

**PROPOSED CRITERIA FOR ADMISSION TO COMMUNITY AND VOLUNTARY CONTROLLED  
PRIMARY SCHOOLS, SECONDARY SCHOOLS & SIXTH FORMS - 2017/2018**

The criteria which are to be used to allocate places when a community or voluntary controlled school is oversubscribed are described below.

**SECONDARY**

An admission number will be published showing the maximum number of pupils that the school will admit in the Autumn Term 2017. Parents are given the opportunity to express three preferences for a secondary school. Published criteria are used to decide which children should be offered the available places. In secondary schools an equal preference system operates, whereby the three parental preferences are given equal status. Each preference will be considered equally against the admissions criteria.

When a secondary school is oversubscribed the following priorities apply in order:

1. Looked after children and those who have been previously looked after, (see note (x) below), then
2. Children for whom the Local Authority accepts that there are exceptional medical, social or welfare reasons which are directly relevant to the school concerned. (See note (i) below) then
3. Children living within the school's geographical priority area with older brothers or sisters attending the school when the younger child will start, (see note iii below).
4. Children living within the school's geographical priority area, then
5. Children living outside the school's geographical priority area with older brothers or sisters still attending the school when the younger child will start (See note (iii) below) then
6. Children living outside the school's geographical priority area (see note (iv) below).

**Notes**

- (i) The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without a statement who have special needs.
- (ii) As required by law, all children with a Statement of Special Educational Needs/EHC naming a school will be admitted before the application of the over-subscription criteria. Children who have a statement for special needs have their applications considered separately.

- (iii) Brothers and sisters includes step children, half brothers and sisters, fostered and adopted children living with the same family at the same address (consideration may be given to applying this criterion to full brothers and sisters who reside at different addresses). The priority does not apply to siblings whose brothers and sisters transferred into a sixth form at 16+.
- (iv) The distance criterion which will be used as the tie breaker if there is oversubscription within any of the admission criteria is a straight line (radial) measure. If the Local Authority is unable to distinguish between applicants using the published criteria (eg twins or same block of flats) places will be offered via a random draw.

The distance measure is a straight line (radial) measure centre of building to centre of building.

- (v) A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residence may be requested at any time throughout the admission process, (including after a child has accessed a school place).
- (vi) The Local Authority will keep waiting lists for all Lancashire primary schools until 31 August 2017. These are kept in priority order using the school's published admission criteria. From 1 September 2017 for one school term only waiting lists will be retained by individual admission authorities (the Local authority for community and voluntary controlled schools and individual voluntary aided and trust schools will each retain their own list).
- (vii) Children will not normally be able to start school other than at the beginning of the term unless they have moved into the area or there are exceptional circumstances.
- (viii) Applications for school places which are received late will not necessarily be dealt with at the same time as those received by the set deadline. The reasons for a late application may be requested and where these are not exceptional the relevant admission criteria will be initially applied to all others received on time. The late application will be dealt with after this process.

Application forms received after the published closing date, will only be considered at that time if the following conditions apply:

- (a) if the number of preferences received for the school is below the published admission number or:
- (b) there are extenuating circumstances justifying a late application.

These may include:

- (a) parents moving into the County after the closing date;
- (b) parent/carer illness which required hospitalisation for the major part of the

period between the publication of the composite prospectus and the closing date for applications.

- (ix) Where a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for a school admission application. This will normally be the one where the child wakes up for the majority of school days (Monday to Friday). Proof of residence may be requested at any time throughout the admissions process.
- (x) the highest priority **must** be given to looked after children<sup>1</sup> and children who were looked after, but ceased to be so because they were adopted<sup>2</sup> (or became subject to a residence order<sup>3</sup> or special guardianship order<sup>4</sup>). Further references to previously looked after children in the Code means children who were adopted (or subject to residence orders or special guardianship orders) immediately following having been looked after.

The Authority has a duty to co-ordinate admission arrangements for all Lancashire maintained schools. The Authority will ensure that all Lancashire parents whose children are transferring to reception or Year 7 classes, receive the offer of one secondary or primary school place on the agreed date.

### **North Lancashire Schools**

#### **GEOGRAPHICAL PRIORITY AREAS**

##### **NORTH LANCASHIRE AREA**

**(Please note that where reference is made to parishes, these refer to civil parishes not ecclesiastical parishes.)**

### **Lancaster Secondary Schools**

#### **Carnforth High School – [A Specialist 11 to 18 Science College] ~ (01/110)**

Parishes of Silverdale, Yealand Redmayne, Yealand Conyers, Warton, Priest Hutton, Borwick, Arkholme with Cawood, Whittington, Burrow with Burrow, Leck, Ireby, Tunstall, Cantsfield, Carnforth, Bolton le Sands, Over Kellet, Nether Kellet, Halton with Aughton, Gressingham, Cloughton, Hornby with Farleton, Melling with Wrayton, Wennington, Roeburndale, Wray with Botton and Tatham.

### **Heysham High School Sports College (01/108)**

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<sup>1</sup> 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).

<sup>2</sup> Under the terms of the Adoption and Children Act 2002. See section 46 (adoption orders).

<sup>3</sup> Under the terms of the Children Act 1989. See section 8 which defines a 'residence order' as an order settling the arrangements to be made as to the person with whom the child is to live.

<sup>4</sup> See section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Parishes of Slyne with Hest, Lancaster (part\*) Morecambe and Heysham, Heaton with Oxcliffe, Middleton and Overton.

