St Peter's

Key Stage 3

pocket guide

Sept 27 Admissions

Welcome

Our mission is to provide a rigorous and broad education within the context of a Christian environment. An understanding of the Roman Catholic faith, in line with the Gospel message, underpins the whole work of the school. Our main aim is to develop the self-esteem, dignity and respect of all members of the community by concentrating on each person's infinite worth in the eyes of God.

Our school's Christian ethos underpins all its work and provides all members of the school community with a safe and happy learning environment.

All students receive lessons in religious education and our Catholic identity and spiritual life are reflected in all areas of our school.

We join together in prayer three times a day and students participate in a service of reconciliation during Lent. Each tutor group has a form Mass every year and students are also given opportunities to take part in days of reflection and retreat held outside school. The whole school community celebrates Masses in the Autumn term and on the feast of St Peter.

> "The school has a strong sense of community, underpinned by its 'ROCK' values."
>
> ***Ofsted Report, 2026***

> "Leaders and governors are able to articulate the mission of the church in education and are committed to the development of the Catholic life of the school."
>
> **Diocesan Inspection Report 2025**

Our charity work demonstrates our willingness to help others outside the school community, whether locally, nationally or internationally. Students and staff participate in a wide range of charitable events and fund raising activities.

We support numerous charities. This includes CAFOD in its efforts to relieve poverty in the developing world which also educates our students.

> Students understand the distinctive nature of St Peter's and are able to identify the features that make the school unique. They speak of opportunities to pray, to celebrate the Eucharist and the importance of helping others. The ROCK values are well known and understood by students.
>
> Diocesan Inspection Report 2025

The chapel is a place of peace and reflection which may be used by all members of the school community. The chaplain responds to particular needs within our school, as well as leading our faith journey and liaising with parish priests and others.

> Pupils are safe and happy in school. They have warm, respectful relationships with staff, and with each other. Staff are caring and know pupils as individuals.
>
> ***Ofsted Report, 2026***

Our School

The principal and senior team lead a dynamic, vibrant and ambitious school with a strong sense of community. Our purpose is to guide each student's spiritual, moral, social and cultural development. They are led and supported by a knowledgeable and enthusiastic governing body.

Our students are mature, friendly and polite and demonstrate excellent behaviour and attitudes to learning.

Teachers are experts in their subjects and have high expectations of all students. They are supported by a team of librarians, teaching assistants, administrators, technicians and laboratory assistants, all of whom are working towards ensuring that teaching and learning are at the heart of the school.

> Pupils attend school regularly and benefit from effective support to reduce their absence, when they need it. They condust themselves well and have positive attitudes towards their learning.
>
> ***Ofsted Report, 2026***

> Pupils benefit from a wide range of personal development opportunities. These develop their confidence and independence. For example, pupils are proud to represent the school in sports and music.
>
> ***Ofsted Report, 2026***

> There are a range of national and international visits, such as a sporting tour to South Africa. These opportunities develop pupils' teamwork and build their sense of belonging to the school.
>
> ***Ofsted Report, 2026***

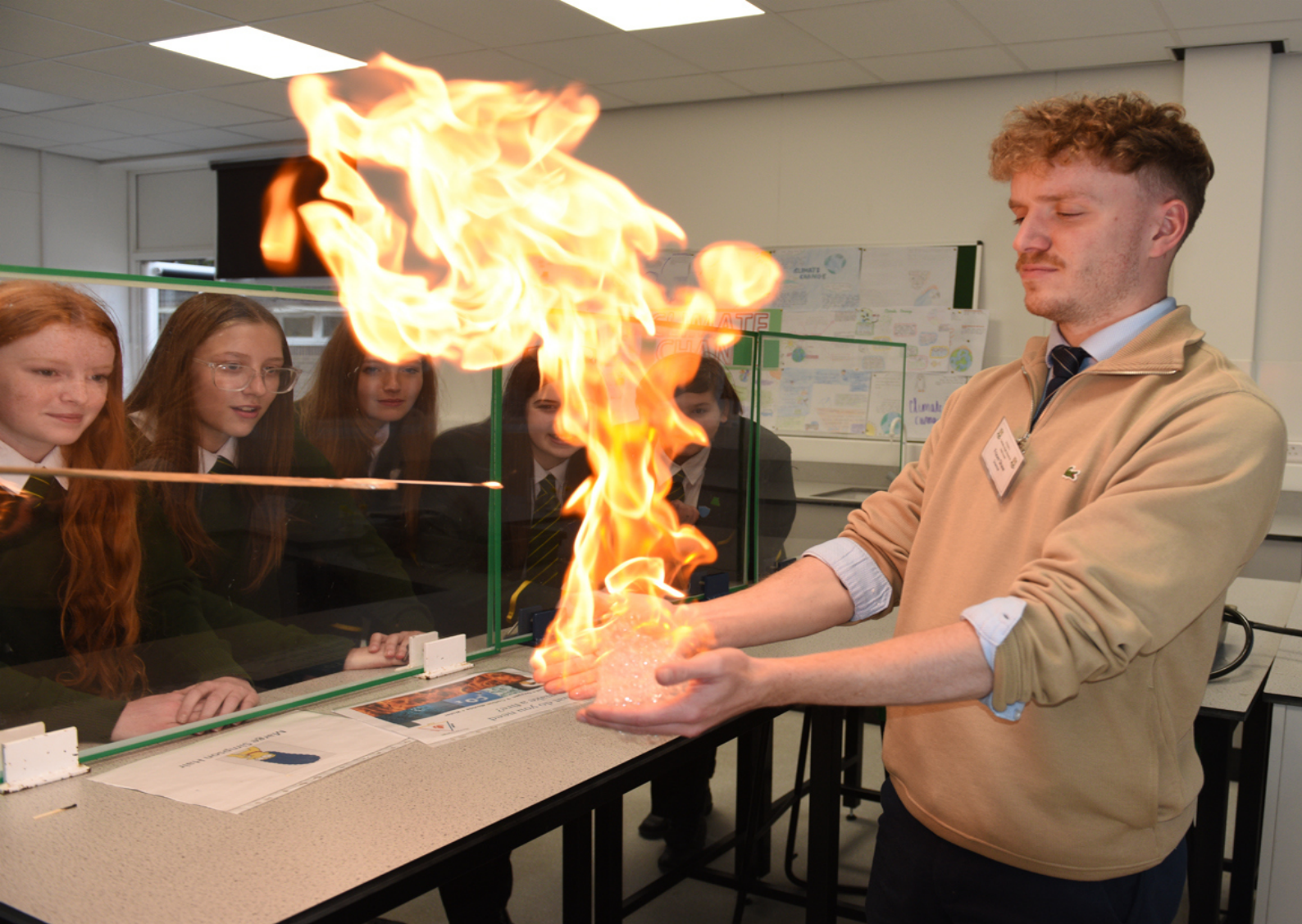
RECOVER SIGHT TO THE BLIND
JUBILEE YEAR 2025
THE LORDS YEAR OF FAVOUR
GIVE GOOD NEWS TO THE POOR
PROCLAIM LIBERTY TO THE CAPTIVES
ST. PETER

