

REPORT TO: CABINET MEMBER, CHILDRENS SERVICES
DATE: 22 MARCH 2011
SUBJECT: SEFTON SECONDARY SCHOOLS ADMISSIONS SCHEME 2012/13
WARDS AFFECTED: ALL WARDS
REPORT OF: PETER MORGAN STRATEGIC DIRECTOR, CHILDREN, SCHOOLS & FAMILIES
CONTACT OFFICER: JANE CLARK (0151 934 3487)
**EXEMPT/
CONFIDENTIAL:** NO

PURPOSE/SUMMARY:

To ask the Cabinet Member to approve the determined admission arrangements in relation to the Secondary Schools Admissions Scheme for 2012/13.

REASON WHY DECISION REQUIRED:

The Cabinet Member has delegated powers to approve to the Secondary Schools determined admissions arrangements (scheme) for 2012/13.

RECOMMENDATION(S):

The Cabinet Member is asked to approve the following determined scheme under the Schools Standards and Framework Act 1998 (amended by the Education and Inspections Act 2006 and the Education and Skills Act 2008).

KEY DECISION: Yes
FORWARD PLAN: Yes – Published 16 February 2011
IMPLEMENTATION DATE: Following the expiry of the “call-in” period for the Minutes of the Cabinet Member meeting.

ALTERNATIVE OPTIONS:**IMPLICATIONS:****Budget/Policy Framework:** None.**Financial:** None.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton Funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: None.**Risk Assessment:** N/A**Asset Management:** N/A**CONSULTATION UNDERTAKEN/VIEWS**

The annual consultation exercise was undertaken throughout December 2009 and January 2010. The consultation was inserted on to the Sefton Website.

The exercise involved consultation with:

- All schools in Sefton;
- Neighbouring Local Authorities;
- The Church of England Diocese;
- The Catholic Archdiocesan Schools Department;
- Sefton Community and Parent Groups.

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	√		
2	Creating Safe Communities	√		
3	Jobs and Prosperity	√		
4	Improving Health and Well-Being	√		
5	Environmental Sustainability	√		
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People	√		

LINKS TO ENSURING INTEGRATION:

Not applicable.

IMPACT UPON CHILDREN, SCHOOLS & FAMILIES TARGETS AND PRIORITIES:

CYPP

3.1 Parents and Carers receive support in helping their children Enjoy and achieve.

3.4 Children and Young People are enabled and encouraged to attend and enjoy school and achieve highly.

3.8 Children with Young People with Learning difficulties and Disabilities are helped to enjoy and achieve.

LAA

8 Educational Achievement and Training

9 Looked After Children

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT None
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SEFTON SECONDARY SCHOOLS ADMISSIONS SCHEME 2012/13

1. Background

- 1.1 Under the terms of the legislation referred to above, Local Authorities are required to undertake an annual consultation exercise with respect to the proposed secondary schools admission arrangements for the following academic year, i.e. 2012/13.
- 1.2 After this period of consultation, the arrangements for secondary schools admissions are presented to, agreed and determined via the Sefton Admissions Forum.
- 1.3 The enclosed Secondary Schools Admissions Scheme has now been consulted upon, agreed and determined via the Sefton Admissions Forum on 8 February 2011.

2. Proposals

- 2.1 The Cabinet Member is asked to approve the enclosed determined Secondary Schools Admissions Scheme and arrangements for 2012/13.

3. Recommendations

- 3.1 The Cabinet Member is asked to approve the following determined scheme under the Schools Standards and Framework Act 1998 (as amended by the Education and Inspections Act 2006 and the Education and Skills Act 2008).

DETERMINED ADMISSION ARRANGEMENTS AND CRITERIA FOR SEFTON COMMUNITY SECONDARY SCHOOLS 2012/13 (Including Hillside High School- Foundation School)

Children transfer from primary to secondary schools in the September following their eleventh birthday.

ADMISSION NUMBER

Each secondary school has a published admission number. The published admission number is the number of places each school can admit for the particular year of admission. The Admissions Authority should not offer places in excess of this number once it has been determined.

PUPILS WITH STATEMENTS OF SPECIAL EDUCATIONAL NEEDS

Where a pupil has a Statement of Special Educational Need and the Authority have named this school as provision, the child must normally be admitted. Where such pupils are known about at the time of the annual allocation procedures for Community schools, they will be placed within the first priority of the admissions criteria.

ADMISSIONS CRITERIA

Where the number of applications for any Sefton High School is greater than the number of places available, the admission authority must apply its published admission criteria to decide which applicants can be offered places.

COMMUNITY HIGH SCHOOLS AND ST MICHAELS CHURCH OF ENGLAND HIGH SCHOOL

Admissions to Community High Schools and St Michael's Church of England High School in Sefton are based on either catchment areas or "contributory" Primary Schools. Each community Secondary school is linked to either the parents home address or certain Primary Schools.

CATHOLIC HIGH SCHOOLS

Admissions to Catholic High Schools in Sefton are based on contributory parishes and associated Primary Schools.

APPEALS

The Authority will endeavour, within the limits of its admission policy and admissions legislation, to meet parents' stated preferences. Unless an applicant has been offered a place at their first preference school they will be informed of their right of appeal to an independent appeal panel. This panel is convened by the Democratic Services team within Sefton MBC in accordance with legislation and the School Admission Appeals Code of Practice. Parents can appeal for any school where they have been refused a place

CO-ORDINATED ADMISSION ARRANGEMENTS & TIMETABLES

Proposed admission numbers, admission arrangements, timescales and deadlines for Sefton High Schools are located in the Sefton Secondary Scheme for Co-ordinated Admissions Arrangements for 2012/13 on page 22-23 onwards.

The Secondary Co-ordinated Admissions Scheme includes a national requirement that all offers for September 2012 admissions will be sent on 1st March 2012.

ADMISSION CRITERIA

Birkdale High School

First Priority: Children who are in public care when preferences are expressed and who are expected to still be in public care when they go to the school.

Second Priority: Children who have a brother(*) living in the same house who already attends Birkdale High School as long as they will still be at the school in September 2012. (¹)

Third Priority: Children transferring from a Primary School who live in the area served by the school which is:-

The Ainsdale area extending northwards to an area bounded by a line running from the shore along Park Road West, Albert Road, Park Crescent, Park Avenue, railway line (disused), Lesley Road, Manning Road, Oak Street, disused railway, Balfour Road, Scarisbrick New Road, Everard Road, Southbank Road, to Fine Jane's Brook. (¹)

Fourth Priority: Other requests that name the school as a preference. (¹)

(¹) If it is not possible to allocate places for all applications within this category then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home to the nearest school gate. In every case we will measure from the property's address point to the nearest school gate (using recognised routes known to the Authority at the time of measurement).