**\* From the border with Slyne with Hest parish follow the railway line to the river and then follow the river to the Heaton with Oxcliffe parish boundary.**

### **Morecambe Community High School – Specialist College for Maths & Computing (01/109)**

Parishes of Slyne with Hest, Lancaster (part\*) Morecambe and Heysham, Heaton with Oxcliffe, Middleton, Overton and Skerton.

**\* From the border with Slyne with Hest parish follow the railway line to the river and then follow the river to the Heaton with Oxcliffe parish boundary.**

### **Central Lancaster High School - A Specialist Visual and Performing Arts College ~ (01/113)**

Parishes of Thurnham, Lancaster (part\*), Scotforth, Quernmore, Ellel, Caton with Littledale, Cockerham and Over Wyresdale.

(Ellel, Cockerham and Over Wyresdale are in the Skerton and Central Lancaster area and also in the Garstang High area.)

**\* Up to the railway and river boundaries between Slyne with Hest and Oxcliffe parishes.**  
[amended for 2016/17]

### **Wyre Secondary Schools**

#### **Millfield Science and Performing Arts College (02/101)**

Parishes of Fleetwood and Thornton Cleveleys (part\*) and Hambledon (shared with Hodgson).

**\* The cut off point being Amounderness Way from the Singleton parish boundary across to the Blackpool Borough boundary.**

### **Fylde Secondary Schools**

#### **Statutory Scheme to Co-ordinate Secondary School Admissions**

#### **Geographical Priority Area (GPA)**

#### **Carr Hill High School & Sixth Form Centre**

Plans are proceeding for a new housing development of around 1,400 properties on the Whyndyke Farm site adjacent to the M55 motorway and bordering (part in) the Blackpool

area. Final agreement to this development is still under consideration by Fylde and Blackpool Borough Councils.

When this proceeds it will be situated in Little Marton on the A583 adjacent to junction 4 of the M55 (map attached). The vast majority of this site is within Lancashire but the timetable for approval and development of housing has not been managed by Lancashire County Council.

Lancashire has a statutory duty to co-ordinate of secondary admissions for all schools and academies within its area. Lancashire ensures that all families are situated within a defined GPA or intake area for at least one school or academy. This gives children some increased priority for admission to that particular establishment.

In areas where annual intakes have historically been shared, or where the location is outlying, there may be overlap. Part of a GPA can be shared between schools and academies - and this does already happen in parts of Lancashire.

In this case the Whyndyke Farm site is already included within the GPA for Lytham St Annes Technology and Performing Arts College - though there have never been residential properties on site from which parents could apply. This is a foundation school and the governing body are responsible for admissions.

The new houses on this site will be situated nearer to other Lancashire secondary schools in the Poulton le Fylde area - but these are unlikely to have available places and there is no safe walking route for access. They will also be nearer to St Georges CEP High School in Blackpool and other Blackpool schools.

The intention for the future is to retain the Whyndyke Farm site within the GPA for Lytham St Annes Technology and Performing Arts College and to also add this to the GPA for Carr Hill High and Sixth Form Centre.

This will allow parents who, in future, express preferences for either school to have some increased priority for admission to both. This will not prevent their free expression of school and academy preferences including for options in Poulton le Fylde and in the Blackpool area.

Lancashire intends to implement this proposed change for 2017 or 2018 school intakes depending on the housing development timetable (which Lancashire does not manage). The implementation of the small shared area of GPA will depend on housing development getting the necessary approvals and then the building timetable and families actually becoming resident on site.

Comments received in relation to this proposal were:

Mr A Waller - head teacher at Carr Hill High: *the school support this proposal. Although it is situated farther from the Whyndyke site than Lytham St Annes High the route to Carr Hill is more straightforward therefore the proposal does make sense. The school would however like to liaise with the local authority about accommodation if the new build attracts additional numbers of pupils (science laboratories were specifically mentioned in his response).*

Mr PS Wood - Head teacher at Lytham St Annes High: *concerns about no safe walking route or public transport from Whyndyke to the school. This may lead to parents having to use cars so exacerbating traffic and safety issues at the start and end of the school day. Also he points out the proximity of Poulton le Fylde area schools to Whyndyke compared to Lytham St Annes High.*

Officer response: *the comment from Carr Hill about accommodation has been provided for information at this time to the School Planning Manager. In relation to the comments from Lytham St Annes High the potential transport and travel issues are noted. These would apply to some degree in relation to all Lancashire secondary school and academy options for the Whyndyke development. There are already other parts of this school's GPA situated in rural Fylde (FY8 postcode) with similar transport factors. This situation applies equally in other larger GPAs for some other Lancashire secondary school and academies (eg in the Lancaster and Ribble Valley areas). Having logistical difficulties associated with transport on the periphery of a GPA in relation to secondary school access is unavoidable. This proposal does however seek to prioritise two schools for the Whyndyke development. This will allow the families concerned higher priority for admission should their preferred direction of travel be towards Lytham St Annes or towards the Kirkham / Preston / M55 areas.*

### **Carr Hill High School & Sixth Form Centre ~ (04/115)**

Parishes of Weeton with Preese, Greenhalgh with Thistleton, Medlar with Wesham, Treales Roseacre and Wharles, Kirkham, Ribby with Wrea, Bryning with Warton, Freckleton and Newton with Clifton.

