



ST KENTIGERN'S CATHOLIC PRIMARY SCHOOL, BLACKPOOL ADMISSIONS POLICY FOR SEPTEMBER 2026

Introduction

St. Kentigern's Catholic Primary School was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The school is conducted as part of the Catholic Church in accordance with its trust deed and articles of association, and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with these admission arrangements.

St. Kentigern's Local Governing Body, operating under the Blessed Edward Bamber Catholic Multi Academy Trust (BEBCMAT), is the admission authority and has responsibility for admissions to this school. The local authority undertakes the co-ordination of admission arrangements during the normal admission round. The admission authority has set the school's Published Admissions Number ("PAN") at 30 pupils to be admitted to the reception year in the school year which begins in September, 2026

Applications for a place at the school should be made online through <https://www.st-kentigern.blackpool.sch.uk>. If you would prefer to apply using a paper application form, email admin@st-kentigern.blackpool.sch.uk or telephone 01253 393302

Parents who wish their application to St. Kentigern's to be considered against the faith criteria should also complete the supplementary form and return it to the school no later than **15th January 2026**. Each Catholic applicant will be required to produce a baptismal certificate or other evidence of baptism.

The Local Governing Body is responsible for admissions within the requirements of the law, it has regard for:

- a. The Advice of the Diocesan Trustees on the nature and purpose of Catholic Schools.
- b. The Local Governing Body's responsibility towards the school and the Catholic community it serves.
- c. The Catholic character of the School and its Mission Statement.

As required by the Education and Inspection Act 2006 and the Education (Admission of Children Looked After) (England) Regulations 2006, St Kentigern's gives the highest priority to Children Looked After. A Child Looked After is a child in the care of the Local Authority or provided with accommodation by the Authority (as defined in Section 22 of the Children's Act 1989) at the time of application and allocation.

This definition has been extended to include adopted children who were previously in the care of the local education authority or provided with accommodation by that authority as defined in Section 22 of the Children Act 1989.

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

This criterion will also apply to children who were previously in state care outside of England and have ceased to be in state care as they have been adopted. Parents/Carers will be expected to provide evidence of previous looked after status. If this proves difficult, or not possible, they should contact the School Admissions Team at Blackpool Council for advice.

ARRANGEMENTS FOR ADMISSION IN SEPTEMBER 2026

1. Applications for a place at the school should be made on the Local Authority common application form or online and returned to the Local Authority no later than 15th January 2026
2. Parents must complete the common application form available from the Local Authority. Parents who wish their application to this Catholic school to be considered under the faith criteria must **also complete the Schools Supplementary Information Form (Appendix 1 below)**. If the school is oversubscribed, failure to complete the supplementary form may result in your application for a place in this school being considered against lower priority criteria, as the Local Governing Body will have no information upon which to assess the application on the basis of the applicant's baptism. Copies of all supporting documentation should be provided (e.g. Certificate of Baptism) regardless of whether St Kentigern's is the first preference.

The supplementary information form should be returned to the **school** by 15th January 2026.

3. Each Roman Catholic applicant will be required to produce a baptismal certificate or other evidence of baptism.
4. The admissions committee of the Local Governing Body will consider all applications at the same time after the given closing date. It operates a system of equal preference and considers all preferences equally.
5. Parents or guardians will be informed of the outcome of their application in writing by the Local Authority on 16th April 2026.
6. As required by law, all children with an Education, Health and Care plan naming the school will be admitted before the application of the oversubscription criteria.

OVERSUBSCRIPTION CRITERIA

The Governors will admit up to 30 children in September 2026. If the number of applications for admission exceeds the places available, children will be admitted subject to the following criteria which will be used to form a priority order.

- A. *Baptised Catholic children who are in the care of the Local Authority or provided with accommodation by that authority as defined in Section 22 of the Children Act 1989.
- B. Baptised Catholic children who worship weekly and live in the former Parish of St Kentigern's (within the new parish of Christ the King and St Kentigern's) with a sibling in the school at the time of expected admission.
- C. Baptised Catholic children who attend weekly Mass at St. Kentigern's.
- D. Baptised Catholic children who live in the former parish of St Kentigern's
- E. Other Baptised Catholic children.
- F. Other children whose parents wish them to be educated within the aims and values of a Catholic school.
- G. Other Children who are in the care of the Local Authority or provided with accommodation by that authority as defined in Section 22 of the Children Act 1989.
- I. Other Children with a sibling in the school at the time of expected admission.
- J. Other Children

Where there are more preferences for St Kentigern's than there are places available, the Local Governing Body employs its oversubscription criteria to objectively determine which children should be offered a place at their particular school.

In the event of the admission number being reached within any one of the oversubscription criteria in the order listed above, the distance criteria will be used as a 'tie breaker'. The distance between an applicant's home and school is measured as a straight line from the Ordnance Survey address point of the home address to the school. The Ordnance Survey address point is a point within the boundary of the property and is usually located at its centre. Distances are measured using the Councils' Geographic Information System. In the event of equal distance, a random allocation will be used to determine who takes priority for a place.

Admission after September

Parents requesting a place at St Kentigern's Catholic Primary School in any year group, either because they are new to Blackpool, or because they are wishing to transfer from another Blackpool school will be required to complete a common application form, allowing them to express up to three preferences.

The admission of all students to Blackpool schools will be co-ordinated by the School Admissions Team.

