

# Secondary Education

## Applying for a Year 7 place

Information for parents

2024/25

[warrington.gov.uk/schools](http://warrington.gov.uk/schools)



**WARRINGTON**  
Borough Council

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# Introduction

Education, Early Help and SEND  
1 Time Square  
Warrington  
Cheshire  
WA1 2NT

Dear Parents/Carers

This booklet has been produced as a guide to all admissions to secondary schools in the Borough of Warrington. There are three types of secondary school admissions which are as follows:

1. Children transferring from Year 6 to Year 7 in September 2024 (referred to as normal rounds of admission).
2. In-year admissions, which are all other admissions where children move from one school to another part way through a school year; and
3. Admissions to schools with an atypical age range, such as University Technical College.

The booklet provides important information on the processes associated with admissions to schools and gives details of how places are allocated (normal rounds) which should help you make an informed decision about your preferences.

**Please take the time to read the booklet carefully before completing an application, even if you have already decided which schools you prefer.**

The law gives parents/carers the right to express a preference for which school you wish your child to attend. It is very important that you understand that this is not the same as being able to choose a school. Admission to your preferred schools depends on meeting the criteria that are explained in this booklet and availability of places at the school. The booklet tells you about the schools in Warrington, how to apply for a place and what to do if we cannot meet the preferences that you express.

**Finally, please make sure that you submit your application for admission to Year 7 for September 2024 on or before the deadline date which is Tuesday 31 October 2023. Late applications will only be considered after all on time applications have been processed and will significantly reduce our ability to offer a place at your preferred school.**

Yours faithfully



Paula Worthington

Director of Education and Community Services (Deputy DCS)

## **Important dates to remember**

### **Timetable for transfer to secondary school**

<b>Opening date to apply</b>	<b>1 September 2023</b>
Application process starts – online application and composite prospectus available.	
<b>Closing date for applications</b>	<b>31 October 2023</b>
Closing date for submission of online applications.	
<b>National allocation date</b>	<b>1 March 2024</b>
Offer emails and letters will be sent.	
<b>Date for appeals to be lodged by</b>	<b>29 March 2024</b>
All appeals lodged by this date should be heard within 40 school days.	
<b>Admission to school</b>	<b>September 2024</b>
<b>Waiting list closing date</b>	<b>31 December 2024</b>



## Open days/evenings

Secondary schools hold open evenings during the Autumn Term so that parents and pupils may visit schools prior to completing the application form for a secondary school place.

**It is advisable to check these dates and times with the schools in case there have been any changes since this booklet was published. For further information please contact the schools directly.**

### **Beamont Collegiate Academy**

**Tuesday 26 September 2023**

**5.00pm – 7.00pm**

Tel : 01925 579500

Open mornings by appointment only

Wednesday 27 September to Friday 29 September

### **Birchwood Community**

#### **High School**

**Thursday 28 September 2023**

**4:00pm – 7:30pm**

Tel: 01925 853500

### **Bridgewater High School**

**Thursday 28 September 2023**

**6.00pm – 8.00pm**

Tel: 01925 263814

### **Cardinal Newman Catholic**

#### **High School**

**Thursday 14 September 2023**

**5.00pm – 7.30pm**

Tel: 01925 635556

### **Culcheth High School**

**Thursday 5 October 2023**

**Registration 5.30pm for 6.00pm start**

Tel: 01925 767587

### **Great Sankey High School**

**Thursday 5 October 2023**

**4.00pm – 7.30pm**

Tel: 01925 724118/9

### **King's Leadership Academy**

**Saturday 7 October 2023**

**Please contact school for details**

Tel: 01925 817939

### **Lymm High School**

**Thursday 5 October 2023**

**5.00pm – 8.00pm**

Tel: 01925 755458

### **Padgate Academy**

**Thursday 5 October 2023**

**5.00pm – 8.00pm**

Tel: 01925 822632

### **Penketh High School**

**Thursday 28 September 2023**

**4:00pm – 7:00pm**

Tel: 01925 722298

### **Sir Thomas Boteler**

#### **Church of England High School**

**Thursday 28 September 2023**

**5.00pm – 8.00pm**

**Head Teacher's address 6.00pm**

Tel: 01925 636414

### **St Gregory's Catholic High School**

**Thursday 21 September 2023**

**4.00pm – 7.30pm**

Tel: 01925 574888

### **University Technical College**

**Please contact school for information**

Tel: 01925 737067



## Before you apply

We have a few things you need to know before you complete your application for year 7 transfer in September 2024.

### Admission arrangements – Academic year 2024/25

All Admission Authorities must have admission arrangements that clearly set out how children will be admitted to their school, including the criteria that will be applied if there are more applications received for the school than there are places available (oversubscription criteria).

Admission arrangements must be determined annually by 28 February, even if they have not changed from the previous years and a consultation has not been required. A copy of the full arrangements for community schools is available to download from our website:

[warrington.gov.uk/schools](http://warrington.gov.uk/schools)

For full copies of all the Faith, Academy and the Free School admission arrangements please contact the individual school direct or visit the school's website.

### Co-ordinated admissions

There are regulations which require all Local Authorities to co-ordinate admissions in accordance with a published scheme.

Under the co-ordinated admission arrangements, applications must be made to a parent's home Local Authority (the Authority to which they pay their council tax). Warrington Local Authority will notify all parents living within the Borough of Warrington of the place allocated to their child, even if the place offered is at a school situated within another Local Authority. These arrangements are to ensure that every parent living in a Local Authority receives an offer of one (and only one) school place on the same day.

Where the place is for a Faith, Academy or Free School, the Governing Body/Academy Trust (as the Admission Authority) will make the allocation decision, but the Local Authority will send out the email/letter on behalf of the Governing Body/Academy Trust. The scheme for co-ordinated admissions is available to view or download from our website: [warrington.gov.uk/schools](http://warrington.gov.uk/schools)

### Published admissions numbers (PAN)

As part of their admission arrangements all Admission Authorities must set an admission number for each relevant age group. This number identifies the maximum number of places available in each year group. You can find the admission numbers for each school in September 2024 at each school are published later in this booklet.

### Oversubscription criteria

All schools must have oversubscription criteria. The oversubscription criteria are part of the school's admission arrangements and could change on an annual basis. If more applications are received than there are places available, then it means that the school is oversubscribed. When this happens the oversubscription criteria will be applied in order to decide how places are allocated.

The 2024/2025 oversubscription criteria for all Warrington schools are detailed within this booklet. Information on the 2023/24 oversubscription criteria can be found in the Secondary Information booklet for 2023/24 a copy of which is available to view or download on our website: [warrington.gov.uk/schools](http://warrington.gov.uk/schools)



## Admission age

If your child was born between 1 September 2012 and 31 August 2013, you will need to complete an online application form for your child to start secondary school in September 2024.

## Applying for schools outside Warrington

If you live in Warrington and wish to apply for schools in another Local Authority, you must do so on our online application form. If you name a school outside of Warrington, please take the time to read that Local Authority's Information Booklet as well as ours as their admission arrangements may be different to those applied in Warrington. Contact details for neighbouring Authorities can be found later in this booklet.

After the closing date for applications, it is a legal requirement for Local Authorities to exchange information which is relevant to schools in their area.

## Applications from parents who live outside Warrington

If you reside in another Local Authority and wish to apply for a Warrington school, you must complete your home Local Authority's online application form and read both Local Authority's Information Booklets before submitting your application. Contact details for neighbouring Authorities can be found later in this booklet.

After the closing date for applications, it is a legal requirement for Local Authorities to exchange information which is relevant to schools in their area.



Please note other Local Authorities may specify some different deadlines and requirements regarding their admissions process. If you wish to apply for schools outside Warrington or you live outside of the Warrington area and wish to apply for a Warrington school, please read both Local Authority's Information Booklets carefully before submitting your application.

## Overseas applications

We do accept applications from outside the UK. For these applications the overseas address will be used as the residential address for the application until proof of the Warrington address in the form of a signed copy of exchange of contracts or tenancy agreement are received. Please see the DfE website for more information on School applications for foreign national children and children resident outside England - GOV.UK ([www.gov.uk](http://www.gov.uk))



## Only one application per child/shared responsibility

We will only accept one application per child for a school place. The applicant should inform all other parties who have parental responsibility before submitting the form.

If parents are separated and the child spends time at each parent's address, the address of the parent in receipt of child benefit should be used for allocation purposes.

Where parents with shared responsibility disagree on school preferences, they must settle their differences before submitting only one form, as we are unable to mediate on these matters. If parents cannot reach an amicable agreement regarding the preferences submitted for their child, then both parents should seek legal advice.

On occasions where applications are received from both parents, the application used for allocation purposes will be the one submitted by the parent who is in receipt of child benefit and/or child tax credit. Proof may be required.

## Definition of child's home address

This is the address of the parent/carer of where the child normally lives, at the time of application, not a childminders or grandparents.

Where a child lives with parents with shared responsibility the child's address given on the online application form should be the address of the parent who is in receipt of the child benefit and/or child tax credit.