### **South Lancashire Schools**

#### **GEOGRAPHICAL PRIORITY AREAS SOUTH LANCASHIRE AREA**

**(Please note that where reference is made to parishes, these refer to civil parishes not ecclesiastical parishes.)**

### **Preston Secondary Schools**

#### **Longridge High School – A Maths and Computing College - (06/115)**

Parishes of Chipping, Goosnargh, Thornley with Wheatley, Whittingham, Haighton, Grimsargh, Longridge, Hothersall, Ribchester and Dutton.

#### **Broughton High School - (06/103)**

Parishes of Barton, Woodplumpton, Broughton and Inskip with Sowerby.

(Inskip with Sowerby is in both Broughton and Garstang High School areas).

#### **Ashton Community Science College - (06 / 104)**

Preston and Lea.

### **South Ribble Secondary Schools**

#### **Penwortham Girls' High School - (07/111)**

Parishes of Hutton, Longton, Little Hoole, Much Hoole and Penwortham. Also the Broadgate area following the railway line (initially north then bearing west) from the intersection of the River Ribble with South Meadow Lane until Port Way then dropping back to the Penwortham parish boundary.

#### **Walton-le-Dale Arts College and High School - (07/107)**

Walton-le-Dale area (east of Station and Chorley Roads) and parishes of Samlesbury, Cuerdale, Hoghton and Brindle (part\*).

**\* The boundary will run along the M65 motorway to the Walton le Dale boundary and follow this to Station Road.**

[amended 2016/17]

#### **Wellfield High School - (07/104)**

Parish of Ulnes Walton and Leyland area (part\*) plus part of South East Farington (part\*\*).

**\* From the boundary between Euxton and Leyland follow the centre of Worden Lane, St Andrews Road, Towngate, King Street and Leyland Way to the boundaries with Clayton le Woods and Cuerden.**

**\*\*Follow the centre of Wheelton Lane north then east along the centre of Centurion Way then briefly north along Preston Road (B5254) to meet Stanifield Lane up to Claytons Farm.**

#### **Balshaws CE High School : A Specialist Engineering College ~ (07/101)**

Leyland area (part\*) and parishes of Cuerden, Clayton le Woods, Brindle (part\*) and Euxton (part\*).

**\* Leyland east of Worden Lane, St Andrews Road, Towngate, King Street and Leyland Way.**

**Brindle south of the M65 motorway.**

**Euxton – follow the railway line south then east to the border with Chorley district. Follow the Chorley and Whittle le Woods boundaries back to the Leyland boundary.**

#### **West Lancashire Secondary Schools**

#### **Ormskirk School - (08/115)**

(Please note that no changes are being proposed to the existing priority area boundaries)

Parishes of Scarisbrick, Halsall, Downholland, Great Altcar, Aughton, Ormskirk, Bickerstaffe and Simonswood.

**From the boundary of Bickerstaffe (Primrose farm) run north to the boundary of Lathom (Cock Farm).**

**Burscough Priory Science College - (08/104)**

Parishes of Rufford. Burscough, Lathom, Newburgh, Parbold and Hilldale.

**Upholland High School – A Specialist Music, Mathematics and Computing College - (08/105)**

Parishes of Wrightington, Dalton and Upholland.

**Chorley Secondary School**

**Southlands High School – A Specialist Technology College - (09/101);**

Parishes of Charnock Richard, Coppull, Euxton (part),\* Astley Village, Whittle le Woods, District of Chorley, Withnell, Wheelton, Heapey, Anglezarke, Heath Charnock, Anderton, Adlington and Rivington.

**\*Euxton south of the railway line.**

**East Lancashire Schools**

**GEOGRAPHICAL PRIORITY AREAS**

**(Please note that where reference is made to parishes, these refer to civil parishes not ecclesiastical parishes.)**

**HYNDBURN COMMUNITY HIGH SCHOOLS**

**The Hollins Technology College - (11/102)**

The above school's priority area is Accrington (South) including Baxenden and Huncoat.

**Rhyddings Business and Enterprise School – (11/105)**

The above school's priority area is Oswaldtwistle, including Belthorn and Knuzden, Church and Accrington (West).

**Norden High School and Sports College – (11/101)**

The above school's priority area is Great Harwood, Rishton, Altham and Clayton-le-Moors.

**RIBBLE VALLEY COMMUNITY HIGH SCHOOL**

### **Ribblesdale High School - (11/113)**

The above school's priority area is Clitheroe, Worston, Pendleton, Mearley, Whalley, Wiswell, Mitton, Read, Sabden, Simonstone, Aighton, Bailey and Chaigley, Billington, Dinckley, Balderstone, Clayton-le-Dale, Mellor, Osbaldeston, Ramsgreave, Salesbury, Wilpshire, Barrow, Stoneyhurst, Brockhall Village, Hurst Green and Langho.

### **BURNLEY COMMUNITY HIGH SCHOOL**

#### **Hameldon Community College - (12/111)**

**This area includes South Padiham, Lowerhouse, Hapton, Rose Grove, and the Cog Lane, Coal Clough Lane and Rossendale Road areas (South West Burnley).**

The northern perimeter of the proposed area is from a line running eastwards from the border with Hyndburn running across the A6068 and following the centre of a link road to the works just north of the Leeds and Liverpool Canal.

This area includes all residential addresses below this line (and within the perimeters of this priority area).

