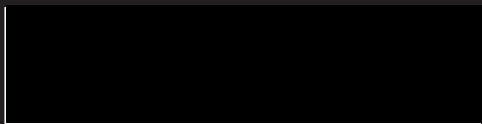




Admissions Policies

For all Secondary schools



Secondary

Birkenhead High School Academy

With specialisms in Mathematics and Music

86 Devonshire Place, Prenton, Birkenhead, Wirral CH43 1TY
Girls' Academy aged 3-19

Phone: **0151 652 5777**

Email: **AdmissionsSec@birkhs.gdst.net**

Admission numbers: Reception: **56**, Year 7: **135**

Preferences for 2019: **1st 221, 2nd 133, 3rd 70**

Admissions Arrangements

1. Birkenhead High School Academy is a non-denominational all-through school for girls aged 3 to 19 years old and specialises in the teaching of music and mathematics. The Academy admits an all-ability intake and 10% of girls at Year 7 are selected on their aptitude for music. It serves the local and wider community, and welcomes applications from parents both within and outside the Wirral area. The Academy builds on high aspirations, inclusion and excellence.
2. The Academy is sponsored by the Girls' Day School Trust (GDST), and funded in partnership with government.
3. This document sets out the admission arrangements for the Academy in accordance with Annex B to the Funding Agreement between the GDST Academy Trust and the Secretary of State. Any changes to the arrangements set out in this document must be approved in advance by the Secretary of State. Obligations in this document are to be treated as if imposed by the Funding Agreement.
4. This annex may be amended in writing at any time by agreement between the Secretary of State and the GDST Academy Trust.
5. The GDST Academy Trust will act in accordance with, and will ensure that the Independent Appeal Panel is trained to act in accordance with, all relevant provisions of the School Admissions Code and the School Admission Appeals Code published by the Department for Children, Schools and Families ("the Codes") as they apply at any given time to Foundation and Voluntary Aided schools and with equalities law and the law on admissions as they apply to Foundation and Voluntary Aided schools. For this purpose, reference in the Codes or Law to "admission authorities" shall be deemed to be references to the governing body of the GDST Academy Trust.
6. The GDST Academy Trust will take part in the Wirral's Admissions Forum and have regard to its advice; and will participate in the co-ordinated admission arrangements operated by the local authority and the local in-year fair access protocol.
7. Notwithstanding these arrangements, the Secretary of State may direct the Academy to admit a named girl to the Academy on application from a local authority. Before doing so the Secretary of State will consult the Academy.
8. While Birkenhead High School Academy is its own Admissions Authority, it will follow the Wirral Children's Services co-ordinated admission arrangements for Reception and Year 7. Admissions arrangements for Nursery and Sixth Form are managed directly by the Academy.

ADMISSION ARRANGEMENTS APPROVED BY THE SECRETARY OF STATE

Admission number

9. The agreed admission numbers for the Academy for the academic year 2020-2021, and for subsequent years (subject to any change approved by the Secretary of State), are as follows:

Nursery	18 full-time equivalent
Reception	56
Year 7	135 minus those pupils eligible to transfer from the Academy's own Year 6
Year 12	100 minus those pupils eligible to transfer from the Academy's own Year 11

10. Birkenhead High School Academy may set higher admission numbers as its Published Admission Numbers for any specific year. Before setting an admission number higher than its agreed admission numbers, the Academy will consult with primary and secondary schools in the Wirral. Girls will not be admitted above the Published Admission Number except for good reason. Any such admission shall be reported to the Secretary of State.
11. In the case of twins applying for entry into Birkenhead High School Academy, should one be allocated a place the other will automatically be offered a place.

Arrangements for admission to Year 7

Process of application

25. While Birkenhead High School Academy is its own Admissions Authority, applications for places at the Academy for Year 7 will be made in accordance with Wirral Children's Services co-ordinated admission arrangements and will be made on the Parental Preference Form, provided by the relevant local authority.

Consideration of applications for entry into Year 7

26. Birkenhead High School Academy has an agreed admission number of 79 pupils in Year 7. The Academy will accordingly admit 79 pupils in the relevant age group each year if sufficient applications are received. Girls already on roll at the Academy in Year 6 will be able to automatically progress to Year 7.

The total year group for Year 7 will be 135. If fewer girls transfer from Year 6, the Academy will admit over the admission number up to the overall size of the Year 7 group.

27. The Academy will consider all applications for places. Where fewer applications than places are received, the Academy will offer places to all those who have applied. If the Academy is oversubscribed it will allocate places in accordance with the procedure set out below.

Oversubscription procedure

28. Where the number of applications for admission is greater than the published admissions number, applications will be considered against the criteria set out below. After the admission of girls with statements of Special Educational Needs where the Academy is named in the statement, the criteria will be applied in the order in which they are set out in paragraphs 30 to 34 below.
29. In accordance with its first specialism, Birkenhead High School Academy will select 10% of the places available based on their aptitude for learning music ("the Music criterion"). An appropriate assessment for aptitude for learning music will be carried out by the school and applicants seeking entry under the Music criterion will also sit the non-verbal reasoning assessment set out in paragraph 32 below. The seven places will be filled by those applicants who are assessed to have the greatest aptitude for music. Should there be a tie for last place(s) available; places will be allocated on a random basis. All applicants who seek a place under the Music criterion but to whom an offer is not made will be considered in accordance with the Banding procedure set out below. Where the Academy is oversubscribed the successful Music criterion applicants will not be allocated a place until after all those girls in public care (Looked After Children) have been allocated a place within their relevant band.
30. All remaining places, after places have been allocated in accordance with paragraph 30, will be allocated on the basis of Norm Referenced Banding in line with the Admissions Code. All applicants will take a non-verbal reasoning assessment, administered by the Academy and marked by an independent assessor, GL Assessment. The non-verbal reasoning assessment will not be used in determining offers under the Music criterion.

31. The Academy will admit the required number from each of the five ability bands based on the following percentage guidelines:

Band 1	20%	Band 4	20%
Band 2	20%	Band 5	20%
Band 3	20%		

It is possible that the number of places to be determined by Banding will not be a multiple of five, in which case the following will apply.

If the number of places to be determined by banding leaves:

a remainder of 1 when divided by 5, the place will be allocated to Band 3;

a remainder of 2 when divided by 5, the places will be allocated to Bands 2 and 4;

a remainder of 3 when divided by 5, the places will be allocated to Band 2, 3 and 4; and

a remainder of 4 when divided by 5, the places will be allocated to Band 1, 2, 4 and 5.

32. If there are more applicants for each band than places available, within each band places will be allocated in the following order:
- a) Girls who are in public care (Looked After Children) or were previously in public care, as defined in the School Admissions Code 2012 on the date at which the relevant applicants for admission are made.
 - b) Girls who will have a sister, including step, half, adopted or fostered living permanently at the same address, who will continue to be enrolled at Birkenhead High School Academy at the time of the admission.
 - c) Girls whose parent/s are currently Teaching, Administrative, Support Staff at Birkenhead High School Academy and have been employed for over two years.
 - d) In the case of twins applying for entry into Year 7, should one be allocated a place the other will automatically be offered a place even if they are set in different bands
 - e) Where in category b) and c) there are more applicants than there are places available, places will be allocated on a random basis. Any remaining places will be allocated on a random basis to girls applying from across the Wirral and beyond.
33. Girls who have not taken the Banding test (apart from Looked After Children who must always be given priority) will be considered after girls who have sat the Banding test. They will be prioritised on the basis of criteria b) to d) above (in order). All applicants will be offered fair access to the test and reminded of the date, time and location of the test.
34. In the event of oversubscription in Year 7, the above procedure will be open to scrutiny by an appropriately qualified external consultant appointed by the GDST Academy Trust Board.

Arrangements for admission to post-16 provision

Process of application

35. Applications by external applicants for Sixth Form places at Birkenhead High School Academy should be made direct to the Academy on the Academy's application form not later than 23 November 2019. Girls in the Academy's Year 11, will automatically progress to the Academy's Sixth Form provided they meet the entry requirements set out in paragraph 38 below

Consideration of applications for entry into Sixth Form

36. The Academy has an agreed admission number of 100 pupils to Year 12, minus those eligible pupils progressing from the Academy's own Year 11. The Academy will accordingly provide for the admission or progression of 100 pupils to the Sixth Form if sufficient requests for progression or applications for entry are received. If the admission number 100 is met through internal transfers, no external applicants will be admitted.

Entry requirements

37. Individual subjects may have particular requirements for the grades obtained at GCSE and these will be detailed each year in the information supplied to prospective girls. However, if the Sixth Form is not full, and a girl does not meet the grade requirement for a particular subject, a range of alternative courses available within the Academy's Sixth Form curriculum will be offered.

The Local Governing Body shall have discretion to take account of serious illness which has adversely affected an individual applicant's performance in applying the academic entry criteria.

38. Admission to the Sixth Form is also subject to the availability of places in a girl's intended subject choices. However, if particular subjects are full but the Sixth Form is not, a range of alternative courses available within the Academy's Sixth Form curriculum will be offered.

Internal applicants

39. Girls who are already on roll at BHSA, are entitled to transfer into the Sixth Form provided they meet the appropriate standards for entry. All girls will be offered a course discussion to help them make the appropriate choices.

External applicants

40. Girls who do not attend BHSA, should submit an external application form as soon as possible and not later than 22 November 2019. Late applications will be considered if places are still available, although subject choices may be limited because some courses may already be full.
41. External applicants will be offered a course discussion. Offers of places will be conditional upon the entry requirements for courses selected being achieved.

Oversubscription procedure

42. In the event of there being more external applicants to the Sixth Form than available, applications will be considered as follows. After the admission girls with statements of Special Educational Needs where the Academy is in the statement, any remaining available places will be allocated in the following order to girls who achieve the entry requirements:
- a) Girls who are in public care (Looked After Children), or were previously in public care, as defined in the School Admissions Code 2012 on the date at which the relevant applications for admission are made.
 - b) Girls who will have a sister, including step, half, adopted or fostered living permanently at the same address, who will continue to be enrolled at Birkenhead High School Academy at the time of the admission.
 - c) Girls whose parent/s are currently Teaching, Administrative, Support Staff at Birkenhead High School Academy and have been employed for over two years.
 - d) Girls who wish to follow subject courses that are not fully subscribed.
 - e) Where in categories b), c) and d) there are more applicants than there are places available, places will be allocated on a random basis. Any remaining places will be allocated to girls on a random basis across the Wirral and beyond.
43. In the event of oversubscription in Sixth Form, the above procedure will be open to scrutiny by an appropriately qualified external consultant appointed by the GDST Academy Trust Board.

Casual admissions i.e admission to all year groups except Nursery, Reception, Year 7 and Year 12

44. Should girls leave during the course of an academic year, or between academic years, places will be offered to external applicants. If there are more applicants than places the Academy will apply the oversubscription criteria set out above.

45. Notwithstanding the above, the Academy may refuse admission to particular applicants in the specific circumstances described in paragraph 3.10 (children who have been permanently excluded two or more times) of the statutory School Admissions Code or any like provision in any subsequent Code.

Operation of waiting lists for admission - Reception and Year 7

46. Where in any year the Academy receives more applications for places in Reception and Year 7 than there are places available, a waiting list will operate between March and the end of the academic year for which they applied. This list will be maintained by the Academy, and all unsuccessful applicants will automatically be placed on the waiting list unless a parent or guardian requests otherwise. Banding will not be applied to waiting lists once we are full.

Those children not allocated a place will automatically be placed on a waiting list. Should a place become available all names on the waiting list will be put in for a random allocation by the Registrar and one witness and the successful applicant's parents/carers will be contacted to see if they wish to take up the place. Banding does not apply to this process.

47. When, and if, places become vacant they will be allocated to girls on the waiting list in accordance with the oversubscription criteria set out in paragraph 22 for Reception and 33 a) to d) for Year 7.
48. No waiting list will be operated for years other than Reception and Year 7.

Arrangements for the Independent Appeal Panel

49. Parents or carers will have the right of appeal (except in the case of Nursery places – see below) to an Independent Appeal Panel if they are dissatisfied with an admission decision of Birkenhead High School Academy or if children in year 11 of the Academy are refused progression to the Sixth Form. The Appeal Panel will be independent of the Academy. The arrangements for appeals will be in line with the School Admission Appeals Code published by the Department for Children, Schools and Families as it applies to Foundation and Voluntary Aided schools. The determination of the Appeal Panel will be made in accordance with the School Admission Appeals Code and is binding on all parties. The Academy will prepare guidance for parents or carers about how the appeals process will work and provide a named contact who can answer any enquiries about the process.
50. There is no right of appeal for refusal to offer a nursery place.

ANNUAL PROCEDURES FOR DETERMINING ADMISSION ARRANGEMENTS

Consultation

51. Birkenhead High School Academy will consult by 1 March each year on its proposed admission arrangements:
- a) Wirral Children's Services;
 - b) The admission forum for the Wirral;
 - c) Any other admission authorities for primary and secondary schools located within the relevant area for consultation set by Wirral Children's Services;
 - d) Any other governing body for primary and secondary schools (as far as not falling within paragraph c)) located within the relevant area for consultation; and
 - e) Affected admission authorities in neighbouring local authority areas.

Publication of admission arrangements

52. Birkenhead High School Academy will publish its admission arrangements each year once these have been determined by:
- a) copies being sent to the statutory consultees;
 - b) copies being sent to primary and secondary schools in the Wirral;
 - c) copies being sent to the offices of Wirral Children's Services;
 - d) copies being made available without charge on request from the Academy; and
 - e) copies being sent to public libraries in the area of the Wirral for the purposes of being made available at such libraries for reference by parents and other persons.
53. The published arrangements will set out:
- a) the name and address of the Academy and contact details.
 - b) a summary of the admissions policy, including oversubscription criteria (including any arrangements for admission to post-16 provision);
 - c) a statement of any religious affiliation;
 - d) numbers of places and applications for those places in the previous year; and
 - e) arrangements for hearing appeals.

Calday Grange Grammar School

Technology College
Language College
Confucius Classroom
High Performing Specialist School

Grammar School Lane, West Kirby, Wirral CH48 8GG
Grammar Academy admits boys aged 11 to 18
Mixed Sixth Form

Phone: **0151 625 2727**
Email: **theschool@calday.co.uk**
Admission number: **210**
Preferences for 2019: **1st 2) 1, 2nd 62, 3rd 38**

In 2019 the last boy offered a place was in category 5 (9.79 miles).

Admission of Students at Start of Year 7 in September 2020

The planned admissions number for Year 7 for the year commencing 1st September 2020 will be 210. Students who attain the qualifying score in the arrangements for selection by reference to ability will be eligible to be considered for admission to the school. The school will create an efficient curriculum timetable with the student numbers confirmed for September. This may limit the numbers to below 210 for that intake.

