



ST. PETER'S CATHOLIC HIGH SCHOOL

Admissions Process

If you are interested in your child applying for a place at St Peter's Catholic High School you should contact your Local Council in the first instance and complete an online application form. All applications to the school are administered online. If you reside in the Wigan area, the link for applications is shown below: We ask Wigan Council to administer our admissions on our behalf.

<https://www.wigan.gov.uk/Resident/Education/Schools/School-Admissions/Secondary-schools.aspx>

If you would like your application to be considered against the priority faith criteria, you are advised to complete a Supplementary Faith Form (available on the school's website), provide evidence of your child's Baptism and hand this in to the school. If a Supplementary Faith Form (with Baptism evidence) is not handed in to the school, applications will be considered against lower criteria, as the Governing Body will have no information upon which to assess the application.

You will be contacted by Wigan Council if there is a place available at the school.

Should your child be refused a place, appeals will be processed by Liverpool Catholic Archdiocese and heard by an independent panel. Details of this process will be included in the letter sent out to you by Wigan Council. This might be because the school is full in this Year group. You are welcome to view the current Admissions Criteria on the school's website. You can find this under the link:

<http://www.saintpetershigh.wigan.sch.uk/keyinformation/admissions>

The same criteria are applied to mid-year applications (all Years) as for new Y7 applications. If you would like to come and have a look around the school please feel free to contact the Headteacher's PA, Mrs A Shacklady at:

ashacklady@saintpetershigh.wigan.sch.uk and she will arrange this for you.

Waiting Lists for Voluntary Aided (Church) Schools

Each voluntary aided school includes details of their waiting list policy in their admission arrangements. The Governing Body of the school will maintain a waiting list for each Year group if parents/carers have requested that their child's name be added to the waiting list. Waiting lists will be maintained until the end of the current academic year and then deleted. If a parent decides they want their child's name to be added to the new academic year waiting list, they must apply again for their child's name to be added to the new list.

It is advisable that if you are refused a place at a voluntary aided school, you should contact the school to confirm that your child's name is on the waiting list.

How to Appeal

You can appeal to an independent appeal panel against the decision not to offer your child a place. Liverpool Catholic Archdiocese organises appeals for St Peter's Catholic High School. You can request an appeal form online at:

<http://www.liverpoolcatholic.org.uk/schools/Appealing-For-A-School-Place>

If you have any questions about the appeal hearing, you can contact the Liverpool Archdiocese Schools Department, LACE, Croxteth Drive, Sefton Park, Liverpool, L17 1AA. Tel: 0151 522 1071.

How We Use Your Personal Information

St Peters Catholic High School is committed to protecting the privacy and security of any personal information it collects. Our privacy notice describes how we collect and use personal information collected for the admissions process. Information is collected in accordance with the General Data Protection Regulation (GDPR), section 537A of the Education Act 1996 and section 83 of the Children Act 1989. For further information, refer to our Privacy Notice located in the Key Information, Policies Section on the school website.