St Peter's became a faith academy in August 2011. We work closely with a family of Catholic primary schools in Stroud, Cheltenham and Gloucester, as part of Little Way Catholic Educational Trust.

The primary schools consist of: St Peter's Catholic Primary School, St Joseph's Catholic Primary School, St Catharines Catholic Primary School, Catholic School of St Gregory The Great, St Thomas More Catholic Primary School and The Rosary Catholic Primary School.

We also work with other secondary schools and within the wider community.

Little Way Catholic Educational Trust



Curriculum

The teaching of key subject knowledge is rigorous and often inspiring. Students' learning skills are well developed. Senior members of staff visit every 11 - 16 lesson every period of the day to ensure that students are working well.

We offer a coherently planned, ambitious and well sequenced curriculum.

We know that high quality teaching is vital to ensure student progress and "**The St. Peter's Six**" is founded in cognitive science. Careful lesson planning, varied teaching methods, motivating guidance and sensitive but honest assessment will enable all students to achieve their academic potential.

Our curriculum is carefully designed to be ambitious, inclusive and aligned with the needs of all learners.

ALLSTONE
SPEEDY SKIPS
LUXURY HOLIDAY LETS
www.hiddengemsholidaylets.co.uk
MATT BURROWS CONSTRUCTION
SCAFFOLDING
BK FENCING LTD
Gallagher INSURANCE

At key stage three all students follow a core curriculum including Art, Computer Science, Drama, English, Modern Foreign Languages, Geography, History, Maths, Music, PE, Religious Education, Science and Technology.

In Key Stage Three students are mostly taught in mixed ability groups (with some setting in Maths) enabling young people to progress academically and socially.

At key stage four students are prepared for GCSE and vocational examinations. They continue to follow a core curriculum of RE, English, Science and Maths but are also able to make some option choices. They have a wide range of options. Most students can expect to study at least eight GCSEs.

The ***English Baccalaureate*** is a performance measure introduced by the government in 2010. It recognises the success of pupils who attain good GCSE passes across a core of academic subjects English, Maths, History or Geography, the Sciences, Computing and a language.

It is designed to encourage more students to receive this broad education in core academic subjects which ensures they have plenty of options at key stage Five and in the future.

The English Baccalaureate may not be appropriate for all students, however, and we will offer appropriate guidance to year 9 students about key stage four option choices.

At key stage Five we offer a wide range of A-level and level 3 vocational courses. St Peter's students are guaranteed a place in the sixth form as long as they meet the individual course requirements.

We teach RHSE (Relationships, Sex and Health Education) in line with statutory requirements but with guidance from the Catholic Education Service. Mental health and wellbeing of students is a very important component of this curriculum. We also have a well resourced Student Support Services centre to aid this work.

Special Educational Needs

St Peter's identifies and provides for students with special educational needs, learning difficulties and those with other physical, emotional, behavioural and social learning needs across all abilities and ages so that each student is able to develop and achieve.

Subject teachers identify pupils with learning difficulties or special educational needs by using departmental criteria and/ or data from, for example, primary schools. They will use a range of strategies to address the student's needs but may also involve the school's Partnership and Learning Team.

All pupils identified as experiencing learning difficulties will be monitored by the Special Educational Needs Co-ordinator and the Partnership and Learning team.

All members of the community will be made welcome at St Peter's. The school will do all within its power to provide the best education for each student offered a place here.

Safeguarding & Child Protection

All staff (including volunteers) have to undertake safeguarding training every three years in accordance with the Gloucestershire Safeguarding Children's Executive stipulation. Designated child protection staff receive training every 2 years. All staff have a responsibility for the safeguarding, welfare and protection of all students in the school. The safeguarding policy, the child protection policy and St Peter's 'offer of early help' can be found on the school website.

> Leaders and those responsible for governance and oversight fulfil their specific responsibilities and have established an open culture in which safeguarding is everyone's responsibility and concerns are actively identified, acted upon and managed. As a result, pupils are made safer and feel safe.
>
> ***Ofsted Report, 2026***

Working together

We work with parents and guardians to achieve the same goal; the success of every student. We welcome the involvement of parents and guardians in school life and want to know about anything which can help us to help your children. Your support is vital.

