



St Edmund Arrowsmith  
Catholic High School

*Prepare the way of the Lord*



## **Checklist for Admissions September 2025**

If your child will turn 11 between 1 September 2024 and 31 August 2025, they will transfer to secondary school at the start of the new school year in September 2025.

Before applying for a Y7 place, parents must read the booklets produced by Wigan Council and St Helens Council (*depending on where you live*) as it contains important information about the application process.

The closing date for applications is **31 October 2024**

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### **HOW TO APPLY**

#### **Wigan Borough Residents:**

- The online application will open on 12 September 2024.
- You will need to apply online using the Citizen Portal.
- If you have previously used the citizen portal to apply for a school place in Wigan, you can log in using the same email and password. If you don't already have an account on the Citizen Portal, you will need to click on 'register an account'.
- You can make changes to your online application form as many times as you like up to the closing date on 31 October 2024.
- The citizen portal may ask for your child's Unique Identification Number (UID) when you apply, you can ask your child's primary school for this number (Wigan primary schools only). **You can still apply without the UID number.** If the Admissions Portal does not ask for your UID it means that your child's details have automatically been matched to their record and you won't need to enter it.
- If you need any help using the online application, please contact the School Organisation Team on 01942 489013.

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#### **St Helens Borough Residents:**

- From Monday 2 September the website: [www.sthelens.gov.uk/admissions](http://www.sthelens.gov.uk/admissions) is open for parents who wish to apply online.
- The closing date for you to submit your application is 31 October 2024.
- You will be notified on 3 March 2025 confirming your child's school place.
- Before submitting your application, please read the [Secondary Admissions Booklet 2025-2026 \(PDF\) \[4MB\]](#) which contains all the vital information about the application process.
- Also, consider how your child will get to school and the potential [Can I apply for assistance with transport to school?](#) costs.
- Clarify any issues you are not sure about with staff in the school admissions team on 01744 671035 or email [schooladmissions@sthelens.gov.uk](mailto:schooladmissions@sthelens.gov.uk)



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Please ensure that you have completed **BOTH** the

- **Online Application with Wigan OR St Helens Council** *and the*
- **Supplementary Faith Information Form**

SEA Catholic Feeder Primary Schools:-

▪ English Martyrs (Haydock)	▪ St Aidans (Winstanley)
▪ Holy Family (Platt Bridge)	▪ St Benedicts
▪ Our Lady Immaculate (Bryn)	▪ St Oswalds
▪ Sacred Heart (Hindley Green)	▪ St Wilfrid's

Supplementary forms must be returned to your child's **feeder** primary school OR SEACHS directly before the closing date for application, **31 October 2024**. If you have sent any forms by post, **it is your responsibility to check they have been received**.

### **Finding out your school place offer**

National offer day **3 March 2025** or the next working day if this date falls over a weekend or bank holiday.

### **IMPORTANT DATES TO REMEMBER:**

	<b>Wigan Council</b>	<b>St Helens Council</b>
<b>Opening date to apply</b>	12 September 2024	2 September 2024
<b>Closing date for applications</b>	31 October 2024	31 October 2024
<b>National allocation day</b>	3 March 2025	3 March 2025
<b>Date for appeals to be lodged by:</b>	31 March 2025	<i>See the booklet</i>
<b>Appeals heard</b>	May – June 2025	April 2025 onwards
<b>Admission to school</b>	September 2025	September 2025
<b>Waiting list closing date</b>	31 December 2025	<i>See the booklet</i>