The Governors have agreed with Wirral Local Authority that the officers of the Local Authority will administer the process of selection in accordance with the procedures described in this policy.

Preference forms for admission to secondary schools will be made available to all parents of students in the final year of their primary school. The forms will need to be returned to Wirral Local authority. If you need help please ring 0151 666 4600 and ask for Pupil Services.

If you have any difficulties or wish to receive help, do not hesitate to contact the school - Tel: 0151 625 2727
Fax: 0151 625 9851 Email: theschool@calday.co.uk

Selection Arrangements

A. Principles

The Governors' arrangements for selection are based upon the following principles:

- (1) Children of parents who have placed Calday Grange Grammar School as a preference on any Local Authority preference form will be considered if their child has reached the required academic standard.
- (2) Students from all schools will be considered equally in accordance with the published procedures described in this policy.

B. The Process

The assessment is based upon the results of two tests set around work that is part of the national curriculum. They have been designed to evaluate a student's suitability for a selective education and to minimise the impact of practice on performance. Wirral's Children and Young People Department (CYPD) will provide a familiarisation leaflet.

Students take two tests in the final year of primary education. So that children are not disadvantaged because of their date of birth, in each case the score is adjusted to take account of each child's exact age in years and months to determine a Standardised Age Score (SAS). The two test scores are then added together.

Children who reach the required score will be deemed to have reached the grammar school standard.

If the school is oversubscribed - priority will be determined in the following order:

1. Looked After Children (A Looked after Child is a child who is a) in the care of a local authority or b) being provided with accommodation by a local authority in the exercise of their social services functions (under section 22(1) of the Children Act 1989). A previously looked after child is one who immediately moved on from that status after becoming subject to an adoption, child arrangement or special guardianship order.
2. To those children with a valid medical or social reason supported in writing by a doctor, social worker or appropriate professional person.
3. Up to 15 places for children on Free School Meals at the time of application who achieve the qualifying score in rank order of distance from the school. Details must be provided to Wirral's Children & Young People's Department and this information will be verified.
4. To those children who will have a sibling at the school at the time of admission. A sibling is defined as:-
 - a brother or sister by the same parents
 - a half brother or sister
 - a step-brother or sister
 - adopted child/children living in the same household.
5. By reference to geographical factors, preference will be given to children with the shortest walking distance to the school as measured by the Local Authority computer mapping system.

Late applications will be considered in accordance with the Local Authority's Co-ordinated Scheme of Admissions. The Local Authority will inform all parents of school allocations on the nationally agreed date, currently 1st March or next working day.

Should the school be oversubscribed for places in Year 7, in accordance with the School Admissions Code of Practice (Dec 14) 2.14, the School will maintain a waiting list for students who have achieved the standard but have not been offered a place. The list will be re-ranked for each additional child added in line with the oversubscription criteria.

Admission into the Sixth Form

Existing students are not required to apply for admission to sixth form. Each year the School welcomes a number of boys and girls from other schools. There is no limit upon entry provided their admission does not prejudice the efficient education and use of resources. The planned admission number for external students for Year 12 is 80.

Students wishing to continue their Post-16 education at Calday Grange Grammar School must meet the minimum requirements set out below:

- Gain a minimum of five 'good' GCSE passes (currently defined by the DfE as a GCSE Grade 5), including 'good' passes in English Language and Mathematics.

and

- Meet the published entry requirements in the three subjects that they wish to continue at Advanced Level.

Students having studied the first year of A level at another centre cannot as a matter of course register to start A Level study again at CGGS. This can only happen in exceptional circumstances which are assessed by the Governors Appeals committee. Forms are available from the school.

Except in exceptional circumstances (e.g. ill health) the school will not support the repeating of a year.

Admission during Years 7 - 11

Students wishing to be admitted outside the normal round, whether in-year or at the start of a school year which is not a normal point of entry to the school, should contact the LA in the first instance; an assessment process will then be initiated. These candidates have their suitability for selective education evaluated via a computerised test. This provides an age adjusted score directly comparable with that generated by in round tests. The entry criteria will then be applied to the scores. Those candidates meeting the qualifying score threshold will be offered a place if a vacancy exists. If no vacancy exists, then students who meet the entry requirements will be placed on a waiting list. The list will be re-ranked for each additional candidate in line with the published oversubscription criteria.

Reassessment

Students can be re-assessed for entry into Calday at the request of a parent if more than a year has passed since any previous test. If it is determined that the student is appropriately placed at Calday he may be transferred when places are available. Students wishing to transfer into Calday from local schools will be reassessed if more than 1 year has passed since their previous successful assessment.

Appeals against Admission Decisions

Parents have a right to appeal against an admission decision. The process of an appeal is set out in the decision letter that identifies the reasons for refusing admission. The appeal is heard by an Independent Appeals Panel as required by law, and the decision of the panel will be final and binding on both the school and the appellant.

The Governors will not accept multiple appeals in the same academic year unless there are significant changes in circumstances. Further details of the official procedure are available from:

The Clerk to the Appeal Panel c/o Calday Grange Grammar School, Grammar School Lane, West Kirby, Wirral CH48 8GG (Telephone 0151-625-2727).

Co-op Academy Bebington

Higher Bebington Road, Bebington, Wirral CH63 2PS
Academy, co-educational (all-ability) aged 11 to 18

Phone: **0151 645 4154**

Email: **schooloffice@bebingtonhigh.wirral.sch.uk**

Admission number: **215**

Preferences for 2019: **1st 183, 2nd 136, 3rd 77**

In 2019 all children were offered places.

OUR SCHOOL

Co-op Academy Bebington is part of the Co-op Academies Trust. The academy takes seriously its role to further build aspirations of the Bebington community for the future. This policy meets statutory requirements regarding admissions whilst still retaining that core aim. In ensuring that we provide the best possible education for our students we work in partnership with all our stakeholders who have responsibility for guiding the direction of the school in a co-operative forum. This means that our students, staff, parents and community groups have a major input into the direction and success of the school. In addition, our trust board support the school in ensuring that we provide outstanding support for students and their parents resulting in our students being happy and successful.

If you would like to discuss our academy status further I will be more than happy to, all you need to do is to contact the school and arrange an appointment.

We are an all ability co-educational inclusive school and welcome all students regardless of ability, gender, culture and disability. We admit students to our school without assessing their ability but may group them according to ability once in the school in certain subject areas.

Admission arrangements – Introduction

The arrangements described below apply to children born between 1st September 2008 and 31st August 2009. We will not normally offer places in year 7 in our school to children born after 31st August 2009 unless the governors agree to this.

Places in our school are decided by the governing body of our school according to arrangements made in consultation with the Local Authority. The admissions procedure is co-ordinated by the Local Authority. Normally all parents who express a preference for their child to be admitted to our school will be accepted unless there are no places available. The local authority will then allocate a place at the nearest appropriate school with places available.

Admission number

The admission number for the school is 215. Students will be admitted into our school up to this number.

Conclusion

In recent years, the academy has been oversubscribed. The academy is committed to having a fair and transparent system for admissions, and to work in partnership with the Local Authority to ensure this.

Admission criteria to the Co-op Academy Bebington

Applications for our school will be dealt with in order according to the following criteria.

- a. Children who are Looked After or were previously Looked After as defined by the School Admissions Code 2012.
- b. Children of school staff. A member of staff is one who works or has worked for no less than two academic years in the school during term time on a permanent basis. This does not include staff on fixed term contracts, occasional staff or specifically contracted staff.
- c. Children who have a valid medical reason for a specific placement. You must give details on the preference form and this may be checked by a medical officer of the health authority. You need to make it clear why only this school is appropriate for your child's medical needs.
- d. Children who have brothers and sisters (including half-brothers and sisters or step brothers and sisters, and adopted siblings living in the same household) at the school when places are offered.
- e. We will then take account of where your child lives. We will give priority to those students who live nearest to the school. The local authority use a mapping system, based on Ordnance Survey maps, to measure the distance from your home to the school gate nearest to your child's home using the shortest road route, unless it is possible to use a footpath which we consider a safe walking route.

Late applications

The Local Authority will deal with preferences received by 31 October 2019 according to the arrangements described below. Preferences received on or after 1 November 2019 will be dealt with after places have been allocated on 2 March 2020.

Applications received outside the normal admission round, will be allocated a place at the school, if there are places available.

Allocation of places

The Local Authority will tell you if your child has been offered a place at the Co-op Academy Bebington by letter on 2 March 2020. If places are still available after this date, for example because an allocated place has not been taken up, the places will be re-allocated up to the school's admission number. The new offers will be made to children whose parents have shown that they are still interested in a place at the school either by registering an appeal or by telling the Director of Children's Services on the response slip. If there are more requests for places at the Co-op Academy Bebington than there are places available, the local authority will use the same criteria as for the initial allocation. In most cases, the local authority will make the new offers depending on where the children live. If this is the case, a list will be kept in order of those who will have priority because they live nearer the school. No more offers of places will be made until after appeals have been heard, but a waiting list will be held for children whose parents would still like them to be considered for a place at the Co-op Academy Bebington if places become available in the autumn term. If places become available after the start of the autumn term, they will be offered to children on the waiting list, following the same criteria as when places were first offered. The waiting list will be kept on until the end of the autumn term (20 December 2020).

Sixth form

We offer places to students in our sixth form if they meet the entry requirements and have a positive reference (more details can be found on our website and the sixth form prospectus)

Entry requirements: -

To study level 3 courses (A2, Applied A levels and BTEC) a minimum of five GCSE grade 4/5's or above (or the equivalent) is required. However, in MFL, Mathematics and Science subjects students require a Grade 6. For level 2 courses (GCSE and BTEC) a minimum of 4 GCSE Grade 1 and above are required.

Appeals against admission decisions

If you are not satisfied with an admission decision, you can appeal to our governing body appeals panel.

More details are available by contacting our school.

Email: schooloffice@bebingtonhigh.com

Tel: 0151 645 4154

Hilbre High School Humanities College

Frankby Road, West Kirby, Wirral CH48 6EQ
Academy Trust (All-ability) aged 11 to 18

Phone: **0151 625 5996**

Email: **schooloffice@hilbre.wirral.sch.uk**

Admission number: **200**

Preferences for 2019: **1st 170, 2nd 184, 3rd 154**

Last pupil offered a place in 2019: Category F - 3.691 miles

OUR SCHOOL

Hilbre High School Humanities College is an Academy School. We are an 11-18 co-educational academy with just over 1,100 students on roll; an academy which genuinely welcomes children and parents/carers into a partnership with a shared aim; to achieve the most possible, both academically and socially, for our students. We ensure our students enjoy learning; we ensure they value the rewards of hard-study and commitment. We are committed to the belief and expectation that our students, whatever their starting point, will make rapid, valuable progress.

Admission criteria for Year 7

As an Academy School, the Governing Body is the Admissions Authority and is responsible for the decisions on admission to the school. Our admissions procedure is co-ordinated by the Local Authority in accordance with the Wirral Co-ordinated Admissions Scheme. All deadlines within the scheme should be adhered to by applicants. For further information, please go to: <https://www.wirral.gov.uk/schools-and-learning/school-admissions>

Applications will be dealt with in order according to the following criteria:

- Category 1: Children Looked After and previous Children Looked After. A Child Looked After is a child who is a) in the care of a Local Authority, or b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989). A previously Looked After Child, is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- Category 2: Children who have a valid medical reason for a specific placement. You must give details on the preference form and this may be checked by a medical officer of the Health Authority. A letter in support from a senior health care professional will be required as evidence when you submit your preference form. You need to make it clear why only this school is appropriate for your child/ward's medical needs.
- Category 3: Students who have a brother or sister (including half-brothers and sisters, adopted or step brothers and step sisters living in the same household) on roll at the school and of statutory school age when it opens in September.
- Category 4: In the case of twins, triplets, etc. all the multiples will be admitted to the school even if this means that the Published Admissions number is exceeded.
- Category 5: Students whose parents/carers are currently teaching, administrative or support staff at Hilbre High School and have been employed for over 2 years.
- Category 6: We will then take account of where your child/ward lives. The Local Authority use a mapping system, based on Ordnance Survey maps, to measure the distance from your home to the school gate nearest to your child/ward's home using the shortest road route, unless it is possible to use a footpath which we consider a safe walking route as determined under Local Authority guidelines.

Late applications will be dealt with in accordance with the initial admissions criteria and arrangements applied by Wirral Local Authority.

Admissions during the Academic Year

In year requests will be considered by the Governing Body but will initially be co-ordinated by the Local Authority. Any decisions with respect to admissions are made with reference to the same criteria as for the Year 7 placements.

Appeals

If an application for admission has been turned down by the Governing Body, parents/carers can appeal to an Independent Appeals Panel. Parents/carers should contact Wallasey Town Hall (Parental Appeals) for the necessary paperwork. Appeals should be sent back to the Appeals Panel at Wallasey Town Hall no later than 4 weeks from receiving the letter of refusal. The decision of the Appeals Panel is binding on the Governors.

6th Form Admissions Policy

Internal Students

All students during the academic Year 11 at Hilbre High School who meet the entrance criteria suitable for the courses applied for and demonstrate commitment to their academic work, are entitled to a place in the 6th Form.

External Students

The number of external applicants likely to be admitted is 10. The upper limit of Year 12 external applicants will be based, not on total Year 12 numbers projected for the following academic year, but on the projected number and size of the teaching groups. Taking into account choices for Year 12 study and vocational courses, applications will be refused where the school considers the size of teaching sets to be detrimental to the education of the group and where it is not financially or educationally desirable for the Governors to alter the balance of the school's staffing or to appoint additional staff.

Should applications from suitably qualified external students exceed the number of places available, the following oversubscription criteria will apply:

Category 1: Looked After Children

Category 2: Exceptional Social/Medical Need supporting evidence from a professional is required, such as a doctor or consultant for medical cases or a social worker, health visitor, housing officer, the police or probation officer for other social circumstances. Evidence must confirm the circumstances of the case and must set out why the student should attend Hilbre High School and why no other provision could meet the student's needs. Providing evidence does not guarantee a place and each case will be decided individually.

Category 3: External students who have a sibling in the school, up to and including Year 13, who will still be attending Hilbre High School at the time of application.

Category 4: Students whose parents/carers are currently teaching, administrative or support staff at Hilbre High School and have been employed for over 2 years.

Category 5: External students; the remaining places will be allocated on the basis of distance of permanent residence. Those living closer will be given higher priority.

Application Procedure

A 6th Form Open Evening will be held during the autumn term of 2019 and all potential applicants are encouraged to attend. Please check the school website for further details nearer the time.

All application forms must be submitted by early December 2019. Applications received after this date will be placed on a waiting list. All information relating to applications is contained within the 6th Form prospectus, a copy of which can be found on the school website.