Definitions

(*) Brothers

Includes step-children, foster children and half-brothers, or children of the parent/carer's partner, living in the same family unit at the same address, who go to the school in question, as long as they will still be at the school in September 2012.

Twins/ Multiple Births

Occasionally the last child we offer a place to at a school is the first child from a family of multiple births. This means that the other child/children would be offered a place at an alternative school. In this situation the place will be offered to the parents/carers for a decision to be made as to which child is accepting the place. The other child/children can be put on a waiting list for the preferred school.

Birkdale High and Greenbank High Catchment Area



Chesterfield High School

First Priority: Children who are in public care when preferences are expressed and who are expected to still be in public care when they go to the school.

Second Priority: Children who are transferring from a primary school who have a brother or sister (*) living in the same house who already attends the school, as long as they will still be at the school in September 2012. (¹)

Third Priority: Children who, at the start of the Spring Term 2012, are on the rolls of Forefield Junior School, Thornton Primary School , Rimrose Hope CE Primary School (ex William Gladstone pupils), and children on the roll of Waterloo Primary School who live in the part of Crosby and Waterloo to the east of a line running down the middle of Liverpool Road and Crosby Road North to its junction with Greenbank and Brooklands Avenue to its junction with Brookvale. (¹)

NB. Any child admitted to Rimrose Hope CE Primary School in to yr 6 (not ex William Gladstone pupils) that expresses a preference for Chesterfield High School will be treated as an ex William Gladstone pupil if their address is closer to the ex William Gladstone school rather than the ex Beach Road School.

Fourth Priority: Children who live in Crosby, Waterloo, Seaforth and Thornton who, at the start of the Spring Term 2012, are on the roll of a primary school. (¹)

Fifth Priority: Other requests that name the school as a preference. (¹)

(¹) If it is not possible to allocate places for all applications within this category then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home to the nearest school gate. In every case we will measure from the property's address point to the nearest school gate (using recognised routes known to the Authority at the time of measurement).

Definitions

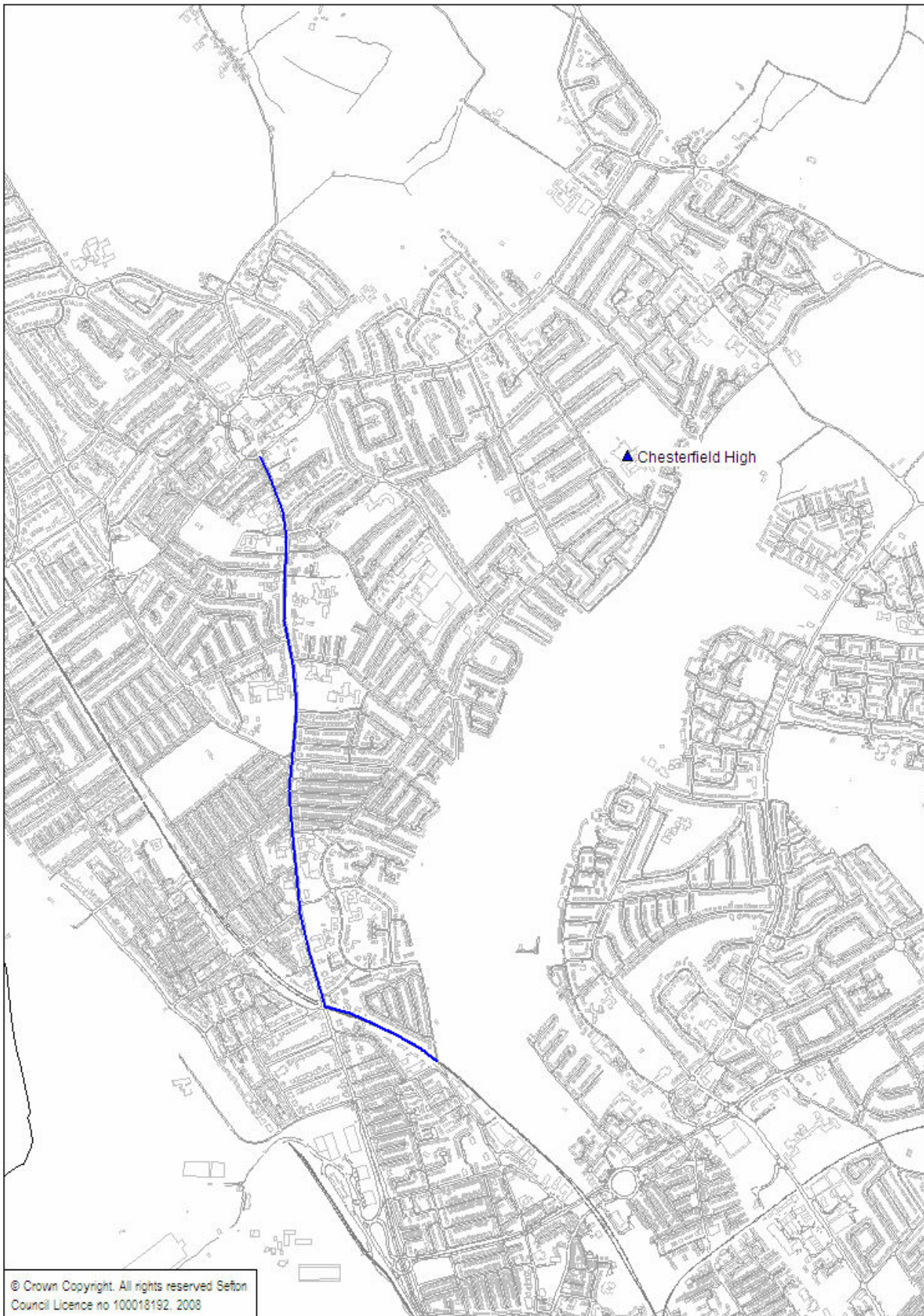
(*) Brothers and sisters

Includes step-children, foster children and half-brothers and sisters, or children of the parent/carer's partner, living in the same family unit at the same address, who go to the school in question, as long as they will still be at the school in September 2012.

Twins/ Multiple Births

Occasionally the last child we offer a place to at a school is the first child from a family of multiple births. This means that the other child/children would be offered a place at an alternative school. In this situation the place will be offered to the parents/carers for a decision to be made as to which child is accepting the place. The other child/children can be put on a waiting list for the preferred school.

Chesterfield High Catchment Area



Deyes High School

First Priority: Children who are in public care when preferences are expressed and who are expected to still be in public care when they go to the school.

Second Priority: Children who are transferring from a primary school in Maghull, Lydiate, Melling or Aintree parish areas, who have a brother or sister (*) who already attends the school and will still be at the school in September 2012. (1)

Third Priority: Children who are transferring from a primary school, who live in the area which is served by the school. This area is that part of Maghull bounded by a line, which runs down the middle of the roads in question as shown on the map overleaf. (1)

Fourth Priority: Other requests that name the school as a preference. (1)

(1) If it is not possible to allocate places for all applications within this category then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home to the nearest school gate. In every case we will measure from the property's address point to the nearest school gate (using recognised routes known to the Authority at the time of measurement).

