

**Poulton St Chad's Church of England Primary School**  
**DETERMINED ADMISSION ARRANGEMENTS**  
**For September 2025**

**Making an application**

Applications for admission to the school for September 2025 should be made on-line at between **1<sup>st</sup> September 2024 and 15<sup>th</sup> January 2025**. It is not normally possible to change the order of your preferences for schools after the closing date.

Parents **must** complete their home Local Authority application form, stating three preferences. Residents can apply online at <https://www.lancashire.gov.uk/children-education-families/schools/apply-for-a-school-place/> For families who are unable to apply online, application forms can be requested from, and returned to, the school or appropriate area office, the address of which is available at the school. All parents returning application forms to school must receive a receipt of submission.

Parents who wish their application to this Church school to be considered against the faith criteria **must** also complete the Supplementary Form. If the school is oversubscribed, a failure to complete the Supplementary Form will result in your application for a place in this school being considered against lower priority criteria as the Governing Board will have no information upon which to assess the worship attendance.

**The Supplementary Information Form must be completed at the time of application and is available from the school or online at [www.poultonstchadsce.lancs.sch.uk/](http://www.poultonstchadsce.lancs.sch.uk/).**

**The Supplementary Information Form must be returned directly to the school by 15th January 2025 if parents wish their application to be considered against faith criteria**

For parents applying online emails informing parents of whether or not their child has been allocated a place will be sent out by the Local Authority on **16th April 2025**. Parents of children not admitted will be informed of the reason and offered an alternative place by the Authority. Parents applying by hard copy forms will be informed by letter.

**Admission procedures**

Arrangements for admission have been agreed following consultation between the Governing Body, the Diocesan Board of Education, Local Authorities and other admissions authorities in the area.

**The number of places available for admission to the Reception class in the year 2025 will be a maximum of 35**

The Governing Body will not place any restrictions on admissions to the reception class unless the number of children for whom admission is sought exceeds their admission number. By law, no infant class may contain more than thirty children.

The Governing Body operates a system of equal preferences under which they consider all preferences equally and the Local Authority notifies parents of the result. In the event that there are more applicants than places, after admitting all children with a Statement of Educational Need or Education Health and Care Plan naming the school, the Governing Body will allocate places using the criteria below, which are listed in order of priority.

**1. (a) Children in public care and previously looked after children.**

This means a 'looked after child' or a child who was previously looked after but immediately after became subject to an adoption, child arrangements or special guardianship order, including those who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted (please see definitions below). A 'looked after child' is a child who is (a) in the care of the local authority or (b) being provided with accommodation by









IMPORTANT: This form must be returned directly to school before 15<sup>th</sup> January 2025 either to **Poulton St Chad's C of E Primary School, Hardhorn Road, Poulton-le-Fylde, FY6 7SR** or [bursar@poultonstchadsce.lancs.sch.uk](mailto:bursar@poultonstchadsce.lancs.sch.uk) if parent(s)/carer(s) wish their application to be considered against faith criteria.

**Diocesan Supplementary Information Form  
Admission to primary school, 2025**

**Poulton St Chad's Church of England Primary School**

**Name of child:**

**Surname** ..... **Christian names** .....

Date of birth .....

**Name of parent/guardian** .....

Address .....

.....  
.....

Post code .....

**Contact telephone number** .....

**If you are applying to this school on faith grounds, please complete the following sections:**

**Place of worship** one of parents / guardians regularly attends:

Name of place of worship .....

Address .....

.....

**Name of vicar / priest / minister / faith leader / church officer:**

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Address .....

.....

.....

Post code ..... Telephone .....

**Your faith leader will be contacted in order to provide the information.**

