listed below. You may wish to contact these authorities if you require information about schools in these areas.

Liverpool City Council

Children & Young People's Service

Municipal Building

Dale Street

Liverpool

L2 2DH

Telephone: (0151) 233 3006

www.liverpool.gov.uk

Email: admissions@liverpool.gov.uk

Halton Borough Council

Child Place Planning

Children and Enterprise

Rutland House

Halton Lea, Runcorn

WA7 2GW

Telephone: (0151) 511 7271/7338

www.halton.gov.uk/schooladmissions

Sefton Council

Admissions Section

Young People and Families

Schools Regulatory Services

Bootle Town Hall

Oriel Road

Bootle

L20 7AE

Telephone: (0151) 934 3590

www.sefton.gov.uk

Email: admissions@cs.sefton.gov.uk

St Helens Council

Children and Young People's Services

School Admissions Section

Atlas House

Corporation Street

St Helens

WA9 1LD

Telephone: 01744 671029

www.sthelens.gov.uk

Email: schooladmissions@sthelens.gov.uk

Lancashire County Council

Pupil Access Team

Area Education Office (South)

East Cliff

Preston

Lancashire

PR1 3JT

Telephone: 01772 532191

www.lancashire.gov.uk

Advice on completing the Knowsley primary application form

Please read the booklet before filling in the application form. Please write clearly and complete the form in ink.

SECTION 1 Child's details

- The surname is that stated on the child's birth certificate. If your child is known by another surname you can give the chosen name but please also provide the legal surname (from the birth certificate).
- Check the date of birth you give is correct - if you do not state a date of birth that falls within the relevant age range (01/09/10 to 31/08/11) your application may be disregarded. Following allocations, schools will request proof of birth date, for example a birth certificate, to confirm the child is of the correct age to start reception class.
- The address given **must** be where the pupil normally lives, therefore, the address of a childminder or other relative etc should not be given. If a child lives between two addresses, for example, if there is split care, the household in receipt of child benefit would normally be the address used for allocation purposes but the Local Authority reserve the right to request other proofs as fit the individual circumstance.
- If you are expecting to move address after the closing date, you should apply using your current address and it is your responsibility to notify the Admissions Team once the move takes place (proof of change of address will normally be required).
- Following allocations, oversubscribed schools will request proof of address, for example a council tax or utility bill in the name of the applicant. The Local Authority reserve the right to make investigations should a query be raised relating to address details provided by the applicant.
- If your child has a Statement of Special Educational Needs/EHCP, you will have been involved in assessment and reviews and have a link officer in the Special Needs Team.
- Children in the care of the local authority are normally those as defined in section 22 of the Children's Act. They may live with a foster family, in a children's home or in their own home - Social Services will be involved. Check with your Social Worker if you are not sure. Also, as re-defined in the revised School Admissions Code 2012 - '*children who were looked after and ceased to be so because they immediately became adopted or subject to residence orders or special guardianship orders.*' It is the responsibility of Parents/Carers who wish to have their child considered as a current or previous child looked after by the local authority to provide evidence of this to the local authority **at the point of application.**

SECTION 2 School preferences

- You can name up to three schools of your preference and should do so in ranked order.
- Some schools will be able to offer places to everyone who applies. However, allocations can vary each year and no-one can guarantee which schools will be oversubscribed, it is wise to name more than one preference.
- If you are applying for a school that is often over-subscribed, look carefully at the admission policy to see what criteria your child would come under. Talk to the school or an Admissions Officer in the relevant local authority about how places were allocated in previous years (see also page 50 for allocation details for Knowsley primary schools from September 2014).
- Do not name the same school more than once - this will not increase your chances of obtaining a place.
- Only stating one preference does not increase your chance of gaining a place in that school. You have wasted two preferences and may lose priority for another school where you might otherwise have got a place.

- Naming more than one preference will not disadvantage you during the allocation process in any way as the authority will always offer the highest available preference.
- Consider all your preferences carefully - if you have named a school as a second or third preference the authority will assume you will accept such an offer should it be made.

SECTION 3 Siblings

- If you have a child currently in the school(s) named, please give their details. Siblings currently on roll but who will no longer be in September 2015 (those currently in year 6) and siblings in nursery classes will not normally give priority.
- For Knowsley schools, siblings are normally defined as full, half or step brothers and sisters as well as fostered and adopted children, provided they live with the same family at the same address. This does not normally include cousins or other family relationships. For schools in other authorities you need to check the admission policy of the school.