The perimeter follows the railway line north west and turns eastwards above Low Bank and Printers Fold to join Scott Street at the junction with Printers Fold and Scott Street. It follows the east side of Scott Street to the A671, Padiham Road and goes down the centre of Padiham Road to the M65. It then cuts across the M65 and briefly follows the railway line towards Stoneyholme and then turns south east, under Padiham Road and down the centre of the A671, Trafalgar Street. At the centre of the roundabout with the A682, Manchester Road the perimeter turns south and follows the centre of Manchester Road and then Burnley Road down to Clowbridge reservoir and then turns westwards above Springfield View following the A link road encompassing Clowbridge, Bank Clough and New Laithe to the border with Rossendale at Great Hill/The Masts.

### **PENDLE COMMUNITY HIGH SCHOOLS**

#### **Marsden Heights Community College – (13/110)**

**This area includes Brierfield, South Nelson and Southfield.**

The southern perimeter of the proposed priority area is the border with Burnley. The perimeter follows the M65 north/north west until Junction 12 then crosses to the Brierfield side of the motorway and runs briefly up the centre of the A682 and then up the centre of Manchester Road.

The perimeter follows the centre of Manchester Road and Broadway, turns into Holme Street and then turns up the A56, Leeds Road. It then turns east to follow the length of the centre of Barkerhouse Road, crosses Southfield Lane and follows the centre of Delves Lane to Float Bridge. All residential addresses under Barkerhouse Road and Delves Lane and within the

defined area are included in this proposed priority area. The perimeter line then heads south down the centre of Back Lane until it meets the border with Burnley.

### **Pendle Vale College – (13/111)**

**This area includes Barley Green, Higham, Fence, Wheatley Lane, Lomeshaye and Central Nelson.**

The eastern perimeter of the proposed area is the border with Ribble Valley from the centre of Barley Lane southwards and then eastward until the M65.

The perimeter then follows the M65 north/north east to Junction 12 then crosses to the Brierfield side of the motorway and runs briefly up the centre of the A682 and then up the centre of Manchester Road.

The perimeter then turns into Holme Street then turns up the A56 Leeds Road before going east down the centre of Barkerhouse Road crossing Southfield Lane and continuing along the centre of Delves Lane to Float Bridge. All residential addresses above Barkerhouse Road and Delves Lane and within the perimeter described are in this proposed priority area.

At Float Bridge the perimeter turns northwest along the centre of Back Lane and continues north up the centre of Southfield Lane. It then veers west at the junction with Knott Lane towards the railway line and under the residential area at Primet Bridge (under Castercliff Bank/Pendlemist View/Cotton Court/St Andrews Close).

The perimeter then follows the southeast side of the railway line towards the Walton site as far as the north side of Bott House Lane. It then follows the centre of Bott House Lane west to the A56, Leeds Road and follows the centre of the road south west to the junction with the A682, Scotland Road. It turns north west up the centre of Scotland Road across Junction 13 of the M65 and follows the motorway down towards Lomeshaye. It then turns north west across Colne Water and up the centre of Carr Hall Lane to the junction with Wheatley Lane Road.

It then continues northwest along Carr Hall Road and continues along the centre of Sandyhall Lane, Ridge Lane, Barley New Road and Barley Lane until the Ribble Valley border.

### **Park High School, Colne - (13/107)**

**This area includes Foulridge, North Colne, Laneshaw Bridge and Trawden.**

The south and east perimeter of the proposed priority area is the border with Burnley, Calderdale, Bradford and North Yorkshire. The perimeter runs up the centre of Back Lane and continues up the centre of Southfields Lane and Lenches Road as far as Colne Water. It follows the underside of Colne Water to Coal Pitt Lane and crosses Colne Water heading north up the centre of Carry Lane to the B6250, Keighley Road. It continues briefly west down the centre of the road and then turns north up the centre of the A56, Skipton Road. At the junction with

Windsor Street it heads west along the centre of Windsor Street, North Valley Road and Vivary Way until adjacent to Heirs House Lane. The perimeter then heads northwest up the centre of the lane and continues across Red Lane to Barnoldswick Road.

It follows the east side of the Road and continues northeast under Standing Stone Lane before heading north over the reservoir on the west side of High Lane. It then turns east under White House Farm and heads north on the west side of the lane leading to Mill Hill Bridge. It goes over the top of the lane and crosses the Leeds and Liverpool Canal between Mill Hill Bridge and Hatters Bridge and continues eastwards to the A56, Colne Road over Great Hague. The perimeter then heads briefly south and then east towards Kelbrook Wood before turning south briefly again and then going northeast over the lanes leading to the North Yorkshire border. This area includes the parish of Foulridge.

### **West Craven Technology College, Barnoldswick – (13/103)**

**This area includes Barnoldswick, Earby and Kelbrook.**

The perimeter of the proposed priority area to the west, north and east is the border with Ribbles Valley and North Yorkshire.

From the east border the perimeter follows the centre of Gisburn Road down to Blacko and turns east over the post office and Burnt House Farm to the east side of Barnoldswick Road. It heads north and follows the underside of Standing Stone Lane then turns north over the reservoir. It heads east under White House Farm then north staying on the west side of the lane leading to Mill Hill Bridge. It crosses the Leeds and Liverpool canal between Mill Hill Bridge and Hatters Bridge continuing eastwards to the A56, Colne Road over Great Hague.

The perimeter turns briefly south then east towards Kelbrook Wood then south briefly again and finally northeast towards the North Yorkshire border over the lanes leading to North Yorkshire.