Definitions

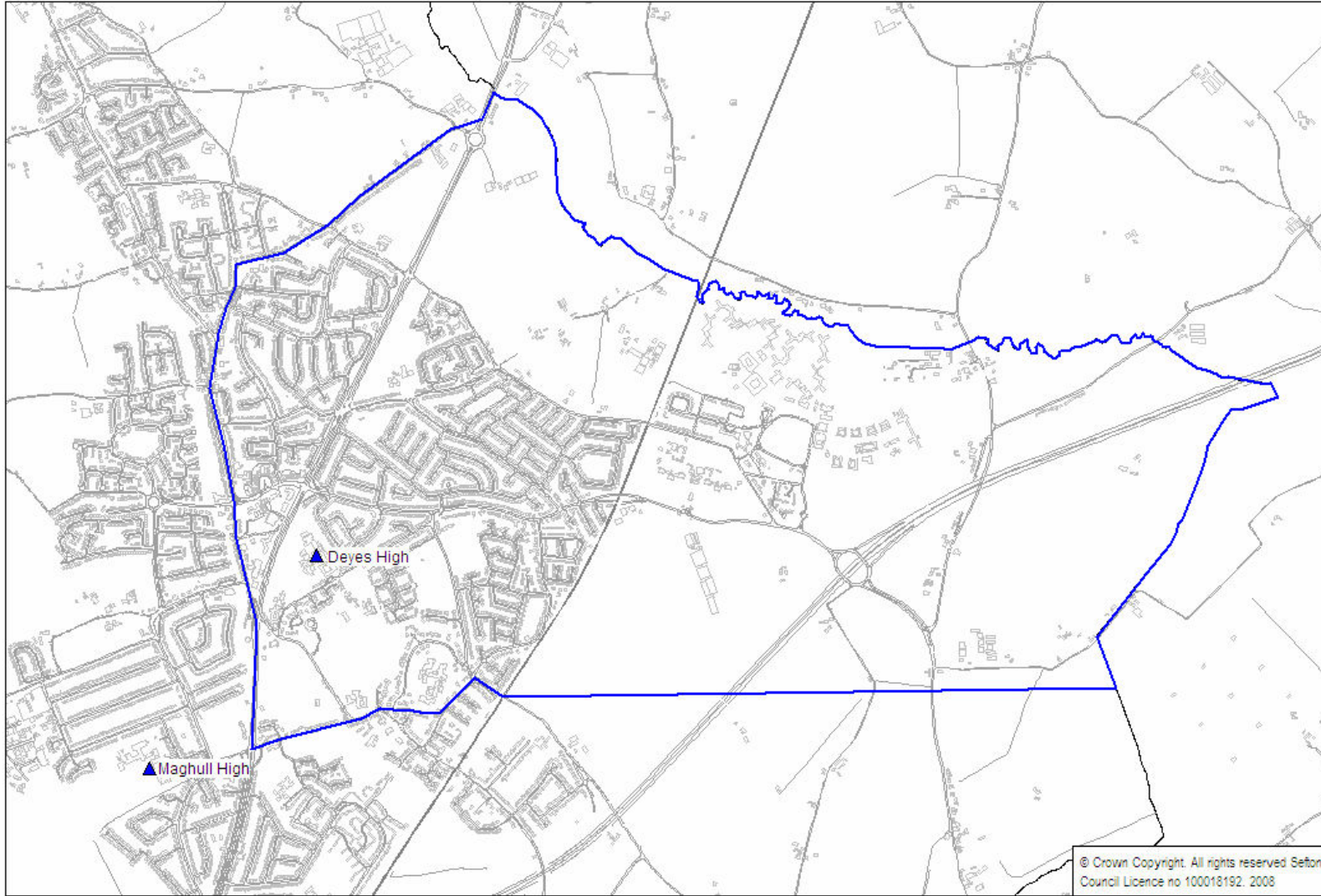
(*) Brothers and sisters

Includes step-children, foster children and half-brothers and sisters, or children of the parent/carer's partner, living in the same family unit at the same address, who go to the school in question, as long as they will still be at the school in September 2012.

Twins/ Multiple Births

Occasionally the last child we offer a place to at a school is the first child from a family of multiple births. This means that the other child/children would be offered a place at an alternative school. In this situation the place will be offered to the parents/carers for a decision to be made as to which child is accepting the place. The other child/children can be put on a waiting list for the preferred school.

Deyes High Catchment Area



Formby High School

First Priority: Children who are in public care when preferences are expressed and who are expected to still be in public care when they go to the school.

Second Priority: Children who have a brother or sister (*) living in the same house who already attends the school, as long as they will still be at the school in September 2012.

Third Priority: Children who, at the start of the Spring Term 2012, are on the rolls of Freshfield Primary School, Redgate Primary School, and Trinity St. Peter's Church of England Primary School. (¹)

Fourth Priority: Children who, at the start of the Spring term 2012, are on the rolls of other primary schools in Formby. (¹)

Fifth Priority: Other requests that name the school as a preference. (¹)

(¹) If it is not possible to allocate places for all applications within this category then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home to the nearest school gate. In every case we will measure from the property's address point to the nearest school gate (using recognised routes known to the Authority at the time of measurement).

Definitions

(*) Brothers and sisters

Includes step-children, foster children and half-brothers and sisters, or children of the parent/carer's partner, living in the same family unit at the same address, who go to the school in question, as long as they will still be at the school in September 2012.

Twins/ Multiple Births

Occasionally the last child we offer a place to at a school is the first child from a family of multiple births. This means that the other child/children would be offered a place at an alternative school. In this situation the place will be offered to the parents/carers for a decision to be made as to which child is accepting the place. The other child/children can be put on a waiting list for the preferred school.

Greenbank High School

First Priority: Children who are in public care when preferences are expressed and who are expected to still be in public care when they go to the school.

Second Priority: Children who have a sister (*) living in the same house who already attends Greenbank High School as long as they will still be at the school in September 2012. (1)

Third Priority: Children transferring from a Primary School who live in the area served by the school which is:-

The Ainsdale area extending northwards to an area bounded by a line running from the shore along Park Road West, Albert Road, Park Crescent, Park Avenue, railway line (disused), Lesley Road, Manning Road, Oak Street, disused railway, Balfour Road, Scarisbrick New Road, Everard Road, Southbank Road, to Fine Jane's Brook. (1)

Fourth Priority: Other requests that name the school as a preference. (1)

(1) If it is not possible to allocate places for all applications within this category then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home to the nearest school gate. In every case we will measure from the property's address point to the nearest school gate (using recognised routes known to the Authority at the time of measurement).