All applicants both internal and external will be interviewed during January 2020 by a member of the 6th Form Leadership Team.

For successful applicants, students will be notified in writing by February half term 2020.

All applicants who have been offered a place must attend the enrolment for courses on GCSE results day. Should a student fail to do so the school reserves the right to withdraw the offer of a place in the 6th Form. If students are unable to make this day they must make sure they make an appointment with the 6th Form Leadership Team prior to the end of the summer term 2020.

Students will then start on the first day of the autumn term 2020.

Admission Requirements

Admission to particular courses will depend upon availability of places and a student's prior attainment in their Level 2 courses. Our policy is to ensure that students accepted into the 6th Form can be placed in appropriate courses where they are likely to succeed. For this reason the following entry criteria apply to the courses offered. If an applicant does not meet the criteria the school reserves the right to use its discretion, based on the school's knowledge of that applicant, to offer a place to that applicant.

Level 3 Courses

A Level and vocational

Students need to be on full time courses, this means students should be following 3 courses. Students with additional needs may be allowed to follow 2 courses but this will be after consultation with the 6th Form Leadership Team.

Students following 3 or 4 A Level courses:

The requirements for entry into the 6th Form for September 2020 are 6 subjects graded 9-4 (or equivalent vocational grade) for new specifications of C and above for subjects grading in this manner. Students need to have at least 3 subjects graded 5-9 or equivalent. Students who meet these criteria will be expected to study at least 3 subjects in Year 12.

Students following a mixture of A Level and vocational courses:

The requirements for entry into the 6th Form for September 2020 are 5 subjects graded 9-4 (or equivalent vocational grade) for new specifications of C and above for subjects grading in this manner. Students need to have at least 2 subjects graded 5-9 or equivalent. Students who meet these criteria will be expected to study at least 2 subjects and a vocational course in Year 12.

Students following only vocational courses:

The requirements for entry into the 6th Form for September 2020 are 5 subjects graded 9-4 (or equivalent vocational grade) for new specifications of C and above for subjects grading in this manner. Students who meet these criteria will be expected to study 3 vocational subjects.

Foundation Year

Students who achieve 4 Level 2 subjects graded 4 or above will be enrolled onto our Foundation Year. This will provide an opportunity for students to gain further good passes on Level 2 courses; including English and Maths. Students will also be expected to undertake work experience.

Resit GCSE English and Maths

It is a requirement that students who do not have at least a GCSE grade 4 or above in English and/or Maths will need to continue to follow these courses until these grades are achieved. Poor attendance to these lessons will lead to the termination of a student's place in the 6th Form.

Progression from Year 12 to Year 13

Students should achieve a minimum of a D grade in their subjects during the school internal examinations and also pass the first year of their vocational course, where applicable. In exceptional circumstances students who achieve less than this may be able to re-sit Year 12. However these 'exceptional circumstances' are likely to include situations in which students achieve significantly less than their predicted grades due to reasons that were out of their control.

Students achieving an E grade at the end of Year 12 will be interviewed by the 6th Form Leadership Team who will assess their suitability for, and likelihood of, success at A Level. The requirement for students to be on a full time course applies in the same way as for Year 12 courses.

Age Limits

Students can only begin a course if they are under 19 years of age on the first day of term for the ensuing academic year. This means students may start Year 12, 13 or 14, but may not continue the course or start a subsequent year if they will then be 19 years of age at the start of the next year.

Hilbre High School is unable to admit external students into the 6th Form if they are Year 14 students or have completed 2 years of 6th Form education at another institution.

Eligibility Criteria

Entrance into the 6th Form is subject to the regulations regarding nationality, residency status and eligibility for study in UK school 6th Forms that apply at the time. Currently students can be admitted into the 6th Form if:

1. They are British Citizens and/or EU nationals.
2. Non- EU nationals can be admitted into the 6th Form if, for example:
 - They have 'exceptional' or 'indefinite leave to remain' in this country.
 - They have refugee status.

Waiting List Criteria

Applicants based on a waiting list will reflect the over-subscription criteria used when there are more applicants than places. Applicant's availability to attend the GCSE day enrolment or the availability of certain courses may decide if they are offered a place.

Mosslands School

Mosslands Drive, Wallasey, Wirral CH45 8PJ
Community single-sex (boys all-ability) aged 11 to 18
Mixed Sixth Form

Phone: **0151 638 8131**

Email: **admin@mosslands.wirral.sch.uk**

Admission number: **224**

Preferences for 2019: **1st 182, 2nd 73, 3rd 41**

In 2019 all children were offered places.

Admission criteria for Year 7

Applications will be dealt with in order according to the following criteria:

- a) Looked After Children and Previously Looked After Children. A Looked After Child is a child who is a) in the care of a local authority or b) being provided with accommodation by a local authority in the exercise of their social services functions (under section 22(1) of the Children Act 1989). A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements or special guardianship order.
- b) Children who have a valid medical reason for a specific placement. You must give details on the preference form and this may be checked by a medical officer of the health authority. A letter in support from a senior health care professional will be required as evidence when you submit your preference form. You need to make it clear why only this school is appropriate for your child's medical needs.
- c) Pupils who have a brother or sister (including half-brothers and sisters or step brothers and step sisters living in the same household) on roll at the school and of statutory school age when it opens in September.
- d) We will then take account of where your child lives. We will give priority to those pupils who live nearest to the school. We use a computer mapping system, based on Ordnance Survey maps, to measure the distance from your home to the nearest school pedestrian gate to your child's home using the shortest road route, unless it is possible to use a footpath which we consider a safe walking route. As a general guide we will treat routes with no pavements and no street lighting as unsafe for children.

Sixth-Form Admissions Policy

The Sixth-Form Admissions Policy is available from the school.

Pensby High School

Irby Road, Heswall, Wirral CH61 6XN
Community co-educational (all ability) aged 11 to 18

Phone: **0151 342 0570**

Email: **schooloffice@psf.wirral.sch.uk**

Admission number: **165**

Preferences for 2019: **1st 107, 2nd 202, 3rd 156**

In 2019 all children were offered places.

Admission criteria for Year 7

Applications will be dealt with in order according to the following criteria:

- a) Children who are in care or formerly in care of a local authority.
- b) Children who have a valid medical reason for a specific placement. You must give details on the preference form and this may be checked by a medical officer of the health authority. A letter in support from a senior health care professional will be required as evidence when you submit your preference form. You need to make it clear why only this school is appropriate for your child's medical needs.
- c) Pupils who have a brother or sister (including half-brothers and sisters or step brothers and step sisters living in the same household) on roll at the school and of statutory school age when it opens in September.
- d) We will then take account of where your child lives. We will give priority to those pupils who live nearest to the school. We use a computer mapping system, based on Ordnance Survey maps, to measure the distance from your home to the school gate nearest to your child's home using the shortest road route, unless it is possible to use a footpath which we consider a safe walking route.

6th Form Admissions

Admission is open to all who:

- attain a successful interview;
- have a proven commitment to study and hard work;
- have an acceptable record of behaviour;
- attain the required GCSE grade profile and points score;
- have a suitable Record of Achievement
- submit their completed application by the deadline (TBA)
- In the event of any subject being oversubscribed, the following principles will be applied:
- Students must ensure their predicted grade, as authorised by a member of staff, will meet the entry requirements of a particular course;
- Any application forms received after the closing date will be considered only if there is space available on the course;
- All applications received prior to the closing date will be given equal consideration for each subject, Each student will have equality of access to all courses, assuming they meet the entry requirements for that course;
- In allocating places to a course that may be oversubscribed, students will be spoken to individually, to ensure that the process is open and transparent. For example, consideration will be given to a student's intended career or progression route;
- Following the publication of GCSE examination results in August, students may wish to revise their subject choices. **Students who applied for a course at the time of original application and have been given a conditional place will have preference.** New applicants will be considered using the guidelines above.

In the event of any subject being under subscribed, the school reserves the right to exercise its discretion and remove courses from the option pattern if a course is considered uneconomically viable or due to staffing changes.

Application Procedures

To apply to join our thriving sixth form you should apply for an application form by telephoning 0151 342 0570.

If you wish to download the form, please download the Application Form, complete it, sign it, then post it to us at:
Pensby High School Irby Road, Heswall, Wirral, CH61 6XN

Your application will be reviewed and you will be invited to interview to discuss your application further. Following a successful interview you will be offered a place in writing. The place may be conditional on your meeting certain requirements and, in every instance, a good school reference is essential.

Throughout the academic year, formal events are held to afford students the opportunity to review what is on offer in our sixth form and to discuss their hopes and ambitions with subject staff.

By appointment, individual students are welcome to explore their potential with a Head Of Sixth Form at any appropriate time. The Heads Of Sixth Form remain available for consultation following the publication of GCSE results.

Prenton High School for Girls

Hesketh Avenue, Prenton, Wirral CH42 6RR
Academy, single sex (girls all-ability) aged 11 to 16

Phone: **0151 644 8113**

Email: **schooloffice@prentonhighschool.co.uk**

Admission number: **158**

Preferences for 2019: **1st 102, 2nd 138, 3rd 116**

In 2019 all children were offered places.

ADMISSION POLICY

Prenton High School for Girls is an established, highly respected Academy. It is an 11-16 all ability comprehensive school serving the local and wider community and welcomes applications from both within and outside the Wirral area. The school does not have an aptitude test for prospective pupils and the school is fully inclusive.

Admission Number

The admission number for the school is 158 per year group. Students will be admitted into our school up to this number.

Admission Criteria for Year 7

As an Academy the Governing Body is the Admissions Authority and as such is responsible for the decisions on admission to the school.

Our admission procedure is co-ordinated by the Local Authority in accordance with the Wirral Coordinated Admissions Scheme and all deadlines within the scheme should be adhered to.

We recommend that prospective parents and carers refer to the following Local Authority publications, available online at www.wirral.gov.uk/admissions, which provide a timetable for admissions to secondary schools together with any additional information relevant to admissions:

- Secondary Education in Wirral
- Admissions Policies for Secondary Schools

Applications will be dealt with in order according to the following criteria:

- a) Children who are in care or formerly in care of the Local Authority as defined by the Schools Admission Code.
- b) Children of staff at the school. Priority will be given where the student is the daughter of a member of staff who has been employed by the school for two or more years at the time at which the application for admission to the school is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- c) Children who have a valid medical reason for a specific placement. You must give details on the preference form and this may be checked by a medical officer of the health authority. A letter of support from a senior healthcare professional (e.g. Doctor, Social Worker or Psychologist) is essential as evidence when you submit your preference form, if admittance to the school is to be made under the criterion. You need to make it clear why only this school is appropriate for your child's medical needs.
- d) Students who have a sister (including half or step sisters living in the same household) on roll at the school when the student starts school and is of statutory school age.
- e) We will then take into account where the child lives. Priority will be given to those children who live nearest to the school. A computer mapping system, based on Ordnance Survey maps, to measure distances from your home to the school gate nearest to your child's home, using the shortest road route unless it is possible to use a footpath which is considered a safe walking route.
- f) Where the final place is offered to one twin or multiple births, all the multiples will be admitted, even if this means going over the Published Admissions number.

Withdrawal of Offers

Any offer of a place may be withdrawn if it is discovered that misleading information has been provided in order to secure an offer e.g. place of residence or in relation to sibling connections.

Late Application

Late applications will be dealt with in accordance with the arrangements applied by Wirral Borough Council. Applications received outside the normal admission round, will be offered a place at the school if places are available.

Allocation of Places and Appeals

Places will be offered in accordance with the arrangements applied by Wirral Borough Council until the school's admission number has been reached. If places become available after the initial allocation, the Local Authority will offer the places to children on the re-allocation list following the same criteria as stated above. If an application has been turned down, parents can show continued interest in the school by returning the slip attached to their letter or appealing to an Independent Appeals Panel. Parents should contact Wallasey Town Hall (Parental Appeals) for the necessary paperwork.

Admissions during the Academic Year

In year requests will be considered by the Governing Body but will initially be co-ordinated by the Local Authority. Any decisions with respect to admissions are made with reference to the same criteria as for Year 7 placements.

Ridgeway High School

Noctorum Avenue, Prenton, Wirral CH43 9EB
Foundation co-educational (all-ability) aged 11 to 16

Phone: **0151 678 3322**

Email: **schooloffice@ridgeway.wirral.sch.uk**

Admission number: **160**

Preferences for 2019: **1st 104, 2nd 138, 3rd 71**

In 2019 all children were offered places.

Ridgeway High School, is an 11 to 16 co-educational all-ability secondary school. It is maintained by Wirral Authority. As a Foundation School the Governing Body is the Admissions Authority and is responsible for decisions on admissions into the school.

The indicated admissions number based on net capacity is 160 for Admission in Year 7 2020.

The criteria for admissions:

- A. Children who are looked after or were previously looked after by a local authority as defined in the Admissions Code 2012.
- B. Children who have a valid medical or social reason. Supporting evidence from a doctor, social worker or a psychologist is essential if admittance to the school is to be made under the criterion for special medical or social circumstances. Such evidence must set out the specific reason/s why Ridgeway High School is the most appropriate school.
- C. Pupils who have a brother or sister at the school when places are offered, including half-brothers and sisters or step-brothers and sisters, living in the same household. This can include the child of the parent/carer's partner where the child is living in the same family unit.
- D. Pupils living closest to the school as determined by the shortest road route. We would measure the distance from home to the school gate nearest the child's home using the shortest road route unless it is possible to use a footpath which we consider to be a safe walking route. All distances will be measured by the authority's computer mapping system based on Ordnance Survey maps.

Appeals

If an application for admission to the school has been turned down, parents can appeal to an Independent Appeals Panel set up by the Governing Body and local authority. You can get more details from the Headteacher.

Waiting Lists

Waiting lists for the admissions to all year groups will be compiled in descending order according to the published oversubscription criteria.

Admissions during the academic year

In-year requests will be considered by the Headteacher and Governing Body but will initially be co-ordinated by the Local Authority. Any decisions with respect to admissions are made with reference to the same criteria as for the Year 7 placements. The school uses the managed move scheme when necessary.

St Anselm's College

Manor Hill, Birkenhead, Wirral CH43 1UQ
Single-sex (boys) grammar academy aged 11 to 18

Phone: **0151 652 1408**

Email: info@st-anselms.com

Admission number: **156**

Preferences for 2019: **1st 138, 2nd 108, 3rd 31**

In 2019 all boys who reached the standard for grammar school were offered a place.

Admission Policy

St. Anselm's College is a Catholic Grammar School and Academy for boys aged 11 to 18. It is situated in the Diocese of Shrewsbury and is under the Trusteeship of the Christian Brothers. It is maintained by the Department for Education. As an Academy, the St. Anselm's College Edmund Rice Academy Trust is the Admissions Authority and is responsible for decisions on admissions to the College. The co-ordination of admission arrangements is undertaken by the Local Authority.

