RAINFORD HIGH

Admissions Policy

2027 Intake

Rainford High School

Everyone Matters
We expect our community to be polite and respectful

Everyone Helps
We expect our community to make sensible choices

Everyone Succeeds
We expect our community to work hard

EVERYONE MATTERS SCHOOLS TRUST
Ofsted Good rating
We're working towards Artsmark Awarded by Arts Council England
unicef RIGHTS RESPECTING SCHOOLS

1. INTRODUCTION

1.1 Rainford High School converted from a Community School to become an Academy, and the founding partner of the Everyone Matters Schools Trust in 2018.

1.2 The key values of Everyone Matters Schools Trust are:

- Excellence of Care, Excellence of Experience and Excellence of Outcome;
- Our Ethos of 'Everyone Matters, Everyone Helps and Everyone Succeeds' applies to everyone in our Trust community.

1.3 The Trust Board of the school is responsible for determining the policy relating to the admission of pupils to the school. It is guided in that responsibility by the requirements of the law.

1.4 Having consulted with the Local Authority and others in accordance with the requirements of the law, the Trust Board has published its admissions limit at 290 pupils for the school year commencing September 2027.

1.5 Applications for a place in year 7 in September 2027 should be made on the applicant's home local authority common application form. Copies of St Helens Secondary Education Information for Parents Booklet may be viewed and applications made on-line via St Helens Council's website.

1.6 The closing date for applications is 31 October 2026.

1.7 Decision email/letters will be sent to parents on 1 March 2027.

1.8 The Trust Board has delegated responsibility for determining admissions to St Helens Local Authority, which will consider all applications made in accordance with the oversubscription criteria, without reference to the ability or aptitude of the child.

2. LATE APPLICATIONS

2.1 Applications submitted after the closing date will only be considered alongside those who applied on time when they are received before the allocation procedures begin. However, as this date cannot be predicted, parents have no guarantee that any application received after the closing date will be included.

3. OVERSUBSCRIPTION CRITERIA

3.1 Where the number of applications for admission is greater than the published admission number, applications will be considered against the oversubscription criteria set out below. After the admission of pupils with Education, Health and Care Plans, where Rainford High is named on the Plan, the criteria will be applied in the following order:

1. Looked after children and children who were previously looked after but then became subject to adoption, a child arrangements order, or special guardianship order.' This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted;

2. Children from the following associated primary schools;

Bleak Hill Primary
Chapel End Primary
Eccleston Mere Primary
Garswood Primary
Rainford Brook Lodge Primary
Rainford CE Primary
Rectory CE Primary
St Aidan's CE primary

3. Children who have a brother or sister at the school at the time of likely admission. The brother or sister must be on the school roll in Years 7 — 11. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters or a child of the parent/carer's partner, and in every case, who is living at the same address and is part of the same family unit;

4. Children of staff at the school in either of the following circumstances:

- the member of staff is employed by the trust and assigned at the school for two or more years at the time at which the application for admission to the school is made

and/or

- the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

5. Other children.

4. TIE BREAK

4.1 In the event of any over-subscription in the number of applications made under any of the categories above the Trust Board will offer places first to children whose family home is nearest the school.

4.2 The measurement shall be done by the Local Authority in a straight line using a Geographical Information System (GIS) based on Local Land and Property Gazetteer (LLPG) data and the National Grid co-ordinates for the family home and the school.

4.3 Where the tie break does not distinguish between applicants e.g children living in the same block of flats random allocation will be used. This will be done by drawing lots and supervised by someone independent of the school.

4.4 Special Conditions for Twins (etc.)
Where the final place in a year group is offered to one of twins (or triplets etc) the Local Authority will not apply the tie break as it will admit the other twin etc too, even if that means going above the admission number.

5. DEFINITIONS

Looked after Child

5.1 A looked after child is a child who is in the care of a local authority in England, or is being provided with accommodation by a local authority in England in the exercise of their social services functions.

5.2. A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

Home Address

5.3 This is the confirmed address (before allocation procedures begin) where the child and parent, or person with parental responsibility, normally live.

5.4 The Trust Board will use the address of the parent who is in receipt of Child Benefit for this. If parents are separated and the child spends time at each parent's address, the address which receives Child Benefit will normally be used, but the Trust Board reserves the right to request other proofs as fit the individual circumstances.

5.5 It may be necessary to carry out checks to confirm that addresses given are genuine. Parents may, therefore, be asked to produce documentary evidence of their child's home address e.g. Council Tax or utility bills.

5.6 Any subsequent change to a child's home address must be notified to the Admissions Section of the Local Authority.

6. FALSE INFORMATION

6.1 Where the Trust Board discovers that a child has been awarded a place as a result of any false information, it will withdraw the offer and the child will lose the place.

7. WAITING LIST

7.1 During the normal admissions round, if a place is refused because the school is oversubscribed your child's name will automatically be placed on the waiting list.

7.2 The waiting list will be kept in priority order according to the oversubscription criteria and not on the date on which applications were made.

