



**Thornleigh**  
Salesian College

# **Admissions Policy for Academic Year 2025/26**

Person Responsible:	Headteacher
Adopted by Governing Body:	September 2023
Next Review due:	September 2024

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## About our school

Thornleigh Salesian College is an 11-18 co-educational Roman Catholic Secondary School under the trusteeship of the Salesians of Don Bosco and maintained by Bolton Local Authority. As a Voluntary Aided school, the Governing Body of Thornleigh Salesian College is the Admissions Authority and is responsible for taking decisions on applications for admissions.

Our identity as a Catholic Salesian school and the inspiration we receive from the life of St John Bosco shapes our ethos and spirit, placing the developing child at the centre of everything we do. We aim to provide a vibrant experience of Christian community where everyone can flourish. Cooperation, consideration, mutual respect and care for each other determine the quality of our relationships.

## Admissions policy for the 11-16 school

The Governors recognise that the first responsibility of the school is to serve the Roman Catholic community for which it was established. This is focused on the nominated parish communities and the associated Roman Catholic primary schools which are partners in providing for those communities. In establishing the oversubscription criteria, the Governors have also taken note of the emphasis placed on supporting children in public care, as detailed in the Code of Practice produced by the Department for Education.

Thornleigh Salesian College's nominated parishes are as follows:

- Holy Infant and St Anthony (Astley Bridge)
- Parish of Corpus Christi which consists of the churches of St John the Evangelist (Bromley Cross) and St Brendan (Harwood)
- The former parish of St Osmund, now part of Blessed Dominic Barberi parish (Brightmet)\*
- Parish of St Cuthbert consisting of St Joseph (Halliwell) and St Thomas of Canterbury (Heaton)

\*The parish boundary map outlines the area of this parish which forms the catchment area for admission to Thornleigh Salesian College. The map is available from the school on request.

Thornleigh Salesian College's associated Roman Catholic Primary Schools are as follows:

- Holy Infant and St Anthony (Astley Bridge)
- St Brendan (Harwood)
- St Columba (Tonge Moor)
- St John the Evangelist (Bromley Cross)

- St Joseph (Halliwell)
- St Osmund and St Andrew (Brechtmet)
- St Thomas of Canterbury (Heaton)

Allocation of places will be in accordance with parental preference as far as possible. The limitations on this will be those provided for by Section 86(2) of the Education Act 1998, which states that an authority need not comply with the parental preference for reasons which include:

- where to admit the child would prejudice the provision of efficient education or the efficient use of resources;
- where the child has been permanently excluded from two or more schools.

It is obviously inefficient to have Year 7 groups at one school overcrowded while other schools have spare places.

The co-ordination of admission arrangements is undertaken by the Local Authority. All preferences listed on the Local Authority Preference Form will be considered on an equal basis.

For the school year commencing September 2025, the Governing Body has set the Year 7 admission number at 270.

Where Thornleigh Salesian College receives more applications than it has places available, the following oversubscription criteria will be applied in order of priority once, within the Published Admission Number, places have first been allocated to children who have an Education, Health and Care (EHC) plan which names the school.

- (a) Roman Catholic children who are looked after children or previously looked after children *[See notes 1 & 2]*
- (b) Roman Catholic children who live in a nominated parish, and attend an associated Roman Catholic primary school
- (c) Roman Catholic children who live in a nominated parish *[See note 3]*
- (d) Roman Catholic children who attend an associated primary school but do not live in a nominated parish
- (e) Roman Catholic children who have a sibling in the school at the time of admission *[See note 4]*
- (f) Other Roman Catholic children
- (g) Other children who are looked after children or previously looked after children *[See note 2]*
- (h) Children of permanent members of staff who have either been in post for two years when 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.
- (i) Other children in an associated Roman Catholic Primary School
- (j) Other children with a sibling in the school at the time of admission *[See note 4]*
- (k) Other children

The sibling link in categories (e) and (i) above does not apply if the older child is in the Sixth Form and has transferred after Year 11 from another 11-16 school.

Decisions on admission to the school in Year 7 for September 2025 will be made in accordance with the above criteria. Late applications will be considered in the light of whether any places remain available. *[See notes 5&6]*

If in either category there are more applications than places available, priority will be given on the basis of proximity to the school. This will be determined using the straight line route provided by the Local Authority.

If there are two or more children equidistant and only one place remaining the school will either:

- use a random lottery, picking names out of a hat in the presence of an independent witness, as the final tiebreaker; or
- where twins, triplets or children from other multiple births are resident at the same address, and allocating the final available place to one of them would mean some sibling(s) being excluded, then all will be allocated a place at the school.

For children who are the subject of shared parental custody the school will use the address where the child benefit is paid as their main place of residence.

Parents should check carefully whether they are resident within the parish boundary of one of the nominated parishes.

Parents who change address before their child takes up the place allocated, and who would consequently prefer a different school, should inform the School Admissions Team immediately on 01204 332137. If the move has not been completed, supporting evidence such as a solicitor's letter or a letter from the Housing Department will be needed.