SECTION 4 Faith

- If you are applying for a Knowsley voluntary aided (church) school and want to be considered under the relevant faith criterion by indicating your child is baptised Catholic, Church of England or belongs to another faith, you should answer the relevant questions in this section.
- Some Knowsley Church of England schools who give priority based on church affiliation/attendance may have a supplementary form which you should complete **in addition** to the local authority preference form if you wish to be considered under such criterion. These forms can be obtained from the individual school(s), from the Admissions Team or downloaded from the Knowsley website and should be returned directly to the individual school(s) by the closing date of 15 January 2015.
- If you do not answer the questions in section 4 or do not complete a supplementary school form, your child will still be considered for a place in the school, but it may not be possible for them to be considered under certain criteria of some school policies.
- Schools may request proof of faith information provided.

SECTION 5 Reasons for preference

- You may state reasons why you want your child to attend the school(s) named as preference(s).
- If you are attaching additional documents, please ensure your child's name and date of birth is clearly stated on each sheet and secured to your application form.
- If you are applying for a voluntary aided (church) school, check the policy to see if you are required to make any statement about religious commitment or any other requirement of their policy if you wish for your child to be considered under a particular criterion or speak to the school directly for advice.
- Strong supporting evidence from an appropriate professional, for example a medical consultant, is normally required for consideration as an exceptional case (if the individual school policy allows for the consideration of exceptional cases). The evidence must be **directly relevant** to admission to the school concerned and submitted at the same time as the application form. Online applicants should send documents by post to the Admissions Team immediately after submission of the application. Parents/carers should note the exceptional nature of applications agreed under such grounds and should be aware that not all schools have an exceptional circumstances criterion within their admission policy.
- You do not have to state a reason for your preference if you do not wish to.

SECTION 6 Parent/Carer details

- Please provide a daytime contact telephone number as this will assist the Admissions Team if they need to contact you regarding your application for any reason and prevent delays in processing.
- Please read the declaration and ensure you sign and date your application form before returning it.

SECTION 7 Returning the application form

- The application form is perforated so it can be removed easily from the booklet. Please take your completed application form to any Knowsley Primary School or return it by post to The Admissions Team, Knowsley Council, The Cordingley Building, Scotchbarn Lane, Prescott, Knowsley, L35 7JD **no later than 15 January 2015**.
- You should be issued with a receipt - keep it safe as proof your application has been submitted. If you return your application by post and you have not received a receipt within 2 weeks, please contact the Admissions Team on (0151) 443 5142/5143.

The information you provide on your application is very important. If a place is offered, Admission bodies will normally request proof of the information stated and may withdraw a school place where it is found that false information has been used to secure an offer.

Parents/carers are strongly advised to seek clarification from an Admissions Officer in the local authority regarding any query they may have relating to information they are stating on their application form.

If any of the information you have stated on your application changes, you MUST directly notify the Admissions Team immediately as this may affect the allocation.



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Admission to Primary School Reception Class 2015/2016

FOR KNOWSLEY RESIDENTS ONLY

Only one application per child can be made. Please read the accompanying booklet carefully **before** completing this form, particularly the notes on how to complete the form. Please write clearly in ink.

Section 1 - Child's details

First name(s) _____ Middle name(s) _____ Surname _____

Legal Surname (if different from above) _____ Date of birth ____/____/____ Male Female (please tick)

Child's home address _____

_____ Post code _____

Does the child have a final statement of Special Educational Needs/EHCP? Yes No (please tick)

Is the child currently 'looked after' by a local authority (in care)? Yes No (please tick)

OR Was the child previously 'looked after' and is now subject to an adoption, residence or special guardianship order? Yes No (please tick)

If YES to 'looked after' or previously 'looked after', please state which authority the child is/was in the care of _____

Section 2 - School preference

Please name up to three schools in order of preference (give full name)
(NB: This does not guarantee you a place at one of these three).
This list can include schools both in Knowsley and in other boroughs (see notes).

	School Name	In which Authority is the school?
Preference 1:	_____	_____
Preference 2:	_____	_____
Preference 3:	_____	_____

Section 3 - Siblings

Please give details of any brothers and sisters who are currently on roll at the centres/schools you have named as your preferences who will still be on roll in September 2015 (see note).

Name	Date of birth	Gender	School name
_____	____/____/____	M / F	_____
_____	____/____/____	M / F	_____

If the brother/sister's home address is different from Section 1 above, please give details:

Section 4 - Faith information (see notes and school policy)

If you have named a Catholic and/or Church of England school, please answer the relevant questions:

1. Is your child a baptised Catholic? Yes No (please tick)

2. In which Catholic parish do you live? _____

3. Is your child baptised into the Church of England? Yes No (please tick)

4. If your child belongs to another faith or Christian denomination, please state which: _____

NB: Some Knowsley Church of England schools who give priority based on church affiliation/attendance have a supplementary form which you are requested to complete in addition to the local authority preference form if you wish to provide information for consideration under such criteria. These forms can be obtained from the individual schools or the Admissions Team and should be returned directly to the individual schools by closing date of 15 January 2015.