It may be necessary for us to carry out checks to confirm addresses given are genuine. Parents may, therefore, be asked to provide documentary evidence of their child's home address.

You must tell us, immediately, if you move house after submitting your application as this could affect your priority for admission within the oversubscription criteria and positions on a waiting list. Proof of your new address must be provided in the form of a signed exchange of contracts/completion or a signed tenancy agreement, covering the application process period. Only once this information is received will your child's records be updated.



Any parent seeking to advantage their child's application by putting a false address may have the offer of a place withdrawn. We have withdrawn offers of places in previous years. You should be aware that where a place is allocated at a school on the basis of your address, or sibling connection, and then you change address or the older sibling leaves the school, then the offer of the place may be withdrawn.

## Supplementary forms

If you are including a faith School as one of your preferences, even if you have listed one of these schools as a second or third preference, then you must complete the school's own supplementary form as well as the online application form.

Supplementary Forms are used by Faith schools, to provide them with relevant information to help them decide the correct oversubscription criteria that your child's application falls under. Failure to complete a supplementary form, could mean that your child's application could be categorised incorrectly.

The supplementary form will not be regarded as a valid application unless you have also completed the Local Authority application form and nominated the school concerned on it.

Supplementary forms are available from each individual school and once completed these forms should be returned to the school.



Please be aware that if any of your preferences are for schools out of borough you will need to contact the school direct to check if a supplementary form for admission to their school needs to be completed.

## **Looked after and previously looked after children**

It is a legal requirement for all state funded schools to prioritise looked after and previously looked after children in their oversubscription criteria.

A looked after child is defined as 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 at the time of making the application to the school.

The term previously looked after children is defined as children who were looked after, but ceased to be so because they were adopted, (or became subject to a Child Arrangement Order or Special Guardianship Order).

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

For a previously looked after child to be considered under this criterion, the applicant must provide details of which Local Authority the child was previously in the care of and a copy of the Adoption Certificate, Child Arrangement Order or Special Guardianship Order. This information should be sent to the school Admissions Team either by email or post at the time of application.

If a child was previously in state care outside England, then the applicant must provide written documentation to support this at the time of application. This information should be sent to the School Admissions Team either by email or post.



Please be aware that if copies of the verifying documents are not received then your application will not be considered under this criterion.

## Siblings

Siblings are defined as elder brothers and sisters already attending the preferred school and expected to continue at the school in the following year. This includes full, half or stepbrothers and sisters and foster brothers and sisters who are living at the same address as part of the same family unit.

## Children of multiple births

In respect of twins, triplets etc. the Admission Authority will apply the oversubscription criteria in the normal way but will oversubscribe a school if a family would otherwise be split.

## Children of UK service personnel (UK Armed Forces)

Places can be allocated in advance for children of UK service personnel with a confirmed posting in the area, or crown servants returning from overseas to live in the area. If this applies to your child, please tell us on your application. You must also provide evidence i.e., an official letter from your commanding officer containing a relocation date and Unit postal address. Evidence must be submitted to the School Admissions Team by the closing date 31 October 2023.

## Pupils with an Education, Health and Care Plan

If your child has an Education, Health and Care Plan you do not need to complete an online preference transfer form as the SEND Team will contact you with details of their process.

Parents of children currently undergoing assessment for an Education, Health and Care Plan should follow the procedures outlined in this booklet and complete an online preference form for their child.

Any allocation of a place will be in consultation with the SEND Service once the statutory assessment is completed.

## Late applications

All applications submitted on or before the closing date of 31 October 2023 will be processed at the same time. Late applications will be processed after those received on time. You should be aware that a late application could reduce the chance of gaining a place at your preferred school. In some cases, when an application is submitted after the closing date but before the allocation date it may be considered alongside those applications which were received on time, where there is, in the view of the school's Admission Authority, an acceptable reason for the late submission of the form.



Any late applications received after 16 February 2024 will only be processed after the National Offer Day which is 1 March 2024.

## Expressing and ranking your preferences

### Equal preferences

From September 2008, following a change in the law, The Education and Inspections Act 2006 and the School Admissions Code, required all Admission Authorities to operate an Equal Preference System for dealing with applications to school.

Under the Equal Preference System, the three preferences you name on the application form will be treated equally. The preference order will only be used if your child fulfils the admission criteria for more than one of the schools you have listed on your preference form. If this is the case, your child will be allocated a place at the school you placed as the highest preference, for which your child qualifies for a place. It is, therefore, important for you to name the schools you prefer in order of preference.

If we are not able to offer you a place at the school of your first preference, your second and third preferences will be considered alongside first preference applications for those schools. It is, therefore, very important that you take the opportunity to name three schools on the preference form.

The number of preferences for a particular school can vary from year to year and over a period of years. The table further along in this booklet contains individual school details and information regarding how places were allocated for September 2023.

### Second and third preferences

If you do not name a second or third preference, it does not increase your chances of getting a place at the school you have put first. It means you have wasted your preferences and, if you do not obtain a place at your first preference school, you may lose priority for another school where you might otherwise have obtained a place.

Please do not name a school more than once. This does not improve your chances of getting a place there. It means that if you do not obtain a place at the school, the School Admissions Team do not know which other schools are of interest to you. You may lose priority for another school where you might otherwise have gained a place.

### Verifying information

If you wish your child's application to be considered under the Looked after/ previously looked after child criterion or in accordance with a medical/social criterion, then verifying information in support of your application must be provided at the time you apply. The information should be scanned and emailed to the School Admissions Team at [schooladmissions@warrington.gov.uk](mailto:schooladmissions@warrington.gov.uk) or you can send it by post.

If your child was formerly looked after, you must provide information on which Local Authority they were previously in the care of, as well as a copy of the Adoption Certificate, Child Arrangement Order or Special Guardianship Order in order to be considered against this criterion.

If you would like your application to be considered against a medical/social criterion, you should provide supporting evidence from a registered professional, such as a Medical Practitioner, Psychologist or Social Worker, which sets out the particular reasons why the school in question is the most suitable school for your child.





Please be aware that if verifying information is not provided at the time of application, then the application will not be considered against this criterion.

## Reasons

Parents are able to indicate the reasons for their preferences, however, since Admission Authorities can only allocate places on the basis of their published oversubscription criteria, the reasons should relate to the criteria published by your preferred school(s).

## When preferences cannot be met

If we are not able to offer your child a place at any of your preferred schools, your child will be offered a place at the nearest school to the home address which has a place available. When this school is a Faith, Academy or Free school any offer of a place would be made in agreement with, and on behalf of, the Governing Body/Academy Trust as Admission Authority for the school.



## How to apply

All parents need to apply online using the Citizen Portal. The Citizen Portal enables families to apply for council services such as school places and 2- and 3-year-old funding.

Please visit our website: [warrington.gov.uk/secondary-school-admissions](http://warrington.gov.uk/secondary-school-admissions) to access the secondary information booklet, supporting information and online application.

### Registration - New users of the Citizen Portal

If you don't already have an account on the Citizen Portal, simply click on 'Don't have an account' and follow the instructions. You will receive an email confirming your registration; this email will contain a unique link which will allow you to proceed with your online application. Click on the link and confirm your email and password, you will then be able to add your child's details by clicking on the 'School Admissions' icon.

### Registration - Already registered on the Citizen Portal?

If you have previously registered your details on the Citizen Portal, you can log in using the same email and password and select the 'School Admission' icon. To complete the online application, click the link 'start new application.'

If you cannot remember your password, you can click on the forgotten password link.

**Please note links will expire after 3 days. If you have not accessed the links within this period, you will have to re-register.**

If you do remember your password but still have problems accessing your account, please contact the School Admissions Team on 01925 446226 or email [schooladmissions@warrington.gov.uk](mailto:schooladmissions@warrington.gov.uk)

**Please be aware that if you change your email address after the closing date has passed, you will not receive an automated email offer.**

**If you do change your email address, please inform us immediately, and we will arrange for the offer information to be forwarded to the new email address as soon as we are able, but this may not be on the offer date.**



Please ensure: If you have indicated a faith school as any of your preferences then you must complete the schools own supplementary form and return it directly to the school, before the closing date.

Any verifying information which supports your application is provided at the time of application.



## **No internet access or email account**

If you do not have a computer or smartphone, you may want to consider contacting your Local Library or Contact Warrington to arrange to access their internet and submit your application. Alternatively, you can contact us on 01925 446226 to make a telephone appointment for a member of the Admissions Team to help you to complete the online application.

Anyone using the appointment system to submit their application cannot opt to receive their offer information via email. A letter will be posted to the home address on 1 March 2024.

## **Frequently asked questions about online applications**

### **When can I use the online system?**

The online system is available 24 hours a day, seven days a week up to midnight on the closing date of 31 October 2023. If you are applying after this date you will need to contact the School Admissions Team.

### **Will my application be secure?**

Yes, the system has a series of security features which prevent others from seeing your personal information.

### **Can I change my mind after clicking submit?**

Yes, up to the closing date for receipt of applications, 31 October 2023. However, you should note that if you revisit or edit your submitted form you must re-submit and accept the Terms & Conditions or the original will be lost.