It is important that the school and parents work together to ensure students progress.

Every student has a personal tutor who gives special care, guidance and support to the students in his or her tutor group. One period a fortnight focuses on Personal Development. Any concerns which parents or guardians have should be raised with the tutor or the head of year.

Students who are experiencing severe emotional difficulties or personal problems and who need additional assistance can seek confidential and sensitive support from the chaplain and the Student Support Services and may wish to receive counselling.

We are responsible for identifying students who are clearly very able or have a particular talent. They are challenged in lessons with demanding material and concepts or by working on the same material in a different way. We want to motivate our more able students rather than allowing them to 'coast.'

Students who are able and those with a particular interest are also given opportunities to develop their skills in a wide range of extracurricular activities including art, creative writing, drama, mathematics, music, sport, or languages.

Staff complement classroom teaching with other experiences, including the Duke of Edinburgh award scheme, visits to the science festival and to Cern, trips to art galleries, museums and theatres; sporting activities including skiing and rugby; trips abroad to places such as Paris, Canada, Madrid, New York and Iceland and to outward bound centres at home and abroad. Experts are often invited into school to work with students.

Events have included creative writing workshops with visiting authors; science talks from visiting experts; students collaborating with visual artists and participating in drama workshops.

Facilities

We enjoy excellent specialist facilities including a sports pavilion, a new 3G pitch and astroturf; a drama theatre and drama studio; music and ICT rooms - all well equipped with computers and specialist software; a large library, managed by a chartered librarian.

We are committed to a constant programme of refurbishment to ensure the school meets the needs of its students both now and in the future.

ROCK Award

St Peter was the Rock of the Church and our school is founded on the core ROCK values of Respect, Optimism, Community and Kindness. Students strive to gain points in each of these areas which lead to badges and bronze, silver and gold ties.

Assessment and Feedback

Each subject sets homework in accordance to its own homework policy. We use an app called 'Edulink' which allows parents, as well as pupils, to see which homework has been set and when it is due. Students and parents receive log in details to allow them to access the relevant homework.

Also, at two specific points in the year, assessment letters will be sent home which show the levels that have been awarded for assessments and pupils' attitude to learning in every subject.

Parents and carers can follow their children's progress in detail by signing up to the school's 'insight' programme. Parents' evenings are held once every academic year and are an important opportunity to discuss the progress of every student. Parents and guardians are also asked to look regularly at the work of the students especially their homework.

Thinking ahead

At key stage four, students are guided by subject teachers and tutors to make sensible option choices to complement the core, compulsory subjects.

Education is now compulsory until students are 18 years old.

St Peter's Sixth Form offers a range of level 3 courses, both academic and vocational.

The newly refurbished sixth form provides a wide range of academic and vocational courses which allow each student to develop personal talents and aspire to fulfilling courses and employment in the future. Full, independent advice and guidance are provided for all year 11 students, so that those who have needs and wishes beyond what we can offer at St Peter's can be guided properly and sensitively.

There is a prospective sixth-form evening each winter where students can see the options available. We try to be flexible and meet the needs first and foremost of our own students when planning our courses.

After their final exams, most students progress to higher education or to degree apprenticeship. They receive individual guidance about applications for colleges and university.

More information

Gaining a place

We currently prioritise places to all Catholic pupils in Cheltenham, Gloucester, Stroud and the Forest of Dean who want a Catholic secondary education, providing this is evidenced by a certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church.

We welcome applicants from other faiths but demand for places is great. Therefore the governors have a set of criteria for non-Catholic applicants. Please review the admissions policy on our website to find out more.

Visiting the school

We welcome prospective students, parents and guardians to Open Week which is held in late September.

This is an opportunity to see students and staff at work during the normal school day. You are also invited to attend Open Evening when there is a chance to talk to staff and current pupils.

Contact information

St Peter's High School
Stroud Road
Gloucester
GL4 0DD

Tel: 01452 520594
Website: sphs.uk.com
Email: reception@sphs.uk.com

St Peters High School

Policy Document – Admissions
(Sep 2027 to Jul 2028) Determined Version

ST PETER'S CATHOLIC HIGH SCHOOL & SIXTH FORM CENTRE, GLOUCESTER

With respect, optimism and kindness, we, like Peter, follow in the footsteps of Jesus to build our family community.

We promote honesty, empathy and love for one another. Together, we celebrate our faith, our diversity and our uniqueness in the eyes of God.

The skills developed at St Peter's will enable us to make a positive difference in the world.

- Contact details for the school are:

Headteacher: Mr Daniel Leiblich BA (Hons), MA, MSc	**Website:** www.stpetershighschool.org.uk
Address: St Peter's Catholic High School Stroud Road, Tuffley, Gloucester, GL4 0DD	**Email:** admissions@sphs.uk.com
Telephone School: 01452 520594	**Telephone Sixth Form:** 01452 509249

Years 7 – 11 ADMISSION POLICY 2027-28

St Peter's Catholic High School & Sixth Form Centre was founded by the Catholic church to provide education for children of Catholic families. Catholic schools are inclusive, and we welcome applications from children who are not Catholic. However, where there are more applications than places available, allocations will be made in accordance with the oversubscription criteria listed below.

We aim to provide a Catholic education for all our pupils and that Catholic teaching and practice permeate every aspect of school life. We therefore hope that all parents will fully support the aims and Catholic ethos of the school.

