

Rivington & Blackrod High School

ADMISSIONS POLICY 2027-28

Updated: September 2025

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Rivington and Blackrod High School is a Church of England Secondary School (part of Leverhulme Church of England and Community Trust) for pupils aged 11-18.

Leverhulme Church of England and Community Trust is the admissions authority. The Trust has delegated responsibility for admissions to the Local Governing Board of Rivington and Blackrod High School. The Local Governing Board will determine the admissions policy for the school and is required to act in accordance with the School Admissions Code.

The Published Admission Number (PAN) for entry to Year 7 in September 2027 is 300

If no more than 300 applications are received for admission to Year 7 all applicants will be offered a place.

Admission Arrangements

- All pupils of transfer age, wherever they live, are eligible to apply for admission to Rivington & Blackrod High School.
- All pupils are admitted without reference to their ability or aptitude.
- All children that have an Education, Health and Care (EHCP) plan that names the school will be admitted to the school.

Applicants are reminded that if you are applying for a place at Rivington & Blackrod High School your preference for the school **must** be indicated on the Local Authority Common Application Form/online application.

All applications will be considered without reference to the order in which the school is expressed as a preference. Children who have an Education, Health and Care Plan (EHCP) that names the preferred school will be offered places first.

Admission Criteria (in order of priority)

- 1) Children in Public Care and previously Looked After Children.
All schools must have oversubscription criteria for each 'relevant age group' and the highest priority must be given, unless otherwise provided in this Code, to 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. Previously looked after children are children who were looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). All references to previously looked after children mean such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after and 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.

Oversubscription criteria must then be applied to all other applicants in the order set out in the arrangements below:

- 2) Children for whom there is a child protection plan or has been within a 12 month period. A Child Protection Plan is one which is made under Section 47 of the Children Act 1989.
- 3) Children who will have older siblings in Years 7 to 11 of the preferred school at the date of application and date of admission. Siblings are defined as full, step, half, foster and adopted brothers and sisters living at the same address as the older sibling.
- 4) Pupils who reside at an address which are located within the Blackrod or Horwich Town Councils area. This is defined as a residing in a property that is on the electoral register for Blackrod or Horwich Town Council and list of eligible postcodes can be found at www.rbhs.co.uk/admissions.
- 5) Children of staff employed at Rivington & Blackrod High School, in either of the following circumstances:
 - a. The member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made; or
 - b. The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- 6) Children attending Lostock Primary School, who are in Year 6 at the time of application. Lostock Primary School is a feeder primary school, working closely and collaboratively with RBHS as part of Leverhulme Academy Trust
- 7) Children who suffer from a medical condition or disability which makes it better for them to attend the school rather than another. Places will only be offered under this criterion if the child has a certified medical condition with strong professional supporting evidence confirming that existing exceptional problems with the child's health would be seriously exacerbated if a place were not made at the preferred school. Parents applying under the criteria must provide a letter from the child's GP/Consultant setting out the reasons why the school is the most suitable school and details of the child's medical condition. Medical evidence must be submitted by 31 October 2026. Evidence received after this date will not be taken into consideration.
- 8) Any remaining places not distributed under priorities 1 to 7 the school will admit 20% on the basis of commitment to the Christian faith. Parents must complete the schools supplementary form as evidence that the family and the child are active worshipping members at a Christian church. Active worshipping members will be those persons who worship at least once a month sustained over a period of the year prior to the closing date for applications. 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 arrangements in relation to attendance will only apply to the period when the

church or alternative premises have been available for public worship. The supplementary form can be downloaded from: www.rbhs.co.uk/admissions

- 9) Proximity – The remaining places will be offered to children who live nearest to the school. Distances are calculated on the basis of a straight-line measurement between the front door of the child's home address as registered on the admissions form (including the community entrance to flats) and the main gate of Rivington & Blackrod High School's Upper School site, using the local authority's computerised measuring system with those living nearer to the school having priority. The home address point location are as defined in the Local Land and Property Gazetteer (LLPG).

The address used on the school's admission form must be the current one at the time of application, i.e. the family's main residence. If the address changes subsequently, the parents should notify the school. Where the parents live at different addresses, and there is shared parenting, the address used will normally be the one where the child wakes up for the majority of Monday to Friday mornings. If there is any doubt about this, then the address of the Child Benefit recipient will be used. Parents may be asked to show evidence of the claim that is being made for the address, e.g. identity cards of various sorts showing the child's address as the one claimed. Where there is dispute about the correct address to use, the school reserves the right to make enquiries of any relevant third parties, e.g. the child's GP, Council Tax Office, Electoral Registration Officer, utilities provider.

Tie break

If criteria (2), (3), (4), (5), (6), (7) or (8) for the school is oversubscribed, geographical proximity (as set out in category (9)) will be used as the 'tie-breaker' to decide between the remaining cases.

In the event of distances being the same for two or more children where this would determine the last place to be allocated, random allocation will be carried out and supervised by a person independent of the school. All the names will be entered into a hat and the required number of names will be drawn out.

Where a single place remains at the school and the application being considered is for twins, the school will allocate above the admission number to accommodate each child.

Waiting list

Where there are more applications than places, the oversubscription criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the oversubscription criteria. As offers are declined the next ranked application on the waiting list will receive an offer. The waiting list will be maintained until 31 December in any given year.

Looked after children, those previously looked after, and those allocated a place at the school in accordance with the Fair Access Protocol will take precedence over those on the waiting list. The waiting list will be maintained for at least until the end of the first term of the academic year (to 31st December 2027).

Admission Appeals

Any applicant refused a place at a school of their choice has a right of appeal to an independent appeal panel, established by the admission authority for that school, for a place at their preferred school.

An appeal form should be automatically sent out by the Local Authority if a preferred place is refused. However, a request for an appeal application form can be made by contacting the Clerk to the School Admission Appeals Panel at the Local Authority.

An appeal date will be arranged within 40 school days of the appeal being lodged and a request will be sent to the applicant to attend an appeal hearing.

An Appeals Panel, comprising three independent members, will consider reasons for the appeal and will decide whether the child can attend the school of choice.

The panel members have a background in education and are independent of the Local Authority. The hearing will also be attended by representatives from Democratic Services and the Local Authority and/or the school.

A full explanation of the appeal process will be included in the appeal notification letter sent to you.

Withdrawing an offer of a place

In accordance with the School Admissions Code, the Local Governing Board may withdraw the offer of a school place where false evidence is received in relation to worship, sibling connections or place of residence.

In Year Admissions

If a child is already at secondary school and the parent/carer wishes to transfer to Rivington & Blackrod High School they must first contact the Local Authority and follow the advice given by them. The Local Authority will then contact the school to ascertain if there are any places available in the appropriate year group.

If a place is available, in accordance with the Bolton Local Authority Co-Ordinated School Admission procedures, the school will consider the application. If there are more applications than places available then the school will follow its admission procedures and apply the published oversubscription admissions criteria to award the place.

Parents should visit <https://www.bolton.gov.uk/admissions/moving-school-year> for further information and details on how to apply.