Definitions

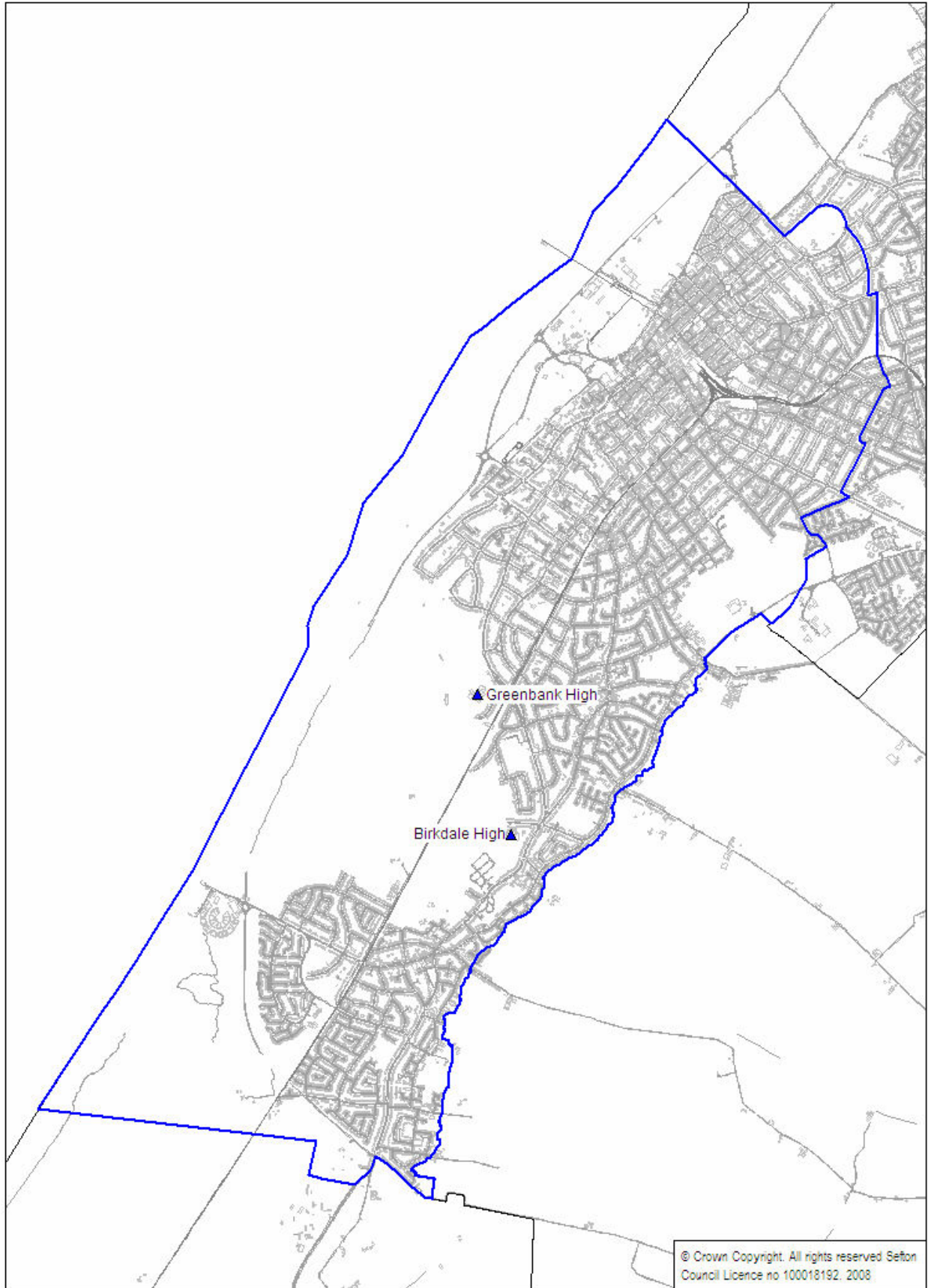
(*) Sisters

Includes step-children, foster children and half-sisters, or children of the parent/carer's partner, living in the same family unit at the same address, who go to the school in question, as long as they will still be at the school in September 2012.

Twins/ Multiple Births

Occasionally the last child we offer a place to at a school is the first child from a family of multiple births. This means that the other child/children would be offered a place at an alternative school. In this situation the place will be offered to the parents/carers for a decision to be made as to which child is accepting the place. The other child/children can be put on a waiting list for the preferred school.

Birkdale High and Greenbank High Catchment Area



Hillside High School- Foundation School

Hillside High School's contributory primary schools are as follows:

Bedford Primary School
Christ Church, Church of England Primary School

First Priority: Children who are in public care when preferences are expressed and who are expected to still be in public care when they go to the school.

Second Priority: Children who have a brother or sister (*) living in the same house who already attend the school, as long as they will still be at the school in September 2012. (¹)

Third Priority: Children who, at the start of the Spring Term 2012, are on the rolls of Bedford Primary School and Christ Church, Church of England Primary School. (¹)

Fourth Priority: Other requests that name the school as a preference. (¹)

(¹) If it is not possible to allocate places for all applications within this category then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home to the nearest school gate. In every case we will measure from the property's address point to the nearest school gate (using recognised routes known to the Authority at the time of measurement).

Definitions

(*) Brothers and sisters

Includes step-children, foster children and half-brothers and sisters, or children of the parent/carer's partner, living in the same family unit at the same address, who go to the school in question, as long as they will still be at the school in September 2012.

Twins/ Multiple Births

Occasionally the last child we offer a place to at a school is the first child from a family of multiple births. This means that the other child/children would be offered a place at an alternative school. In this situation the place will be offered to the parents/carers for a decision to be made as to which child is accepting the place. The other child/children can be put on a waiting list for the preferred school.

Litherland High School

Litherland High School's contributory primary schools are as follows:

Rimrose Hope Church of England Primary School (ex Beach Road Pupils)
Hatton Hill Primary School
Lander Road Primary School
Litherland Moss Primary School
St Philip's Church of England Primary School
Netherton Moss Primary School
Grange Primary School
St Oswald's Church of England Primary School

First Priority: Children who are in public care when preferences are expressed and who are expected to still be in public care when they go to the school.

Second Priority: Children who have a brother or sister (*) living in the same house who already attends the school as long as they will still be at the school in September 2012. (1)

Third Priority: Children who, at the start of the Spring Term 2012, are on the rolls of Rimrose Hope Church of England Primary School (ex Beach Road (pupils), Hatton Hill Primary School, Lander Road Primary School, Litherland Moss Primary School, St Philip's Church of England Primary School, Grange Primary School, St Oswald's Church of England Primary School

NB. Any child admitted to Rimrose Hope CE Primary School in to yr 6 (not ex Beach Road pupils) that expresses a preference for Litherland High School will be treated as an ex Beach Road pupil if their address is closer to the ex Beach Road school rather than the ex William Gladstone School. (1)

Fourth Priority: Other requests that name the school as a preference. (1)

(1) If it is not possible to allocate places for all applications within this category then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home to the nearest school gate. In every case we will measure from the property's address point to the nearest school gate (using recognised routes known to the Authority at the time of measurement).