## **ROSSENDALE COMMUNITY HIGH SCHOOLS**

### **Alder Grange Community and Technology School – (14/101)**

This school mainly services the area of RAWTENSTALL - Crawshawbooth, Constable Lee, Oakley, Hall Carr, Loveclough and Rawtenstall town centre, Goodshaw, Balladen, and Townsend Fold.

### **Fearns Community Sports College – (14/108)**

This school mainly services the areas of BACUP, STACKSTEADS and WATERFOOT - Stacksteads, Water, Waterfoot, Bacup, Thorn, Sharneyford, Britannia, Weir, Newchurch, Cloughfold, Trough Gate, Cowpe and Boarsgreave.

**Whitworth Community High School – (14/107)**

This school mainly services the area of WHITWORTH - Whitworth, Broadley, Leavengreave, Shawforth.

**Haslingden High School and Sixth Form – (14/109)**

This school mainly services the area of HASLINGDEN - Haslingden, Helmshore, Rising Bridge, Edenfield, Stubbins, Turn, Chatterton and Strongstry.

**ALL DISTRICTS**

**PROPOSED ADMISSIONS POLICY FOR COMMUNITY AND VOLUNTARY CONTROLLED  
PRIMARY SCHOOLS - 2017/2018**

The proposed policy for admission to community and voluntary controlled primary schools for 2017/2018 is listed below:-

An admission number will be published showing the maximum number of pupils that the school will admit in the Autumn Term 2017. Parents will be asked to express preferences for three primary schools. Parents are given the opportunity to express three preferences for a primary school. Published criteria are used to decide which children should be offered the available places. In primary schools an equal preference scheme has been introduced to comply with the Schools Admission Code, whereby three parental preferences are given equal status to the preference and will be considered equally against the admissions criteria. If a school is oversubscribed, the following criteria will be applied in priority order:

**Primary Schools**

When a school is oversubscribed on parental preferences, then the following priorities apply in order:

1. Looked after children and those who have been previously looked after, (see note xi below), then
2. Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned (see note (i) below, then
3. Children with older brothers and sisters attending the school when the younger child will start, (see note (iii) below), then

4. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority, (see note (v) below).

### Notes

- (i) The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without a statement who have special needs.
- (ii) As required by law, all children with a Statement of Special Educational Needs/EHC naming a school will be admitted before the application of the over-subscription criteria. Children who have a statement for special needs have their applications considered separately.
- (iii) Brothers and sisters includes step children, half brothers and sisters, fostered and adopted children living with the same family at the same address (consideration may be given to applying this criterion to full brothers and sisters who reside at different addresses).
- (iv) The distance criterion which will be used as the tie breaker if there is oversubscription within any of the admission criteria is a straight line (radial) measure. If the Local Authority is unable to distinguish between applicants using the published criteria (eg twins or same block of flats) places will be offered via a random draw.  
  
The distance measure is a straight line (radial) measure centre of building to centre of building.
- (v) A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residence may be requested at any time throughout the admissions process, (including after a child has accessed a school place).
- (vi) The Local Authority will keep waiting lists for all Lancashire primary schools until 31 August 2017. These are kept in priority order using the school's published admission criteria. From 1 September 2017 for one school term only waiting lists will be retained by individual admission authorities (the Local authority for community and voluntary controlled schools and individual voluntary aided and trust schools will each retain their own list).
- (vii) Children will not normally be able to start school other than at the beginning of the term unless they have moved into the area or there are exceptional circumstances.
- (viii) Applications for school places which are received late will not necessarily be dealt with at the same time as those received by the set deadline. The reasons for a late application may be requested and where these are not exceptional the relevant admission criteria will be initially applied to all others received on time. The late application will be dealt with after this process.

Application forms received after the published closing date, will only be considered at that time if the following conditions apply:

- (a) if the number of preferences received for the school is below the published admission number or:
- (b) there are extenuating circumstances justifying a late application.

These may include:

- (a) parents moving into the County after the closing date;
  - (b) parent/carer illness which required hospitalisation for the major part of the period between the publication of the composite prospectus and the closing date for applications.
- (ix) Where a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for a school admission application. This will normally be the one where the child wakes up for the majority of school days (Monday to Friday).
- (x) the highest priority **must** be given to looked after children<sup>5</sup> and children who were looked after, but ceased to be so because they were adopted<sup>6</sup> (or became subject to a residence order<sup>7</sup> or special guardianship order<sup>8</sup>). Further references to previously looked after children in the Code means children who were adopted (or subject to residence orders or special guardianship orders) immediately following having been looked after.

Proposed Geographical Priority Area for the North Area of Lancashire@~

### **Mayfield Primary School, Lytham St Annes - Geographical Priority Area (GPA)**

Building work has commenced on a new housing development on the ex Pontin's site on the A584 which borders Blackpool authority (the A5230 - Squires Gate Lane and Blackpool Airport).

This is located within Lancashire but is situated on the border with Blackpool. The new properties will be situated near to Blackpool primary and secondary schools and academies. They are already located within the FY8 area so are in the geographical priority area (GPA) for Lytham St Annes Technology & Performing Arts College.

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<sup>5</sup> 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).

<sup>6</sup> Under the terms of the Adoption and Children Act 2002. See section 46 (adoption orders).

<sup>7</sup> Under the terms of the Children Act 1989. See section 8 which defines a 'residence order' as an order settling the arrangements to be made as to the person with whom the child is to live.