### **How will I know that the amendments have been logged?**

Every time you re-submit the online application, you will receive an email notification confirming the status of the application.

### **What do I need to apply online?**

You will need access to the internet, your Council Tax reference number and your child's details.



## Amending a submitted application

### Making changes

You can make changes to your online application form up to the closing date of 31 October 2023. All you need to do is go back to the online application form (you will need your username and password), make the changes and then you must re-submit your application. If you do not re-submit, your application form will not be registered.

After the closing date, the online facility is no longer available so you would need to contact the School Admissions Team and request to make any changes. Requests should be made in writing stating your reasons for the change.

All requests to make changes to your application received after the closing date may be considered as late, unless there is a genuine reason for the change, such as a change of address or if a child has recently been taken into care. It will be the decision of the school's Admission Authority as to whether to treat the request as on time or as late. If their decision is to treat the request as late, then it will only be considered after all other on time applications have been processed.

### Address changes

If you change address after the closing date you must inform us in writing, immediately, even if you have included this information on your application form. Proof of your new address must be provided in the form of a signed exchange of contracts/completion or a signed tenancy agreement, for a minimum period of 6 months. Only once this information is received will your child's records be updated.

In Warrington, address changes with supporting documentary proof can only be accepted up until 16 February 2024. Any changes received after this date will be dealt with after the allocation date 1 March 2024.



Please note other Local Authorities may specify some different deadlines and requirements regarding their admissions process, so if you are moving out of/into Warrington please ensure that you contact the relevant Local Authorities for further information.



## Allocation

### Offers

Generally, offers are communicated to all on time applicants via email, unless you opt to be informed via post instead.

Emails will be sent to the email address (which you provided on the online application form) from 10:00 am on 1 March 2024.

If you do opt to be informed by post, letters will be sent out by second class post on 1 March 2024, so parents/carers should allow time for delivery.

If you are offered one of your preferred schools, it is assumed that you will accept the place and no further action will need to be taken. The school allocated will contact you in due course to invite you to the school and arrange admission.

All applicants who are refused a preference (or preferences), will receive a letter as well as an email, if that is what has been opted for. The letters will include information on how places were allocated at the preferred school(s), in accordance with the individual school's oversubscription criteria and will also include information on waiting lists and appeals procedures.

If you are a Warrington resident and we are unable to offer a place at any of your preferred schools we have a duty to offer a place at the next nearest school with a place available, measured in a straight line distance from the address point of your residence to the address point of the school. In the event you are offered a next nearest school you will be asked to complete a reply slip indicating whether or not you accept the place offered.

Once places have been allocated (after 1 March 2024), you may request a change of school, but it may be difficult to meet your revised preference.

### Year 7 waiting lists

Waiting lists for oversubscribed schools will be maintained by us until the end of the Autumn Term 2024 (i.e. 31 December 2024). This is because vacancies sometimes arise after the initial allocation of places has been made.

When parents are refused one of their preferences, their child's name will be automatically added to the waiting list for that school. If a place becomes available, it will be offered to the child at the top of the waiting list. These places will only be offered after 5 April 2024.



Waiting lists are held strictly in oversubscription criteria order. The order of the waiting list can change as applicants leave or join the list, or as the circumstance of the applicant change e.g. change of address, change of primary school, sibling joining or leaving the preferred school.

If you change address during the time the waiting list is held, proof of the new address will be required in order to update the waiting list.

## Appeals

If your child is refused a place at any school for which you have expressed a preference, you have the right of appeal against this decision. This applies whether the school is Community, Faith or Academy.

The letter explaining that a place cannot be offered to your child will include details of how to appeal if you wish to do so. The letter will also tell you the time limit within which you can appeal where appropriate.

To lodge an appeal, you must complete our online appeal form which will be available on our website after 1 March 2024. Any supporting documentation that you would like to provide alongside your appeal, must be sent separately to - School Admissions Team, East Annexe, Town Hall, Sankey Street, Warrington, WA1 1UH or; alternatively you can email these as scanned documents to [schooladmissions@warrington.gov.uk](mailto:schooladmissions@warrington.gov.uk)



Please be aware that photograph's of documents cannot be accepted as the information has to be reproduced

Your appeal form and all other paperwork will be sent to the Clerk to the Independent Appeals Panel who will arrange dates for the appeal(s) to be heard and will contact you direct with details. All appeals lodged by the 29 March 2024 should be heard within 40 school days of this date.

Before deciding whether to appeal, you should think about the school's published policy for admitting pupils, your reasons for wanting your child to attend the school, your child's view of what school he/she should attend and how strong a case you have. You may also want to visit the school where you have been offered a place.

If your appeal is successful there will be no assistance with transport unless you qualify under the Local Authority's transport policy.

If your appeal is declined, you are not able to appeal again for the same school for the same academic year unless there has been a significant material change of your circumstances (e.g. change of residence) or the circumstances of the school have changed.



For pupils who have an Education, Health and Care Plan any appeal with regard to the school named in the Education, Health and Care Plan would be to the Special Educational Needs and Disability Tribunal rather than the Independent Appeals Panel.

## Secondary school information

This section provides information about all Warrington secondary schools including contact details, age range of pupils, published admission number, how places were allocated for the previous year and the individual school's oversubscription criteria for 2024/25.

The information provided in this section should help you to estimate your chances of success at being allocated a place at a particular school before submitting your application.

Please be aware that how places are allocated can significantly change each year. It is important to remember that none of the admissions criteria guarantees a place at a school.

In all cases, Children with an Education, Health and Care Plan (EHCP) are allocated school places under different regulations and will override all other categories or priority. Children who have an Education, Health and Care Plan (EHCP) will be admitted to the school named in the EHCP over and above the published oversubscription criteria.

The table below contains information regarding how places were allocated last year. Please be aware that the 2023/24 oversubscription criteria for each school has been used when allocating these places, details of which can be found in the 2023/24 Information Booklet, which is available to view or download on our website: [warrington.gov.uk/schools](http://warrington.gov.uk/schools) or from the individual schools websites.

## Types of secondary school in Warrington

There are four types of secondary schools in Warrington. These are:

### Academies and free schools

Academies are independently managed, all ability schools set up by sponsors from business, faith or voluntary groups in partnership with the Department for Education. Together they fund land and buildings, with the Government covering the running costs. The Academy Trust is the Admission Authority for the school. Each Academy Trust has its own published admission criteria as detailed on the individual school's information page in this booklet and is responsible for the allocation of places. The Local Authority informs parents of the allocation decisions on the school's behalf.

### Community schools

The Local Authority owns the school land and buildings and employs the staff on the recommendation of the Governing Body. As the Admission Authority for all community schools, the Local Authority deals with the allocation of places using the published admission criteria for community schools as detailed on the individual school's information page in this booklet.

### Faith schools

The Governing Body is the employer and the school's land, and buildings are normally owned by the church, or a charitable foundation and they contribute towards capital costs of running the school. The Governing Body is the Admission Authority for the school. Each Governing Body has its own published admission criteria as detailed on the individual school's information page in this booklet and is responsible for the allocation of places. The Local Authority informs parents of the allocation decisions on the school's behalf.



## **University Technology College**

Technology Colleges are academies which cater for Key Stage 4 and 5 children only (entry at years 10 and 12 only). The Academy Trust is the Admission Authority for the school. The school has its own published admission criteria as detailed on the individual school's information page in this booklet and is responsible for the allocation of places. The Local Authority informs parents of the allocation decisions on the school's behalf.

## **Location map**

A map showing the location of all the secondary schools in Warrington is available to view or download from our website: [warrington.gov.uk/schools](http://warrington.gov.uk/schools)

## **Obtaining more information about individual schools**

### **Visit the schools**

It is a good idea to attend the open evenings of schools you may be interested in before deciding which one you prefer your child to attend.

### **School websites**

Each year schools are required to publish information about their schools on their websites. The individual school's website addresses can be found further along in this booklet.