EXPLANATORY NOTES

* For admission to this Catholic School a baptised Catholic is:

- One who has been baptised into full communion with the Catholic Church by the Rites of Baptism of one of the various ritual Churches in communion with the See of Rome. Proof of baptism will be required.
- A child baptised in another Christian Faith who has been received into full communion with the Roman Catholic faith. (Proof of baptism and reception from the Register of Receptions or Baptismal Register will be required).

Looked After Children

A 'Looked After Child' is a child who is in the care of the Local Authority or provided with accommodation by that Authority (as defined in Section 22 of the Children Act 1989) at the time of application and allocation. This includes any "looked after child" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order.

Siblings

Sibling refers to full brothers or sisters, half brothers or sisters, adopted brothers or sisters. Stepchildren or foster children who live at the same address are also classed as siblings

Address of Pupil

The address used on the school's admission form must be the current one at the time of application. If the address changes subsequently, the parents should notify the school. In some cases, for example, where shared parental living arrangements are in place, a child's address may be difficult to determine. In these circumstances, the address used for child benefit purposes, ie, the address of the parent claiming the child benefit, will be used.

If you are moving house and applying for the school and it is not oversubscribed, using your new address may not be a problem. In the event of oversubscription it may be possible to consider your application on the basis of an address you are intending to move to. You must be resident at a specific address and not just a stated intention to move to an area. You must provide evidence that you have exchanged contracts on a house or have an offer of a tenancy on a property in which you intend to live and which will be in place when your child would start at the school. This evidence must be submitted as soon as possible and no later than the deadline of 15th January 2026. Further evidence, eg utility bills, will also need to be submitted by this date.

Multiple Births

Where there are twins or multiple birth children wanting admission and there is only one single place or insufficient places available to admit within the admission number, then the Local Governing Body will exercise as much flexibility as possible within the requirements of infant class sizes.

In exceptional circumstances we are now able to offer places for both twins and all triplets even when this means breaching infant class size limits. This may also apply to children who are siblings within the same year group.

Late Applications

Applications received after the closing date of 15th January 2026 will be treated as late applications. Only in exceptional circumstances, and where appropriate evidence is provided, will applications received after the closing date (but before offers of places have been made) be considered alongside those received on time.

Waiting List

A waiting list for children who have not been offered a place will be kept and will be ranked according to the admissions criteria. Parents/Carers are invited to contact the school if they wish to be informed of their child's position on the waiting list.

Fraudulent Applications

Where the Local Governing Body discovers that a child has been awarded a place as a result of an intentionally misleading application from a parent, for example, where a false address has been provided, then the Board is required to withdraw the offer of a place. The application will then be considered afresh and a right of appeal offered if a place is refused.

Accepting the Place at the School

Any Reception child that has been offered a place and fails to attend the school to accept the place, within the first two weeks of the term in September (or if the place is deferred, two weeks from the start of the designated term), risks forfeiting their place. Within these exceptional circumstances after an initial two week period they will then be written to and offered a further two weeks in which to begin to attend. Should they fail to attend the school in this time then they will forfeit their place and it may be offered to another child, if there is a waiting list.

Appeal Arrangements

If an application for admission has been turned down by the Local Governing Body parents can appeal to an independent appeals panel. This appeal should be sent in writing to the clerk to the governors at the school within 14 days of notification of refusal. The date of notification will be considered to be 2 working days after posting by first class post of the refusal to offer a place. The parents must give their reasons for appealing in writing. The decision of the appeal panel is binding on the parents and on the Local Governing Body.

**DIOCESE OF LANCASTER
ADMISSION TO BLACKPOOL CATHOLIC SCHOOLS
SUPPLEMENTARY INFORMATION FORM 2026**

If you are applying a place for your child in St Kentigern's Catholic Primary School on faith grounds please complete this form **in addition** to the Common Application Form available online or issued by the Local Authority.

This supplementary information form will assist the Governors of the school in deciding whether your child qualifies for a place. Failure to complete the form may affect where your child is placed within the oversubscription criteria.

This form must be completed by the parent/carer (even if St Kentigern's is not your first preference) and signed by a Priest

PART A (To be completed by applicant's parent or carer)

Name of **child**: _____

Name of **parent**: _____

Address of applicant _____

What faith are you? _____

Do you live in the former St. Kentigern's Parish? Yes No
(Now part of Christ the King and St Kentigern's parish)

Name the Parish/area of faith community in which you worship _____

If a **Roman Catholic**, is the child a baptised Catholic? Yes No

Please enclose a copy of Baptismal Certificate or details of place and date of baptism
If a **Roman Catholic pupil** - Practice or Worship attendance

<i>How frequently do you and/or your child attend Mass at St Kentigern's or the parish named above?</i> <i>[tick one box only]</i>			
<i>At least</i>	<i>weekly</i> <input type="checkbox"/>	<i>fortnightly</i> <input type="checkbox"/>	<i>monthly</i> <input type="checkbox"/> <i>once a year or less</i> <input type="checkbox"/>
<i>For how long has this been your practice? [tick one box only]</i>			
<i>At least</i>	<i>3 years</i> <input type="checkbox"/>	<i>2 years</i> <input type="checkbox"/>	<i>1 year</i> <input type="checkbox"/> <i>6 months</i> <input type="checkbox"/>

If **not a Roman Catholic**, do you wish your child to be educated within the aims and values of a Catholic school? Yes No

PART B (To be completed by a Priest) **Please take this form to the Priest in order to confirm this information.**

I can confirm the child was baptised at this church Yes No Date _____

I can confirm that the child/family worship as stated above Yes No

Signed (Priest) _____

Print name _____

Address _____

Position held _____

Please return this form to: St Kentigern's Catholic Primary School by 15th January 2026.