The academy trust is the admissions authority and has responsibility for admissions to this school. The term "governing body" is used throughout this policy to refer to the admission authority under the appropriate constitutional arrangements. The local authority undertakes the co-ordination of admission arrangements during the normal admission round (see note 6). The governing body has set its admission number at **240** for pupils to be admitted to Year 7 in the school year which begins in September 2027.

The governing body will, where logistically possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's Published Admissions Number.

Children with an Education, Health and Care Plan (see note 1)
The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements, this will reduce the number of places available to other children.

Oversubscription Criteria

At any time where there are more applications for places than the number of places available, places will be offered according to the following order of priority.

1. Catholic looked after and previously looked after children. (see notes 2 & 3)
2. Catholic children who are resident in the school's designated parish(es) (see notes 3 & 12)

3. Other Catholic children. (see note 3)
4. Other looked after and previously looked after children. (see note 2)
5. Children who are a Catechumen (see note 5)
6. Children with a parent who has been a member of St Peter's Catholic High School & Sixth Form Centre staff for two or more years at the time of application, or who was recruited to fill a vacant post for which there is a demonstrable skills shortage. This does not include staff who work on the school site for other employers.
7. Children with a proven aptitude in drama, music or sport (up to a maximum of 24 places) (see note 13).
8. Children of other Christian denominations whose membership is evidenced by a minister of religion. (see note 7)
9. Children of other faiths whose membership is evidenced by a religious leader. (see note 8)
10. Any other children.

Within each of the categories listed above, priority will be determined in the following order:

*i) children attending a named Catholic partner primary school at the time of application (see Note **4**). The partner schools are:*

St Peter's Catholic Primary School, Gloucester

St Joseph's Catholic Primary School, Nympsfield

St Mary's Catholic Primary School, Churchdown

St Thomas More Catholic Primary School, Cheltenham

St Gregory the Great Catholic Primary School, Cheltenham

The Rosary Catholic Primary School, Stroud.

ii) children who will have a brother or sister at the school at the time of enrolment. The attendance of a brother or sister at the school at the time of enrolment will increase the priority of an application within each category so that the application will be placed above those without a brother or sister attending the school, within the category in which the application is made after children in (i) above. (see note 9).

Tie Break

Where children have identical ranking, priority will be determined by random allocation (see below). In category 7, applicants will be prioritised by their aptitude testing scores taking each discipline in rotation. The highest priority will be given to the highest scorer in drama, next priority to the highest scorer in music and third to the highest scorer in sport. This order of rotation will then be continued taking the next highest scorers until all have been placed in rank order.

Random Allocation

Each child will be allocated a number. These numbers are shared with a person independent of the school who will supervise the process. Governors will then use a random number generator to rank the numbers.

For children of a multiple birth, the order created by the random number generator, will be overridden to place all the children from the multiple birth together at the place where the highest child (from the multiple birth) is ranked. The random number generator will then be used to rank the children from the multiple birth. This

process will also be applied to brothers or sisters who are not from a multiple birth but are applying for a place in the same year group.

Application Procedures and Timetable

To apply for a place at this school in the normal admission round (see note 6), you must complete a Common Application Form available from the local authority in which you live.

For those living in Gloucestershire applications may be made online

at:https://www.gloucestershire.gov.uk/education-and-learning/school-admissions/transfer-to-secondary-school/

or on a paper form available from and sent to; School Admissions, Gloucestershire County Council, Shire Hall,

Gloucester GL1 2TP.

All applications which are submitted on time will be considered at the same time and after the closing date for admissions which is 31 October 2026.

You should also complete the Supplementary Information Form (SIF) attached to this policy if you wish to apply under oversubscription criteria 1 to 3 or 5 to 9. The SIF should be returned to the school office (see above postal and email addresses) **by 31 October 2026** to be considered in the first round of allocations or **by 6 September 2026** if applying under category 7. **If you do not provide the information required in the SIF and return it by 31 October 2026 (or by 6 September 2026 for category 7), together with any supporting documentation, your child may not be placed in criteria 1 to 3 or 5 to 9, and this is likely to affect your child's chance of being offered a place.**

You will be advised of the outcome of your application on 1 March 2027 or the next working day, by the local authority on our behalf. If you are unsuccessful (unless your child gained a place at a school you ranked higher) you will be informed of the reasons, related to the oversubscription criteria listed above, and you have the right of appeal to an independent appeal panel.

Late Applications

Late applications will be administered in accordance with your home Local Authority Secondary Co-ordinated Admissions Scheme (available from your Local Authority). You are encouraged to ensure that your application is submitted on time.

Admission of Children outside their Normal Age Group

A request may be made for a child to be admitted outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Any such request should be made in writing to the school office (see above email and postal addresses) at the same time as the admission application is made on the Local Authority Common Application Form (for the child's chronological year group). The governing body will make its decision about the request based on the circumstances of each case and in the best interests of the child. In addition to considering the views of the head teacher, including the head teacher's statutory responsibility for the internal organisation, management and control of the school, the governing body will consider the views of the parents and of appropriate medical and education professionals, as appropriate.

If the governing body agree in principle for a child to be admitted outside of their normal age group, it does not guarantee the child a place. The parent will again need to make an application on a Local Authority Common Application Form (for the outside age group) and, if necessary, the oversubscription criteria will be applied to determine if a place may be offered.

Waiting Lists

In addition to their right of appeal, unsuccessful parents will be offered the opportunity for their child's name to be placed on a waiting list. This waiting list will be maintained in order of the oversubscription criteria set out above and ***not*** in the order in which applications are received or added to the list. Waiting lists for admission will operate throughout the school year. The waiting list will be held open until the last school day of the summer term. Each child added to the list will require the list to be ranked again in line with the above published

oversubscription criteria.