7.3 Children who are the subject of a direction by the local authority to admit or who are allocated to a school in accordance with the Authority's Fair Access Protocol will take precedence over those on the waiting list.

7.4 The waiting list will close at the end of the autumn term for the September 2027 year 7 intake.

8. IN-YEAR FAIR ACCESS PROTOCOL

8.1 The Trust Board has a duty under the school's funding agreement to participate in the Local In -Year Fair Access Protocol. For that reason, admission appeal panels will not view the fact that Rainford High is obliged to admit over its admission number as an indication that it can do so for all in year transfers without causing prejudice to the efficient provision of education or efficient use of resources.

9. IN YEAR TRANSFERS

9.1 Applications for a place in Year 7 after the waiting list has closed or Years 8-11 should be made on the Local Authority's year common application form. The application will then be processed in accordance with St Helens in year co-ordinated admissions scheme.

9.2 Parents will normally receive a written response to their application within ten school days.

10. APPEAL PROCEDURE

10.1 Where parents are unsuccessful in applying for a place at Rainford High, the decision letter will give reasons why the application was refused and notification of the right of appeal, including details of how, and to whom, to make an appeal and where to obtain further information.

11. SIXTH FORM ADMISSION ARRANGEMENTS

11.1 Applications for admission into year 12 are administered by the school.

11.2 Rainford High has capacity for 300 pupils in the sixth form.

11.3 Applicants from outside the school, will be accepted if a place is available and the applicant meets the same criteria as those applying internally.

11.4 The normal entry requirements for Rainford Sixth Form are 5 level 5 or above GCSEs. However, dependent on the course of study, the school will consider candidates with less.

11.5 For further advice please contact the school.

12. PROCESS OF APPLICATION

12.1 Prospectuses and application forms are published during the autumn term prior to admission, and are available to all who request them by contacting the school.

12.2 The Sixth Form Open Evening will be held for 2027 entrance in the 2026 autumn term.

12.3 Application forms must be received by the closing date publicised in the school's prospectus and website.

12.4 When the sixth form is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted.

13. POST 16 OVERSUBSCRIPTION CRITERIA

13.1 When there are more external applicants that satisfy any academic entry requirements than the number of Post 16 places available (either on a particular course or for the sixth form as a whole) and after the admission of pupils with Education, Health and Care Plans where Rainford High is named on the Plan, the criteria will be applied in order in which they are set out below:

1. looked after children and children who were previously looked after but then became subject to adoption, a child arrangements order, or special guardianship order. This includes children who appear to have been in state care outside of England and ceased to be state care as a result of being adopted.

2 Children who have a brother or sister at the school at the time of likely admission. The brother or sister must be on the school roll in Years 7 - 11. This includes full, half or stepbrothers and sisters, adopted and foster brothers and sisters or a child of the parent/carer's partner, and in every case, who is living at the same address and is part of the same family unit;

3. children of staff at the school in either of the following circumstances:

- the member of staff is employed by the trust and assigned at the school for two or more years at the time at which the application for admission to the school is made and/or
- the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

4. other children.

14. TIE-BREAK

14.1 In the event of any over-subscription in the number of applications made under any of the categories above the Trust Board will offer places first to children whose family home is nearest the school. The measurement shall be done by the Local Authority in a straight line using a Geographical Information System (GIS) based on Local Land and Property Gazetteer (LLPG) data and the National Grid co-ordinates for the family home and the school.

14.2 Where the tie break does not distinguish between applicants e.g. children living in the same block of flats random allocation will be used. This will be done by drawing lots and supervised by someone independent of the school.

15. SPECIAL CONDITIONS FOR TWINS (ETC.)

15.1 Where the final place in a year group is offered to one of twins (or triplets etc) the tie break will not apply as the other twin etc will be admitted, even if that means going above the admission number.

16. DEFINITIONS

Looked After Child

16.1 A looked after child is a child Who is in the care of a local authority in England, or is being provided with accommodation by a local authority in England in the exercise of their social services functions.

16.2 A child is regarded as having been in state care in a place outside Of England If they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

17.0 APPEAL PROCEDURE

17.1 Any student refused admission to the sixth form has the right of appeal to an independent appeals panel. The school's decision letter will give reasons why the application was refused, including details of how, and to whom, to make an appeal and where to obtain further information.

17.2 Admission of children outside their normal age group
Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health.

17.3 A decision is made on the basis of the circumstances of each case.

The process is as follows:

Stage 1 — request
Parents make a formal request to the Local Authority's School Admissions Team in writing with any supporting evidence they wish to be considered. A request for early entry into Year 7 should be made before 31 October in the previous academic year order to give sufficient time for the case to be considered prior to the offer of school places on 1 March.
A request for in year admission outside of the normal age group should be made on the Local Authority's In Year Transfer Application Form.

Stage 2 — decision
Requests will be referred to the school to be considered and a decision made.

Stage 3 — outcome
Request agreed:
If the request is agreed the application will be considered for the relevant year group and ranked alongside any other applications. There is no guarantee that a place will be offered. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Request refused:
There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied, they have the right to complain under the school's complaints procedure.