Definitions

(*) Brothers and sisters

Includes step-children, foster children and half-brothers and sisters, or children of the parent/ carer's partner, living in the same family unit at the same address, who go to the school in question, as long as they will still be at the school in September 2012.

Twins/ Multiple Births

Occasionally the last child we offer a place to at a school is the first child from a family of multiple births. This means that the other child/children would be offered a place at an alternative school. In this situation the place will be

offered to the parents/carers for a decision to be made as to which child is accepting the place. The other child/children can be put on a waiting list for the preferred school.

Maghull High School

First Priority: Children who are in public care when preferences are expressed and who are expected to still be in public care when they go to the school.

Children we have identified as needing specialist facilities that go beyond expected reasonable adjustments will be given priority for this school if it is the nearest school with suitable resources. This would usually be a child with a physical or mobility problem. We will require details from parents, backed up by medical evidence in order to assess each situation depending on circumstances

Second Priority: Children who are transferring from a primary school, who have a brother or sister (*) who already attends the school and will still be at the school in September 2012. (1)

Third Priority: Children who are transferring from a primary school who live in the Maghull, Lydiate, Melling or Aintree parish areas, (excluding the area served by Deyes High School) (1)

Fourth Priority: Other requests that name the school as a preference. (1)

(1) If it is not possible to allocate places for all applications within this category then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home to the nearest school gate. In every case we will measure from the property's address point to the nearest school gate (using recognised routes known to the Authority at the time of measurement).

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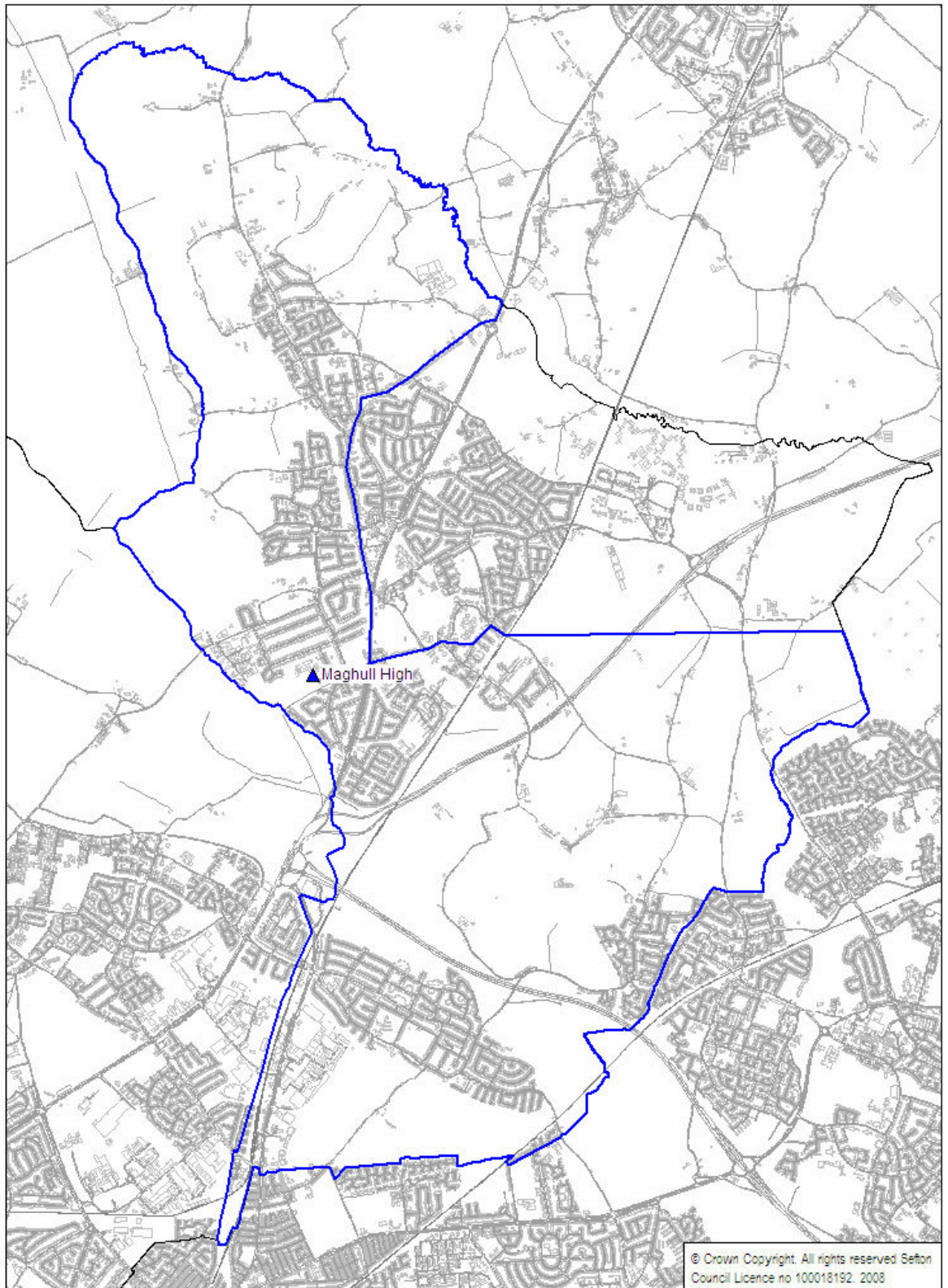
(*) Brothers and sisters

Includes step-children, foster children and half-brothers and sisters, or children of the parent/ carer's partner, living in the same family unit at the same address, who go to the school in question, as long as they will still be at the school in September 2012.

Twins/ Multiple Births

Occasionally the last child we offer a place to at a school is the first child from a family of multiple births. This means that the other child/children would be offered a place at an alternative school. In this situation the place will be offered to the parents/carers for a decision to be made as to which child is accepting the place. The other child/children can be put on a waiting list for the preferred school.

Maghull High Catchment Area



Meols Cop High School

First Priority: Children who are in public care when preferences are expressed and who are expected to still be in public care when they go to the school.