Inclusion in the school's waiting list does not mean that a place will eventually become available.

ADMISSION TO THE SIXTH FORM

- To be eligible for the Sixth Form, students should be under the age of 17 at the commencement of a 2-yr course or under 18 for a 1-yr course.

- The PAN for Year 12 is 100 (this figure is only applicable to students joining Year 12 from other schools).

- Students already on roll at St Peter's will be permitted to join Yr12, without the need to apply, provided they meet the entry requirements for the agreed programmes of study (a list of detailed requirements is available from the Sixth Form Office).

- Offers of a place by the Governing Body to external students wishing to join the Sixth Form from other schools will be conditional upon them meeting the entry requirements for the agreed programmes of study (a list of detailed requirements is available from the Sixth Form Office).

- Information about, and application forms for, the Sixth Form can be obtained from the postal address above or from 6thform@sphs.uk.com. Dates of open days will be published on the School website (http://www.stpetershighschool.org.uk/).

- External students who apply may be invited to a meeting with the Director of Sixth Form or a member of the Leadership Team of the Sixth Form to discuss course options and academic entry requirements. They will be invited to accept the standards and expectations of the Sixth Form, the ethos and character of the School and the educational offer being made through completion of the form attached to the offer of a place.

- External students wishing to join the Sixth Form in September 2027 should apply by **6 March 2027**. If oversubscribed, places will be offered in accordance with the criteria below:

  A. Roman Catholic looked after children and previously looked after children[Note2]
  B. Other Roman Catholic[Note2] students.
     Note: To be considered under either of the criteria above, written confirmation that the child is Roman Catholic must be provided to the school [Note2].
  C. Looked after children and previously looked after children[Note3].
  D. Students from other schools.
  E. Other Students.

- Applicants within the same oversubscription criteria will be prioritised by a tie-breaker[Note8].

- Applications from external students after 6 March 2027 will be considered if places remain available.

NOTES

1. **Appeals Timescales**. As defined in the School Admission Appeals Code, appeals will be heard within the following timescales:
   a. for applications made in the normal admissions round, appeals must be heard within 40 school days of the deadline for lodging appeals;
   b. for late applications, appeals should be heard within 40 school days from the deadline for lodging appeals where possible, or within 30 school days of the appeal being lodged;
   c. for applications to sixth forms:
      i. where the offer of a place would have been conditional upon exam results, appeals must be heard within 30 school days of confirmation of those results;
      ii. where the offer of a place would not have been conditional upon exam results, appeals must be heard within 40 school days of the deadline for lodging appeals;

d. for applications for in-year admissions, appeals must be heard within 30 school days of the appeal being lodged.

2. **Roman Catholic**. In this policy, 'Roman Catholic' refers to any pupil who has been baptised, or received, into the Roman Catholic Church or into a faith in full communion with the Roman Catholic Church (a list of these faiths, as supplied by the Catholic Education Service, is available from School Reception). Written confirmation (eg a baptismal certificate) of membership of one of these faiths will be required. Where a certificate is not available, a statement from a member of the clergy, confirming that the person has (or in their opinion has) been baptised or received into the Catholic Church must be provided. The governors may also request sight of the original certificate.

In-Year Applications

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there is an available place. Application should be made in writing to the school office (see above email and postal addresses) using the school's In-Year application form – see In-Year form below.

Any supporting documentary evidence, for example, a baptism certificate or proof of a house move, should be provided with your application.

Where there are places available but more applications than places, the published oversubscription criteria, as set out above, will be applied.

If your application is refused, you will be offered the opportunity for your child to be added to the waiting list (see above).

The governing body will consider your application and you will be advised of the outcome of your application in writing, and if refused a place, you will have the right of appeal to an independent appeal panel.

Parents should be aware, that where an offer of a place is not taken up, it may be withdrawn.

Fair Access Protocol

The school is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the governing body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol (including over those on a waiting list). The governing body has this power, even when admitting the child would mean exceeding the published admission number.

Withdrawal

The governing body reserves the right to withdraw the offer of a place or, where a child is already attending the school, the place itself, where it is satisfied that the offer or place was obtained by deception.

Notes *(these notes form part of the oversubscription criteria)*

1. An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.
2. A 'looked after child' has the same meaning as in section 22(1) of the Children Act 1989 and means any child who is (a) in the care of a local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making application to the school.

   A 'previously looked after child' is a child who was looked after, but ceased to be so because he or she was adopted, or became subject to a child arrangements order, or special guardianship order. Included in this definition are those children who appear (to the governing body) to have been in state care outside

of England and who ceased to be in state care as a result of being adopted.

3. 'Catholic' means a member of a Church in full communion with the See of Rome. This includes the Eastern Catholic Churches. For someone to be treated as Catholic, written evidence of Catholic baptism or reception into the Church will be required. This will normally be evidenced by a certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church.

   Whilst a copy of the certificate may be accepted, the governors may request sight of the original. The governing body may request additional supporting evidence if the written documents that are provided do not confirm the fact that the person was baptised/received into a Catholic Church. There may occasionally be difficulty in obtaining written evidence of baptism or reception into the Church. In such cases, contact may be made with a Parish Priest for advice on how the question of baptism/reception is to be resolved and how written evidence is to be produced in accordance with the law of the Church. The Priest may seek advice from Clifton Diocese. For the purposes of this policy, 'Catholic' includes a looked after child living with a family where at least one of the parents is confirmed as being Catholic.