### **Ofsted inspection reports**

Summaries of inspections carried out by Inspectors on behalf of the Office for Standards in Education (OFSTED) are available in schools. Headteachers will provide information on the action plans which address issues raised in OFSTED reports. OFSTED reports can be viewed on [reports.ofsted.gov.uk](http://reports.ofsted.gov.uk)

### **School performance tables**

Copies of the published secondary school Achievement and Attainment Tables for Warrington secondary schools may be inspected in local libraries or are obtainable from the Department for Education by telephoning 0800 242322 or online at [compare-school-performance.service.gov.uk/](http://compare-school-performance.service.gov.uk/)



## 2023 allocation table

The table below contains information on how places were allocated for all Warrington secondary schools on the National Offer Day 2023

School	School Type and Age Range	Published Admission Number	Oversubscribed School	Places allocated	Last criterion and Distance admitted	Appeals lodged	Appeals upheld (successful)
<b>Beamont Collegiate Academy</b>	Academy 11-16	180	Yes	180	Criterion 5 0.738 miles	34*	7
<b>Birchwood Community High School</b>	Academy 11-16	190	Yes	210	Criterion 4 > 10 miles	1	0
<b>Bridgewater High School</b>	Academy 11-16	360	No	340	Criterion 4 9.071 miles	0	0
<b>Cardinal Newman Catholic High School</b>	Faith 11-16	165	No	170	Criterion 11 6.40 miles	1	0
<b>Culcheth High School</b>	Community 11-16	240	Yes	240	Criterion 5 2.774 miles	16	1
<b>Great Sankey High School</b>	Academy 11-16	375	Yes	375	Criterion 5 1.364 miles	42*	12
<b>King's Leadership Academy</b>	Free 11-16	120	Yes	165	Criterion 6 0.996 miles	21*	6
<b>Lymm High School</b>	Academy 11-18	300	Yes	300	Criterion 4 5.631 miles	15*	5
<b>Padgate Academy</b>	Academy 11-16	150	No	139	Criterion D 3.976 miles	0	0
<b>Penketh High School</b>	Academy 11-16	180	Yes	220	Criterion 4 >10 miles	21*	0
<b>St Gregory's Catholic High School</b>	Faith 11-16	240	Yes	240	Criterion 6 4.780 miles	52*	7
<b>Sir Thomas Boteler Church of England High School</b>	Academy 11-16	165	Yes	165	Criterion 7 2.389 miles	4	0

\* These schools have appeals lodged which will be heard in September, so outcome not yet known



# School contact details and oversubscription criterion 2024/2025

## Beamont Collegiate Academy

Long Lane, Warrington, WA2 8PX

Telephone: 01925 579500

CEO TCAT : Mr A Moorcroft

Principal : Mr G Harris

Email: [mail@bca.warrington.ac.uk](mailto:mail@bca.warrington.ac.uk)

Website : <http://bca.warrington.ac.uk/>

Admissions Authority: Academy Trust

PAN: 180

### School admissions policy and arrangements

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements, including all definitions and interpretations.

1. Looked after children and previously looked after children including those previously in state care outside of England.
2. Admission of pupils whose siblings currently attend Beamont Collegiate Academy and who will continue to do so on the date of admission. For the purpose of allocating places, siblings mean:
  - a. Full sibling living at the same address as the applicant
  - b. Step sibling living at the same address as the applicant
  - c. Half sibling living at the same address as the applicant
  - d. Long term foster sibling living at the same address as the applicant
3. Pupils for whom advice from a medical practitioner or psychologist has been provided by the parents (at the time of application) in support of admission to a particular school, which, in the Academy's view, justifies admission to the Academy. The Academy, if it is considered appropriate, will seek the views of the Academy medical officer or educational psychologist in the event of parents requesting admission on medical or psychological grounds.
4. Children of staff 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.
5. Pupils attending Beamont Collegiate Academy's partner primary Schools, which are:
  - a. Beamont Community Primary School
  - b. Bewsey Lodge Primary School
  - c. Brook Acre Community Primary School
  - d. Dallam Primary School
  - e. Meadowside Community Primary School
  - f. St Andrew's Church of England Primary School
  - g. St Ann's Church of England Primary School

- h. St Margaret's Church of England Primary School
  - i. Oakwood Avenue Community Primary School
6. Pupils living nearest to the school measured as a direct distance from the child's permanent place of residence to the school measured using a geographical information address point system based on the local and land property gazetteer (LLPG). This measures straight line (direct) distances from the address point of the permanent place of residence to the address point of the school.

Where a school reaches its published admission number from pupils within one of the categories listed above those pupils to be admitted from within that category will be those whose permanent place of residence is closest to the school as defined in oversubscription criterion six.

# Birchwood Community High School

Brock Road, Birchwood, Warrington, WA3 7PT

Telephone: 01925 853500

Headteacher: Ms E Mills

Email: [contactus@birchwoodhigh.org](mailto:contactus@birchwoodhigh.org)

Website: [www.birchwoodhigh.org](http://www.birchwoodhigh.org)

Admissions Authority: Academy Trust

Pan: 200

## School admissions policy and arrangements

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

1. Children who are or have been in the care or interim care of a Local Authority pursuant to sections 31 and 38 of the Children's Act 1989, or children who are accommodated by a local authority pursuant to section 20 of the Children's Act 1989, or children who have previously been in the care of a local authority but have since been adopted alongside children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted (IAPLAC).
2. Admission of pupils whose siblings currently attend Birchwood Community High School and who will continue to do so on the date of admission. For the purpose of allocating places, sibling means:
  - a. full sibling living at the same address as the applicant
  - b. step sibling living at the same address as the applicant
  - c. half sibling living at the same address as the applicant
  - d. long term foster sibling living at the same address as the applicant
3. Pupils for whom advice from a medical practitioner or psychologist has been provided by the parents (at the time of application) in support of admission to a particular school, which, in the Academy's view, justifies admission to the Academy. The Academy, if it is considered appropriate, will seek the views of the Academy medical officer or educational psychologist in the event of parents requesting admission on medical or psychological grounds.
4. Pupils living nearest to the school measured as a direct distance from the child's permanent place of residence to the school measured using a geographical information address point system based on the local land and property gazetteer (LLPG). This measures straight line (direct) distances from the address point of the permanent place of residence to the address point of the school.

Where a school reaches its published admission number from pupils within one of the categories listed above those pupils to be admitted from within that category will be those whose permanent place of residence is closest to the school as defined in oversubscription criterion four.

## **Bridgewater High School**

Lower site:

**Hall Drive, Appleton, Warrington, WA4 5JL**

**Telephone:** 01925 263814

Upper site:

**Broomfields Road, Appleton, Warrington, WA4 3AE**

**Telephone:** 01925 263919

**Principal:** Mr K Powell

**Headteacher :** Mrs T Hatton

**Email:** [enquiries@bridgewaterhigh.com](mailto:enquiries@bridgewaterhigh.com)

**Website:** [www.bridgewaterhigh.com](http://www.bridgewaterhigh.com)

**Admission Authority:** Academy Trust

**PAN:** 360

### **School admissions policy and arrangements**

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

1. Looked after children and previously looked after children including those previously in state care outside of England.
2. Siblings (pupils with elder brothers or sisters already attending the preferred school and expected to continue at the school in the following school year. This includes full, half or stepbrothers and sisters and foster brothers and sisters who are living at the same address as part of the same family unit).
3. Pupils for whom advice from a medical practitioner or psychologist has been provided by the parents at the time of application in support of admission to the school which, in the school's view and taking advice from Warrington Borough Council, justifies admission to Bridgewater High School. The school, if it is considered appropriate, will seek the views of the School Medical Officer or Educational Psychologist in the event of parents requesting admission on medical or psychological grounds.
4. Pupils living nearest to the school defined as a direct distance from the child's permanent place of residence to the school, measured using a Geographical Information Address Point system based on the Local Land and Property Gazetteer. This measures straight line distances from the address point of the permanent place of residence to the address point of the school, (in miles).

Where a school reaches its published admission number from pupils within one of the categories listed above those pupils to be admitted from within that category will be those whose permanent place of residence is closest to the school as defined in oversubscription criterion four.

# Cardinal Newman Catholic High School

Bridgewater Avenue, Latchford, Warrington, WA4 1RX

Telephone: 01925 635556

Headteacher: Ms J Langstaff

Email: [enquiries@cardinal-newman.co.uk](mailto:enquiries@cardinal-newman.co.uk)

Website: [www.cardinal-newman.org.uk](http://www.cardinal-newman.org.uk)

Admission Authority: Academy Trust

PAN: 165

## School admissions policy and arrangements

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

1. Catholic looked after and previously looked after children.
2. Baptised Catholic children from the following Catholic Partner Primary Schools:
  - a. Our Lady's Catholic Primary School
  - b. St Augustine's Catholic Primary School
  - c. St Benedict's Catholic Primary School (for children living in the parish of St Mary)
  - d. St Bridget's Catholic Primary School
  - e. St Monica's Catholic Primary School
  - f. St Oswald's Catholic Primary School
  - g. St Peter's Catholic Primary School
  - h. St Stephen's Catholic Primary School
3. Baptised Catholic children who have a sibling in the school at the time of admission.
4. Baptised Catholic children from other Catholic Primary Schools.
5. Baptised Catholic children from non-Catholic Primary Schools.
6. Other looked after and previously looked after children. (see note 2 of full policy)
7. Other children who have a sibling in the school at the time of admission.
8. Non-Catholic children from other Catholic Partner Primary Schools.
9. Children of other Christian denominations whose membership is evidenced by a minister of religion. (see note 6 of full policy)
10. Children of other faiths whose membership is evidenced by a religious leader. (see note 7 of full policy)
11. Any other children.

Where a school reaches its published admission number from pupils within one of the categories listed above those pupils to be admitted from within that category will be those whose permanent place of residence is closest to the school

You will be required to complete a supplementary form in addition to your online application for applications to this School. Please visit the school's website for the supplementary form. Once completed these forms should be returned directly to the school.

