ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS: ACADEMIC YEAR 2027-28

Applications for primary school places during the normal admissions round are processed in accordance with St Helens co-ordinated admissions scheme for maintained primary schools and academies.

Admission Age

Children become of statutory school age at the beginning of the first term after they reach the age of five. The School Admissions Code states that admission authorities must provide for the admission of all children in the September following their fourth birthday. Places must be offered on a full-time basis but where parents wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

Deferred Entry

Parents may also request that their child's entry be deferred until later in the school year following their fourth birthday, providing they do not defer beyond the point at which they reach compulsory school age. Children born in the summer term are not required to start school until a full year after the point at which they could first have been admitted – the point at which other children in their age range are beginning Year-1.

In all cases parents will be advised to discuss any request for deferred entry with the relevant primary school.

Admission of children outside their normal age group

As a general principle, the Local Authority believes that children should be educated within their chronological peer group. The National Curriculum enables schools to modify both the curriculum offered and the assessment procedures in order to meet individual needs. Inclusion, therefore, should be promoted through curriculum differentiation within the classroom, rather than by moving the child into another year group.

The School Admissions Code makes it clear that it is school admission authorities who are responsible for making the decision on which year group a child should be admitted to, but they should make decisions on the basis of the circumstances of each case and in the best interests of the child concerned. Therefore, the Local Authority has drafted a separate protocol for the admission of children outside their normal age group. A copy of this protocol that explains how applications will be processed is available on the Council's website, at: https://www.sthelens.gov.uk/admissions

Applications for Reception Year places where a Nursery Unit is attached to a Primary School

Where schools have a nursery unit attached, a separate application must be made for admission to the reception class. Attendance in the nursery does not guarantee admission to the school for primary education. Applications must be made in the normal way and the oversubscription criteria will be applied as stated below.

Published Admission Numbers

Voluntary Controlled Primary Schools	Admission Number 2027-28
Eccleston Lane Ends Primary	35
Queens Park CE/URC Primary	60
Sutton Oak CE Primary	45
Wargrave CE Primary	60

Community Primary Schools	Admission Number 2027/28
Allanson Street Primary	60
Ashurst Primary	30
Bleak Hill Primary	90
Broad Oak Primary	75
Carr Mill Primary	45
Eaves Primary	30
Eccleston Mere Primary	60
Garswood Primary	30
Grange Valley Primary	30
Legh Vale Primary	60
Longton Lane Primary	45
Lyme Community Primary	30
Merton Bank Primary	30
Newton-le-Willows Primary	90
Oakdene Primary	30
Rivington Primary	30
Robins Lane Community Primary	30
Sherdley Primary School	60
Sutton Manor Community Primary	30
Thatto Heath Community Primary	90

Oversubscription Criteria (for all except Eccleston Lane Ends Primary)

Where the number of applications for admission is greater than the published admission number, applications will be considered against the oversubscription criteria set out below. After the admission of pupils with EHC Plans, where the school is named on the Plan, the criteria will be applied in the following order:

1. looked after children and children who were previously looked after but then became subject to adoption, a child arrangements order, or special guardianship order[1]. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted[2].

2. children who have a brother or sister at the school at the time of likely admission. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit.

3. other children.

Tie Break

In the event of any over-subscription in the number of applications made under any of the categories above the Local Authority will offer places first to children whose family home is nearest the school. The measurement shall be done by the Local Authority in a straight line using a Geographical Information System (GIS) based on Local Land and Property Gazetteer (LLPG) data and the National Grid co-ordinates for the family home and the school.

Where the tie-break does not distinguish between applicants, e.g., children living in the same block of flats, random allocation will be used. This will be done by drawing lots and supervised by someone independent of the school.

Special Conditions for Twins (etc.)

Where the final place in a year group is offered to one of twins or triplets etc., the Local Authority will not apply the tie-break as it will admit the other twin etc. too, even if that means going above the admission number for the school concerned.

Oversubscription Criteria for Eccleston Lane Ends Primary

Where the number of applications for admission is greater than the published admission number, applications will be considered against the oversubscription criteria set out below. After the admission of pupils with EHC Plans, where the school is named in the Plan, the criteria will be applied in the following order:

1. looked after children and children who were previously looked after but then became subject to adoption, a child arrangements order, or special guardianship order. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

[1] A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

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

2. children who have a brother or sister at the school at the time of likely admission. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit.

3. children who live within the catchment area (see map below).

4. other children.