Second Priority: Children who have either a brother or sister (*) living in the same house who already attends Meols Cop High School as long as they will still be at the school in September 2012. (1)

Third Priority: Children transferring from a primary school who live in the area served by the school which is:-

The area of Southport bounded by a straight line which runs West from the Borough Boundary passing through Meols Hall then along Peets Lane, Bibby Road, Churchgate, Kings Hey Drive, Coudray Road, Allerton Road, Cambridge Road then south along Park Avenue, Roe Lane, Disused Railway, Manning Road, Oak Street, Balfour Road, Scarisbrick New Road, Everard Road, Southbank Road, Borough Boundary running parallel with Stamford Road, Benthams Way to the junction with Birkdale Cop then following the Borough Boundary Northwards along Boundary Brook to the northern point of the Boundary line. (1)

Fourth Priority: Other requests that name the school as a preference. (1)

(1) If it is not possible to allocate places for all applications within this category then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home to the nearest school gate. In every case we will measure from the property's address point to the nearest school gate (using recognised routes known to the Authority at the time of measurement).

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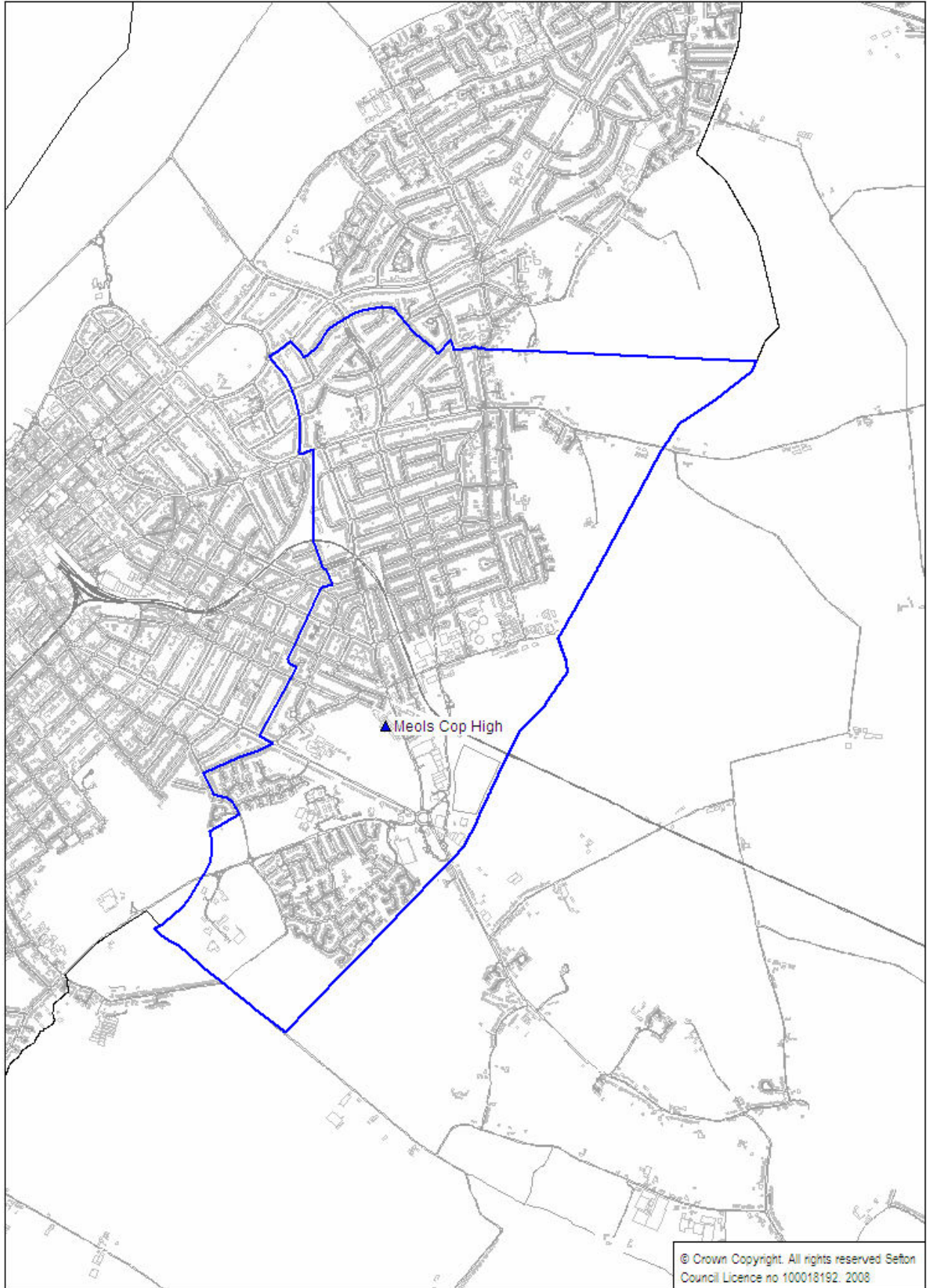
(*) Brothers and sisters

Includes step-children, foster children and half-brothers and sisters, or children of the parent/ carer's partner, living in the same family unit at the same address, who go to the school in question, as long as they will still be at the school in September 2012.

Twins/ Multiple Births

Occasionally the last child we offer a place to at a school is the first child from a family of multiple births. This means that the other child/children would be offered a place at an alternative school. In this situation the place will be offered to the parents/carers for a decision to be made as to which child is accepting the place. The other child/children can be put on a waiting list for the preferred school.

Meols Cop High Catchment Area



Range High School

First Priority: Children who are in public care when preferences are expressed and who are expected to still be in public care when they go to the school.

Children we have identified as needing specialist facilities that go beyond expected reasonable adjustments will be given priority for this school if it is the nearest school with suitable resources. This would usually be a child with a physical or mobility problem. We will require details from parents, backed up by medical evidence in order to assess each situation depending on circumstances

Second Priority: Children who have a brother or sister (*) living in the same house who already attends the school, as long as they will still be at the school in September 2012. (¹)

Third Priority: Children who, at the start of the Spring Term 2012, are on the rolls of Woodlands Primary School and St Luke's Church of England Primary School, Formby. (¹)

Fourth Priority: Children who, at the start of the Spring Term 2012, are on the rolls of other primary schools in Formby. (¹)

Fifth Priority: Other requests that name the school as a preference. (¹)

(¹) If it is not possible to allocate places for all applications within this category then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home to the nearest school gate. In every case we will measure from the property's address point to the nearest school gate (using recognised routes known to the Authority at the time of measurement).

Definitions

(*) Brothers and sisters

Includes step-children, foster children and half-brothers and sisters, or children of the parent/carer's partner, living in the same family unit at the same address, who go to the school in question, as long as they will still be at the school in September 2012.

Twins/ Multiple Births

Occasionally the last child we offer a place to at a school is the first child from a family of multiple births. This means that the other child/children would be offered a place at an alternative school. In this situation the place will be offered to the parents/carers for a decision to be made as to which child is

accepting the place. The other child/children can be put on a waiting list for the preferred school.

Stanley High School

First Priority: Children who are in public care when preferences are expressed and who are expected to still be in public care when they go to the school.