# Culcheth High School

Warrington Road, Culcheth, Warrington, WA3 5HH

Telephone: 01925 767587

Headteacher: Mr C Hunt

Email: [info@culchethhigh.org.uk](mailto:info@culchethhigh.org.uk)

Website: <http://culchethhigh.org.uk/>

Admission Authority: Local Authority

PAN: 240

## School admissions policy and arrangements

A full copy of the Community Schools Admission Arrangements can be viewed at

[www.warrington.gov.uk/schools](http://www.warrington.gov.uk/schools)

1. Looked after children and previously looked after children including those previously in state care outside of England.
2. Siblings (pupils with elder brothers or sisters already attending the preferred school and expected to continue at the school in the following school year. This includes full, half or stepbrothers and sisters and foster brothers and sisters who are living at the same address as part of the same family unit).
3. Pupils for whom advice from a medical practitioner or psychologist has been provided by the parents/carers at the time of application in support of admission to a particular school which, in the council's view, justifies admission to the preferred school. The council, if it is considered appropriate, will seek the views of the school medical officer or educational psychologist in the event of parents requesting admission on medical or psychological grounds.
4. Pupils attending a designated partner primary school. St Helen's CE Primary School is partnered to Culcheth High School
5. Pupils living nearest to the school measured as a direct distance from the child's permanent place of residence to the school measured using a geographical information address point system based on the local and property gazetteer. This measures straight line (direct) distances from the address point of the permanent place of residence to the address point of the school.

NB Where a school reaches its published admission number from pupils within one of the categories listed above those pupils to be admitted from within that category will be those whose permanent place of residence is closest to the school as defined in oversubscription criterion five.



# Great Sankey High School

Barrow Hall Lane, Great Sankey, Warrington, WA5 3AA

Telephone: 01925 724118

CEO Omega MAT: Mr C Wilcocks

Headteacher: Mr G Evans

Email: [enquiries@greatsankey.org](mailto:enquiries@greatsankey.org)

Website: [www.greatsankey.org](http://www.greatsankey.org)

Admission Authority: Academy Trust

PAN: 375

## School admissions policy and arrangements

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

1. Looked after children and previously looked after children including those previously in state care outside of England.
2. Siblings (pupils with elder brothers or sisters already attending the preferred school and expected to continue at the school in the following school year. This includes full, half or stepbrothers and sisters and foster brothers and sisters who are living at the same address as part of the same family unit)
3. Children for whom it is essential to be admitted to Great Sankey High School Academy because of special circumstances to do with significant medical needs. The recommendation must be received in writing from a consultant at an NHS hospital or equivalent. This criterion relates to the child's medical needs and does not include any other member of the child's family. The supporting evidence should set out the particular reasons Great Sankey High School is the most suitable school and difficulties that would be caused if the child had to attend another school.
4. Pupils attending Burtonwood Community Primary School.
5. Pupils living nearest to the school defined as a direct distance from the child's permanent place of residence to the school, measured using a Geographical Information Address Point system based on the Local Land and Property Gazetteer. This measures straight line (direct) distances from the address point of the permanent place of residence to the address point of the school in miles.

Where a school reaches its published admission number from pupils within one of the categories listed above those pupils to be admitted from within that category will be those whose permanent place of residence is closest to the school as defined in oversubscription criterion five.

## King's Leadership Academy

Hillock Lane, Woolston, Warrington, WA1 4PF

Telephone: 01925 817939

Principal: Mrs K Sharp

Email: [info@kingswarrington.com](mailto:info@kingswarrington.com)

Website: [www.kingswarrington.com](http://www.kingswarrington.com)

Admission Authority: Academy Trust

PAN: 150

### School admissions policy and arrangements

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

1. Children in care and children formerly in care (those who have ceased to be in care because they have been adopted, or became subject to a residence order, or a special order).
2. Siblings (pupils with elder brothers or sisters already attending the preferred school and expected to continue at the school in the following school year. This includes full, half or stepbrothers and sisters and foster brothers and sisters who are living at the same address as part of the same family unit).
3. Children for whom a particular school is appropriate on genuine medical or social grounds. Such applications will be decided by King's Leadership Academy. (Applications on medical grounds will only be considered under this criterion if they are supported by an attached written statement from a doctor. This must demonstrate that there is a very specific connection between the child's medical need and the school requested).
4. Children of current permanent members of staff at King's Leadership Academy Warrington with a minimum of two years' service at the time that the application is made.
5. Five places from the 150 will be set aside to be offered as music awards for children with an aptitude for music. Applicants will be subject to an aural skills test which is designed not to discriminate in favour of those who have already had instrumental lessons. The tests will take place during the month of November 2023. The successful applicants will receive a music award at the academy.
6. Pupils living nearest to the school measured as a direct distance from the child's permanent place of residence to the site of the new school on Hillock Lane measured using a geographical information address point system based on the local and property gazetteer. This measures straight line distances from the address point of the permanent place of residence, in miles, to the address point of the school.

When the school reaches its published admission number from pupils within one of the categories listed above, those pupils to be admitted from within that category will be those whose permanent place of residence is closest to the school as defined in oversubscription criterion 6.

## **Lymm High School**

**Oughtrington Lane, Lymm, WA13 0RB**

**Telephone:** 01925 755458

**Headteacher:** Mr G Williams

**Email:** [info@lymmhigh.org.uk](mailto:info@lymmhigh.org.uk)

**Website:** [www.lymmhigh.org.uk](http://www.lymmhigh.org.uk)

**Admission Authority:** Academy Trust

**PAN:** 300

### **School admissions policy and arrangements**

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

1. Children in care and children formerly in care (those who have ceased to be in care because they have been adopted, or became subject to a residence order, or a special guardianship order)
2. Siblings (pupils with elder brothers or sisters already attending the preferred school and expected to continue at the school in the following school year. This includes full, half or stepbrothers and sisters and foster brothers and sisters who are living at the same address as part of the same family unit).
3. Children for whom a particular school is appropriate on genuine medical or social grounds. Such applications will be decided by Lymm High School. (Applications on medical grounds will only be considered under this criterion if they are supported by an attached written statement from a doctor. This must demonstrate why the Academy is the only educational placement appropriate for the child's needs.)
4. Pupils attending Lymm High School's nine partner primary Schools, which are: -
  - a. Bradshaw Community Primary School
  - b. Cherry Tree Primary School
  - c. Grappenhall St Wilfrid's C E Primary School
  - d. High Legh Community Primary School
  - e. Little Bollington CE (Controlled) Primary School
  - f. Oughtrington Community Primary School
  - g. Ravenbank Community Primary School
  - h. Statham Community Primary School
  - i. Thelwall Junior School
5. Pupils living nearest to the school measured as a direct distance from the child's permanent place of residence to the school measured using a geographical information address point system based on the local land and property gazetteer. This measures straight line distances from the address point of the permanent place of residence to the address point of the school.

When the school reaches its published admission number from pupils within one of the categories listed above those pupils to be admitted from within that category will be those whose permanent place of residence is closest to the school as defined in oversubscription criterion five.

## Padgate Academy

Insall Road, Padgate, Warrington, WA2 0LN

Telephone: 01925 822632

Principal: Mr A McMillan

Email: [info@padgateacademy.co.uk](mailto:info@padgateacademy.co.uk)

Website: [www.padgateacademy.co.uk](http://www.padgateacademy.co.uk)

Admission Authority: Academy Trust

PAN: 150

### School admissions policy and arrangements

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

1. Looked after children and previously looked after children including those previously in state care outside of England.
2. **Siblings** - These are children who have a full or half brother or sister, a stepbrother or stepsister and/or an adoptive brother or sister who are children of parents or carers living together in the same family household and who are on roll at the time of their entry to Padgate Academy and of statutory school age.
3. **Children who have a valid medical or social reason for a specific placement.** Details must be given on the preference form, and this may be checked by a relevant officer. A letter in support from a senior health care or social care professional will be required as evidence when the preference form is submitted with a statement on why the Academy is the only educational placement appropriate for the child's needs.
4. **Distance** - Students living nearest to the school measured as a direct distance from the child's permanent place of residence to the school measured using a Geographical Address Point System based on the Local Land and Property Gazetteer. This measures straight line (direct) distances from the address point of the permanent place of residence to the address point of the school.

Where a school reaches its published admission number from students within one of the categories listed above those students to be admitted from within that category will be those whose permanent place of residence is closest to the school as defined in over subscription criteria D

## Penketh High School

Heath Road, Penketh, Warrington, WA5 2BY

Telephone: 01925 722298

Principal: Mr J Carlin

Email: [admin@penkethhigh.org](mailto:admin@penkethhigh.org)

Website: [www.penkethhigh.org](http://www.penkethhigh.org)

Admission Authority: Academy Trust

PAN: 180

### School admissions policy and arrangements

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

1. Children in care and children formerly in care.
2. Siblings (pupils with elder brothers or sisters already attending the preferred school and expected to continue at the school in the following school year. This includes full, half or stepbrothers and sisters and foster brothers and sisters who are living at the same address as part of the same family unit).
3. Pupils for whom advice from a medical practitioner or psychologist has been provided by the parents at the time of application in support of admission to a particular school, which, in the Council's view, justifies admission to the preferred school. The Council, if it is considered appropriate, will seek the views of the school medical officer or educational psychologist in the event of parents requesting admission on medical or psychological grounds.
4. Pupils living nearest to the school defined as a direct distance from the child's permanent place of residence to the school, measured using a Geographical Information Address Point system based on the Local Land and Property Gazetteer. This measures straight line distances from the address point of the permanent place of residence to the address point of the school, (in miles).