4. For the purposes of this admission policy, attendance at a Catholic partner primary school includes those who were prevented from attending a partner school due to oversubscription and whose application to attend was unsuccessful, normally evidenced by a letter of rejection from the partner primary school or Local Authority.

5. 'Catechumen' means a member of the catechumenate of a Catholic Church. This will normally be evidenced by a certificate of reception into the order of catechumens.

6. Within this policy, the 'normal admission round' means all new intake applications, submitted by the closing date and late applications received by the local authority up to 31 August, and so does not include In-Year applications (see above).

7. "children of other Christian denominations" means children who belong to other churches and ecclesial communities which, acknowledge 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 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.

8. "children of other faiths" means children who are members of a religious community that does not fall within the definition of 'other Christian denominations' at 7 above and which falls within the definition of a religion for the purposes of charity law. The Charities Act 2011 defines religion to include:

   - A religion which involves belief in more than one God, and
   - A religion which does not involve belief in a God.

   Case law has identified certain characteristics which describe the meaning of religion for the purposes of charity law, which are characterised by a belief in a supreme being and an expression of belief in that supreme being through worship.

9. 'brother or sister' includes:

   (i) all natural brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters, foster brothers or sisters, living at the same address; and

   (ii) the child of a parent's partner where that child lives for at least part of the week in the same family unit at the same home address as the child who is the subject of the application.

   Children in Year 11 have an automatic right to progress to Year 12 providing they meet the academic

entry criteria. Therefore, a child meeting (i) and (ii) above, with a sibling in Y11, will be deemed, for the purposes of this policy, to be having a brother or sister at the school at the time of enrolment.

10. A 'parent' means all natural parents, any person who is not a parent but has parental responsibility for a child, and any person who has care of a child.

11. A child's 'home address' refers to the permanent address where the child usually lives with a parent or carer and should be the address provided in the Common Application Form (CAF) to the home Local Authority. Where parents have shared responsibility for a child and the child lives for part of the week with each parent, the home address will be the address where the child lives for at least 50% of the time.

12. The school's designated Catholic parishes are:

    Brockworth, St Patrick

    Cheltenham, St Gregory the Great

    Cheltenham, Charlton Kings, Sacred Hearts

    Cheltenham, St Thomas More

    Chipping Campden, St Catherine

    Churchdown, Our Lady of Perpetual Succour

    Cinderford, Our Lady of Victories

    Coleford, St Margaret Mary

    Dursley, St Dominic

    Gloucester, St Peter

    Kemerton, St Benet

    Matson, St Augustine Canterbury

    Newent, Our Lady of Lourdes

    Nympsfield, St Joseph

    Stonehouse, St Joseph

    Stow on the Wold, Our Lady and St Kenelm

    Stroud, The Immaculate Conception

    Tewkesbury, St Joseph

    Tuffley, English Martyrs

    Winchcombe, St Nicholas

    Woodchester, The Annunciation.

    For the purposes of this policy, parish boundaries of these parishes are shown on maps available at the school office and on the school website https://www.stpetershighschool.org.uk/Designated-Catholic-Parishes/

13. For category 7, drama, music and sporting aptitude will be assessed by tests to be taken by applicants during September/October 2026 and this criterion is only available for September entry into Year 7. The tests have been devised to be taken by children whether or not they have had experience or formal training in drama, music or sport and will determine the child's aptitude. Any parent/guardian wishing their child to be admitted under this criterion should complete the Supplementary Information Form and return it to school before **6 September 2026**. Parents/guardians should be aware that the tests are comprehensive and searching and demand for places through this category has been high in previous years.

    a. Drama and Music. Up to 8 students will be allocated places in this category (4 for drama and 4 for

music). Specific tests will be available for both disciplines and will rigorously test the child's aptitude. Candidates will be ranked in score order for both drama and music and places in this category allocated in accordance with this policy. Applicants will be informed of their place in the ranked list of applications under this criterion by 20 October 2026.

b. Sport. Up to 16 students will be allocated places in this category. The tests will measure accuracy; agility; balance; endurance; hand/eye coordination; strength/power; and spatial awareness. Applicants will undertake the tests as part of a small group which will move around the sequence of activities and the whole test will take about 2½ hours. Candidates will be ranked in score order and places in this category allocated in accordance with this policy. Applicants will be informed of their place in the ranked list of applications under this criterion by 20 October 2026.

SUPPLEMENTARY INFORMATION FORM 2027-28

YEAR 7 SECONDARY TRANSFER NEW INTAKE APPLICATIONS

If you are expressing a preference for a place for your child at St Peter's Catholic High School & Sixth Form Centre, Gloucester and wish to apply under criteria 1 to 3 or 5 to 9 of the admissions policy, you should complete this Supplementary Information Form.

- The completed Supplementary Information Form, together with any supporting documentation (see Notes below), should be **returned to the school office (see above email and postal addresses)**
- It should be returned by the closing date of 31 October 2026 to be considered in the first round of allocations or by 6 September 2026 if applying under category 7.
- If you are applying to more than one Catholic school, you will need to complete a separate Supplementary Information Form for each school.
- If you do not provide the information required in this form and **return it to the school**, **with any supporting documentation**, by the closing date, your child may not be placed in the appropriate category, and this is likely to affect your child's chance of being offered a place.
- Remember – you **must** also complete the Common Application Form of your child's home Local Authority, in addition to this form.

Name of child: Address of child: _____

_____

_____

_____

Parent/Carer Name: _____

Please read the school's admission policy, noting in particular the faith-based criteria and the Children of Staff criterion, and read your Local Authority admissions guide booklet, before completing this form.