<sup>8</sup> See section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

There are 443 dwellings planned on this site. The pupil yield from these will depend on the type of housing which is developed and is expected to be between 75 and 168 across the primary age range. Blackpool Authority do have primary place capacity for this new development.

The properties will however be some distance from the nearest Lancashire primary school. It is intended therefore to introduce a GPA for Mayfield Primary School in St Annes in order to give these Lancashire families some increased priority for admission.

The current determined admission arrangements for all Lancashire's community and voluntary controlled schools prioritise admission as follows:-

1. Looked after children and those who were previously looked after (now adopted or subject to certain orders)
2. Exceptional medical, social and welfare reasons directly relevant to the school concerned
3. Children who will have older brothers and sisters attending the school when the younger child applies
4. Distance - a straight line (radial) measure

For admissions for 2017 and thereafter it is intended that the admission arrangements for Mayfield Primary School be changed to reflect a geographical priority area (GPA).

This would require re-defining 4 (above) into two distinct elements as follows:-

Remaining places are allocated according to where a child lives - distance:

- i) To those resident within the agreed geographical priority area (the new development on the ex Pontin's site)
- ii) To other applicants

Subscription levels at the school for the past 3 years (parental preferences):-

<b>School</b>	<b>Year</b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>total</b>	<b>Offers</b>
Mayfield Primary	2015	35	15	28	78	52
PAN - 60	2014	25	9	15	49	27
	2013	34	24	13	71	34

Over the next 2 years falling birth rates will reduce primary place demand in the Fylde area. Any additional applications from this development will be able to access places in Lancashire or in the neighbouring Blackpool area. Without the establishment of a GPA at Mayfield these Lancashire families are very likely to have lowest priority for admission to a Lancashire primary school year on year.

Officer comment: *a senior officer from the Pupil Access Team visited Mayfield Primary School on 29 September 2015 to discuss this proposal with the head teacher. She was fully supportive of the establishment of the proposed GPA to allow parents in this area to have priority for a Lancashire primary school.*

### **Geographical Priority Areas (GPAs) for South Lancashire Primary Schools**

(GPAs were introduced for these three primary schools in 2011/12).

**LONGSANDS CP SCHOOL** – the area north of Sandy Brook, east of Eastway (B6241), south of Savick Brook and west of the M6 motorway.

**COTTAM CP SCHOOL** – the area north of the Lancaster Canal, east of Sidegreaves Lane, south of Hoyles Lane and west of Tom Benson Way (B6241).

**MOSS SIDE CP SCHOOL** – the areas north of Moor Road (B5249) and Southport Road (A581), east of the railway line, south of Longmeanygate and west of Shlewsdig Way (B5253) – running south to Leyland Lane and meeting Southport Road.

Families with children living within the stipulated GPA would have prior consideration for a place at the relevant school under criterion 4 – ahead of other applicants under criterion 4 with children living outside of the GPA.

### **Geographical Priority Areas (GPAs) for East Lancashire Primary Schools**

#### **Edisford Community Primary School [introduced in 2015/16 admissions round]**

1. Looked after children and those who have been previously looked after, then,
2. Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned.
3. Children with older brothers and sisters attending the school when the younger child will start.
4. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority.
  - i) To those resident within the agreed geographical priority area
  - ii) To other applicants

Within each category those living nearest to the preferred school by a straight line (radial) measure will have priority.

The proposed geographical priority area to be applied at 4i) will be:-

Those resident in the Low Moor area (bordered by Edisford Road to the south and the River Ribble to the west and north) as far as houses on and adjacent to Riverside and Low Moor Farm.

**GPAs were adopted for Crawshawbooth Community Primary School and Waterfoot Community Primary School and introduced in 2014/15 admissions round.**

## **CRAWSHAWBOOTH COMMUNITY PRIMARY SCHOOL**

### Crawshawbooth Community Primary School

1. Looked after children and those who have been previously looked after, then,
2. Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned.
3. Children with older brothers and sisters attending the school when the younger child will start.
4. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority.
  - i) To those resident within the agreed geographical priority area
  - ii) To other applicants

Within each category those living nearest to the preferred school by a straight line (radial) measure will have priority.

The proposed geographical priority area to be applied at 4i) will be:-

From the north end of the Clowbridge reservoir heading south and taking in the Dunnockshaw, Loveclough, Goodshaw Fold, Goodshaw Chapel and Goodshaw areas (and surrounding farm houses). The cut off points at the south end of the area will be Lord Street and its houses and Forest Bank Road (both off the A682).The line will run East down the middle of Forest bank Road and across the top of Short Clough reservoir

## **WATERFOOT COMMUNITY PRIMARY SCHOOL**

### Waterfoot Community Primary School

1. Looked after children and those who have been previously looked after, then,
2. Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned.
3. Children with older brothers and sisters attending the school when the younger child will start.
4. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority.
  - i) To those resident within the agreed geographical priority area
  - ii) To other applicants

Within each category those living nearest to the preferred school by a straight line (radial) measure will have priority.

The proposed geographical priority area to be applied at 4i) will be:-

Lower and Higher Boarsgreave in the south taking in houses and settlement adjacent to Cowpe Road running north to the point where the River Irwell meets Bacup Road in Waterfoot.

Families with children living within the stipulated GPA would have prior consideration for a place at the relevant school under criterion 4 – ahead of other applicants under criterion 4 with children living outside of the GPA.