Where a school reaches its published admission number from pupils within one of the categories listed above those pupils to be admitted from within that category will be those whose permanent place of residence is closest to the school as defined in oversubscription criterion four.

# St Gregory's Catholic High School

Cromwell Avenue, Westbrook, Warrington, WA5 1HG

Telephone: 01925 574888

Headteacher: Mr E McGlinchey

Email: [schoolenquiry@stgregoryshigh.com](mailto:schoolenquiry@stgregoryshigh.com)

Website: [www.stgregoryshigh.com](http://www.stgregoryshigh.com)

Admissions Authority: Governing Body

PAN: 240

## School admissions policy and arrangements

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

1. Looked after children and previously looked after children.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parishes of Sacred Heart & St Alban's, St Benedict, St Joseph and St Paul of the Cross.
4. Other baptised Catholic children
5. Other children who have a sibling in the school at the time of admission.
6. Children attending one of the Catholic Feeder Primary Schools in the parishes named in criterion 3 above:
  - a. Sacred Heart
  - b. St Alban's
  - c. St Benedict's
  - d. St Joseph's
  - e. St Paul of the Cross
  - f. St Vincent's
7. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
8. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
9. Other children.

If it is not possible to offer places for all applications within any criteria above, then places will be allocated to the children who live nearest to the school. The measurement shall be undertaken using the local authority's geographical information address point system based on the local land and property gazetteer. This measures straight line (direct) distances in miles from the address point of the permanent place of residence to the address point of the school.

You will be required to complete a supplementary form in addition to your online application for applications to this School. Please visit the school's website for the supplementary form. Once completed these forms should be returned directly to the school.



# Sir Thomas Boteler Church of England High School

Grammar School Road, Latchford, Warrington, WA4 1JL

Telephone: 01925 636414

Headteacher: Mrs B Scott-Herron

Email: [info@boteler.org.uk](mailto:info@boteler.org.uk)

Website: [www.boteler.org.uk](http://www.boteler.org.uk)

Admission Authority: Academy Trust

PAN: 165

## School admissions policy and arrangements

This is an extract from the schools Admission Arrangements. Please visit the school's website for a copy of the full arrangements including definitions and interpretations.

1. Looked after children and previously looked after children including those previously in
2. state care outside of England
3. Siblings of children currently attending the school and expected to continue to attend the school in the following year. This includes full, half or stepbrothers and sisters and foster brothers and sisters who are living at the same address as part of the same family unit.
4. Children who have (or whose parent(s)/carer(s) have) a strong and dedicated commitment to the life and worship of a Christian Church, that is a member of Churches Together in Britain and Ireland (their website is <http://www.ctbi.org.uk/>), shown by worship at least twice per month for at least two years confirmed by the local minister on the application form.
5. Children who have (or whose parent(s)/carer(s) have) a reasonable commitment to the life and worship of a Christian Church, that is a member of Churches Together in Britain and Ireland (their website is <http://www.ctbi.org.uk/>), shown by at least monthly worship for at least two years confirmed by the local minister on the application form.
6. Children attending primary schools associated with Sir Thomas Boteler Church of England High School, which are:
  - a. Alderman Bolton Primary
  - b. Latchford St James' Primary
  - c. St Elphin's C of E Primary
  - d. Oakwood Avenue Primary
7. Children who have (or whose parent(s)/carer(s) have) some commitment to the life and worship of a Christian Church, that is a member of Churches Together in Britain and Ireland, shown by worship at least twice per year confirmed by reference from the local minister.
8. Any other applicant.

Where the school reaches its published admission number from children within one of the categories listed above, those children to be admitted from within that category will be those whose permanent place of residence is closest to the school.

This will be measured as a direct distance from the child's permanent place of residence to the school using a Geographical Information Address Point system based on local land and property gazetteer. This measures straight line (direct) distance in miles from the address point of the permanent place of residence, in miles, to the address point of the school.

# Admissions to University Technical Colleges and Studio Schools

## Atypical Age Range Schools

### General information

Unlike typical secondary schools University Technical Colleges (UTC) and Studio schools only take children from the age of 14-19 (from Year 10) and offer an alternative to the traditional GCSE and A-Level education of a secondary school.

UTC's are set up by universities and businesses to specialise in one or two technical subjects. At GCSE, they offer a similar curriculum to a typical secondary school including English and Maths, as well as their own specialist subject.

Studio schools are similar to UTC's in that they have an 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.

There is only one atypical age range school in Warrington. The UTC Warrington is located in the Stadium Quarter of Warrington Town Centre, a few minutes' walk from both Warrington Bus Interchange and Warrington Central Station.

The following pages give information on UTC Warrington and details of other UTC's and Studio schools which are located within other Local Authorities.

### How to apply

The Local Authority will be co-ordinating the admissions for Key Stage 4 (Year 10) on behalf of UTC Warrington. If you wish to apply for a place in Year 10 at UTC Warrington for September 2024, please contact the school direct for an application form.

Applications for admission to Key Stage 5 (Year 12) should be made directly to the school. Any in-year transfers for UTC Warrington should be made to the School Admissions Team.

To apply for places at UTC's and Studio schools based in other Local Authorities please contact the schools direct.

### Notification of places for September 2024

The offer information will be sent by post to your home address.

You will be asked to return a reply slip accepting or refusing the place offered. These slips should be returned to the school direct.

If you accept the place offered the school will contact, you in due course to arrange admission and to invite you to the school.

If you are refused a place at the school, your letter will include a breakdown of how places were allocated in accordance with the school's oversubscription criteria. It will also include details regarding waiting lists and appeals procedures.

## UTC Warrington

Dallam Lane, Warrington, WA2 7NG

Telephone: 01925 737067

Principal: Mr Christopher Hatherall

Email [info@utcw.co.uk](mailto:info@utcw.co.uk)

Website: [www.utcw.co.uk](http://www.utcw.co.uk)

Admission Authority: Academy Trust

PAN: 130

Below is an extract from the schools Admissions Policy and Arrangements document. A full copy of these arrangements can be obtained from the school.

### Oversubscription criteria for Year 10 for 2024/25

1. Looked after and Previously Looked After Children i.e. children who are in the care of the Local Authority or who were previously in its care but ceased to be so because they were adopted or became subject to a residence order or special guardianship order.
2. Children whose siblings already attend UTCW and continue to do so on the date of admission. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers and sisters and foster brothers and sisters.
3. Remaining places will be allocated randomly within the geographical bandings as follows:
  - a. 40% of students' resident using the home address within postcodes WA2 7, 1.1, 1.2, 1.3, 1.5, 2.9, 5.0. These include wards identified as within the top 20% nationally on indices of deprivation.
  - b. 40% of students' resident using the home address within postcodes WA2 0, 4.1, 5.1, 5.8, 5.0, 1.4.
  - c. 15% of student's resident using the home address within all other WA postcodes.
  - d. 5% of student's resident using the home address outside the WA postcodes.
4. If there are fewer applications received for any of the sections above than the stated %, the remaining places will be allocated proportionately to the nearest postcode band as identified above.

Places will be filled through an independently verified random selection of all applicants.

The home address is that which is registered with the family's doctor.

The distance will be measured in a straight line from the applicant's front door to the front gate at UTC Warrington.

## Details of University Technical Colleges (UTC) and Studio Schools in other Local Areas

### Crewe Engineering & Design UTC

Joseph Locke Building  
West Street  
Crewe  
CW1 2PZ  
Telephone: 01270 218150  
Email [enquiries@creweutc.org.uk](mailto:enquiries@creweutc.org.uk)  
Website: [utccrewe.co.uk](http://utccrewe.co.uk)

### Chester International School

Queen's Park Campus  
Queens Park Road  
Handbridge  
Chester CH4 7AE  
Telephone: 01244 735610  
Email : [enquiries@chesterinternational.co.uk](mailto:enquiries@chesterinternational.co.uk)  
Website: [chesterinternational.co.uk/](http://chesterinternational.co.uk/)

### UTC@MediaCityUK

100-102 Broadway  
Salford  
M50 2UW  
Telephone: 0161 661 3947  
Email [information@utcmcityuk.org.uk](mailto:information@utcmcityuk.org.uk)  
Website: [utcmcityuk.org.uk](http://utcmcityuk.org.uk)

### The Studio School

41 Greenland Street  
Liverpool  
L1 0BS  
Telephone: 0151 230 1330  
Email [Admin@Thestudio-Liverpool.co.uk](mailto:Admin@Thestudio-Liverpool.co.uk)  
Website: [thestudioliverpool.uk/](http://thestudioliverpool.uk/)

### Liverpool Life Sciences: University Technical College

41 Greenland Street  
Liverpool  
L1 0BS  
Telephone: 0151 230 1320  
Email [admin@lifesciencesutc.co.uk](mailto:admin@lifesciencesutc.co.uk)  
Website: [lifesciencesutc.co.uk](http://lifesciencesutc.co.uk)

### Knutsford Academy - The Studio

Bexton Road  
Knutsford  
WA16 0EA  
Telephone: 01565 633294  
Email [contact@knutsfordacademy.org.uk](mailto:contact@knutsfordacademy.org.uk)  
Website: [knutsfordacademy.org.uk](http://knutsfordacademy.org.uk)

# Transfer Between Secondary Schools

## Moving schools

In-year transfer applications are those requesting transfer from one school to another outside of the normal admissions round, for example when a family moves house part way through a school year. Generally, a child will be admitted to another school if there is a place available in the required year group, with the exception of those children whose circumstances meet the requirements of the Fair Access Protocol.