In drawing together their Admissions' Policy, Governors recognise the obligations of the College to meet the needs of parents of baptised Catholics in fulfilling the promises and responsibilities accepted by them at their child's Baptism and to act as an extension of the Catholic home and parish. They also acknowledge that each school must relate to the good of others and their particular responsibility for seeing that the admissions' policies of all Catholic Secondary Schools in Wirral are co-ordinated in the overall interest of Catholic education.

Admissions to St. Anselm's College in Year 7

For the school year commencing September 2020, the Indicated Admissions Number, based on Net Capacity, is 156.

The CRITERIA FOR ADMISSIONS are that places will go to applicants who have reached the required standard in the assessment and testing procedure which consists of 3 tests in English, Mathematics and Verbal Reasoning. If more than 156 boys satisfy these criteria, then places are allocated according to the following over subscription criteria, given below:

1. Catholic Looked After and previously Looked After Boys, Baptised Catholic boys, living in the relevant area (defined as Wirral, Cheshire West and Chester and any other areas within 5 miles of the College).
2. Baptised Christian, non-Catholic Looked After or previously Looked After Boys, Baptised Christian, non-Catholic boys, living in the relevant area.
3. Looked After Boys and previously Looked After Boys who are not baptised Christians, Non-Catholic boys whose parents wish them to have a Catholic education.

Please note that two documents need to be completed:

- St. Anselm's College Registration Form for Admission to the College (to be returned to the College together with a copy of the boy's baptismal certificate, if applicable).
- The Local Authority Wirral Parental Preference Form.

Sixth Form

In addition to places available for boys already in the College, the Governing Body will make available a further 20 places for boys from other schools. The normal requirement for entry on to 6th form is 5 GCSE grade 5s with grade 6 expected in most subjects to be studied in Year 12.

Should the College receive more external applications for the Sixth Form than stipulated, then the criteria applied for entry in Year 7 will be used to determine admission.

Notes

- a) All applicants will be considered at the same time and after the closing date for admissions which is 31st October 2019 (Y7), 1st September 2020 (Y12).
- b) Priority will also be given to boys in receipt of Free School Meals, at the time of application, in each category of the Over-subscription Criteria. Documentary proof must be provided.
- c) Baptised Catholic boy means a boy who has been baptised into the Roman Catholic Church and who can produce evidence of baptism or one who has been baptised a Christian and can demonstrate that he has subsequently been received into the Roman Catholic Church.
- d) If in any category there are more applicants than places available, priority will be given on the basis of rank order of performance in the assessment and testing procedures. Where 2 candidates are equally ranked in those procedures priority will be given on the basis of distance from home to the College, those living nearest to the College having priority.
- e) For occasional applications received outside the normal admissions round, and if places are available, then boys qualifying under the published criteria will be admitted. If there are places available, but more applicants than places, then the published oversubscription criteria will be applied. Occasional and late applications will be treated as per the admissions arrangements published by the Local Education Authority.
- f) A waiting list for boys who have not been offered a place will be kept and will be ranked according to the Admissions' criteria. Parents will be informed of their son's position on the waiting list which will not be operated for longer than the end of the Autumn Term.
- g) If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. This appeal must be sent in writing to the Clerk to the Admissions' Appeals Panel at the College within 20 school days from the date of notification that their application was unsuccessful. The parents must give their reasons for appealing, in writing, and the decision of the Appeals Panel is binding on the Governors.
- h) The Governing Body reserves the right to withdraw the offer of a school place where false evidence is received in relation to baptism or place of residence.
- i) The Governing Body expects that all students specifically selecting a Catholic Sixth Form education will wish to be both fully involved in the ethos and spiritual life of the College, and in achieving the aims set out in its Mission Statement.

St John Plessington Catholic College

Old Chester Road, Bebington, Wirral CH63 7LF
Academy co-educational (all-ability) aged 11 to 18

Phone: **0151 645 5049**

Email: **schooloffice@stjohnplessington.com**

Admission number: **255**

Preferences for 2019: **1st 327, 2nd 257, 3rd 143**

Distance from home to school for the last pupil who was offered a place in 2019: 0.861 miles.

Admission Policy

St John Plessington is a Catholic Secondary School under the trusteeship of the Diocese of Shrewsbury. As a Catholic Voluntary Academy the Holy Family Catholic Multi Academy Trust is the Admissions Authority.

All decisions relating to admissions applications to this school will be taken by the Governing Body of this school.

St John Plessington Catholic College was founded by the Shrewsbury Diocese to provide education for children of Catholic families. Whenever there are more applications than places available, priority will always be given to Catholic children in accordance with the oversubscription criteria listed below. The college is conducted by its Governing Body as part of the Catholic Church in accordance with its articles of association and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic college, we aim to provide a Catholic education for all our pupils. As a Catholic college, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the college. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with the admission arrangements.

Pupils with an Education, Health and Care Plan (see note 1)

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

Oversubscription Criteria

At any time where there are more applications for places than the number of places available, places will be offered according to the following order of priority:

1. Look after and previously looked after children. (See note 2 below)
2. Catholic children who attend a feeder Catholic primary school, namely, Christ the King (Bromborough); Our Lady and St Edward's (Birkenhead); St Anne's (Rock Ferry); St John's (New Ferry); St Joseph's (Birkenhead); St Michael and All Angels (Woodchurch); St Peter's (Noctorum); St Werburgh's (Birkenhead). (See notes 2, 3 and 4 below)
3. Other Catholic children (See note 3 below)
4. Other children from our feeder Catholic primary schools.
5. Any other children.

Within each of the categories listed above, the following provisions will be applied in the following order.

- (i) The attendance of a brother or sister at the school at the time of enrolment will increase the priority of an application within each category so that the application will be placed at the top of the category in which the application is made after children in (1) above. (See note 5 below)
- (ii) The children of staff will be given increased priority within each category so that the application will be placed at the top of the category in which the application is made after children in (1) above.

Notes (these notes form part of the oversubscription criteria for year 7)

1. An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.
2. A 'looked after child' has the same meaning as in section 22(1) of the Children Act 1989 and means any child who is (a) in the care of a local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making application to the school. A 'previously looked after child' is a child who was looked after but ceased to be so because he or she was adopted, or became subject to a child arrangements order, or special guardianship order.

3. 'Catholic' means a member of a Church in full communion with the See of Rome. This includes the Eastern Catholic Churches. This will normally be evidenced by a certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church. For the purposes of this policy, it includes a looked after child who is part of a Catholic family where a letter from a priest demonstrates that the child would have been baptised or received if it were not for their status as a looked after child (e.g. a looked after child in the process of adoption by a Catholic family).
For a child to be treated as Catholic, evidence of baptism or reception into the Church will be required. Those who have difficulty obtaining written evidence of baptism should contact their Parish Priest who, after consulting with the Diocese, will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the laws of the Church.
Eastern Christian Church' includes Orthodox Churches and is normally evidenced by a certificate of baptism or reception from the authorities of that Church.
4. For the purposes of this admission policy, attendance at a feeder primary school includes those who were prevented from attending a feeder school due to oversubscription of Catholics and whose application to attend was unsuccessful, normally evidenced by a letter of rejection from the feeder primary school.
5. 'brother or sister' includes:
 - (i) All natural brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters, foster brothers or sisters, whether or not they are living at the same address; and
 - (ii) the child of a parent's partner where that child for whom the school place is sought lives for at least part of the week in the same family unit at the same address as the applicant.
6. This applies where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
7. A 'parent' means all natural parents, any person who is not a parent but has parental responsibility for a child, and any person who has care of a child.

Tie Break

Priority will be given pupils who live nearest to the school. We measure distances from home to the school gate nearest to the seed point of the child's home address to the nearest pedestrian entrance to the school using the shortest road route, unless it is possible to use a footpath which we consider to be a safe walking route, using the Council's computerised Ordnance Survey Address Point based routing system. In the event of distances being the same for two or more children where this would determine the last place to be allocated, random allocation will be carried out and supervised by a person independent of the school. All the names will be entered into a hat and the required number of names will be drawn out.

Application Procedures and Timetable

To apply for a place at this school in the normal admission round, you **must** complete a Common Application Form available from the local authority in which you live.

You will be advised of the outcome of your application on 1st March or the next working day, by the local authority on our behalf. If you are unsuccessful (unless your child gained a place at a school you ranked higher) you will be informed of the reasons, related to the oversubscription criteria listed above, and you have the right of appeal to an independent appeal panel. Appeals must be made within 20 school days of the date of notification that their application was unsuccessful. Parents must give the reasons for their appeal in writing and the decision of the Appeals Panel is binding on all parties.

If you do not provide supplementary information in the catholicity section of the form and return it by the closing date, together with all supporting documentation, your child will not be placed in criteria 1 to 4 and this is likely to affect your child's chance of being offered a place.

All applications which are submitted on time will be considered at the same time and after the closing date for admissions which is 31st October 2019.

Late Applications

Late applications will be administered in accordance with your home Local Authority Secondary Co-ordinated Admissions Scheme. You are encouraged to ensure that your application is received on time.

Admission of Children Outside their Normal Age Group

A request may be made for a child to be admitted outside their normal age group, for example if the child is gifted and talented or has experienced problems such as ill health.

Any such request should be made in writing to the Clerk to the Governors at the same time as the admission application is made. The Governing Body will make its decision about the request based on the circumstances of each case and in the best interests of the child. In addition to taking into account the views of the head teacher, including the head teacher's statutory responsibility for the internal organisation, management and control of the school, the Governing Body will take into account the views of the parents and of appropriate medical and education professionals, as appropriate.

Waiting Lists

In addition to their right of appeal, unsuccessful children are offered the opportunity to be placed on a waiting list. This waiting list will be maintained in order of the oversubscription criteria set out above and not in the order in which applications are received or added to the list. Waiting lists for admission will operate throughout the autumn term. The waiting list will be held open until the last day of the autumn term.

Inclusion in the school's waiting list does not mean that a place will eventually become available.

In-Year Applications

An application can be made for a place for a child at any time outside the admission round and the child will be admitted where there are available places. Enquiries may be made at the school office but application must be made via the transfer form available on the Wirral Council website at www.wirral.gov.uk/schooladmissions or by calling 0151 606 2020 during office hours. Where there are places available but more applications than places, the published oversubscription criteria, as set out above, will be applied. You will be advised of the outcome of your application in writing, and you have the right of appeal to an independent appeal panel.

Fair Access Protocol

The college is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the Governing Body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The Governing Body has this power even where admitting the child would mean exceeding the published admission number.

The Governing Body reserves the right to withdraw the offer of a place or, where the child is already attending the school, the place itself, where it is satisfied that the offer or the place was obtained by deception.

SIXTH FORM ADMISSIONS POLICY 2019

In addition to places available for students already at the College the Governing Body will make available a further 30 places for external students. For both, entry to the Sixth form is subject to the Entry Qualification for individual courses of study, as published annually in the sixth Form Prospectus. If more applications are received from external candidates than the number specifies then the oversubscription criteria applied in year 7 will be used to determine admissions.

Notes (these notes form part of the oversubscription criteria for year 12)

- a) Arrangements will be instituted by the college to allow discussion of subject choice with those applying for the sixth form as internal or external candidates.
- b) If an application for admissions from either internal or external candidates has been turned down by the Governing Body then an appeal can be made to an Independent Appeals Panel. Parents and students are able to appeal jointly or separately against any decision refusing a young person admission and, where they appeal separately the appeals must be heard together. This appeal must be sent in writing to the Clerk to Governors at the school within 20 school days of refusal. Reasons for the appeal must be given in writing and the decision of the Appeals Panel will be binding on all parties.
- c) The Governing Body expects all students specifically selecting a Catholic Sixth Form education will be fully involved in the ethos and spiritual life of the College, in achieving the aims set out in its Mission Statement.

St Mary's Catholic College

Wallasey Village, Wallasey, Wirral CH45 3LN
Voluntary-aided Academy, co-educational (all-ability) aged 11 to 18

Phone: **0151 639 7531**
Email: **schooloffice@stmaryswallasey.com**
Admission number: **815**
Preferences for 2019: **1st 115, 2nd 99, 3rd 80**

In 2019 all children were offered places.

Admissions Policy

St Mary's Catholic College. A Voluntary Aided Academy, is an 11-18 Co-educational Catholic Secondary School under the trusteeship of the Diocese of Shrewsbury. As a Catholic Voluntary Aided Academy the Holy Family Catholic Multi Academy Trust is the Admissions Authority and is responsible for taking decisions on applications for admissions.

All decisions relating to admissions applications to this school will be taken by the Governing Body of this school. The Catholic Faith and the Teachings of the Catholic Church have an essential role in school life and influence every aspect of the Curriculum. We expect all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the Faith of this school to apply for and be considered for a place here.

The co-ordination of admissions is undertaken by the Education Authority. For the school year commencing September 2020 the Governing Body has set its admissions number for Year 7 at 210. Admissions to the school in Year 7 will be determined by the Governing Body, in accordance with its published criteria. If the school is oversubscribed, places will be allocated according to the following criteria given in priority order.

- 1) Children who are in the care of the Local Authority (Looked After Children) and previously Looked After Children.
- 2) Baptised Catholic children from our partner Catholic Primary schools: Ladymount, Our Lady of Pity, Sacred Heart, St Alban's, St Joseph's, SS Peter & Paul, Holy Cross, St Joseph's (Upton and St Paul's); and our partner school Holy Spirit Catholic and Church of England Primary.
- 3) Baptised Catholic children from other primary schools.
- 4) Children from our partner Catholic Primary schools: Ladymount, Our Lady of Pity, Sacred Heart, St Alban's, St Joseph's, SS Peter & Paul, Holy Cross, St Joseph's (Upton and St Paul's); and our partner school Holy Spirit Catholic and Church of England Primary.
- 5) Children from other primary schools whose parents seek a Catholic education.

Within each priority the Governors will always give preference to Roman Catholic children.

Notes

Within each of the categories listed above, the following provisions will be applied in the following order:

- (i) The attendance of a brother or sister at the school at the time of enrolment will increase the priority of an application within each category so that the application will be placed at the top of the category in which the application is made after children in 1) above.
- (ii) The children of staff will be given increased priority within each category so that the application will be placed at the top of the category in which the application is made after children in 1) above.

Tie Break

Priority will be given to children living closest to the school determined by the shortest distance. Distance will be measured using the shortest road route, unless it is possible to use a footpath which we consider a safe walking route, from the seed point of the child's home address to the nearest pedestrian gate of the College, using the Local Authority's computerised measuring system, with those living closer to the College receiving the higher priority. In the event of distances being the same for 2 or more children where this would determine the last place/s to be allocated, a random allocation will be carried out and supervised by a person independent of the school. All the names will be entered into a hat, and the required number of names will be drawn out.