NOTE: When completing the Local Authority Common Application Form, it is important that you provide details of any siblings (brothers or sisters) who will be attending the school at the proposed time of admission. If this information is not provided the admission authority of the school may not be able to place the application within the correct criterion.

CRITERIA CATEGORY

Status of child: please indicate by placing a tick in the appropriate box below – please note that a tick should be indicated in only a single box.

Criteria	Tick Box	Evidence Required
1. Child is Catholic (Categories 1 to 3)	☐	See Note 1 below
2. Child is a Catechumen (Category 5)	☐	See Note 2 below
3. Child's parent is a member of the school's staff. (Category 6)	☐	State the full name of the parent: …… See Note 3 below:
4. Child is a Member of other Christian denomination (Category 8)	☐	See Note 4 below
5. Child is a Member of other faith (Category 9)	☐	See Note 4 below
6. Child with a proven aptitude in: - Drama - Music - Sport (Category 7)	☐ ☐ ☐	See Note 5 below.

For criteria categories 1 to 3 and 5, state the Catholic Parish in which your child lives (state the name of the parish and its location)

……

Declaration

I confirm that I have read the Admissions Policy of the school and that the information I have provided is correct. I understand that I must notify the school immediately if there is any change to these details and that, should any information I have given prove to be inaccurate, the governing body may withdraw any offer of a place even if the child has already started school. I understand that I must also complete the Common Application Form of my home Local Authority.

Signed…….. Date……

Notes

1. Evidence of Catholic Baptism (or Reception)

If application is being made for a place at the school for a Catholic child evidence of Catholic baptism or reception into the Church is required. A certificate of baptism or certificate of reception into the full communion of the Catholic Church should be provided at the same time as this form is returned to the school.

The Admission Authority may request additional supporting evidence if the written documents that are provided do not clarify the fact that the child was baptised or received into the Catholic Church, e.g., where the name and address of the Church is not on the certificate or where the name of the Church does not state whether it is a Catholic Church or not. Those who have difficulty obtaining written evidence of baptism or reception into the Church should contact their Parish Priest.

2. Evidence for Catechumens

If application is being made for a place at the school for catechumen evidence of their being a member of the catechumenate of a Catholic Church will be required. A certificate of reception into the order of catechumens should be provided at the same time as this form is returned to the school.

3. Evidence for Children of School Staff

If application is being made for a place at the school for a child with a parent who has been a member of the school's staff for two or more years at the time of application, or who was recruited to fill a vacant post for which there is a demonstrable skills shortage. This does not include staff who work on the school site for other employers. You must provide the full name of the parent who works for the school in box 3 of the 'Criteria Category' section above.

4. Evidence for Other Christian Denominations and Other Faiths

If application is being made for a place at the school as a member of another Christian denomination or another faith, a letter confirming membership of that Christian denomination or faith, and signed by the appropriate minister of religion or faith leader, will be required. The letter should be provided at the same time as this form is returned to the school.

5. Evidence for Proven Aptitude in Drama, Music or Sport.

If application is being made for a place at the school because the child has a proven aptitude in Drama, Music or Sport, the child will be required undertake specific tests that will be arranged by the school. Applicants applying under this category must submit this form to the school **by 6 September 2026**.

Checklist:

Have you?

- Enclosed a copy of baptism or certificate of reception into the Catholic Church (where applicable).
- Stated the name of the parent who works for the school in in box 3 of the 'Criteria Category' section above (where applicable).
- Enclosed a letter confirming membership of a Christian denomination or other faith (where applicable).
- **Completed and returned your local authority's Common Application Form?**

GDPR

In compliance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018, we wish to ensure that you are aware of the purpose for which we collect and process the data we have asked you to provide on this form.

1. We are
   St Peter's High School

   Being a Catholic education provider, we work closely with the School's Diocesan Authority, the School's Trustees, the Local Authority, the Catholic Education Service and the Department for Education, and may share the information you provide on this application form if we consider it is necessary in order to fulfil our functions.
2. The person responsible for data protection within our organisation is Mrs J Franklin and you can contact her with questions relating to our handling of the data. You can contact her by email. JFranklin@sphs.uk.com
3. We require the information we have requested for reasons relating to our functions as the admission authority of the School.
4. It is necessary for us to process personal data for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6(1)(e) of the GDPR).
5. To the extent that you have shared any special categories of data this will not be shared with any third parties except as detailed in paragraph 2 above, unless a legal obligation should arise.
6. It is necessary for us to process special category data for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6(1)(e) of the GDPR). Additionally, processing is necessary for reasons of substantial public interest on the basis of Union or Member State law which is proportionate to the aim pursued and which contains appropriate safeguards (Article 9(2)(g) of the GDPR).
7. If the application is successful, the information you have provided on this form will be migrated to the School's enrolment system, and the data will be retained and processed on the basis of the School's fair processing notice and data protection policies which apply to that data.
8. If the application is unsuccessful, the application form and any documents submitted in support of the application will be destroyed after a period of 12 months. The school may keep a simple record of all applications and their outcome as part of their permanent archives in accordance with the School's data retention policy.
9. To read about your individual rights you can refer to the School's fair processing notice and data protection policies.
10. If you wish to complain about how we have collected and processed the information you have provided on this form, you can make a complaint to our organisation by following the link to find our Complaints Policy. https://www.stpetershighschool.org.uk/docs/2021-2022_Policy_updates/Complaints_Policy_2021.pdf If you are unhappy with how your complaint has been handled, you can contact the Information Commissioner's Office via their website at: ico.org.uk.