If your request for an in-year transfer is not because of a change of address or relocation from overseas, you are strongly advised to think carefully before you transfer your child to another school since this causes an unnecessary break in your child's education. Problems that your child may be experiencing may not go away simply as a result of a change of school. If you are worried about your child's progress at school, you are advised first of all to discuss matters with the Headteacher. Whenever possible, it is better for transfers to take place at the beginning of a term.

## Fair access protocol

Each Local Authority must have a Fair Access Protocol agreed with schools in its area including Academies and Free Schools, to ensure that unplaced children especially the most vulnerable are offered a place at a suitable school as quickly as possible. This ensures that access to education is secured quickly for children who have no school place and that all schools in an area admit their fair share of pupils who meet Fair Access Criteria.

A copy of our Fair Access Protocol can be viewed or downloaded from our website:

[warrington.gov.uk/schools](http://warrington.gov.uk/schools)

## UK Service Personnel (UK Armed Forces) and Crown Servants

For families of service personnel, with a confirmed posting to Warrington, or Crown Servants returning to live in Warrington from overseas, a school place will be allocated in advance of the family arriving at the area providing the application is accompanied by an official letter that declares a relocation date and a Unit postal address or quartering area address. In the event the school is oversubscribed the advised address will be used when considering the application against the oversubscription criteria.

## To apply

Application forms and further information on the in-year transfer process is available on our website [warrington.gov.uk/schools](http://warrington.gov.uk/schools) or by contacting the School Admissions Team on 01925 446226.

## Exceptional circumstances

If you have just relocated to Warrington or relocated within Warrington and are refused all of your preferred schools, the Local Authority has a statutory duty to ensure that an alternative school is offered to your child which is within a reasonable distance from your home address. Where the school is a Faith school or Academy, any offer will be made in agreement with and on behalf of the School's Admission Authority.

If there are no places available within a reasonable distance from your home address, the Local Authority must decide which school is the appropriate school to offer based on the circumstances of both the applicant and the school.

The Local Authority will consult the Headteacher at the school to decide whether or not, on balance, the prejudice caused to the child by not admitting them to a particular school outweighs the prejudice caused to the school by admitting the child. The Local Authority would make every effort to share such requests between schools which are local to the applicant's address, when it is reasonable to do so.



Proof of a change of residence will be required in the form of a signed copy of an exchange of contracts /completion or if moving to a rented property a signed tenancy agreement of a minimum period of 6 months.

Where all the above statements do not apply, you will be offered the right of appeal.

### **Taking up an offered place**

Where a place is offered at a school as an in-year admission (i.e. not first admission to either primary or secondary school) the parent would be expected to admit the child to the school within 4 school weeks of the offer of a place.

This applies where:

- an available place has been offered, or
- a place has been offered at an oversubscribed school under the test for exceptional circumstances, or
- a place has been offered as a result of a decision of the Independent Appeals Panel.

### **Appeals procedure**

If your child is refused a place at any school for which you have expressed a preference, you have the right to appeal against this decision. This applies whether the school is Community, Faith or Academy.

The letter telling you that a place cannot be offered to your child will include details of how to appeal if you wish to do so. The letter will also tell you the time limit within which you can appeal where appropriate. A letter acknowledging receipt of your appeal paperwork will be sent to you.

Before deciding whether to appeal, you should think about the school's published policy for admitting pupils, your reasons for wanting your child to attend the school, your child's view of what school he/she should attend and how strong a case you have. You may also want to visit the school where you have been offered a place.

Appeals are passed to the clerk to the appeals panel who then provides further advice for appellants on the procedures followed.

If your appeal is successful there will be no assistance with transport unless you qualify under the Local Authority's transport policy.

If your appeal is declined, you are not able to appeal again for the same school for the same academic year unless there has been a material change of circumstances (e.g. change of residence) or the circumstances of the school have changed.



For pupils who have an Education, Health and Care Plan any appeal with regard to the school named in the Education, Health and Care Plan would be to the Special Educational Needs and Disability Tribunal rather than the independent appeals panel.

## Transport to and from school



You should not confuse the right to express preferences for schools with an entitlement to assistance with travel or transport provision.

The Local Authority is required by law to provide or pay for free transport for pupils who have to travel more than the statutory distance to their nearest suitable school.

For pupils at secondary schools this distance is over three miles, measured by the shortest available walking route.

### Additional transport assistance for low-income families

Transport assistance will normally be given in the form of a bus pass. In certain circumstances, for example, where there are no suitable local buses available, a Local Authority bus pass may not be appropriate. If this is the case and you are entitled to travel assistance, you will be reimbursed for fares or mileage incurred. The level of financial assistance will be determined by the Local Authority.

There are some extended rights for free travel in relation to low-income families. For the purpose of the travel policy low income is defined as:

- Those who are eligible for free school meals or
- Those whose families are entitled to their maximum level of working tax credit.

Documentary proof of entitlement will be required at the time of application.

For more information and to apply please visit [warrington.gov.uk/schooltransport](http://warrington.gov.uk/schooltransport)

### Sustainable school travel

As part of the initiative to make access to education sites easier and to reduce traffic and parking congestion around schools, the Local Authority is working with schools on the School Travel Plan programme. All schools are required to have effective travel plans in place to ensure that students wishing to walk, or cycle are able to do so safely.

If your chosen school is implementing its plan, it will be supporting walking and cycling to school by promoting it as a healthy option and highlighting safer routes to the school. The Local Authority's School Travel Adviser can help plan routes and give advice on road awareness and safety as well as park & stride schemes and walking buses. Details are available through the school or by contacting the Transport Planning Team on 01925 443414.



## General school information

### Children with special educational needs

Most children with special educational needs will attend an appropriate mainstream school where the Governing Body/Academy Trust will be responsible for ensuring their needs are met. A small number of children who have special educational needs which cannot be met from within the resources normally available to similar age will be assessed by the Local Authority in accordance with the procedure laid down in the Children and Families Act 2014 and in accordance with the Code of Practice 2014. Assessments are carried out after consultation with parents or guardians who are given full details of the results.

For children where an Education, Health and Care needs assessment has been carried out and an Education, Health and Care Plan is issued, dependent on the outcome of the assessment, these children can have their needs provided for in either mainstream schools, designated provisions attached to mainstream schools, or special schools. Any appeal with regard to the school named in the Education, Health and Care Plan will be to the Special Educational Needs and Disability Tribunal (SEND).

A leaflet entitled 'Special Needs Provision in Warrington' is available from Warrington SENDIASS (Special Educational Needs, Disability Information Advice & Support Service) on 01925 442978.

### School meals

Currently school meals are available in all schools. In secondary schools there is a cash cafeteria service. Facilities are provided in all schools for pupils to eat snack meals brought from home.

### Free school meals

All state funded infant school children, from reception to year two, automatically receive a free school lunch. Your child may be eligible for free school meals outside of infant school if you receive certain benefits.

For further information and to download a copy of application form, please visit our website [warrington.gov.uk/freeschoolmeals](http://warrington.gov.uk/freeschoolmeals) or telephone 01925 446226 and ask for a free school meals application form.

### Clothing and uniform

Headteachers/Principals, in consultation with school Governors, decide whether or not there should be a school uniform. Details of uniform, where appropriate, are given in each school's prospectus, which can be obtained from the school.

The Local Authority does not help parents with the cost of school uniform or physical education kit. All pupils are expected to conform to a reasonable standard of clothing and personal appearance. Parents are asked to try to ensure that pupils attend school suitably dressed.

### The school curriculum

All state funded schools must offer a curriculum which covers the National Curriculum Key Stage 3 and Key Stage 4. They must also provide the Key Stage 3 and 4 assessment arrangement for pupils.

The curriculum includes at Key Stage 3 the core and foundation subjects and religious education. At Key Stage 4 there is a set of core subjects that must be offered alongside a number of curriculum entitlement areas from which students will be able to choose options. Schools with

sixth forms are free to choose the range of A-Level and Vocational courses on offer. If you need detailed information about the curriculum, please ask your child's school.

Sex education must be provided by all secondary schools. Teachers are aware of the need to treat sex education sensitively and in appropriate groupings of pupils. The school should keep a written statement of the policy they adopt on sex education and consult parents about their sex education programme.