If the school is named in a Statement of Special Educational Needs or Health and Care Plan the Governing Body will admit the child to the College.

For 'In Year' applications received outside the normal admissions round, and if places are available, then children qualifying under the published criteria will be admitted. If there are places available, but more applicants than places, then the published over-subscription criteria will be applied. 'In Year' and late applications will be treated as per the admissions arrangements published by the Local Authority.

If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. This appeal must be sent in writing to the Clerk to the Governors at the College within 20 College days of refusal. Parents must give reasons for appealing in writing, and the decision of the Appeals Panel is binding on the Governing Body.

Sixth Form Admission Policy 2020/21

In addition to places available for students already in the College, the Governing Body will make available a further 30 places for external students. For both, entry to the Sixth Form is subject to the entry qualification for individual courses of study, as published annually in the Sixth Form Prospectus. If more applications are received from external candidates than the number specified then the criteria applied at Year 7 will be used to determine admissions.

Notes

1. All applicants will be considered at the same time, and after the closing date for admissions.
2. The Governing Body reserves the right to check on evidence of baptism into the Roman Catholic Church.
3. (Roman) Catholic children:
 - i. *This means children who are baptised Roman Catholics;*
 - ii. *Children who are under instruction (having provided satisfactory confirmation of this).*
4. Sibling is defined as:
 - i. *A brother or sister by the same parents;*
 - ii. *A half or step-brother or sister living in the same household;*
 - iii. *Children under the guardianship of either parent, and living in the same household;*
 - iv. *An adopted brother or sister.*

South Wirral High School

A Visual and Performing arts college and Maths and Computing college

Plymyard Avenue, Eastham, Wirral CH62 8EH
Foundation co-educational (all-ability) aged 11 to 18

Phone: **0151 327 3213**

Email: **schooloffice@southwirral.wirral.sch.uk**

Admission number: **212**

Preferences for 2019: **1st 146, 2nd 92, 3rd 102**

In 2019 all children were offered places.

Admissions Policy

Section 1: General Principles

South Wirral High School is an 11-19 mixed all-ability school, serving the communities of Eastham, Bromborough and the surrounding areas of Wirral and Cheshire including Hooton, Neston and Ellesmere Port. We are a specialist Visual and Performing Arts College, with a second specialism in Maths and Computing but we do not have any requirement for an aptitude from prospective students.

As a Foundation School the Governing Body is the Admissions Authority and is responsible for decisions on admission to the school.

The main principle of admission for South Wirral High School is to maintain the character of the school as an all-ability school, providing for the needs of young people aged 11-19.

Admission to our school is not based on any "voluntary" contribution.

Students will be admitted at the age of 11+ without reference to ability or aptitude using the criteria below. The Published Admission Number for 2020 and subsequent years will be 212. The school may exceed its Published Admission Number if not doing so would result in eligible children of the same household being refused admission.

The school participates in the Wirral Co-ordinated Admissions Scheme and all deadlines within that should be adhered to by applicants.

Section 2: Over subscription criteria

If the school is over-subscribed the following over-subscription criteria will apply:

1. Children who are **looked after** or **previously looked after** by a Local Authority and/or children with an **EHC Plan of Special Educational Needs** that names South Wirral High School.
2. Children who will have a **"sibling"** on roll at South Wirral High School at the time of their admission. A "sibling" is defined in the notes below.
3. Children whose **"home" is closest to the nearest pedestrian gate of the school** as measured by the Wirral Local Authority mapping system using the shortest walking route. "Home" is defined in the notes below.

Notes

- (a) **Sibling** is defined as:
 - (i) A brother or sister by the same parents
 - (ii) A half or step-brother or sister living in the same household
 - (iii) A child living in the same household as another child who is on-roll at South Wirral High School at the time of their admission.
- (b) Home is the principal residence of the child or of the person who is responsible for the care of the child.
- (c) **A Looked After Child** is a child who is a) in the care of a local authority or b) being provided with accommodation by a local authority in the exercise of their social services functions (under section 22(1) of the Children Act 1989). A previously looked after child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements or special guardianship order.

Section 3: Other information

Withdrawal of offers

Any offer of a place may be withdrawn if it is discovered that misleading information has been provided in order to secure an offer.

Any offer of a place may be withdrawn if the parent declines the offer of a place.

Late applications

Late applications will be dealt with in accordance with arrangements applied by Wirral LA. Where applicable, a waiting list will be administered in accordance with arrangements applied by Wirral LA.

In year admissions

Admissions for all other year groups will be dealt with in accordance with the criteria in section 2

Sixth Form admissions

The admissions number for the Sixth Form is the same as for year 7.

The required minimum standard for entry to the Sixth Form to follow more than one A Level course is five GCSEs at grades 9 - 7. Individual A Level courses may require higher GCSE grades. Non-A Level courses may require lower GCSE grades. Details are available on request.

Priority of entry is given to existing students at the school.

If the Sixth Form is over-subscribed the criteria in section 2 will be applied.

Appeals

If an application for admission has been refused by the Governing Body, parents have the right to appeal to an Independent Appeals Panel. This appeal must be sent in writing to the Clerk to the Governors within 28 days of the refusal. Parents must give their reason for appealing in writing and the decision of the Panel is binding on the Governors.

The Birkenhead Park School

A Specialist Sports College

Park Road South, Birkenhead, Wirral CH43 4UY
Co-educational (all-ability) Academy aged 11 to 16

Phone: **0151 652 1574**

Email: **offices@birkenheadparkschool.com**

Admission number: **150**

Preferences for 2019: **1st 112, 2nd 63, 3rd 52**

In 2019 all children were offered places.

The Birkenhead Park School is an 11 - 16 all ability comprehensive school serving the local and wider community and welcomes applications from both within and outside the Wirral area. The school does not have an aptitude test for prospective students and the school is fully inclusive.

Admission Number

The school's admission number is set in agreement with the CEO of Wirral Academy Trust and approved by the Trust board. The current admission number for the school is 150 per year group. Students will be admitted into our school up to this number.

Admission Criteria for Year 7

As an Academy the Governing Body is the Admissions Authority and as such is responsible for the decisions on admission to the school.

Our admissions procedure is co-ordinated by the Local Authority in accordance with the Wirral Coordinated Admissions Scheme and all deadlines within the scheme should be adhered to.

We recommend that prospective parents and carers refer to the following Local Authority publications, available online at www.wirral.gov.uk/admissions, which provide a timetable for admissions to secondary schools together with any additional information relevant to admissions:

- Secondary Education in Wirral
- Admissions Policies for Secondary Schools

Where the number of applications for admission is greater than the published admission number, applications will be considered against the criteria set out below:

a) **Children Looked After** (as defined by section 22 of The Children Act 1989) and **previously Children Looked After**.

A Child Looked After is a child who is either in the care of a LA or being provided with accommodation by a LA in the exercise of their social services functions (under section 22(1) of The Children Act 1989).

A previous Child Looked After is one who immediately moved on from that status after becoming subject to an adoption, child arrangements or special guardianship order.

b) **Children with statements of Special Educational Needs/EHCP**

c) **Children who have a valid medical reason for a specific placement.** You must give details on the preference form and this may be checked by a medical officer of the health authority. A letter of support from a senior healthcare professional is essential as evidence when you submit your preference form, if admittance to the school is to be made under the criterion. You need to make it clear why only this school is appropriate for your child's medical needs.

d) **Siblings** - Children who have a brother or sister (including half-brothers or sisters, or step brothers or step sisters, living in the same household) on roll at the school when the student starts school and is of statutory school age.

e) **Distance** - We will then take into account where the child lives. Priority will be given to those children who live nearest to the school. A computer mapping system, based on Ordnance Survey maps, to measure distance from your home to the school gate nearest to your child's home, using the shortest road route unless it is possible to use a footpath which is considered a safe walking route.

f) Where the final place is offered to one twin or multiple births, all the multiples will be admitted, even if this means going over the Published Admissions number.

Withdrawal of Offers

Any offer of a place may be withdrawn if it is discovered that misleading information has been provided in order to secure an offer e.g. place of residence or in relation to sibling connections.

Late Applications

Late applications will be dealt with in accordance with the arrangements applied by the Local Authority.

Allocation of Places and Appeals

Places will be offered in accordance with the arrangements applied by the Local Authority until the school's admission number has been reached. If places become available after the initial allocation, the Local Authority will offer the places to children on the re-allocation list following the same criteria as stated above. Your position on the re-allocation list can be sought from the Local Authority. If an application has been turned down, parents can show continued interest in the school by returning the slip attached to their letter or appealing to an Independent Appeals Panel. Parents should contact Wallasey Town Hall (Parental Appeals) for the necessary paperwork.

Admissions during the Academic Year

In year requests will be co-ordinated by the Local Authority. A parent can apply for a place as an in-year admission at any point and is entitled to an appeal if a place is not offered.

The Oldershaw Academy

Valkyrie Road, Wallasey, Wirral CH45 4RJ
Co-educational (all-ability) Academy aged 11 to 19

Phone: **0151 638 2800**

Email: **schooloffice@oldershaw.wirral.sch.uk**

Admission number: **1***,

Preferences for 2019: **1st 1') , 2nd 121, 3rd 48**

Distance from home to school for the last pupil who was offered a place in 2019: 4.363 miles.

1. Aims

This policy aims to:

- Explain **how to apply** for a place at the school
- Set out the school's arrangements for allocating places to the pupils who apply
- Explain **how to appeal** against a decision not to offer your child a place

2. Legislation and statutory requirements

This policy is based on the following advice from the Department for Education (DfE):

- School Admissions Code
- School Admission Appeals Code

As an academy, the school is required by its funding agreement to comply with these codes, and with the law relating to admissions as set out in the School Standards and Framework Act 1998.

This policy complies with our funding agreement and articles of association.

3. Definitions

The **normal admissions round** is the period during which parents can apply for state-funded school places at the school's normal point of entry, using the common application form provided by their home local authority.

Looked after children are children who, at the time of making an application to a school, are:

- In the care of a local authority, or
- Being provided with accommodation by a local authority in exercise of its social services functions

Previously looked after children are children who were looked after, but ceased to be so because they:

- Were adopted under the Adoption Act 1976 or the Adoption and Children Act 2002, or
- Became subject to a child arrangements order, or
- Became subject to a special guardianship order

Sibling - includes step sibling, foster sibling, adopted sibling and other children living permanently at the same address.

Distance - where parents have shared responsibility following a breakdown of their relationship home will be understood to be where child benefit is paid.

A child reaches **compulsory school age** on the prescribed day following his or her fifth birthday (or on his or her fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August.

4. How to apply - Years 7 - 11

For applications in the normal admissions round you should use the application form provided by your home local authority (regardless of which local authority the schools are in). You can use this form to express your preference for a minimum of 3 state-funded schools, in rank order. The school does not need you to complete any additional forms. You will receive an offer for a school place directly from your local authority.

5. Requests for admission outside the normal age group

Parents are entitled to request a place for their child outside of their normal age group. Decisions on requests for admission outside the normal age group will be made on the basis of the circumstances of each case and in the best interests of the child concerned. In accordance with the School Admissions Code, this will include taking account of:

- Parents' views
- Information about the child's academic, social and emotional development
- Where relevant, their medical history and the views of a medical professional
- Whether they have previously been educated out of their normal age group
- Whether they may naturally have fallen into a lower age group if it were not for being born prematurely
- The headteacher's views

Wherever possible, requests for admission outside a child's normal age group will be processed as part of the main admissions round. They will be considered on the basis of the admission arrangements laid out in this policy, including the oversubscription criteria listed in section 6. Applications will not be treated as a lower priority if parents have made a request for a child to be admitted outside the normal age group.

Parents will always be informed of the reasons for any decision on the year group a child should be admitted to. Parents do not have a right to appeal if they are offered a place at the school but it is not in their preferred age group.

6. Allocation of places

6.1 Admission number

This school has an agreed admission number of 168 pupils for entry in year.

6.2 Oversubscription criteria

All children whose statement of special educational needs (SEN) or education, health and care (EHC) plan names the school will be admitted before any other places are allocated.

If the school is not oversubscribed, all applicants will be offered a place.

In the event that the school receives more applications than the number of places it has available, places will be given to those children who meet any of the criteria set out below, in order until all places are filled.

1. Highest priority will be given to looked after children and all previously looked after children who apply for a place at the school.
2. Children who have an exceptional medical reason or social need. Parents must provide medical or social evidence together with a letter of support from a health or multi-agency professional. The reason for selecting the Academy must be made clear and the Academy must be satisfied it can meet those needs.
3. Priority will next be given to children with siblings at the school. Siblings include step siblings, foster siblings, adopted siblings and other children living permanently at the same address. Priority will not be given to children with siblings who are former pupils of the school.
4. Children whose home is closest to the Academy. A child's home address will be considered to be where he/she is resident for the majority of nights in a normal school week. The distance will be measured by the Local Authority mapping system.
5. Priority will next be given to children of staff at the school, in either of the following circumstances:
 - a) The member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, or
 - b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage

Each individual case will be judged on its merits and the offer of a place may be withdrawn if it is discovered misleading information has been provided.

6.3 Tie break

In the case of 2 or more applications that cannot be separated by the oversubscription criteria outlined above, where the distance between 2 children's homes and the school is the same, random allocation will be used to decide between them. This process will be independently verified.

7. In-year admissions

You can apply for a place for your child at any time outside the normal admissions round. As is the case in the normal admissions round, all children whose statement of SEN or EHC plan names the school will be admitted.

Likewise, if there are spaces available in the year group you are applying for, your child will always be offered a place.

If there are no spaces available at the time of your application, your child's name will be added to a waiting list for the relevant year group. When a space becomes available it will be filled by one of the pupils on the waiting list in accordance with the oversubscription criteria listed in section 6.2 of this policy. Priority will not be given to children on the basis that they have been on the waiting list the longest.

Applications for in-year admissions should be sent to the following address:

School Admissions, PO Box 290, Brighton Street, Wallasey. CH27 9FQ
Email: secondaryplaces@wirral.gov.uk Tel. no: 0151 606 2020

8. Appeals 7 - 11yrs

If your child's application for a place at the school is unsuccessful, you will be informed why admission was refused and given information about the process for hearing appeals. Please refer to wirral.gov.uk for the appeals timetable. If you wish to appeal, you must set out the grounds for your appeal in writing and send it to the following address:

School Appeals, Town Hall, Brighton Street, Wallasey. CH44 8ED
Email: schoolappeals@wirral.gov.uk Tel. no: 0151 691 8220

9. How to Apply - 6th Form

Oldershaw welcomes applications from all young people. Applicants must complete an application form which is available from the school office. The required minimum standard for Sixth Form Level 3 courses is at least 5 good GCSE grades including English and Mathematics. Individual courses may require higher grades. For Level 2 courses the requirement is 5 GCSE passes. Priority for admission is given to existing students and those students with high levels of attendance.

