



## ADMISSION POLICY AND ARRANGEMENTS 2025/2026

**St John Bosco Arts College** is a Catholic School under the trusteeship of the Salesian Sisters of St John Bosco. The College was founded by the Salesian Sisters at the invitation of the Archbishop of Liverpool. It is maintained by Liverpool City Council. As a Voluntary Aided School, the Governing Body is the Admissions Authority and is responsible for taking decisions on applications for admissions. The co-ordination of admissions arrangements is undertaken by the Local Authority. For the school's year commencing September 2026, the Governing Body has set its admissions number at 180.

Our principal role as a Catholic school is to participate in the mission of the Catholic Church by providing a framework which will help children to grow in their understanding of the Good News and in the practice of their faith. 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. The school will help the children develop fully as human beings and prepare them to undertake their responsibilities as Catholics in society. The school asks all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the rights of parents who are not of the faith of this school to apply for and be considered for a place here.

ADMISSIONS TO THE SCHOOL will be determined by the Admissions Committee, as instructed by the Governing Body. Parents must complete a Local Authority Preference Form or apply online via the website [www.liverpool.gov.uk/admissions](http://www.liverpool.gov.uk/admissions). If you wish to have your application considered against the school's faith/denomination criteria then you should **ALSO** complete the Supplementary Form which is available from the school. All preferences listed will be considered on an equal basis and, where there are more applications than the number of places available, the following set of OVERSUBSCRIPTION CRITERIA will be applied:

1. Girls in the care of the Local Authority (Looked After Children) and previously Looked After Children. This includes girls 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. Baptised Catholic girls who have a sibling in the school at the time of application.
3. Baptised Catholic girls' resident in the parishes of Our Lady Queen of Martyrs & St Swithin, Our Lady & St Philomena, St Teresa, St Matthew and St Albert.
4. Other baptised Catholic girls.
5. Other girls who have a sibling in the school at the time of application.
6. Children attending one of the following Catholic and joint faith feeder Primary Schools in the parishes named in criterion 3 above:

Our Lady & St Philomena's Catholic Primary School  
Our Lady & St Swithin's Catholic Primary School  
St Matthew's Catholic Primary School  
St Teresa of Lisieux Catholic Primary School  
Emmaus Church of England and Catholic Primary School  
St Albert's Catholic Primary School



St Brigid's Catholic Primary School

7. Girls from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
8. Girls of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
9. Other girls whose parents have expressed a preference for St John Bosco Arts College.

If it is not possible to offer places for all applications within any criteria above, then places will be allocated to the children who live nearest to the school. The distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names a school will be offered a place without using the admission criteria and will count as part of the school's published admission number.

**Notes:**

**PARENTS MUST COMPLETE A LOCAL AUTHORITY PREFERENCE FORM/ON-LINE APPLICATION AND ALSO NEED TO COMPLETE A SCHOOL SUPPLEMENTARY FORM.**

**Notes:**

- a. All applications submitted before the national closing date will be considered equally and included in the Local Authority initial allocation of school places. Applications received after the national closing date will be processed in accordance with Liverpool admissions scheme for schools detailed in the Liverpool admissions information booklet.
- b. 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 (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, 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. Applications must be supported with appropriate evidence that the child has been adopted from state care.

- c. For a child to be considered as Catholic, evidence of a Catholic Baptism is required. Baptism should take place before the closing date for applications.

A Baptised Catholic can also be defined as one who has been baptised by the Rites of Baptism of one of the various Churches in communion with the See of Rome (cf Catechism of the Catholic Church 1203). Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place.

Or



A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of 'Baptised Catholics'. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

Those who have difficulty obtaining written evidence of baptism for a good reason, may still be considered as baptised Catholics but only after they have been referred to the parish priest who after consulting with the Episcopal Vicar, will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

- d. "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTÛN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. Other faiths are defined as organisations whose values are based on faith and/or beliefs, which have a mission based on social values of a particular faith.

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- e. Home address is considered to be the address where the child normally lives. Applicants should not state a childminder's or other relative's address. It may be necessary to carry out checks to confirm addresses given are genuine and parents may therefore be asked to provide documentary evidence of their child's home address.
- f. Sibling is defined in these arrangements as full, half or step-brothers and sisters, adopted and foster brothers and sisters who are living at the same address and are part of the same family unit. This does not include cousins or other family relationships.
- g. A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. The waiting list does not consider the date the application was received, or the length of time a child's name has been on the waiting list. This means that a child's position on the list may change if another applicant is refused a place and their child has higher priority in the admissions criteria. The waiting list will be retained until at least the end of December of the relevant year of the admissions process.



- h. For 'In Year' applications received outside the normal admissions round, if places are available, they will be offered to those who apply. Direct application to the school can now be made under this heading. If there are places available but more applicants than places, then the published oversubscription criteria for the relevant year group will be applied. A waiting list for those who have not been offered a place will be kept until the end of the relevant academic term.
- i. If a parent wishes their child to be educated out of the normal age group, they must discuss this with the Headteacher before applying for a place. The decision rests with the school as admission authority as per para 2.17 of the Admissions Code.

If there is more than one application for an available place reference will be made to the oversubscription criteria.
- j. If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- k. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to the application.