

Admissions Policy

September 2026

St Michael's Church of England Academy



Approved by Governors: 11 November 2024

Date of next review: 5 November 2025

St. Michael's Church of England Academy

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Admission number 125

Where there are more applications than places available, the Admissions Criteria in the following order will be applied.

After the admission of pupils with an Education, Health and Care Plan (EHCP) where the school is named in the plan, and where there are more applications than places available, the admission criteria listed below will be applied, in the following order, to allocate places to the school.

First Priority: Looked after children and all **previously looked after children**, including those children 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 (or became subject to a child arrangements order, or special guardianship order). *

Second Priority (Sibling *1): Children who have a **brother or sister** living in the same house who already attend the school, as long as they will still be at the school in September 2026. (*1 see glossary Second Priority for full definition)⁽¹⁾

Third Priority (Contributory Primary Schools): Children who, at the start of the Spring Term 2026 are on the roll of: St John's Church of England (Waterloo), St Luke's Halsall Church of England, St Nicholas' Church of England, Valewood or Waterloo Primary Schools. ⁽¹⁾

Fourth Priority (Faith Criteria *2): If parent(s)/carer(s) are applying under this priority please read the criteria carefully before completing the application form. When completing the form (available from school) make sure that parent(s)/carer(s) give full and accurate answers. When the form has been completed, take it personally to the vicar/priest/minister/lay eucharist minister/deacon or church warden to complete the designated clergy form. ⁽¹⁾

The following criteria will be applied using a points system to decide which pupils will be offered a place. The scoring system below will be applied separately to the child and to the parent(s)/carer(s).

The maximum possible score for attendance would be 60 points for three years' weekly attendance at an Anglican church. The maximum possible score for other Christians would be 48 points for three years' weekly attendance. The minimum score would be 0 for Anglicans and other Christians for no attendance at any church. **Christian applicants - parent/carers is only applicable if the attendance is with the child.**

In the event that during the period specified for attendance at worship, the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

***2 Allocation of points for: Christian Route**

	Student Attendance		Parent/Carer Attendance	
	Anglican (a)	Other Christians (b)	Anglican (a)	Other Christians (b)
	Points awarded	Points awarded	Points awarded	Points awarded
Attendance for the period 1st January 2025 until application date - please circle				
Weekly attendance	20	16	20	16
Attendance 3 times a month	15	12	15	12
Fortnightly	10	8	10	8
Monthly	5	4	5	4
Occasionally	2	2	2	2
Never	0	0	0	0
Attendance for the year 2024 – please circle				
Weekly attendance	20	16	20	16
Attendance 3 times a month	15	12	15	12
Fortnightly	10	8	10	8
Monthly	5	4	5	4
Occasionally	2	2	2	2
Never	0	0	0	0
Attendance for the year 2023 – please circle				
Weekly attendance	20	16	20	16
Attendance 3 times a month	15	12	15	12
Fortnightly	10	8	10	8
Monthly	5	4	5	4
Occasionally	2	2	2	2
Never	0	0	0	0
TOTAL – office use only				

Christian applicants – child

- a) Children who are regular worshippers in Anglican Churches.
- b) Children who are regular worshippers in other Christian Churches.

Christian applicants – parent(s)/carer(s) is only applicable if the attendance is with the child

- a) Parent(s)/carer(s) who are regular worshippers in Anglican Churches.
- b) Parent(s)/carer(s) who are regular worshippers in other Christian Churches.

The Governors have defined 'Christian Church' as follows: *'Christian church means any church which is designated under the Ecumenical Relations Measure nationally by the Archbishops of Canterbury and York or locally by the diocesan bishop, or is a member of churches Together in England, or the Evangelical Alliance, or a partner church of Affinity.'*

The maximum points for attendance for parent/carers is 60 points (Anglican) / 48 points (Other Christian)

Points are awarded for parental attendance (with the child). The Governors would define the word 'parent' as including any parent/carers, step-parent or biological grandparent of the child concerned. However, if points are being awarded based on a child's biological grandparents' church attendance, the biological grandparent must have attended church with the child in question. The Governors reserve the right to seek clarity on this point from the church leader completing the form in cases where there is reasonable doubt that this is the case.

Fifth Priority (Distance): Other requests that name the school as a preference. ⁽¹⁾

Tie Breaker Clause

⁽¹⁾ If it is not possible to offer places for all applications within any criteria then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home. We will measure from the property's address point, to the nearest school gate (using recognised routes known to the Local Authority at the time of measurement). If you require an explanation of how the distance from your home to school has been measured, please contact the School's Admissions Officer.

GLOSSARY

* A looked after child is a child who at the time of making an application to a school, is in the care of a local authority or is being provided with accommodation by a local authority in England in the exercise of their social services functions (see definition in section 22(1) of the Children Act 1989). This includes children who were previously looked after but ceased to be so because they became subject to a child arrangements order or special guardianship order. 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.

***1 (Second Priority Sibling) Brothers and Sisters** – Includes step-children, foster children and half-brothers and sisters, adopted brothers and sisters or children of the parent(s)/carer(s) partner, living in the same family unit at the same address, who go to the school in question, as long as they will be at the school in September 2026.

Twins/Multiple Births – Where there are twins or children from multiple births, and one of the siblings has been allocated the last remaining place at a school, the other siblings will be admitted.

Arrangements for the Independent Appeals Panel

Parents or carers will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision to St Michael's Church of England Academy. The arrangement for appeals will be in line with the School Admission Appeals Code. Information explaining how to appeal can be found at: www.sefton.gov.uk/admissionappeals

In-Year Admissions

Applications for a transfer to a year group outside of the normal secondary admissions round, will be considered in accordance with the Local Authority guidelines. Further information can be found at: www.sefton.gov.uk/inyearadmissions

Admission of Children of Crown Servants/UK Service Personnel

For admission of children of Crown Servants/UK Service Personnel, school will adhere to the Admissions Code 2021, which the Local Authority administer on our behalf.