If the Sixth Form is oversubscribed the criteria above will apply. Places in Sixth Form will be confirmed on receipt of GCSE results in the summer. Admission to Year 13 is based on students successfully passing their Year 12 courses.

10. Appeals 6th Form

If an application is refused by the Governing Body parents have the right to appeal to an independent panel. This appeal with reasons must be sent in writing to the Clerk to Governors within 21 days of the refusal. The decision of the panel is final.

11. Monitoring arrangements

This policy will be reviewed and approved by the governing board every year.

Whenever changes to admission arrangements are proposed (except where the change is an increase to the agreed admission number), the governing board will publicly consult on these changes.

Upton Hall School

Moreton Road, Upton, Wirral CH49 6LJ
Academy single-sex (girls) grammar aged 11 to 18

Phone: **0151 677 7696**

Email: **uhs@uptonhall.org**

Admission number: **156**

Preferences for 2019: **1st 187, 2nd 109, 3rd 17**

Last pupil offered a place in 2019: Category - Non Catholic by score

Admissions policy for September 2018

Upton Hall School FCJ is a Roman Catholic Grammar School for girls aged 11-18. It is situated in the Diocese of Shrewsbury and is under the Trusteeship of the Society of the Faithful Companions of Jesus. The Academy Trust is the Admissions Authority and is responsible for decisions on admissions to the School. The co-ordination of admission arrangements is undertaken by the Local Authority. For the school year commencing September 2020, the published admission number based on net capacity is 156.

Admission to the School in Year 7

An Admissions Committee of the Academy Trust will determine admission to the school for those girls who have achieved 236 in the Entrance Examination consisting of two closed NFER tests in Verbal Reasoning.

If there are more than 156 girls who satisfy the requirements stated, places will be offered strictly in accordance with the order of merit based on the results achieved in the Entrance Examination and according to the following priorities:

1. Baptised Roman Catholic girls (including any girl who was baptised a Christian and can demonstrate that she has subsequently been admitted to the Roman Catholic Church).
2. Girls, who have not been baptised into the Roman Catholic Church, whose parents wish them to have a Roman Catholic education.

In the event of oversubscription in any of the above categories, places will be allocated in order of merit based on the score in the Examination. If there are several candidates at the 156th place with equal marks in the order of merit, priority will be given to those girls whose homes are nearest the School.

Notes:

- a. All applicants will be considered at the same time and after the closing date for admissions which is 31 October 2019.
- b. A Baptised Roman Catholic girl means a girl who has been baptised into the Roman Catholic Church and who can produce a baptismal certificate as evidence or one who has been baptised a Christian and can demonstrate that she has subsequently been admitted to the Roman Catholic Church.
- c. Nearest to the School means the shortest available safe walking distance as measured by the Local Authority computer mapping system.
- d. An application can be made for a place for a child at any time outside the admissions round and the child will be admitted by the school governors where there are available places. Enquiries may be made at the school office but application must be made by via the transfer form available on the Wirral Council website at www.wirral.gov.uk/schooladmissions or by calling 0151 606 2020 during office hours. Where there are places available but more applications than places, the published oversubscription criteria, as set out above, will be applied. If there are no places available, the child will be added to the waiting list (see below). You will be advised of the outcome of your application in writing, and you have the right of appeal to an independent appeal panel.

e. **Waiting Lists**

A waiting list for girls who have not been offered a place will be kept and will be ranked according to the Admissions Criteria. Parents will be informed of their daughter's position on the waiting list which will be retained until the end of the Autumn Term in the academic year for which admission is requested.

f. **Appeals**

If an application for admission has been refused by the Admissions Authority, parents can appeal to an Independent Appeals Panel. This appeal must be sent in writing to the Clerk to the Governors at the school within 20 school days of the refusal. The parents must give their reasons for appealing in writing and the decision of the Appeals Panel is binding on the Admissions Authority.

- g. The Admissions Authority reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism or place of residence.

Admission to the School in Year 12 (Sixth Form)

In addition to places available for girls already in the School, the Admissions Authority will make available a further 30 places for girls from other schools. The required minimum standard for all girls wishing to obtain a place in the Sixth Form is five GCSE passes at grade 5 or above including English and Mathematics, with at least grade 6 in subjects to be studied at Advanced Level, with the exception of those students wishing to study Advanced Level Mathematics who will be required to have a grade 7 at GCSE. Should the School receive more external applications for the Sixth Form than can be accommodated, then the criteria applied for entry in Year 7 will be used to determine admissions but without reference to the Governors Entrance Examination.

Notes

- a. If an application for admissions from either internal or external candidates has been turned down by the Admissions Authority then an appeal can be made to an Independent Appeals Panel. Parents and students are able to appeal jointly or separately against any decision refusing a young person admission and, where they appeal separately the appeals must be heard together. This appeal must be sent in writing to the Clerk to the Governors at the school within 20 days of refusal. Reasons for the appeal must be given in writing and the decision of the Appeals Panel is binding on the Admissions Authority.
- b. The Admissions Authority expects that all students specifically selecting a Roman Catholic Sixth Form education will wish to be both fully involved in the ethos and spiritual life of the school, and in achieving the aims set out in its Mission Statement.

Weatherhead High School

A high performing Academy providing excellence for all

Breck Road, Wallasey, Wirral CH44 3HS

Academy single-sex (girls all-ability) aged 11-16 and Mixed 6th Form

Phone: **0151 631 4400**

Email: **schooloffice@weatherheadhigh.co.uk**

Admission number: **254**

Preferences for 2019: **1st 276, 2nd 97 3rd ***

Distance from home to school for the last pupil who was offered a place in 2019: 3.081 miles.

Admission criteria for Year 7

For admissions to secondary school in the academic year 2020-21, the Local Authority will co-ordinate all admissions arrangements on behalf of Weatherhead High School (Please also see the Local Authority documents 'Secondary Education in Wirral', 'Admission Policies' and 'Scheme for Co-ordination of Admission Arrangements for Maintained Secondary Schools in the Wirral Area' all of which are updated annually and available at: <http://www.wirral.gov.uk/schooladmissions>).

Applications will be dealt with in order according to the following criteria:-

- a) Children who are Looked After or previously Looked After. A Looked After child is a child who is i) in the care of a local authority, or ii) being provided with accommodation by a local authority in the exercise of their social services functions (under section 22(1) of the Children Act 1989). A previously looked after child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- b) Children who have a valid medical reason for a specific placement. You must give details on the preference form and this may be checked by a medical officer of the health authority. A letter in support from a senior health care professional will be required as evidence when you submit your preference form. You need to make it clear why only this school is appropriate for your child's medical needs.
- c) Students who have a sibling (including half-sibling or step-sibling living in the same household) on roll at the school when it opens in September 2020.
- d) Children of staff at the school - priority is given to children of staff in either or both of the following circumstances
 - i. Where the member of staff has been employed at the school for 2 or more years at the time the application for admission to the school is made.
 - and/or
 - ii. The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- e) We will then take account of where your child lives. We will give priority to those students who live nearest to the school. The Authority's computer mapping system, based on Ordnance Survey maps, is used to measure the distance from your home to the school gate nearest to your child's home using the shortest road route, unless it is possible to use a footpath which we consider a safe walking route.

Waiting Lists

A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admissions Criteria. Parents will be informed of their child's position on the waiting list which will operate for one term after the start of the Autumn term.

Appeals

If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents should contact Wallasey Town Hall (Parental Appeals) for the necessary paperwork. Appeals should be sent back to the Appeals Panel at Wallasey Town Hall no later than 4 weeks from receiving the letter of refusal. The decision of the Appeals Panel is binding on the Governors

The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to sibling connections or place of residence.

Sixth Form Admissions Policy

This Admissions Policy applies to students seeking admission to Year 12 at Weatherhead High School and covers admission into Year 13 for those wishing to complete their studies at the school - September 2020.

Applications for Year 12 must be completed using the school application form, by the date specified by the school. Applications received after this deadline will be placed on a waiting list. For internal applicants, the Director of Sixth Form will seek feedback from the Year Leader and subject teachers to check suitability for students' course choices. All offers of a place in Year 12 will be made on condition of students meeting the school entry requirements.

For external applicants, a reference/report from their previous school will be sought to check suitability for Post 16 study and their preferred subject choices. Students will be invited for interview as appropriate. Preferred learning pathways and course choices are discussed. Following the interview stage, a letter will be sent to the applicant confirming the decision made regarding a place in Year 12. All offers of a place in Year 12 will be made on condition of students meeting the school entry requirements.

Students holding conditional offers will have their place confirmed following receipt of GCSE results in the Summer. Guidance will be given to students who wish to consider a change of subject following receipt of GCSE results.

Admission to Year 12

The majority of our students in Year 11 continue with their studies into our school Sixth Form. The school will usually have a number of places available for external students who wish to join Year 12.

1. Students who currently study at Weatherhead in Year 11 are given priority for places; however, the school is proud of its diverse intake and we welcome applications from all students under the age of 18 for whom we have suitable courses. We regularly admit students currently attending other schools and in these cases, admission is contingent on the receipt of supportive references and the production of GCSE (or equivalent) examination certificates.
2. Application forms should be submitted by the deadline on the form. Recruitment and information evenings are held in the Autumn term to assist students in this process. We cannot guarantee that places will be offered when an application is late. External admissions interviews take place in February/ March and all offers are made by Easter for places to be taken up in September. Application forms and prospectuses can be obtained from the Sixth Form reception by telephoning 0151 631 4401 or emailing sfinfo@weatherheadhigh.co.uk. You can also visit our website at www.weatherheadhigh.co.uk.
3. In order to obtain a place, there are minimum entry requirements. These are:
 - a) If you are applying for A level courses you must achieve at least the Grades or equivalent levels in your GCSEs as detailed in the 6th Form Prospectus and have the correct subject and grades to take that course.
 - b) In order to take Childcare and Education we expect a Grade or equivalent level in English plus 1 other GCSE as detailed in the Sixth Form Prospectus.
 - c) All applicants must meet the minimum Grade requirements for the subjects chosen to study, as stated in the prospectus.
 - d) A supportive reference confirming suitability at Post-16 study and the preferred subject choices.
4. If, having gained your GCSE results, you have fallen short of the minimum requirements; you are advised to call us for further advice or seek advice and support from our team on GCSE results day in August.
5. All Sixth Form students are expected to participate in an extensive enrichment programme that includes Personal Development sessions and Higher Education and careers advice.
6.
 - a)
 - i. Applicants must have demonstrated in Year 11, good attendance and behaviour and a commitment to their studies.
 - ii. Applicants will be expected to accept the standards of dress and conduct applicable upon admission to Weatherhead Sixth Form.
 - b) Where attendance/behaviour or commitment has been unsatisfactory, the school must be satisfied that:
 - i. The absence/behaviour/commitment has not had such an impact on the candidates academic development that he/she would be unlikely to cope with the demands of the course applied for.
 - ii. The pattern of absence/behaviour/commitment will not continue into the Sixth Form.
7. Conditional offers are made in writing on the basis of predicted GCSE Grades/Levels. Candidates are asked to confirm their intention to take up the place offered, either in writing or by telephone. Once you have accepted an offer, your place is secure and we are committed to you provided that you then meet the minimum requirements. You make your final course choices in September on Induction Day, when you have your GCSE results. This is done in consultation with your Form Tutor.

8. By accepting a place at Weatherhead High School Sixth Form, you agree that:
 - i. You have read, understand and accept the Admissions Policy.
 - ii. You have read, understand and will abide by the terms of the Sixth Form Charter.
9. In some cases, students will be offered a place for a probationary period. This trial period may be offered for a range of reasons. Students who are offered a trial period will be notified in writing, with the conditions of probation.
10. Where applications for a place are declined, students will be informed in writing and reasons will be given in line with the Admissions Policy. Students who have had their applications rejected have the right to appeal against the decision. In such a situation, a formal letter must be sent to the Director of Sixth Form stating why it is felt that the decision is unfair and providing details of any mitigating circumstances. This must be done within ten working days of receiving formal notification that the application has been declined. If the decision not to admit is upheld, you may then choose to make a formal complaint.

11. **External Students**

- External students are offered a place in the Sixth Form on the basis of a satisfactory reference/report from their previous school and following discussion about their suitability with a member of the Senior Leadership or Sixth Form Management team.
- The school is able to make sufficient offers of places to lead to the admission of approximately 50 external students. After this number of offers has been made, the school reserves the right to place further applicants on a waiting list. The actual number of offers made is judged on the previous year's admission number and the applications received from internal students who have priority.
- In some circumstances, the school may be able to make offers of places above these thresholds and when other applicants have been placed on the waiting list if there is availability on particular courses. This will be dependent on the numbers of applications for particular courses in each year.

Where the number of eligible external applicants for a course of study exceeds the places available then admissions will be determined in accordance with the following priority of admissions criteria:

- Children in Local Authority Care – a child under the age of 18 years for whom the local authority provides accommodation by agreement with their parents/carers (section 20 of the Children Act 1989) or who is the subject of a care order under Part IV of the Act.
- Children who have a valid medical or social reason. Supporting evidence from a doctor, social worker or psychologist is essential if admittance to the school is to be made under the criteria for special medical or social circumstances. Such evidence must set out the specific reasons why Weatherhead High School is the most appropriate school.
- The overall strength of the student's profile, based on estimated grades and a satisfactory reference or report; the profile requirements will be determined annually in the light of applications received.
- The contribution the student could make to the overall life of the school, based on the evidence available from the application, reference and interview.
- In exceptional circumstances, the Headteacher may use his/her discretion in making offers to individual students who do not meet the required criteria, where extenuating factors apply.

Conditional offers will be made for a place at the school. Once an offer has been made the school will aim to allow students to follow their first-choice combination of subjects requested at interview. Where this is impossible, for reasons such as timetable clashes or over-subscription of particular subjects, guidance will be offered about suitable alternatives.

Admission to Year 13:

The majority of students in Year 12 continue with their studies into Year 13, dependent upon the entry criteria outlined below.

All offers of a place in Year 13 will be made on condition students meet the school entry requirements laid out below:

- All students wishing to complete their studies in Year 13 must achieve a favourable report in relation to progress in their chosen subject, which will include, supportive comments from relevant subject teachers confirming suitability for continued study at Advanced Level.
- Students who do not meet the entry requirement into Year 13 will be given guidance about a change of pathway and relevant courses available.

3rd Year Sixth Form:

Admission to 3rd Year Sixth Form will only be due to exceptional circumstances e.g. either medical or a student who has shown significant commitment over a 2 year period of study.

West Kirby Grammar School

Graham Road, West Kirby, Wirral CH48 5DP
Academy grammar single-sex (girls) aged 11 to 18

Phone: **0151 632 3449**

Email: **office@wkgs.net**

Admission number: **180**

Preferences for 2019: **1st 155, 2nd 100, 3rd 44**

In 2019, all girls who reached the standard for grammar school were offered a place.