Children we have identified as needing specialist facilities that go beyond expected reasonable adjustments will be given priority for this school if it is the nearest school with suitable resources. This would usually be a child with a physical or mobility problem. We will require details from parents, backed up by medical evidence in order to assess each situation depending on circumstances.

Second Priority: Children who have either a brother or sister (*) living in the same house who already attends the school, as long as they will still be at the school in September 2012. (1)

Third Priority: Children transferring from primary schools, who live in the area served by the school which is:-

The area of Southport from the coast running along the northern borough boundary to a straight line which passes through Meols Hall and Peets Lane and then Churchgate, Kings Hey Drive, Coudray Road, Allerton Road, Cambridge Road, Park Crescent, Albert Road, and extending westwards down Park Road to the coast. (1)

Fourth Priority: Other requests that name the school as a preference. (1)

(1)If it is not possible to allocate places for all applications within this category then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home to the nearest school gate. In every case we will measure from the property's address point to the nearest school gate (using recognised routes known to the Authority at the time of measurement).

Definitions

(*) Brothers and sisters

Includes step-children, foster children and half-brothers and sisters, or children of the parent/carer's partner, living in the same family unit at the same address, who go to the school in question, as long as they will still be at the school in September 2012.

Twins/ Multiple Births

Occasionally the last child we offer a place to at a school is the first child from a family of multiple births. This means that the other child/children would be offered a place at an alternative school. In this situation the place will be offered to the parents/carers for a decision to be made as to which child is accepting the place. The other child/children can be put on a waiting list for the preferred school.

Stanley High Catchment Area



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St George of England High School

St George of England High School's contributory primary schools are as follows:

Thomas Gray Primary School
Linacre Primary School
Springwell Park Primary School

First Priority: Children who are in public care when preferences are expressed and who are expected to still be in public care when they go to the school.

Second Priority: Children who have a brother or sister (*) living in the same house who already attend the school, as long as they will still be at the school in September 2012. (1)

Third Priority: Children who, at the start of the Spring Term 2012, are on the rolls of Thomas Gray Primary School, Linacre Primary School and Springwell Park Primary School. (1)

Fourth Priority: Other requests that name the school as a preference. (1)

(1) If it is not possible to allocate places for all applications within this category then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home to the nearest school gate. In every case we will measure from the property's address point to the nearest school gate (using recognised routes known to the Authority at the time of measurement).

Definitions

(*) Brothers and sisters

Includes step-children, foster children and half-brothers and sisters, or children of the parent/carer's partner, living in the same family unit at the same address, who go to the school in question, as long as they will still be at the school in September 2012.

Twins/ Multiple Births

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St Michael's Church of England High School

First Priority: Children who are in public care when preferences are expressed and who are expected to still be in public care when they go to the school.

Children identified as needing specialist facilities that go beyond expected reasonable adjustments will be given priority for this school if it is the nearest school with suitable resources. This would usually be a child with a physical or mobility problem. We will require details from parents, backed up by medical evidence in order to assess each situation depending on circumstances.

Second Priority: Children who have a brother or sister (*) living in the same house who already attend the school, as long as they will still be at the school in September 2012. (1)

Third priority: Children who, at the start of the Spring Term 2012 are on the rolls of St John's Church of England, St Luke's Halsall Church of England, St Nicholas' Church of England and Valewood primary schools and children on the roll of Waterloo Primary School living in Crosby and Waterloo to the west of a line running down the middle of Liverpool Road and Crosby Road North to its junction with Great George's Road and the remainder of Waterloo and Seaforth (that is south of Great George's Road). (1)

Fourth priority: Other children living in the Diocese of Liverpool who, at the start of the Spring Term 2012 are on the roll of a Primary School. (1)

Fifth Priority: Other requests that name the school as a preference. (1)

(1) If it is not possible to allocate places for all applications within this category then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home to the nearest school gate. In every case we will measure from the property's address point to the nearest school gate (using recognised routes known to the Authority at the time of measurement).

Definitions

(*) Brothers and sisters

Includes step-children, foster children and half-brothers and sisters, or children of the parent/carer's partner, living in the same family unit at the same address, who go to the school in question, as long as they will still be at the school in September 2012.

Twins/ Multiple Births

Occasionally the last child we offer a place to at a school is the first child from a family of multiple births. This means that the other child/children would be offered a place at an alternative school. In this situation the place will be offered to the parents/carers for a decision to be made as to which child is accepting the place. The other child/children can be put on a waiting list for the preferred school.

Admission Numbers 2012-13

Each school has an Indicated Admissions Number (IAN) that is calculated using the Net Capacity Formula for measuring the size of the school.

The proposed published admission number (based on the IAN) is the number of places that will be available for the admission to reception for each school in 2012.

The Admissions Authority should not offer places in excess of this number once it has been determined.

Community Schools	Published Admission Number 2011/2012	Proposed Admission Number 2012/13
Birkdale High	188	192 ⁽¹⁾
Chesterfield High	224	224
Deyes High	230	230
Formby High	155	155
Greenbank High	206	206
Litherland High	240	240
Maghull High	220	220
Meols Cop High	138	150 ⁽²⁾
Range High	196	196
St George of England High	153	153
Stanley High	169	169

Foundation School	Published Admission Number 2011/2012	Proposed Admission Number 2012/13
Hillside High	190	194 ⁽¹⁾

Church Of England Schools	Published Admission Number 2011/2012	Proposed Admission Number 2012/13
St Michael's CE High	170	170

Catholic Voluntary Aided -Schools	Published Admission Number 2011/2012	Proposed Admission Number 2012/13
Christ the King Catholic High	210	210
Holy Family Catholic High	156	135 ⁽¹⁾
Maricourt Catholic High	253	253

Sacred Heart Catholic College	216	216
Savio Salesian College	148	148
St Ambrose Barlow Catholic College	120	120
St Wilfrid's Catholic High *	187	187

* There is currently a Public consultation underway relating to the closure of St Wilfrids Catholic High School

(¹) increased/reduced PAN due to accommodation changes

(²) Requested increase

The Scheme for Co-ordinating Admissions to Sefton Authority Secondary Schools for the Academic Year 2012/13

The proposed Scheme will come in to force for applications being submitted in September and October 2011 for the admission of pupils who are of age to be admitted to secondary school in September 2012.

All Sefton Authority Community Secondary Schools, Voluntary Aided Secondary Schools, Church of England Secondary Schools and Sixth Form Centres will be included in the Scheme.

