



Checklist for Admissions September 2026

If your child will turn 11 between 1 September 2025 and 31 August 2026, they will transfer to secondary school at the start of the new school year in September 2026.

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 2025**

HOW TO APPLY

Wigan Borough Residents:

- The online application will open on 12 September 2025
- You will need to apply online using the Citizen Portal
- If you have previously used the citizen portal to apply for a school place, 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 2025.
- 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 (Wigan)

St Helens Borough Residents:

- From Monday 2 September the website: 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 2025
- You will be notified on 3 March 2026 confirming your child's school place.
- Before submitting your application, please read the Secondary Admissions Booklet 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

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
▪ Sacred Heart (Hindley Green)	▪ St Oswalds
	▪ 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 2025**. 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 2026** or the next working day if this date falls over a weekend or bank holiday.

IMPORTANT DATES TO REMEMBER:

	Wigan Council	St Helens Council
Opening date to apply	12 September 2025	2 September 2025
Closing date for applications	31 October 2025	31 October 2025
National allocation day	3 March 2026	3 March 2026
Date for appeals to be lodged by:	31 March 2026	<i>See the booklet</i>
Appeals heard	May – June 2026	April 2026 onwards
Admission to school	September 2026	September 2026
Waiting list closing date	31 December 2025	<i>See the booklet</i>