

# **ALL HALLOWS CATHOLIC HIGH SCHOOL**



**ADMISSIONS FOR SEPTEMBER 2024**

September 2023

Dear Parents/Guardians,

**Parents of Year 6 Pupils 2023-24**  
**All Hallows Admission Form – September 2024**

The Governors of All Hallows have asked me to give you an **Admission Form**, which has been prepared especially for all parents who want to send their children to All Hallows in September 2024 – this is known as the **All Hallows Catholic High School Admission Form**.

The purpose of this yellow All Hallows form is simply to provide the Governors with information they can use when establishing which of the 9 admissions criteria your child should be included in.

You are asked to complete **two** Admission forms:

- The **YELLOW** All Hallows Admission Form
- The Lancashire Education Authority Admission Form which must be completed on-line

If your child attends one of the Primary Schools: St Oswald's Longton; St Teresa's, Penwortham; St Mary Magdalen's, Penwortham: Our Lady and St Gerard's, Lostock Hall, then **return the Yellow Admission Form to your Headteacher** who will arrange for the forms to be sent off to us.

If your child attends any other Primary School, then you will need to complete the Lancashire Education Authority Admission Form on-line and the yellow All Hallows Admission Form and **return the yellow All Hallows Admission Form to All Hallows Catholic High School**, Crabtree Avenue, Penwortham, Preston, PR1 0LN by **Tuesday 31<sup>st</sup> October 2023**. We will accept yellow forms via email to [admissions@allhallows.lancs.sch.uk](mailto:admissions@allhallows.lancs.sch.uk). If you could please title your subject heading **Admissions 24/25 – (Name of applicant)**

If you are a parent of a Year 6 child who does not attend one of our four partner primary schools, please download a copy of this year's Prospectus from the school website.

Yours sincerely



Mrs A Cooper  
Headteacher

**ALL HALLOWS CATHOLIC HIGH SCHOOL  
ADMISSION POLICY AND ARRANGEMENTS  
2024/2025**

All Hallows is a Catholic School under the trusteeship of the Archdiocese of Liverpool. It is maintained by Lancashire County Council. As a Voluntary Aided School, the Governing Body is the Admissions Authority and is responsible for taking decisions on applications for admissions. The co-ordination of admissions arrangements is undertaken by the Local Authority. For the school's year commencing September 2024, the Governing Body has set its admissions number at 178.

Our principal role as a Catholic school is to participate in the mission of the Catholic Church by providing a framework which will help children to grow in their understanding of the Good News and in the practice of their faith. The school will help the children develop fully as human beings and prepare them to undertake their responsibilities as Catholic in society. The school asks all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the rights of parents who are not of the faith of this school to apply for and be considered for a place here.

ADMISSIONS TO THE SCHOOL will be determined by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the website [www.lancashire.gov.uk/schools](http://www.lancashire.gov.uk/schools). If you wish to have your admission request considered against that school's faith/denomination criteria then you should **ALSO** complete the Supplementary Information Form (SIF) which is available directly from the school or via the school website. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the OVERSUBSCRIPTION CRITERIA will be applied:

1. Looked after children and previously looked after children. 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. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parishes of St Oswald's, Longton; St Teresa's, Penwortham; St Mary Magdalen's, Penwortham; Our Lady & St Gerard's, Lostock Hall and Our Lady's, Tarleton.
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 following Catholic Feeder Primary Schools in the parishes named in criterion 3 above:

Our Lady & St Gerard's, Lostock Hall  
St Mary Magdalen's

St Oswald's, Longton  
St Teresa's, Penwortham

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.

Where there are more applicants for the available places within a category, then the distance between the Ordnance Survey address points for the school and the home measured in a straight line will be used as the final determining factor, nearer addresses having priority over more distant ones. This address point is within the body of the property and usually located at its centre. Where the cut-off point is for addresses within the same building, then the single measure between address points will apply and the Local Authority's system of a random draw will determine which address(es) receive the offer(s).