**Notes:**

- (1) A 'Roman Catholic' child is one who has been baptised into the Roman Catholic Church or who has subsequently been formally received into the Roman Catholic Church. In both instances, evidence of such baptism or reception will be required.
- (2) A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see definition in Section 22(1) of the Children Act 1989). A previously looked after child is one who has ceased to be looked after because they were adopted or have become subject to a residency order or special guardianship order. Previously looked after children also includes those children who appear (to the governing body) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- (3) The parish of Blessed Dominic Barberi covers two primary schools. For the purpose of this admission policy the parish boundary that historically was St Osmund's parish is the boundary for admissions. The parish boundary map is available from the school on request.

- (4) Sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as the sibling. Older children can be considered to 'qualify' a younger child under the sibling link in priorities (e) and (j) of the criteria provided proof is available to demonstrate that the children are permanently resident at the same address and part of the same family unit.
- (5) If in any year Thornleigh Salesian College receives more applications for places than there are places available the Local Authority will operate a waiting list on behalf of the school. All unsuccessful applications will be automatically added to the waiting list. The child's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out below.

The criteria for ranking the waiting list for year 7 and for in year admissions to later years are:

- a. Roman Catholic children who are Looked After children or previously looked after children
  - b. Roman Catholic children who live in a nominated parish
  - c. Roman Catholic children who have a sibling in the school at the time of admission *[See note 4]*
  - d. Other Roman Catholic children
  - e. Other children who are looked after children or previously looked after children *[See note 2]*
  - f. Children of permanent members of staff who have either been in post for two years when 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.
  - g. Other children with a sibling in the school at the time of admission *[See note 4]* h. Other children
- (6) Parents/Carers have a statutory right to submit an appeal for a place at their preferred school if their application for a place has been unsuccessful. An appeal form should be automatically sent by the Local Authority if they have been refused a place. See link to Bolton Council for full information on the admissions and appeals procedures:

<https://www.bolton.gov.uk/admissions>

## Sixth Form Admissions Policy

Thornleigh Sixth Form is an integral part of the school and students who have been educated at Thornleigh Salesian College, during Year 11, will automatically be eligible for the Sixth Form so long as they meet the minimum entry requirements and there is an appropriate course available.

Applications are welcomed from students who attended other high schools and wish to apply for a place at Thornleigh Sixth Form. To be admitted to Thornleigh Sixth Form, all students must meet the minimum entry requirements.

The Planned Admissions Number (PAN) for external candidates is 100.

Any student who has an Education, Health and Care (EHC) plan, which names Thornleigh Sixth Form, will be admitted to Year 12 provided they meet the minimum entry requirements and there is an appropriate course available.

### **Oversubscription Criteria**

In the event that the Sixth Form receives more external applicants than it has places available the following oversubscription criteria will be applied:

- (a) Baptised Roman Catholic children who are Looked After or previously Looked After
- (b) Children already on roll at Thornleigh Salesian College 2025
- (c) Children on roll at Mount St Joseph School or St Joseph's Horwich in Year 11
- (d) Other Roman Catholic children
- (e) Other Looked After or previously Looked After children
- (f) Children of permanent members of staff who have either been in post for two years when 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.
- (g) Other children

A looked after child (LAC) is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see definition in Section 22(1) of the Children Act 1989). A previously looked after child is one who has ceased to be looked after because they were adopted or have become subject to a residency order or special guardianship order.

If in either category there are more applications than places available, priority will be given on the basis of proximity to the school. This will be determined using the straight line route provided by the Local Authority.

If there are two or more children equidistant and only one place remaining the school will use a random lottery, picking names out of a hat in the presence of an independent witness, as the final tie-breaker.

Application for places is based on meeting the individual requirements of the courses that the student wishes to pursue. No guarantee of a place is given to students with either the same birth dates or children born in the same academic year from the same family.

### **Minimum Entry Requirements for Year 12**

To be considered full-time, a student must enrol for a programme of study which incorporates a minimum of 540 hours per academic year. This can be made up from studying three subjects combined with a package of other learning sessions. A course which is being re-taken does not count towards the hours.

Each subject has its own entry requirements which are detailed in the Thornleigh Sixth Form Prospectus. If a student meets the entry requirements for each of the subjects that they wish to study, and their programme of study meets the minimum of 540 hours, then they have met the minimum entry requirements.

Prior to GCSE results day applicants will be invited to a meeting to discuss options and academic entry requirements, but this meeting will not form part of the decision making process on whether to offer a place.

### **Waiting Lists**

If the Sixth Form is oversubscribed a waiting list will be held until 31<sup>st</sup> October using the oversubscription criteria defined above.

### **Late Applications**

If an application is received after the deadline (31<sup>st</sup> March), this will be considered late. Late applications will be considered after the allocation of places and notified after the main allocation date (30<sup>th</sup> June), unless exceptional circumstances apply, e.g. hospitalisation of a parent or a family has just moved into the area. In such cases, evidence will be required.

### **Applications received after the normal admissions round**

Applications received after the start of the school year will only be considered if places on the requested courses are available and the student meets the academic requirements of the course.

### **Appeals**

The student and/or the parents of students, internal or external, who are not offered a place, have the right to appeal against non-admission.