Admissions of pupils at the start of Year 7

The school plans to admit 180 students unless the net capacity figure indicates otherwise. Only students who attain the required standard in the arrangements for selection by reference to ability and aptitude will be eligible to be considered for admission to the school. Admission to the school is determined by the Governors. The school's assessment arrangements will be conducted by the Wirral Grammar Schools in collaboration with the Local Authority.

The assessment is currently based upon two test results. The tests have been designed to predict students' potential performance at secondary school.

Students take two tests during the Autumn Term of the final year of primary education. In order to ensure that children are not disadvantaged because of their date of birth, in each case the score is adjusted by the use of conversion tables to take account of each child's exact age in years and months. Students who achieve the required score will be deemed to have achieved the grammar school standard.

Pupils take tests during the Autumn Term of the final year of primary education. In order to ensure that children are not disadvantaged because of their date of birth, in each case the score is adjusted to take account of each child's exact age to the day. Pupils who achieve a score higher than the required score will be deemed to have achieved the grammar school standard.

Places will be offered to students who have been deemed to be of suitable ability according to the Local Authority Assessment Procedures on the basis of the following criteria which will also be applied in the case of over-subscription:

- Students who are Looked After or previously Looked After. A Looked After Child is a child who is a) in the care of the local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions (under section 22(1) of the Children Act 1989). A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- To those students with a valid medical reason supported by a doctor's letter. Details must be given on the preference form and will be verified by a medical officer of the Area Health Authority.
- Up to 15 places for children on Free School Meals at the time of application who achieve the qualifying score in rank order of distance from the School. Details must be given on the preference form and will be verified.
- To those girls who have sisters* at the school at the time of application.
- By reference to geographical factors, that is distance from the home address to West Kirby Grammar School. Distances will be measured from the home to the school gate nearest to the child's home using the shortest road route unless it is possible to use a footpath which is considered by the school to be a safe walking route.
- The school, in considering the cases of children who are not allocated places on the grounds of sibling connection or medical need, will also take into account the reasons that parents have put forward for their preference. If the reasons are considered to be exceptional and compelling, the child in question may be allocated a place regardless of her geographical circumstances. The process for consideration is managed by the Local Authority.

NB. The school is fully accessible for pupils with a disability.

Any offer of a place may be withdrawn if it is discovered that misleading information has been provided in order to secure an offer.

* siblings are defined as either:

- i. A child by the same parents
- or ii. A half, adopted or step-child living in the same household

Late Applications

Late applications will be dealt with in accordance with the arrangements applied by Wirral LA.

Admission to the Sixth Form

Priority for entry is given to existing pupils in the school. Each year the school welcomes a number of students from other schools. Places are offered after a meeting with the Headteacher or Deputy Headteacher. The admission number for the Sixth Form is no more than 200. This is to ensure that the educational provision is not prejudiced. Five GCSE passes at grade 6/B or above is desirable with at least a grade 4/C in English and a grade 4/C in Mathematics. 9-6/A* - B GCSE grades are required in the majority of subjects students wish to study at A Level.

Places are allocated for external students during the Spring term after consideration of predicted GCSE grades. All places are conditional on GCSE results awarded in the August prior to entry.

Admission during Years 7-11

Students will continue to be admitted to other age groups provided they have reached the required standard as determined by the school's assessment procedures, which in most cases includes a general cognitive test and written tests in English and Mathematics and that their admission does not prejudice efficient education and efficient use of resources.

The results of the 11+ assessment will be final until September in Year 7 when parents may apply to the school for a re-assessment. The re-assessment will be conducted by the school.

The school will admit up to the standard number of 180 in Years 7-11 and 200 in the Sixth Form. If the year group is full the student will be placed on a waiting list.

Appeals against Admission Decisions

Arrangements will be made for parents who are dissatisfied with an admission decision to lodge an appeal. Appeals will be heard by an Independent Appeals Panel as required by law, providing they are lodged within the prescribed period.

Further details of the appeals procedure can be obtained from the school - 0151 632 3449.

Wirral Grammar for Boys

Cross Lane, Bebington, Wirral CH63 3AQ
Academy grammar single-sex (boys) aged 11 to 18

Phone: **0151 644 0908**

Email: **schooloffice@wirralgrammarboys.com**

Admission number: **155**

Preferences for 2019: **1st 150, 2nd 144, 3rd 53**

Distance from home to school for the last pupil who was offered a place in 2019: 8.798 miles.

Admissions policy and procedure

Admissions of pupils at the start of Year 7

The school plans to admit 155 boys. Only boys who attain the required standard in the arrangements for selection by reference to ability and aptitude will be eligible to be considered for admission to the school. Admission to the school is determined by the Governors. The school's assessment arrangements will be conducted by Wirral Local Authority.

Pupils take the assessment during the Autumn Term of the final year of primary education. In order to ensure that children are not disadvantaged because of their date of birth, in each case the score is adjusted to take account of each child's exact age to the day. Parents are notified of their son's result in October, prior to the deadline for returning school place selection forms.

In some cases parents may feel that there are specific factors which have affected the child's academic attainments and performance, for example, if his education has been seriously disrupted through ill health, change of schools, or any other cause. Where this does apply it is important that the facts should be brought to the attention of the child's present Headteacher, in writing by the date specified in Wirral Local Authority's publication 'Information for Parents'.

Places will be offered to pupils who have been deemed to be of suitable ability according to Wirral Local Authority Assessment Procedures on the basis of the following criteria which will also be applied in the case of over-subscription:

- Boys who are looked after or previously looked after. A Looked After child is a child who is a) in the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions (under section 22(1) of the Children Act 1989). A previously looked after child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.
- To those boys with a valid medical reason supported by a doctor's letter. Details must be given on the preference form and will be verified by a medical officer of the Area Health Authority.
- Up to 15 places for children at the time of application on Free School Meals who achieve the qualifying score in rank order of distance from the school. Details must be given on the preference form and will be verified.
- To those boys with a brother¹ (sibling) attending the school at the time of application with a reasonable expectation that they will be attending at the time of the start of the new academic year.
- By reference to geographical factors, preference will be given to children with the shortest distance from their home to the school as measured by Wirral Local Authority's computer mapping system.

NB *The school has facilities for disabled pupils' access to much, but not all, of the curriculum.*

Any offer of a place may be withdrawn if it is discovered that misleading information has been provided in order to secure an offer.

Moving into the Area/Late Applications

Parents should contact the Local Authority in the first instance. Where children have never previously taken the admission assessment, this can be arranged by the School's Admissions Manager in discussion with the Local Authority.

Sixth Form Entry

Priority for entry is given to existing pupils in the school. Each year the school welcomes a number of boys from other schools. Places are offered after a visit to the school by a prospective student and meeting with the Headteacher. There is no limit upon entry provided admissions do not prejudice efficient education. As a guide, students typically enter the Sixth Form with a minimum of 6 passes at Grade B/6 or better. Students are expected to have achieved a minimum of Grade B/6 in English Language and Mathematics GCSE. Our prime concern is for students to embark on courses that are appropriate for their ability. In many cases, students start A Level courses in subjects where they have gained the top grades (A*/A/9/8) in these subjects at GCSE.

Admissions to other than at the start of Year 7

Our policy is to advise against a change of school part way through a school year due to the potential negative impact on learning progression. Where parents feel that there is genuine reason for considering a change of school, admission is provided as long as they have reached the required standard as determined by the school's assessment procedures.

If a boy took the 11+ assessment in Year 6 and did not achieve the standard for Grammar School, it is not possible for the school to re-assess until 12 months have elapsed.

Pupils can only be admitted to other age groups provided they have reached the entry standard and that their admission does not prejudice efficient education and the efficient use of resources.

Appeals against Admission Decisions

Arrangements will be made for parents who are dissatisfied with an admission decision to appeal against it. Appeals will be heard by an Admissions Appeals Panel constituted under the Education Act 1998, providing they are lodged within the prescribed period. The process for appeals is explained in the Local Authority guidance.

¹Brother is defined as either (i) a brother by the same parents or (ii) a half or step-brother living in the same household.

Wirral Grammar School for Girls

Heath Road, Bebington, Wirral CH63 3AF
Academy grammar single-sex (girls) aged 11 to 18

Phone: **0151 644 8282**

Email: **schooloffice@wirralgirls.co.uk**

Admission number: **180**

Preferences for 2019: **1st 213, 2nd 101, 3rd 67**

Distance from home to school for the last pupil who was offered a place in 2019: 6.645 miles.

Admissions policy and procedure

Admissions of pupils at the start of Year 7

The school plans to admit 180 girls unless the net capacity figure indicates otherwise. Only girls who attain the required standard in the arrangements for selection by reference to ability and aptitude will be eligible to be considered for admission to the school. Admission to the school is determined by the Governors. The school's assessment arrangements will be conducted by Wirral Local Authority.

The assessment is based upon the results of two tests. They have been designed to predict pupils' potential performance at secondary school and are based on the Year 5 primary curriculum.

In some cases parents may feel that there are specific factors which have affected the child's academic attainments and performance, for example, if her education has been seriously disrupted through ill health, change of schools, or any other cause. Where this does apply it is important that the facts should be brought to the attention of the child's present Headteacher, in writing by the date specified in Wirral LA's publication 'Information for Parents'.

Pupils take two tests during the Autumn Term of the final year of primary education. In order to ensure that children are not disadvantaged because of their date of birth, in each case the score is adjusted by the use of conversion tables to take account of each child's exact age in years and months. The two test scores are then added together.

Pupils who achieve a score higher than the required score will be deemed to have achieved the grammar school standard.

Places will only be offered to pupils who have been deemed to be of suitable ability according to the Local Authority Assessment Procedures on the basis of the following criteria which will also be applied in the case of over-subscription:

- Girls in public care
- To those girls with a valid medical reason supported by a doctor's letter. Details must be given on the preference form and will be verified by a medical officer of the Area Health Authority.
- Up to 15 places for children on Free school Meals at the time of application who achieve the qualifying score in rank order of distance from the school. Details must be given on the preference form and will be verified.
- To those girls who have a sister² (sibling) attending the school at the time of application with a reasonable expectation that they will be attending at the same time of the start of the new academic year.
- Priority may now be given to members of staff employed by the school provided that they have been employed for a minimum of two years and/or are recruited to fill a vacant post for which there is a demonstrable skills shortage.
- By reference to geographical factors, that is distance from the home address to Wirral Grammar School for Girls. Distances will be measured from the home to the school gate nearest to the child's home using the shortest road route unless it is possible to use a footpath which is considered by the school to be a safe walking route.
- In considering the cases of children who are not allocated places on grounds of sibling connection or medical need, account will also be taken of the reasons parents have put forward for their preference. If in question may be allocated a place regardless of her geographical circumstances. The process for consideration is managed through an Independent Assessment Board process.

- To those girls who have a sister² (sibling) attending the school at the time of application with a reasonable expectation that they will be attending at the same time of the start of the new academic year.
- Priority may now be given to members of staff employed by the school provided that they have been employed for a minimum of two years and/or are recruited to fill a vacant post for which there is a demonstrable skills shortage.
- By reference to geographical factors, that is distance from the home address to Wirral Grammar School for Girls. Distances will be measured from the home to the school gate nearest to the child's home using the shortest road route unless it is possible to use a footpath which is considered by the school to be a safe walking route.
- In considering the cases of children who are not allocated places on grounds of sibling connection or medical need, account will also be taken of the reasons parents have put forward for their preference. If in question may be allocated a place regardless of her geographical circumstances. This consideration is managed through an Independent Assessment Board process.

NB The school has facilities for disabled pupils.

Any offer of a place may be withdrawn if it is discovered that misleading information has been provided in order to secure an offer.

Late Applications

Late applications will be dealt with in accordance with the arrangements applied by Wirral LA.

Sixth Form Entry

Priority for entry is given to existing pupils in the school. Each year the school welcomes a number of girls from other schools. Places are offered after a visit to the school by a prospective student and meeting with the Headteacher. There is no limit upon entry provided admissions do not prejudice efficient education. Six GCSE passes at Grades 9-5 including English and Mathematics. Five of which must be grade 6 or above. A grade 6 in some subjects or grade 7 is required in the subjects students wish to study at A Level.

The planned admission number for each year group is 180.

If a pupil has not studied the subjects at GCSE we would look for allied subjects i.e. Psychology, a 6 grade or above in Science.

Admission to other pupils than other Pupils at the start of Year 7

Where parents feel that there is genuine reason for considering a change of school, admission is provided as long as they have reached the required standard as determined by the school's assessment procedures, which includes a Verbal Reasoning test and written tests in English and Mathematics.

If a girl took the 11+ assessment in Year 6 and did not achieve the standard for Grammar School, it is not possible for the school to re-assess until September of Year 7.

Pupils can only be admitted to other age groups provided they have reached the entry standard and that their admission does not prejudice efficient education and the efficient use of resources.

When a girl is re-locating from another Grammar School, formal assessment may not be required if the standard for entry has previously been determined by a similar test system.

Appeals against Admission Decisions

Arrangements will be made for parents who are dissatisfied with an admission decision to appeal against it. Appeals will be heard by an Admissions Appeals Panel constituted under the Education Act 1998, providing they are lodged within the prescribed period.

²Sister is defined as either (i) a sister by the same parents or (ii) a half or step-sister living in the same household.

Woodchurch High School

Church of England Academy

Carr Bridge Road, Woodchurch, Wirral CH49 7NG
Academy co-educational (all-ability) aged 11 to 16

Phone: **0151 677 5257**

Email: **schooloffice@woodchurch-high.wirral.sch.uk**

Admission number: **281**

Preferences for 2018: **1st 445, 2nd 263, 3rd 175**

Distance from home to school for the last pupil who was offered a place in 2019: 1.705 miles.

Our School

Woodchurch High School is an 11-16 mixed comprehensive, serving the communities of Woodchurch, Birkenhead, Prenton, Oxtan, Greasby, Beechwood, Moreton and surrounding areas.

Woodchurch High School is a Church of England Academy, therefore parents/carers should be aware before applying to the school that Religious Studies, Collective Worship and our whole ethos are based upon the teachings of the Church of England.

In working alongside such a highly-respected partner as the Church of England we are seeking to share best practice, broaden opportunity for both our pupils and the staff we employ and provide a high quality education for all. Being an Academy also fosters a great sense of ownership amongst our school community.

In addition, Woodchurch High School has received national recognition for the work carried out in many areas of school life and practice. Please see our website for more details: www.woodchurchhigh.com.

Although we are a Church of England Academy, we remain part of Wirral's family of schools and are funded and inspected in the same way as every other secondary school. We are also part of the wider 'church family' of schools, consisting of over 4,000 primary schools, 200 secondary schools and 13 universities.