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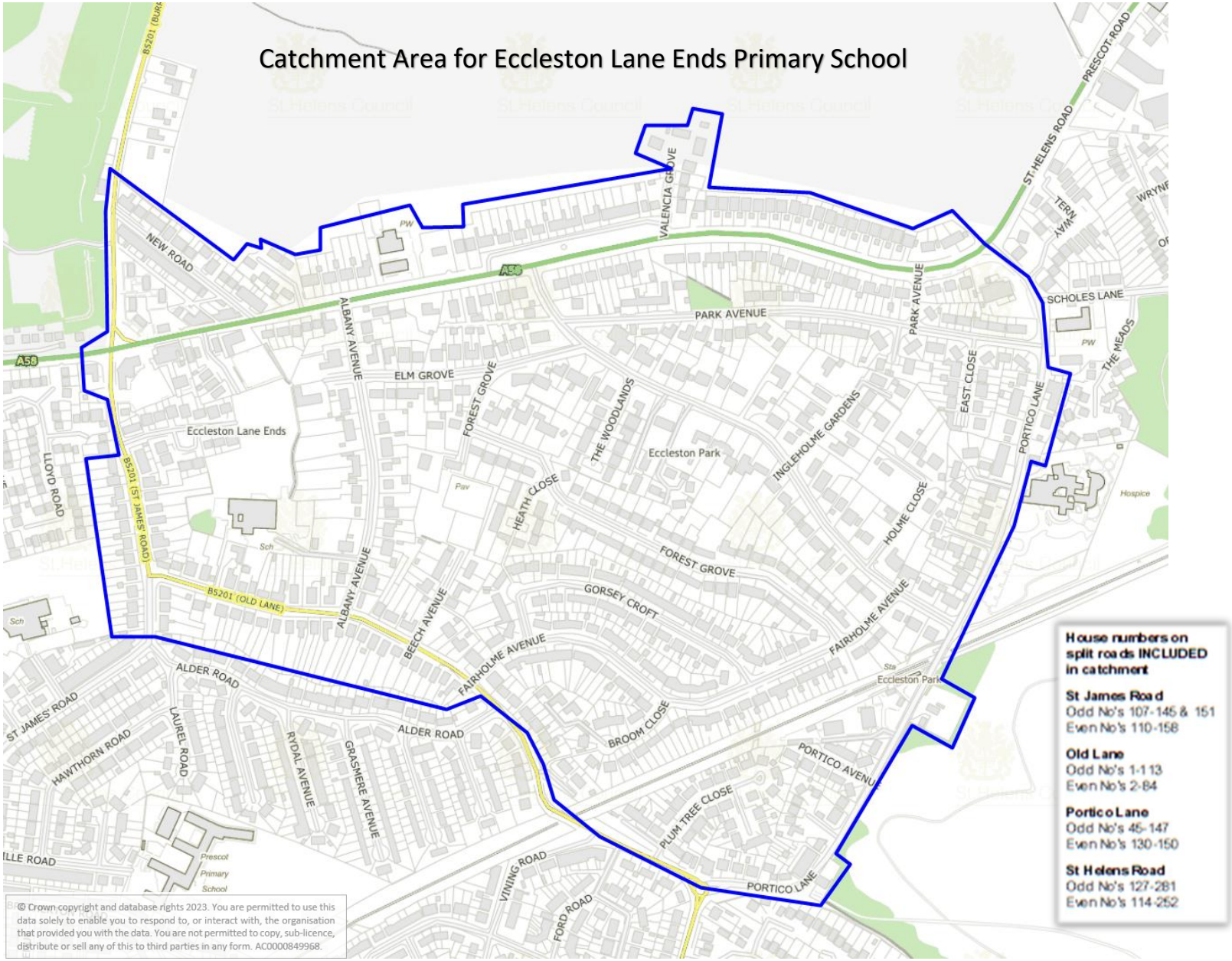
Catchment Area for Eccleston Lane Ends Primary School



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Definition of Home Address

This is the address where the child and parent, or person with parental responsibility, normally live. The address which receives child benefit will normally be used if the child's time is split between two homes, but the Authority reserves the right to request other proofs as fit the individual circumstances. It may be necessary for the Authority to carry out checks to confirm that addresses given are genuine. Parents may, therefore, be asked to produce documentary evidence of their child's home address e.g., Council tax or utility bills

If parents are planning a permanent house move after applying but before places are allocated, they will be required to provide documentary evidence of this e.g., a copy of an exchange of contract or a tenancy agreement.

False Information

Where the Local Authority discovers that a child has been awarded a place as a result of any false information e.g., home address, date of birth it may withdraw the offer of a place.

Late Applications

Applications submitted after the closing date will only be considered alongside those who applied on time when they are received before the allocation procedures begin. However, as this date cannot be predicted, parents have no guarantee that any application received after the closing date will be included.

Waiting List

During the normal admissions round, if a place is refused because the school is oversubscribed the applicant will automatically be placed on the waiting list. The waiting list will be kept in priority order according to the oversubscription criteria and not on the date on which applications were received. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place.

Children who are the subject of a direction by the local authority to admit or who are allocated to a school in accordance with the Fair Access Protocol will take precedence over those on the waiting list.

The waiting list will close at the end of the autumn 2027 term, parents who wish their child to remain on the reception year waiting list after this date will need to re-apply on an in-year application form.

Appeal Procedure

Where parents are unsuccessful in applying for a school place, the decision letter will give reasons why the application was refused (in light of the published admission arrangements) notification of the right of appeal, including details of how, and to whom, to make an appeal and where to obtain further information.

Parents should be aware that legislation limits infant class sizes to 30 pupils and restricts the grounds upon which an appeal can be upheld. They would have to show that the decision was one which in the circumstances no reasonable admission authority would have made, or that their child would have been offered a place if the admission arrangements had been properly implemented.

Fair Access Protocol

All local authorities must have a Fair Access Protocol to ensure that schools in their area admit a fair share of children with challenging behaviour and that access to education is secured quickly for children who have no school place. As a result, primary schools in St Helens may be required to admit above their published admission number, even if the year group concerned is full.

All schools must participate in their local authority's protocol. For that reason, admission appeal panels will not view the fact that a school is obliged to admit over its admission number as an indication that it can do so for all in-year transfers without causing prejudice to the efficient provision of education or efficient use of resources.

In-Year Transfers

Applications for children transferring school, other than at the normal point of entry, are processed in accordance with the agreed In-Year Transfer Scheme.