1. APPLICATION FORMS

- ❖ **1st September 2011** Sefton Authority will publish the information and arrangements within the Admission to Secondary Schools handbook, along with the admission application form that will be used to admit pupils into year 7 starting in 2012/13.
- ❖ The Authority will make arrangements to ensure that the booklet and admission application form is distributed to parents via primary schools in the area. In addition each school will receive a written explanation of the co-ordinated admission arrangements.
- ❖ The admission application form will allow parents to express three preferences for any schools in ranked order (including Voluntary Aided schools). The schools can be inside or outside of Sefton. Parents will have the option to give reasons for these preferences.
- ❖ The application form should be returned to the **child's primary school, to the Authority direct or completed online. The Authority recommends the use of on-line application.**
- ❖ The Authority will take all reasonable steps to ensure that every parent resident in the area who has a child in their last year of primary education receives a copy of the admission booklet, plus a letter of explanation.
- ❖ The Governing Body of a Voluntary Aided school may request that parents, who have named their school provide additional/supplementary information (using the schools supplementary form) in order for the Governing Body to apply their admission criteria to the application, if necessary.
- ❖ The closing date for applications is **31 October 2011** and parents should return their completed admission application form to their child's primary school, to the Authority directly or apply online. Sefton residents attending schools in neighbouring LEAs should return their completed admission application form directly to Sefton Admissions Team by **31 October 2011** or apply online.
- ❖ **By 4 November** Primary schools will forward all applications received at the school to the Authority.
- ❖ **By 18 November 2011** the Authority will forward copies of all admission application forms to other LEAs if parents, resident in Sefton, have expressed a preference for a maintained school in another area.
- ❖ **By 30 November 2011** the Authority will forward application information to Voluntary Aided schools in Sefton where parents have expressed a preference for those schools.

2. DETERMINING OFFERS

- ❖ All first, second and third preferences for all schools will initially be **treated as equal** regardless of parents ranking. If more than one school place can potentially be offered by any admitting Authority, a single offer for the school which has been ranked highest by the parent will be made. If the highest offer is for a school in another LA and that LA informs the Authority that it intends to offer a place, then the Authority will not offer a school place in Sefton.
- ❖ If the Authority is unable to make an offer to a parent for any of their preferred schools, then a place will be offered at the nearest Community High school with a vacancy.
- ❖ If a parent has expressed only one preference and this preference is for a Catholic School but cannot be granted and the child is a baptised Catholic, then a place will be offered at the next nearest Catholic School with a vacancy.
- ❖ Each Secondary school has a published admission number. The published admission number is the number of places offered for the particular year of admission. **The relevant Admission Authority should not offer places in excess of this number once it has been determined.**
- ❖ **By 6 January 2012** the admission authority for each Voluntary Aided School will consider all applications for their school, apply the school's oversubscription criteria (if appropriate) and provide the Authority with a list of those applicants. NB Each applicant must be noted and ran
- ❖ Families moving into the area, or changes to existing applications will only be considered if they are received by **3 February 2012** with proof that the removal has taken place.
- ❖ **By 15 February 2012** the Authority will inform other LAs of places in Sefton schools to be offered to their residents and on **1 March 2012** the Authority will provide Sefton Secondary schools with a list of the pupils to be offered places at their schools.
- ❖ **On 1 March 2012** the Authority will send parents a letter confirming offers of places at the allocated school. The Authority will write on behalf of the Governing Bodies of Voluntary Aided schools. The letter will inform applicants of the school at which a place is offered and, (if applicable) the reasons why the child is not being offered a place at any other school nominated on the admission application form, which is

ranked higher than the school place offered. The letter will also include information about the applicants statutory right of appeal against the decision to refuse places at other named schools. An appeal form will be included with the letter if they have been refused a place at a Community school or contact details for the school if the refusal is for a Voluntary Aided school.

3. LATE APPLICATIONS

- ❖ The closing date for applications for the normal admissions round is **31 October 2011** and Sefton residents are expected to have returned an admission application form by that date. Applications received from other LA residents for a school maintained by Sefton will be treated as late if they are received after the closing date in their home authority's co-ordinated admissions scheme.
- ❖ Application forms, for Voluntary Aided schools within Sefton, received after the closing date will be passed to the school with a note that it has been received late. It will be for that admissions authority to decide how it wishes to respond to the application.
- ❖ Application forms (including house moves) received for Community Schools after **31 October 2011** but before **3 February 2012** may still be considered in the 1st March allocation.
- ❖ Applications received after 3rd February (including house moves) will be only be dealt with after 1st March with other correspondence in the strict date order we receive it.
- ❖ For applications received after **1 March 2012**, parents will normally be notified within ten working days of the school that has been allocated to their child and advised of their right of appeal if any preference has been refused.
- ❖ For families moving into the area after 31st October 2011, their application will be considered if it is received by **3 February 2012** with proof that the removal has taken place

Waiting Lists

- ❖ The Authority will operate a waiting list for every Community school in Sefton that is oversubscribed from the time that places are allocated until the end of the first term of the start of the **2012/13** academic year. The waiting list will be kept in priority order in line with the school's admissions criteria and if a place becomes available, it will be offered to the next child on the list.
- ❖ After the closing date for receiving appeals, the waiting list will be amended to only include those pupils whose parents have submitted an

appeal. At this point new applicants will be added to the waiting list and will be placed on the list in priority order under the schools admissions criteria. NB Please note that at either stage, waiting lists may change because of children accepting places at alternative schools or because of families who later move into the area and ask for a place at the high school in question will be placed on the waiting list in line with the admission criteria. If a place becomes available it will be offered to the next child on the list. The contact will be via telephone, email or letter. If no response is received within 5 working days, the applicant will be removed from the waiting list as a declined offer and the next applicant will be contacted automatically and offered the place.

- ❖ The Governing Body of Voluntary Aided schools may maintain an individual waiting list for their school.
- ❖ All other applications outside the normal admission round must be made directly to the Sefton Admissions Office at the Local Authority. Applicants on a waiting list may be contacted (in criteria order) if a place becomes available. The contact will be via telephone, email or letter. If no response is received within 5 working days, the applicant will be removed from the waiting list as a declined offer and the next applicant will be contacted automatically and offered the place.

TIMETABLE FOR CO-ORDINATING SECONDARY ADMISSIONS FOR SEPTEMBER 2012

National Closing Date for all applications
31 October 2011

All Secondary application forms plus pupil lists to be sent from Primary Schools to Sefton Authority by
4 November 2011

Exchange preference information with other LA'S
18 November 2011

Application information to be sent to Voluntary-Aided schools by
30 November 2011

VA Schools MUST return decisions and allocation lists (rankings) to LA by
6 January 2012
If lists are not received by this deadline there is no guarantee they can be included in the initial allocation for 1st March 2012

No changes to existing applications can be made after this date
3 February 2012

Decisions to be sent to other LA'S by
15 February 2012

Sefton LA to inform Primary Schools
of the allocations to be made for their schools before offer letters are sent to parents

Allocation letters sent
1 March 2012

Appeals hearings take place
Summer term 2012