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered place without using the admission criteria and will count as part of the school's published admission number.

### **In-year admissions:**

In-year admission is the process of applying for a school place during the school year. Any applications for the intake made after the start of the autumn term will be treated as an in-year application.

The in-year admission process is managed by the school. Parents are required to complete the in-year application form, which is available from the school website.

Where a place cannot be secured, parents will be offered a legal right of appeal to an independent appeal panel.

Lancashire County Council administers the appeals process on behalf of the school. Parents can complete the school's [appeal form](#) on Lancashire County Council's website.

### **Notes:**

- a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with the Lancashire admissions scheme for schools detailed in the Lancashire admissions information booklets.
- b. A Looked After Child is a child who is (a) in the care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their Social Services functions (under section 22(1) of the Children Act 1989). A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangements 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. Applications must be supported with appropriate evidence that the child has been adopted from state care.

- c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be

obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or

A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

Those who have difficulty obtaining written evidence of baptism for a good reason, may still be considered as baptised Catholics but only after they have been referred to the parish priest who after consulting with the Episcopal Vicar, will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

- d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTÛN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

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- e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.
- f. Sibling is defined in these arrangements as full, half or step-brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- g. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year

of the admissions process.

- h. For 'In Year' applications received outside the normal admissions round, if places are available they will be offered to those who apply. Direct application to the school can now be made under this heading. If there are places available but more applicants than places then the published oversubscription criteria for the relevant year group will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- i. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- j. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.

FOR OFFICE USE ONLY	
Criteria	
Sibling	
Distance	
Statement	
Date Rec	

**All Hallows Catholic High School  
Admission to Secondary School 2024**

**Please return this form to All Hallows Catholic High School on or before 31<sup>st</sup> October 2023.**

**Part 1 – Information**

**PLEASE USE BLOCK CAPITALS**

1. Name of Child: Surname ..... Forename .....

2. Address of Child: .....  
.....

3. Home/Mobile Telephone No: .....

Boy     Girl    (Please tick)

4. Date of Birth    \_\_\_\_ / \_\_\_\_ / \_\_\_\_

5. Will your child have a sibling in All Hallows when they start school? **YES / NO**

Name of sibling/s :.....  
.....

6. Parish/Area of faith community in which you live.....  
(see Note 1)

7. Is child a Baptised Catholic?.....

8. Parish at which child received the sacrament of:

Baptism ..... Date .....

9. If your child is not a Baptised Catholic, please state to which denomination or faith, if any, your child belongs (see Note 2) .....

10. Current Primary School .....

**Notes**

**1. Evidence of Baptism – Catholic**

If you are applying for a Catholic secondary school and your child was baptised in one of the parishes served by the school then the parish baptismal records will be checked by the school to confirm baptism. If your child was baptised in another parish a baptismal certificate or the completion of the statement below will normally be required to confirm your child is a baptised Catholic.

**2. Evidence of Faith Group Membership**

- a) If you are applying for a Catholic school and want to be considered under the relevant criterion as an other than Catholic Christian please state your Christian denomination. Proof of Baptism in the form of a Baptismal Certificate **or** confirmation in writing by completing the statement below to show that your child is a member of a faith community by an appropriate Minister of Religion is required.
- b) If you belong to a faith other than the Christian faith, please state to which faith you belong. An appropriate faith leader would need to confirm in writing by completing the statement below that your child is a member of their faith group.

**Minister of Religion/Faith Leader**

Minister/Leader (Print Name): .....

Address: .....

Position held: .....

Signed and dated: .....

**11. Signature**

I/We certify that the information given on this form is correct. The school reserves the right to verify the information given on this form. Any offer of a place will be on the basis that the information is accurate.

Parent(s)/Guardian(s) ..... Date .....

..... ✂ .....

**OFFICE TO USE UPON RECEIPT OF FORM IN PERSON**

**Child's Full Name** ..... **Date of Birth** ...../...../.....

Date Received .....

Received by (name and signature) .....