



Archdiocese of
Liverpool

**Consultation on Proposed
Changes to School Admissions
Policies
from September 2025**

Background

1. The School Admissions Code 2021 requires an admission authority to consult each time it proposes to make significant changes to its admission arrangements or if it has not consulted on its admission arrangements for seven years. Where the admission arrangements have not changed from the previous year there is no requirement to consult.
2. The Archdiocese of Liverpool is co-ordinating a consultation process on behalf of the Governing Bodies that are the admission authorities of the schools listed in paragraphs 7 - 14 of this document (on page 4).
3. In accordance with the School Admissions Code, a consultation period must run for a minimum of six term time weeks and take place between 1 October and 31 January in the determination year. The process allows parents, other schools, other admission authorities, local authorities and other interested stakeholders to raise comments or concerns about the proposed arrangements. This document is particularly for the attention of parents, other admissions authorities, the local authority and other local dioceses. **This consultation will run between 4 December 2023 and 28 January 2024.** Information on how you can respond can be found from paragraph 16 below.

Catholic Schools in the Trusteeship of the Archdiocese of Liverpool

4. It is expected that all schools within the Trusteeship of the Archdiocese of Liverpool - and those under other trusteeship that wish to do so - adopt a common admissions policy to fulfil the objectives of:
 - Ensuring that all of school Governing Bodies, as admissions authorities, are compliant with the current Admissions Code;
 - Supporting schools in admissions processes;
 - Ensuring that schools provide clear and consistent information to parents seeking a place at a Catholic school for their child, and;
 - Seeking to maximise the opportunities for Catholic siblings to access places in schools.
5. No changes are proposed to the oversubscription criteria in the common policy for admissions to schools in 2024. As such, for primary schools (including those named in paragraphs 7 - 14 of this document unless specifically stated otherwise) the proposed oversubscription criteria remain as follows:
 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 [designated parish or parishes served by the school].
 4. Other baptised Catholic children.
 5. Other children who have a sibling in the school at the time of admission.

6. 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.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

For secondary schools (including those named in paragraphs 7 - 14 of this document unless specifically stated otherwise) the proposed oversubscription criteria remain as follows:

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 designated parishes served by the school].
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 [feeder primary schools listed].
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.

For all schools, interested parties are invited to review admissions policies on school websites in case of minor school-specific variations to the common policy. Any such variations have, where appropriate, been subject to prior consultation.

Schools Consulting on Changes to Admissions Policy

6. The Archdiocese of Liverpool is undertaking this statutory consultation process with all interested parties on behalf of the following schools:
 - I. St Bartholomew's Catholic Primary School, School Lane, Rainhill L35 6NN
 - II. St James' Catholic Primary School, St James Road, Orrell WN5 7AA
 - III. St Joseph's Catholic Primary School, Mossy Lea Rd, Wrightington WN6 9RE
 - IV. Holy Family Catholic High School, Virgins Lane, Thronton, Liverpool, L23 4UL
 - V. Sacred Heart Catholic Academy, Liverpool Rd, Crosby, Liverpool, L23 5TH
 - VI. Great Crosby Catholic Primary School, The Northern Road, Crosby, Liverpool L23 2RQ

Specific Proposals

7. The Governing Body of St Bartholomew's Catholic Primary School Rainhill wish to consult on a reduction in the school's planned admission number (PAN) from 45 to 30.
8. The Governing Body of St Jame's Catholic Primary School in Orrell wish to consult on a reduction in the school's planned admission number (PAN) from 60 to 45.
9. The Governing Body of St Joseph's Catholic Primary School in Wrightington wish to consult on a reduction in the school's planned admission number (PAN) from 20 to 15.
10. The Governing Body of Holy Family Catholic High School in Southport wish to consult on a reduction in the school's planned admission number (PAN) from 168 to 160.
11. For Sacred Heart Catholic College in Crosby, the Pope Francis Catholic Multi Academy Trust wish to consult on a reduction in the school's planned admission number (PAN) from 180 to 150.
12. The Governing Body of Great Crosby Catholic Primary School in Crosby wish to consult on a reduction in the school's planned admission number (PAN) from 120 to 90.
13. Further information on the individual school proposals can be accessed via the following link and clicking on the school name. If you require a hard copy of the document please ask for one at the school. The document will also be made available on the school's website.

www.liverpoolcatholic.org.uk/department/education/admissions-and-appeals

How to Return Your Comments

14. This consultation is co-ordinated by the Archdiocese of Liverpool on behalf of each of the individual schools named in this document. The consultation period will run between 4 December 2023 and 28 January 2024 and you are invited to submit comments in writing about the proposal above to: The Archdiocese of Liverpool, Education Department, St Margaret Clitherow Centre, Croxteth Drive, Sefton Park, L17 1AA. Alternatively, you may wish to e-mail: aes@rcaol.org.uk. Comments should also be copied to the Chair of Governing Body at the school address.
15. Please submit any comments no later than 28 January 2024. Following the consultation period each Governing Body will then need to meet before 28 February 2024 in order to formally determine the Governing Body's admission arrangements for the academic year commencing September 2025. Any subsequent objections will need to be made to the Office of the Schools Adjudicator by 15 May 2024.