### **Lancashire Infant and Junior Schools**

#### **Infant to Junior School Transfers (Year 2 to Year 3) and In Year Admissions**

In Lancashire there are five infant and five junior schools which are legally separate organisations (each has its own Governing Body) but which, in pairs, have close links.

These are:-

- Ribbleton Avenue Infants and Ribbleton Avenue Juniors (Preston)
- Leyland Methodist Infants and Leyland Methodist Juniors (South Ribble)
- Leyland St Andrew's CE Infants and Woodlea Juniors (South Ribble)
- Rosegrove Infants and Lowerhouse Juniors (Burnley)
- Whitefield Infants and Lomeshaye Juniors (Pendle)

Historically children in Year 2 at each infant school have transferred to Year 3 at the associated junior school. It is anticipated that this will continue. The School admissions Code does state however that:-

*"Some schools give priority to siblings of pupils attending another state funded school with which they have close links. Where this is the case this priority must be set out clearly in the arrangements".*

The current determined admission arrangements for all Lancashire's community and voluntary controlled schools prioritise admission as follows:-

1. Looked after children and those who were previously looked after (now adopted or subject to certain orders)
2. Exceptional medical, social and welfare reasons directly relevant to the school concerned
3. Children who will have older brothers and sisters attending the school when the younger child applies
4. Distance - a straight line (radial) measure

These criteria do not explicitly refer to the schools named above in terms of applying the sibling test across the full age range (reception to Year 5 for September reception admissions; reception to Year 5 for all Year 2 to Year 3 transfers and reception to Year 6 for all in year

admissions). Clarity is important in relation to the close links between each pair of infant and junior schools.

It is proposed therefore to add statements to the determined admission arrangements for Lancashire's community and voluntary controlled schools to confirm that:-

*"For Lancashire infant and junior schools which have close links (the schools will be named in information for parents) the sibling criterion for admission will be applied in relation to children on roll at either school (as appropriate) in relation to annual intakes and in year admissions"*

*"For Year 3 admissions at Lancashire junior schools parents with children on roll in Year 2 at any school may apply for Year 3 places (by 15 January in the year of the intended transfer). Similarly new to area families are able to apply for Year 3 places at the junior schools."*

It is expected that predominantly the current situation for Year 2 to Year 3 transfers will continue. The Local Authority will however implement and manage a formal admission round for transfers if a situation develops where there are more Year 3 applicants than available places.

*Officer comment: prior to formal consultation about firming up the admission policy for infant and junior schools and clarifying the information for parents a letter was sent to all of the head teachers concerned. This alerted them to the forthcoming consultation and gave the opportunity for informal views ahead of any changes. There were some informal enquiries by telephone about the need for the change but no formal objections or concerns have been received. In view of admission number mismatches for two pairs of these schools, and probable increased place demand in the future, it is essential that Lancashire provides absolute clarity about infant and junior admissions and transfers. This will ensure that the requirements of the School Admissions Code and associated legislation are met and that all schools and applicants have clear information about how admissions procedures operate.*

## APPENDIX D

### PROPOSED ADMISSION REQUIREMENTS TO COMMUNITY SIXTH FORM/YEAR 12 PLACES 2017/2018

The criteria which are to be used to allocate Year 12 places when a community or controlled sixth form is oversubscribed are described below.

#### 01108 – Heysham High School Sports College

Course	Entry Requirements
<b>A-Level Biology</b>	A minimum of 5 GCSE Grade Cs or equivalent B in GCSE Science Double Award.
<b>Travel and Tourism Applied A-Level</b>	A minimum of 5 GCSE Grade Cs or equivalent.
<b>A-Level DT</b>	A minimum of 5 GCSE Grade Cs or equivalent.
<b>Leisure and Tourism Applied A-Level</b>	Grades between A and D at GCSE. Good motivation.

#### 01109 – Morecambe Community High School

Course	Requirement Basic
<b>Level 3 Courses AS</b>	All students are expected to take 4 AS subjects though in some (rare) circumstances it may be acceptable to begin with 3. The minimum entry requirement is 5 GCSEs at Grade C, with at least a C in chosen subjects (unless not available at GCSE) including English and Maths. Many subjects have additional requirements which are detailed

	in our prospectus.
<b>Level 2</b>	3 GCSEs at Grade D.
<b>GCSE</b>	Students without a Grade C in Maths or English are expected to attend GCSE resit classes.
NB. There may be unusual circumstances when a student is allowed to begin AS Level courses without the minimum entry requirements.	

### 01110 – Carnforth High School

The general requirements for admission into Year 12 are as follows:

5 GCSE (or equivalent) at A\*- C

General expectation of Grade B in subjects being studied at AS/A2 – but others considered on individual Merit

Specific course entry requirements will therefore vary and be agreed at interview. These necessarily vary with the blend of courses applied for but in general:

<b>Course</b>	<b>Basic Requirement</b>
<b>Level 3 Courses</b> <b>AS</b>	All students are expected to take 4 AS subjects though in some (rare) circumstances it may be acceptable to begin with 3. The minimum entry requirement is 5 GCSEs at Grade C. For students wishing to study at AS/A2 level a B in the subject will be required (unless not available at GCSE). For other level 3 courses the expectation is for students to have achieved a grade C in that subject at GCSE where available.
<b>Level 2</b>	Entry onto level 2 courses will be granted on individual merit following discussion with admissions staff.