Section 5 - Reasons for preferences

If you want to give a reason why you prefer the schools you have listed, please do so.
(See notes on how to complete the form). You can attach additional sheets if required.

Preference 1: _____

Preference 2: _____

Preference 3: _____

Section 6 - Parent/carer details

Mr/Mrs/Miss/Ms _____ First name(s) _____ Surname _____

Parent/carer's address (if different from overleaf) _____

_____ Post code _____

Daytime contact telephone no _____ Relationship to child _____

Parent/carer signature

I have parental responsibility for the child named. I have read the information in the Knowsley Primary Admissions Booklet (including the privacy statement). I confirm that all the information I have given is accurate and I will inform Knowsley Admissions Team of any change of circumstances affecting my application (eg change of address) without delay. I am aware that any school place offered on the basis of false information may be withdrawn.

Signed _____ Dated _____

Section 7

**Please return this form to either a Knowsley primary school or the
Admissions Team at the address below no later than**

Thursday 15 January 2015

**The Admissions Team, Knowsley Council
The Cordingley Building, Scotchbarn Lane, Prescot, Knowsley, L35 7JD.**

DON'T BE LATE - You may miss out on a place in the school you want.

If you need help completing this form, ring (0151) 443 5142/5143

School use only

Date received by school:
(school stamp)

Address as on school roll? Yes No

Sibling on school roll? Yes No

Child attends school nursery? Yes No

Receipt issued Receipt No. _____

Survey

Admission to primary schools 2015/2016

What do you think of this booklet?

We would welcome your views to help us improve this booklet and application form for future users.

Please answer the following questions, tear off this page and return it to the address overleaf, no later than **the end of January 2015**.

Please indicate your answer by ticking the appropriate box.

The booklet

1. Where did you obtain this booklet?

From a school

From a library

From a one stop shop

From the Admissions Team

From another place (please say where) _____

2. How helpful did you find this Secondary Admissions Booklet?

Very helpful

Helpful

Satisfactory

Unsatisfactory

3. Does the lay-out of the booklet, make it easy to find the sections you want?

Very easy to find

Easy to find

Satisfactory

Hard to find

4. Do you have any other suggestions for improving the booklet?

The application form from the booklet

1. How would you describe filling in the paper application form?

Very easy

Quite easy

Difficult

Very difficult

2. Do you have any suggestions for improving the paper application form?

The online application

Please only complete the following questions if you **DID NOT** complete and submit the online questionnaire.

1. Were you aware of the online facility when applying for a school place? Yes No

2. Did you attempt to complete the online application? Yes No

2b. If yes, why didn't you submit your online application?

3. If you found completing the online application difficult, we would welcome suggestions as to how you feel the online facility could be improved

Please return to:

**The Admissions Team
Knowsley Council
The Cordingley Building
Scotchbarn Lane
Prescot
Knowsley
L35 7JD**

Or hand your survey in to any Knowsley primary school with your application form.

Thank you for your help. Your views are important to us.

Summary timetable for admission to primary school in Knowsley for the school year 2015/16

The arrangements for the admission of pupils to reception class of primary schools in September 2015 will, as far as possible, follow the timetable below:

12 September 2014	Booklets including preference forms available from primary schools, the Admissions Team, one stop shops, libraries and to download at www.knowsley.gov.uk/schooladmissions Online application available on Knowsley Council website at www.knowsley.gov.uk/schooladmissions
No later than 15 January 2015	Completed application forms to be returned to a primary school, direct to the Admissions Team or submitted via online facility. The online application cannot be used after the closing date.
No later than 16 April 2015	Allocation letters will be posted by the local authority. If an online application was submitted, an email on this date will give you the result of the reception place offer.
June 2015 onwards	Appeals process
September 2015	Admission to schools
December 2015	Formal waiting lists close

Useful contacts

Admissions to reception class in September 2015	(0151) 443 5142
Transfer to secondary education in September 2015	(0151) 443 5142
In year school admissions and transfers	(0151) 443 5143

School admission appeals

Knowsley Catholic Schools	(0151) 522 1071
Knowsley Community & Controlled Schools	(0151) 443 3521
Special Educational Needs (SEN) / Educational Health Care Plans	(0151) 443 5145
Parent Partnership	(0151) 443 3283
Knowsley Early Years Childcare Information Service	0800 085 2022
School Attendance Service	(0151) 443 5147
English as an additional language	(0151) 443 5136
Central Area Support Team	(0151) 443 5771
Northern Area Support Team	(0151) 477 8635
Southern Area Support Team	(0151) 443 2057
Free school meal enquiries	(0151) 443 4042
Assistance with travel	(0151) 443 2500

You can also get this information in other formats.
Please phone Customer Services on 0151 443 4031,
or email customerservices@knowsley.gov.uk



Knowsley Council