Parents have the right to withdraw their children from all or any part of sex education except where this is provided as part of the National Curriculum.

All secondary schools must also provide religious education (RE) and collective worship, but parents do have the right to withdraw their children from RE and/or collective worship if they so wish.

In aided schools' religious education is given in accordance with the school's Trust Deed. In community schools the locally agreed syllabus is followed.

There is a procedure for considering complaints from parents about the curriculum, religious education, collective worship and related matters. Please refer, in the first instance, any complaint to the school and then it's Governing Body.

## **Public examinations**

At Key Stage 4, the GCSE is the main way of assessing pupils but there are also a growing number of vocational qualifications being offered at 14-16. Post 16 there is also a range of GCE AS/A2 examinations, BTEC and OCR examinations and other vocational qualifications on offer.

All pupils are entered, without charge, for prescribed public examinations (e.g. GCSE or GCE A levels) for which they have been prepared by the school, unless the Headteacher decides on educational grounds not to enter the pupil, or the parents request that the pupil is not entered. Where pupils, without good reason, fail to attend public examinations for reasons other than illness, or fail to complete course work necessary to meet examination requirements, parents will be required to refund the cost of entry/subject fees charged by the Examination Board. In cases of absence through illness a medical certificate must be provided.

## **Discipline and exclusions**

Schools are aware that they share with parent's responsibility for the behaviour of children in their care. All school Governing Bodies maintain a written statement of general principles for their school's behaviour and discipline policy. Details are available from each school.

Warrington schools promote positive behaviour and offer a nurturing environment in which children and young people are encouraged to reach their potential, within a safe environment where clear boundaries exist.

Parents requiring further information should seek advice from their child's school, the Inclusion Services Team Tel No **01925 442917** or SENDIASS Warrington SENDIASS (Special Educational Needs, Disability Information Advice & Support Service) Tel Nob

## **Charges for school activities and remission of charges**

The law prohibits charges for most activities that take place in school time. Local Authorities and school Governing Bodies wishing to charge for any activities where this is permitted must have a policy on charging and on remission and must draw up and maintain a written statement of policy which must be available to parents on request.

## **Parents access to pupil records**

Parents may inspect all parts of their child's school record. If you wish to look at your child's record you should apply direct to the school.

## **Parent governors**

All school Governing Bodies include parent Governors who are normally elected by parents of registered pupils at the school. Further information can be obtained from the school.

## **Personal property**

The Local Authority does not accept responsibility for loss or damage to personal property whilst on or left on the school premises.



## Post-16 information

### Warrington schools with post-16 provision

The following state funded schools have their own post-16 provisions.

#### **Barrow Hall College, Great Sankey High**

01925 724118/9

#### **Lymm High School**

01925 755458

#### **University Technical College – Warrington**

01925 737067

Each school will hold open evenings and will produce a prospectus which contains a great deal of information about the courses on offer and specific entry requirements. Those young learners who are in year 11 who wish to apply to join their own school's post-16 provision will still be required to apply for a place. Please be aware that each school has an admission limit for pupils joining the sixth form from another school (external candidates) these figures are published in their prospectus.

If you wish to seek advice on what to do in the future before applying, advice is available by visiting [warrington.gov.uk/warrington-life](http://warrington.gov.uk/warrington-life)

### Other Warrington post-16 provision

In addition to sixth form courses in some state funded schools a wide variety of full-time and part-time courses are offered at colleges. Details of the courses available can be obtained direct from the colleges.

The following colleges are located in the Borough of Warrington:

#### **Priestley College**

Loushers Lane

Warrington

WA4 6RD

**Telephone:** 01925 415415

#### **Warrington and Vale Royal College**

Winwick Road

Warrington

WA2 8QA

**Telephone:** 01925 49449



More information about sixth form colleges in the Warrington area can be found on our website [warrington.gov.uk/schools](http://warrington.gov.uk/schools)

## How to apply

Please contact the colleges direct to request a prospectus and obtain information on how to apply.

## Transport

Local Authorities have a duty to publish an Annual Transport Policy Statement for Post-16 Learners. You can find ours by visiting [warrington.gov.uk/schooltransport](http://warrington.gov.uk/schooltransport)

It should be noted that Warrington Borough Council does not generally provide transport assistance for students aged 16 and above and therefore any transport that is provided is on a discretionary basis.

Subsidised transport is generally available for students in the 16 – 19 age groups in the form of a student saver card for use on bus services provided by Network Warrington. Other bus operators may also offer discounted fares for students. To find out more information please contact the provider direct. Network Warrington contact telephone number is 01925 634296 or alternatively you can email: [travelcentre@networkwarrington.co.uk](mailto:travelcentre@networkwarrington.co.uk)

## The 16–19 bursary scheme

The Government has made some limited funding available to schools, colleges and training providers to allocate to young people who need financial support to stay in further education or training. This is known as the 16–19 Bursary Fund. For more information or to apply please contact the colleges direct.



## Recommended school holiday dates 2024/25

Please note these are general holiday dates for guidance and information only. Dates should always be confirmed with individual schools before family holidays are booked. Parents are reminded that holidays should not be taken in term time.

Term	Date of opening	Date of closing
<b>Autumn First Half Term</b>	Monday 2 September 2024	Friday 18 October 2024
<b>Autumn Second Half Term</b>	Monday 28 October 2024	Friday 20 December 2024
<b>Spring First Half Term</b>	Monday 6 January 2025	Friday 14 February 2025
<b>Spring Second Half Term</b>	Monday 24 February 2025	Friday 4 April 2025
<b>Easter Weekend Friday 18 April and Monday 21 April 2025 falls at the end of the Spring holiday break</b>		
<b>Summer First Half Term</b>	Tuesday 22 April 2025	Friday 23 May 2025
<b>May Day – Monday 5 May 2025</b>		
<b>Summer Second Half Term</b>	Monday 2 June 2025	Tuesday 22 July 2025



## Useful contacts

### Warrington Borough Council

#### Education, Early Help and SEND

1 Time Square  
Warrington  
WA1 2NT

#### Postal Address:

East Annexe  
Town Hall  
Sankey Street  
Warrington  
WA1 1UH

#### School Admissions

Tel: 01925 446226  
Email: [schooladmissions@warrington.gov.uk](mailto:schooladmissions@warrington.gov.uk)  
Web: [www.warrington.gov.uk/schools](http://www.warrington.gov.uk/schools)

#### SEND Service

Tel: 01925 442917  
Email: [SEND@warrington.gov.uk](mailto:SEND@warrington.gov.uk)

#### My life Warrington

Tel: 01925 443131  
Web: [mylifewarrington.co.uk](http://mylifewarrington.co.uk)

#### SENDIASS (Special Educational Needs, Disability Information, Advice and Support Service)

Tel: 01925 442978  
Email: [imacdonald@warrington.gov.uk](mailto:imacdonald@warrington.gov.uk)

#### School Transport

Email: [schooltransport@warrington.gov.uk](mailto:schooltransport@warrington.gov.uk)  
Web: [warrington.gov.uk/schooltransport](http://warrington.gov.uk/schooltransport)

## Diocesan authorities

### Catholic

#### Diocese of Shrewsbury

2 Park Road South  
Prenton  
Wirral, CH43 4UX  
Tel: 0151 652 9855

#### Archdiocesan Schools Department

Liverpool Archdiocesan Centre for  
Evangelisation  
Croxteth Drive, Sefton Park  
Liverpool, L17 1AA  
Tel: 0151 522 1000

### Church of England

#### Chester Diocesan Board of Education

Church House, 5500 Daresbury Park  
Daresbury, WA4 4GE  
Tel: 01928 718834

#### Liverpool Diocesan Board of Education

St James House, 20 St James Road  
Liverpool, L1 7BY  
Tel : 0151 709 9722



## Other Local Authority contact details

### Cheshire West & Chester Council

Tel: 0300 123 7039

[admissions@cheshirewestandchester.gov.uk](mailto:admissions@cheshirewestandchester.gov.uk)

### Cheshire East Council

Tel: 0300 123 5012

[admissions@cheshireeast.gov.uk](mailto:admissions@cheshireeast.gov.uk)

### Halton Borough Council

Tel: 0151 511 7338

[schooladmissions@halton.gov.uk](mailto:schooladmissions@halton.gov.uk)

### Liverpool Council

Tel: 0151 233 3006

[admissions@liverpool.gov.uk](mailto:admissions@liverpool.gov.uk)

### St Helens Council

Tel: 01744 671030

[schooladmissions@sthelens.gov.uk](mailto:schooladmissions@sthelens.gov.uk)

### Salford City Council

Tel: 0161 793 2500

[schooladmissions@salford.gov.uk](mailto:schooladmissions@salford.gov.uk)

### Trafford Council

Tel: 0161 912 5007

[school.admissions@trafford.gov.uk](mailto:school.admissions@trafford.gov.uk)

### Wigan Council

Tel: 01942 489013

[schoolplaces@wigan.gov.uk](mailto:schoolplaces@wigan.gov.uk)

