



St Peter and St Paul's RC Primary School

Admissions Policy 2025-2026

St Peter and St Paul's R.C. Primary School
Pilkington Street
Bolton
BL3 6HP

Tel. (01204) 333030
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Mission Statement

**Holding God's hand,
we grow in Faith together,
we dream, believe, achieve.**

**Following in the footsteps of Jesus,
we act with love,
we care for one another and our world.**

Our Core Values at SSPP

Love
Respect
Self-belief
Humour
Family
Confidence



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St Peter & St Paul's is a Roman Catholic Primary School provided by the Diocese of Salford and maintained by the Bolton Local Education Authority. It is a voluntary aided school. The school's governing board is the admissions authority and is responsible for taking all decisions on applications for admission. The co-ordination of admission arrangements is undertaken by the Local Authority.

The admission for the school year commencing 1st September 2025 shall be 30.

Admissions to the school will be made by the governing board. Parents must complete a Local Authority Preference Form or apply online via the website www.bolton.gov.uk/Admissions If you wish to have your application considered against the school's religious criteria then you must also provide proof of baptism directly to the school.

The School will admit all children with an Education, Health and Care Plan where the school is named.

If there are fewer than 30 applications then all applicants will be offered places. If there are more applications than the number of places available, the following oversubscription criteria will be applied:

- 1 Baptised Roman Catholic Looked after Children/Baptised Roman Catholic Previously Looked after Children
- 2 Baptised Roman Catholic children living within the parish of St Edmund and St Patrick with a sibling* at the time of admission of the younger child.
- 3 Baptised Roman Catholic children living within the parish of St Edmund and St Patrick.
- 4 Baptised Roman Catholic children who have a sibling* attending the school at the time of admission.
- 5 Other baptised Roman Catholic children.
- 6 Non-Catholic Looked after Children/Non-Catholic Previously Looked after Children
- 7 Other children with a sibling at the time of admission of the younger child.
- 8 Other children

In any category if there are more applications than places available, priority will be given on the basis of proximity to the school, as measured by the shortest walking distance using googlemaps and the postcodes from the home address to the school address. In the event of a tie in the distance an independent draw will take place.

In the case of twins and children from multiple births and there being a tie within any of the above categories:-

Where the admission of both twins or all siblings from a multiple birth would cause the school to rise above its Planned Admission Number, both twins or all of the siblings will be admitted. Where the admission of the additional child or children from multiple births to an infant class would result in the PAN rising above 30 (or multiples of 30), the additional child/children would be exceptions to the Infant Class Size legislation throughout the infant phase or until the number in the year group reduced to the PAN.

Notes for applicants

- The Governing Board is the Admissions Authority.
- All applications will be considered at the same time and after the closing date for admissions which is in *January 2025. Applications received after this date will be treated as a late application and will not be considered until after the main allocation of places has taken place.
- Parents should check carefully whether they are resident within the parish boundary. Advice can be sought from the school
- 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. A child who is adopted from state care outside of England (IAPLAC) is given the same status.
- For a child to be considered as a Catholic evidence of a Catholic Baptism or reception into the Catholic church is required and should be provided directly to the school. School will write out after the closing date (for admission into 2025 this will be 15th January 2025) and request copies to be returned directly to the school by 24th January 2025.
- Home Address is considered to be the address where the child normally lives. Where care is split and a child moves between two addresses, the household in receipt of the child benefit would be the address used but the Governing Board reserves the right to request other evidence as fits the individual circumstances.
- Sibling is defined in these arrangements as full, half or step brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit.
- Children who are not offered a Reception place for the September intake at their preferred school will automatically be placed on the school's waiting list. The waiting list will be maintained only for the statutory period (until 31st December). Should any places become available they will be allocated in accordance with school's published admissions criteria. As children are added to the waiting list, the waiting list will be re-ranked in accordance with the published school's admission criteria. This means that children can move both up and down the waiting list.

After 31st December, if a parent wishes their child to continue to be considered for a school place, they will need to reapply for a place using the procedure for in-year admissions.

For in-year admissions, waiting lists will be held for one term:

Term 1 : 1st September to 31st December

Term 2: 1st January - 12th April

Term 3: 13th April – 31st August

Parents will need to request for their child to be placed on an in year waiting list. Should any places become available they will be allocated in accordance with the school's published admission criteria. After a waiting list ends on 31st December, 12th April or 31st August, if a parent wishes their child to continue to be considered for a school place in the next school term, they will need to reapply for a place.

- If an application for admission has been turned down by the Governing Board, parents may appeal to an independent appeals panel. This appeal must be sent in writing to the address listed in the Local Authority 'Primary Admissions' Booklet within 20 days of notification of refusal. The date of notification will be two working days after the posting by first class post. The parents must give their reasons for appealing in writing and the decision of the appeals panel is binding on the governors. The outcome of the appeal is binding on the parents and on the Governing Board.
- The governing board reserve the right to withdraw the offer of a school place where false evidence is received in relation to an application.
- It is the duty of governors to comply with regulations on class size limits for children aged between rising five and seven. This means that the school cannot operate classes in Key Stage One of more than 30 children.
- Parents may request that the date their child is admitted to school is deferred to later in the school year but not beyond the point of compulsory school age and not beyond the beginning of the final term of the school year for which it is made.

Parents of children born between 1st April and 31st August (summer born) may chose not to send their child to school until the September following their 5th birthday and request they are admitted outside of their normal year group, to Reception rather than year 1 – ie starting Reception a year later than their age group. This request should be made to the schools admissions panel in writing, giving reasons for the request, This should be done at the time the child would usually be expected to apply for a Reception place.

Parents may also request out of cohort placement at other times of admission for any child and should discuss this with the school at the time of application.

The final decision for out of cohort placement rests with the Governing Board.

- Parent may request that their child attend school part time until he/she reaches his/her fifth birthday.
- For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply through the local authority admissions portal. If places are available but more applicants than places then the published admissions criteria will be applied.

For the exact dates please refer Bolton Council Website <http://www.bolton.gov.uk/admissions>