The Admissions Number as detailed below is determined by the Academy Trust (Board of Directors) in consultation with the Chester Diocesan Board of Education and the Local Authority Admissions Officer in line with the School Admissions Code, School Admission Appeal Code and other laws relating to admissions, and relevant human rights and equalities legislation.

Admission Numbers

Woodchurch High School, a Church of England Academy, has a published admissions number. The school published admissions number is 281. Places will be allocated up to, but not beyond that number.

For reference only, the Planned Admissions Number was increased for the 2013 entrants from 279 to 281.

Admission Criteria for Year 7

As an Academy, the Academy Trust (Board of Directors) is the Admissions Authority for the school and is ultimately responsible for the decisions on all admissions. Thus, it is the Academy Trust that determines the admissions arrangements. Nevertheless our admissions procedure is co-ordinated by the Local Authority (Wirral Council) in accordance with the Co-ordinated Admissions Scheme. This scheme fulfils the requirements for a scheme co-ordinating admissions arrangements under the Schools Admission (Co-ordination of Admissions Arrangements) (England) Regulations 2008, made under the Schools Standards & Framework Act 1998. All deadlines within the scheme should be adhered to by applicants. We do not have any requirements for an aptitude test by prospective pupils, nor do we operate a 'faith-based' criteria, thus there is no requirement to complete a 'supplementary form'. Neither is admission to school based on a 'voluntary' contribution.

Prospective parents/carers are strongly advised to consult the Local Authority's website and published information booklets. These are published in line with the Schools Admission Code (2014). These publications detail the timetable for admissions to secondary schools for each subsequent September, as well as set out additional information pertaining to admissions.

Applications for admission to the school should be made on the common application form available from Wirral Local Authority. Ideally applications should be made electronically, although hard paper copies of the form are available from the Local Authority on request. It is not normally possible to change the order of preferences for schools after the closing date.

The Local Authority will provide the school with details of applicants who request a school place, but will not share the order of preference expressed by parents/carers.

Although it is legally the school's responsibility, the Local Authority, on behalf of the Academy Trust (Board of Directors), will then rank each applicant, using the criteria below. This is always completed by the Local Authority Mainstream Admissions Team, who rank applicants by the prescribed date.

Where a pupil is eligible to receive an offer of two or more school places, then the Local Authority will allocate the highest priority preference from the three indicated on the form.

The Mainstream Admissions Team will notify the Governing Body of pupils allocated to the school by the 1st March each academic year. Parents of children not admitted will be informed of the reason and offered an alternative place by the Local Authority.

Applications will be dealt with in order according to the following criteria:

- a) Children who are in the care of or looked after by the Local Authority. This also includes children who have previously been in care, but have been adopted or are subject to a residency order or special guardianship order.
- b) Children who have an exceptional and valid medical reason for a specific placement. You must give details on the preference form and this may be checked by a medical officer of the health authority. A letter in support from a senior health care professional will be required as evidence when you submit your preference form and/or an EHCP (Educational Health Care Plan). The letter and/or EHCP is usually written following a professional medical examination of the child concerned by a health care professional, and not based simply upon an interview with parents/carers. It needs to be made clear why only this school is appropriate for your child's medical needs. It is the LA, acting on behalf of the school, who then make the judgement whether a child fulfils this admission criteria. Due to the high level of intervention and support these pupils require, the LA will already be aware of the child's needs from the primary phase, as these are 'high tariff pupils'. These pupils are allocated by the LA to schools following discussions concerning the capacity of the school to meet specific children's need. Please note, an IHCP (Individual Health Care Plan), a PFA (Pupil Funding Agreement) or Pupil Profile does not automatically qualify under this criteria.
- c) Children of UK Service Personnel. Places for these children will be allocated in advance if accompanied by an official letter with a relocation date and Unit postal address or quartering postal address as per Section 2.18 of the School Admissions Code of Practice, published in February 2012. These pupils can also be admitted post-allocation, even if that takes the school above its planned admission number.
- d) Pupils who have a brother or sister (including half-brothers and sisters or step brothers and step sisters living in the same household. Sibling also includes adoptive siblings and children under the same guardianship of the same parents, living at the same address) on roll at the school and of statutory school age when the child joins the school in the subsequent September. If there are more children with older brothers or sisters at the school than there are places available, we will give priority to children as the distance criteria, as set out below. NB, the school has never been in a position where the entry of siblings has also been dependent upon distance from school as, to date, there have always been enough places to accommodate siblings. Please also see the information regarding 'Late Applications' below. If a child is refused a place at the school and they have an existing sibling on roll, it is more than likely the application has been treated as late by the Local Authority.
- e) We will then take account of where your child lives. We will give priority to those children who live nearest to the school. The Local Authority use a mapping system, based on Ordnance Survey maps, to measure the distance from your home to the school gate nearest to your child's home using the shortest road route, unless it is possible to use a footpath which they consider a safe walking route. This distance is calculated using the Authority's electronic Ordnance Survey address point based routing system.

NB, In the case of twins, triplets etc; all the multiples will be admitted to the school, even if this means that the Published Admissions number is exceeded.

Where parents are separated, only one application per child should be submitted. It is essential that agreement is reached by the parents of a child as to the preferences for school places. If agreement cannot be reached, or if either parent has been granted a Specific Issues Order in this respect, then we will accept the application from the parent with whom the child is 'ordinarily resident', by this, we mean the address of the main carer as defined by the Children's Act 1989. The main carer's address is also to where the 'Child Benefit' payment is registered.

Parents/carers must inform the Local Authority immediately of a change of address, even if the details of a future address were included on the application form. The Local Authority will require evidence to show that the place of residency has changed. Wirral Council regularly check addresses and any deliberate misrepresentation will result in any place offered at Woodchurch High School being withdrawn.

Applicants from Non-Wirral Residents

Applications for Woodchurch High School by parents/carers residing in a different Local Authority (e.g. Cheshire West and Chester) should be made on the preference form issued by their Local Authority. Parents/carers will be informed by the Local Authority where they reside of the outcome of their application and not by Wirral Local Authority. Details of any 'Out of Borough' applications will be received by the school on the same date as those advised by Wirral Local Authority.

Overseas Applications

Parents who have already moved to the UK from overseas who are British or European Economic Area nationals (EU and EFTA nationals, excluding Switzerland), or who have an endorsed passport showing the right of abode, can apply for places for their child at any school in line with the procedures outlined above. The Local Authority may require to see passports for verification.

Parents and children who do not yet live in the UK can apply before the date they move to the UK. However, the address to be used in the allocation of a place will be the address that the child is living at on the closing date, unless a subsequent house move has been accepted up to the last date for changes in the co-ordinated scheme. A UK address will only be used once the child is residing at that address, and evidence will be required of this address.

Withdrawal of Offers

Any offer of a place may be withdrawn if it is discovered that misleading information has been provided in order to secure an offer, for example a false claim to residence, and the award of the place denies a place to a child with a stronger claim.

Late Applications

If places remain at the school after all 'on time' applicants have been allocated, places will be allocated using the above criteria, in date order of receipt, up to the school admission number. Where the Local Authority accepts that there are extenuating circumstances for an application being received after the last date for applications, and it is before the list of pupils to be admitted has been devised, the late application will be considered alongside all others. Otherwise, applications which are received after the last date will be considered after all the others (i.e. 31st October each year). However, the School Admissions Code states school must not refuse to admit a child solely because they have applied later than other applicants. School can however refuse to admit children if the published admission number has been reached as to do so would prejudice the provision of efficient education and/or the effective use of resources.

If places become available before the start of the Autumn term, the Council will reallocate those places up to the school's admission number. The Council will use the same criteria as used in the initial allocation of places.

The Fair Access Protocol

In view of the 'Guidance on Hard to Place Children' (2004 and the subsequent 'Guidance on Fair Access Protocols 2007'), there are a small number of pupils for whom the normal arrangements will be varied. School will be expected to admit the following categories of pupils above the admissions number:

- Children in care will be placed in the school of their carers preference
- Children who have recently experienced a traumatic family or domestic event, for whom there are clear medical grounds to support placement in the school
- Children of refugees or asylum seekers, homeless children, children with unsupportive family backgrounds, where a place has not been sought
- Children without a school place who have a history of attendance problems
- Traveller children
- Children who are carers
- Children who have been out of education for more than two months
- Children from the criminal justice system or pupil referral units who are being reintegrated into mainstream education

NB. Such cases will be discussed with the Headteacher and considered by the Academy Trust (Board of Directors) and consequently, although these places do merit special consideration, evidence will need to be provided to show children meet one or more of the above criteria. The Local Authority are usually heavily involved in this process.

Admissions during the Academic Year

In year requests for admission into Year 7 will be considered by the Academy Trust (Board of Directors) but will initially be co-ordinated by the Local Authority. Applications should be made using the "Common Secondary Transfer Form" available from the Local Authority. Any decisions with respect to admissions are made with reference to the same criteria as above.

Appeals

If an application for admission to the school has been turned down, parents can appeal to an Independent Appeals Panel set up by the Local Authority on behalf of the Academy Trust (Board of Directors). An appeal must be sent in writing to the Local Authority within twenty-one days of the refusal. Parents must give their reason for appealing in writing and the decision of the Panel is binding on the Governors. Appeals that are received within the twenty-one days after refusal has been notified (i.e., those relating to decisions sent on the national offer date) are heard by the 6th July or the next working day, if 6th July falls on a weekend each academic year.

Appeals for late applications are heard within thirty school days (not including Staff Development Days, Bank Holidays etc) of the appeal being lodged.

Please note that the right of appeal does not prevent parents from making an appeal in respect of any other school.

Waiting List / Over-subscription Criteria

A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria upon receipt, and not in the order of receiving requests to be placed upon the waiting list. Thus it is possible that a child who moves into the area later than a higher priority pupil may be placed ahead of that pupil, despite them being on the waiting list first. Parents/carers wishing their child to be placed upon the waiting list must notify the school of their intention to do so. Parents will be informed on request of their child's position on the waiting list which will not be operated for longer than the end of the Autumn term upon request.

Admission Criteria for other Year Groups

Other in year requests will be considered by the Academy Trust (Board of Directors), but will initially be co-ordinated by the Local Authority. All applications must be made by using the common 'Secondary School Transfer Form'. Any decisions with respect to admissions are made with reference to the same criteria as for the Year 7 placements. The Appeals process is the same as outlined above.

This document and other information pertaining to admissions is also available on the school website: www.woodchurchhigh.com

NB Information pertaining to admissions under the "Managed Move" and/or "Negotiated Transfer" system is dealt with in separate documentation.

Information relating to the Admissions Criteria is subject to change and review. It is advisable for parents/carers to ensure they have the most up to date documentation available from school.

Details of 14 to 19 schools within the local area

There are currently no 14 to 19 schools in Wirral, however there are three in Liverpool and one due to open in Chester in September 2017. The four schools are listed below along with a link to their websites, where you will also find information about the admission application process and the admission criteria.

University Technical Colleges

University Technical Colleges (UTCs) are set up by universities and businesses and specialise in one or two technical subjects. At GCSE they offer a similar curriculum to a typical secondary school, including basics of English and Maths as well as their specialist subject.

Liverpool Life Sciences UTC

41 Greenland Street, Liverpool, L1 0BS
Phone: **0151 230 1320**
Email: admin@lifesciencesutc.co.uk
Website: lifesciencesutc.co.uk
Number on roll (May 2019): **497**
Year 10 admission number: **200**

Studio Schools

Studio schools are similar to UTCs in that they have employer involvement in the curriculum and focus on developing the skills needed for employment, involving personal coaching and work experience, alongside a similar curriculum to a typical secondary school.

The Studio School

41 Greenland Street, Liverpool, L1 0BS
Phone: **0151 230 1330**
Email: admin@thestudio-liverpool.co.uk
Website: thestudioliverpool.uk
Number on roll (May 2019): **315**
Year 10 admission number: **75**

Studio@Deyes

Vortex House, Enterprise Way, Liverpool. L13 1FB
Phone: **0151 230 1330**
Email: admin@thestudio-liverpool.co.uk
Website: thestudioliverpool.uk
Number on roll (May 2019): **139**
Year 10 admission number: **75**

Chester International School

Queens Park Road, Chester, CH4 7AE
Phone: **01244 677 535**
Website: www.chesterinternational.co.uk
Number on roll (May 2019): **76**
Year 10 admission number: **70**

Information about numbers on roll and admission numbers has been provided by the individual schools and will be subject to change. Enquiries should be addressed directly to the school.

If you do decide that you would like to apply for a place at any of these schools, you will need to submit an application directly to the school (see websites for details).

Special schools and resourced provision

Moderate learning difficulty

The Co-op Academy Bebington

Phone: **0151 645 4154**
Email: schooloffice@bebingtonhigh.wirral.sch.uk
Age Range: **11 to 18**
Places: **25**

Clare Mount School

Phone: **0151 606 9440 or 0151 606 0274**
Email: schooloffice@claremount.wirral.sch.uk
Age Range: **11 to 19**
Places: **216**

Hilbre High School Humanities College

Phone: **0151 625 5996**
Email: schooloffice@hilbre.wirral.sch.uk
Places: **15**

The Oldershaw Academy

Phone: **0151 638 2800**
Email: schooloffice@oldershaw.wirral.sch.uk
Places: **20**

Complex learning difficulty

Foxfield School

Phone: **0151 641 8810**
Email: schooloffice@foxfieldschool.co.uk
Age Range: **11 to 19**
Places: **133**

Meadowside School

Phone: **0151 678 7711**
Email: schooloffice@meadowsideschool.com
Age Range: **11 to 19**
Places: **75**

Social, emotional and mental health

Kilgarth School

Phone: **0151 652 8071**
Email: schooloffice@kilgarth.wirral.sch.uk
Age Range: **11 to 16**
Places: **55**

The Observatory School

Phone: **0151 652 7093**
Email: schooloffice@theobservatoryschool.wirral.sch.uk
Age Range: **11 to 16**
Places: **55**

Physical and mental health

Wirral Hospitals School, Joseph Paxton Campus (By Referral Only)

Phone: **0151 488 7680**
Email: schooloffice@wirralhs.co.uk
Age Range: **2 to 19**
Places: **100**

Asperger's Syndrome

Hilbre High School Humanities College

Phone: **0151 625 5996**
Email: schooloffice@hilbre.wirral.sch.uk
Places: **15**

Woodchurch High School

Phone: **0151 677 5257**
Email: schooloffice@woodchurch-high.wirral.sch.uk
Age Range: **11 to 16**
Places: **15**

Children's Services

PO Box 290
Brighton Street
Wallasey
CH27 9FQ

Phone: 0151 606 2020

Fax: 0151 666 4207

Email: secondaryplaces@wirral.gov.uk