<b>GCSE</b>	Students without a Grade C in Maths or English are expected to attend GCSE re-sit classes.
<b>Note:</b> There may be unusual circumstances where a student is allowed to begin AS Level courses without the minimum entry requirements.	

### **01113 - Central Lancaster High School**

Academic performance needs to be demonstrated in the particular subjects chosen in relation to the level of study, where possible at GCSE or equivalent for Level 3. General achievement, academic and other, at Key Stage 4, will be taken into account. In particular, evidence of the following will be considered (Please contact the school for a copy of the Sixth Form Entry and Retention Policy):

- Commitment to attend regularly
- Commitment to behave in a sensible manner
- Commitment to work hard and meet deadlines
- Commitment to work independently

## APPENDIX D

The school is working in partnership with other schools to ensure access to the widest possible range of courses. Specific course entry requirements will therefore vary and be agreed at interview. These necessarily vary with the blend of courses applied for but in general:

<b>Course</b>	<b>Requirement Basic</b>
<b>Level 3 Courses AS</b>	All students are expected to take 4 AS subjects, though in some circumstances it may be acceptable to begin with 3. The minimum entry requirement is 5 GCSEs at Grade C or equivalent. Students should have at least a C in chosen subjects (unless not available at GCSE). There is a general expectation of Grade B and above in subjects studied at AS/BTEC, but applications will be considered on individual merit.
<b>Level 2</b>	Entry onto level 2 courses will be granted on individual merit following discussion with admissions staff.
<b>GCSE</b>	Students without a Grade C in Maths or English are expected to attend GCSE resit classes.
NB. There may be unusual circumstances when a student is allowed to begin AS Level courses without the minimum entry requirements.	

## APPENDIX D

### 04115 – Carr Hill High School & Sixth Form Centre, Kirkham

Course	Requirement Basic
<b>A Level</b>	5 A* - C GCSEs including Maths and English. Certain subjects require at least a B Grade, please see our prospectus or website for further details. Applicants should note the application form requires information about their record of attendance, attitude and behaviour in their current school.
<b>Level 3 Diplomas</b>	A minimum of 5 Grade A*- C GCSEs or equivalent, preferably with English and Maths. Students considering Engineering must achieve at least a C Grade in GCSE Maths. Applicants should note the application form requires information about their record of attendance, attitude and behaviour in their current school
<b>City Campus courses at Level 1 or Level 2</b>	Applications from 16 to 18 year olds are assessed on an individual basis.
<b>Sporting Academy Elite</b>	Applicants to join our elite sport programme in Football, Netball or Rugby must meet the academic criteria from one of the sections above. In addition applicants must be able to demonstrate a history of excellence at competitive sport and pass a physical fitness test. Please see our prospectus or website for further details.

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### 06104 – Ashton Community Science College

Course	Requirement Basic
<b>Level 2 BTEC and Vocational Courses</b>	L1 English and Maths at grade E or above. L1 qualification in related course preferable Reference and interview
<b>Level 3 BTEC and Vocational Courses</b>	L2 qualification in relevant subject. 4 Grade C GCSEs or equivalent. L2 English and Maths preferable. Reference and Interview.
<b>GCSE</b>	Students without a Grade C in maths or English are expected to attend GCSE re-sit classes.

### 08115 – The Sixth Form College at Ormskirk School

Course	Requirement Basic
<b>To study 4 AS Levels</b>	At least 4 GCSEs at Grade B or above.
<b>To study Applied AS Levels or BTEC level 3</b>	At least 5 GCSEs at Grade C or above.

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### 12115 – Thomas Whitham Sixth Form

Course	Requirement Basic
<b>Level Three Courses</b>	<p>In order to be successful on a Level Three course programme it is advisable in Year 11 to achieve the highest GCSE grades possible (or their equivalent).</p> <p>The minimum requirement for progression on to a Level Three course programme is at least five grade Cs or better at GCSE or its equivalent. To guarantee your place these should include a grade C in English Language and Mathematics. As you will notice from the individual course information, many subjects will require at least a grade B in a particular area. We believe it is important to look at each individual case but of course successful progression must be a priority for all concerned.</p>

### 14101 – Alder Grange Community & Technology School Sixth Form

Alder Grange is designed to cater for students from a wide range of abilities, offering a blend of courses mainly at level 3, and some level 2 including A level and BTEC. The fundamental admission requirement is a preparedness to sign, and to follow the Student Charter (a series of commitments regarding attendance, conduct, progress and success).

## APPENDIX D

Specific course entry requirements will vary and be agreed at interview. These necessarily vary with the blend of courses applied for but in general:

<b>Course</b>	<b>Requirement Basic</b>
<b>Level 2</b>	Level 1 passes in appropriate subjects.
<b>Level 3 BTEC</b>	At least a grade D or equivalent in any related subject.
<b>Level 3 AS</b>	At least a grade C or equivalent in any subject studied.

### **14109 – Haslingden High School Sixth Form**

Requirements vary from course to course. Please consult the school for more details of subject requirements.

## APPENDIX D

The following gives an overview:

**General entry requirement:** 5 GCSE subjects at grade A\* - C including English and Maths (BTEC Merit grades or above can be included). 'A' Level courses require at least grade B in the chosen subject (or related subjects if not studied before).

Course	Requirement Basic
AS	5 higher grade passes at GCSE including English and Maths. At least grade B in the chosen subject (or related subjects if not studied before).
A2	3 grade D passes at AS.
BTEC	At least 5 A–C passes at GCSE

3 September 2015