IN-YEAR APPLICATION FORM			
PLEASE NOTE: *There is a different procedure for children with an Education, Health and Care Plan (EHCP). If your child has an EHCP, please do* ***not*** *complete this form but contact the Special Educational Needs Team of the Local Authority to apply for a place.*			
CHILD DETAILS:			
Full Name of Child	Surname:	Forename(s)	
Date of birth:	__ __ /__ __/ __ __	Year Group:	Gender:
Home address (*this must be the address where your child is normally resident. Evidence of address may be required*). If you're moving to a new house, you must provide independent confirmation of the new address e.g. a solicitor's letter confirming exchange of contracts and a completion date or a copy of a rental agreement. Postcode:			

When would you like this child to be admitted?	__ __ / / __ ____
Is this child in the Care of a Local Authority or was this Child in Care until being adopted, made the subject of a child arrangements order or made the subject of a special guardianship order? See **Definition** below. Yes / No *(delete as applicable)*	If Yes, please give details, including who the school can contact for confirmation e.g. name of Local Authority, name of Social Worker.
Was this child in state care outside of England and then ceased to be in state care as a result of being adopted? See **Definition** below. Yes / No *(delete as applicable)*	If Yes, has a Local Authority and/or a Virtual School Head had any involvement with this child? Yes / No *(delete as applicable)* If Yes, please give details, including who the school can contact for confirmation e.g., name of Local Authority, name of Virtual School Head.
Is the child a Catholic? Yes / No *(delete as applicable)*	If Yes, you must provide a copy of a certificate of baptism or of reception into the Church. See **Supporting Evidence** below.
Is the child a Catechumen? Yes / No *(delete as applicable)*	If Yes, you must provide a copy of a certificate of reception. See **Supporting Evidence** below.

Does the child have a parent who has been a member of the school's staff for two or more years at the time of application, or who was recruited to fill a vacant post for which there is a demonstrable skills shortage? Yes / No (delete as applicable)	If Yes, please state the full name of the member of staff. ***Please note:*** *this does not include staff who work on the school site for other employers.*
Is the child of another Christian denomination or of another faith? Yes / No (delete as applicable)	If Yes, you must provide a letter confirming membership of that Christian denomination or other faith, and signed by the appropriate minister of religion or faith leader. See **Supporting Evidence** below.
Does this child have a brother or sister attending the school? Yes / No *(delete as applicable)*	If Yes, please give the full name and date of birth.
Has the child been permanently excluded from two or more schools in the last two years? Yes/ No *(delete as applicable)*	If Yes, please give dates.
If you wish, you may give reasons for wishing your child to be admitted to the school:	

APPLICANT DETAILS:			
Your name:		Relationship to the child:	
Your address (*if different to the child's address):* Postcode:			
Daytime telephone number:		Email address:	
Do you have parental responsibility for the child? Yes / No *(delete as applicable)* If No, please explain why you are applying, rather than a person with parental responsibility.			

Supporting Evidence

1. '**Catholic'** means a member of a Church in full communion with the See of Rome. This includes the Eastern Catholic Churches. For someone to be treated as Catholic, written evidence of Catholic baptism or reception into the Church must be provided with your application. This will normally be a certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church. A looked after child living with a family where at least one of the parents is confirmed as being Catholic, will be considered as Catholic.

2. '**Catechumen'** means a member of the catechumenate of a Catholic Church. For someone to be treated as a Catechumen, written evidence must be provided with your application. This will normally be a certificate of reception into the order of catechumens.

3. **'Other Christian Denominations and Other Faiths'.** Child of **another Christian denomination** means children who belong to other churches and ecclesial communities which, acknowledge 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 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.
   A child of **another faith** means children who are members of a religious community that does not fall within the definition of 'another Christian denomination' above and which falls within the definition of a religion for the purposes of charity law. The Charities Act 2011 defines religion to include:

   - A religion which involves belief in more than one God, and
   - A religion which does not involve belief in a God.

   Case law has identified certain characteristics which describe the meaning of religion for the purposes of charity law, which are characterised by a belief in a supreme being and an expression of belief in that supreme being through worship.

   For someone to be treated as a member of another Christian denomination or another faith a letter confirming membership of that Christian denomination or faith, and signed by the appropriate minister of religion or faith leader, will be required.

   For 1, 2 and 3 above, supporting evidence should be provided at the same time as this form is returned to the school.

Definition

A 'looked after child' has the same meaning as in section 22(1) of the Children Act 1989 and means any child who is (a) in the care of a local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g., children with foster parents) at the time of making application to the school.

A 'previously looked after child' is a child who was looked after but ceased to be so because he or she was adopted or became subject to a child arrangements' order or special guardianship

order including those 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.

Where appropriate, the school may request parents/carers to provide evidence to confirm that a child meets this definition.

Admissions Policy
Applicants are advised to read the school's admissions policy, that includes the oversubscription criteria that would be used if there are more applications than places available. The policy is available on the school website and from the school office.

Local Authority
This application and/or details of it may be shared with the Local Authority, as the school is legally required to notify the Local Authority of all applications it receives. Applications for Looked After and Previously Looked After Children may also be shared with any relevant Local Authority and/or Virtual Schools Head, to help determine Looked After or Previously Looked After status.

Declaration

I confirm that the details in this application are accurate.

Signature……Date……

Please return this form, and any supporting evidence if applicable, to the school using the above postal or email address.

GDPR

In compliance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018, we wish to ensure that you are aware of the purpose for which we collect and process the data we have asked you to provide on this form.

1. We are St Peter's High School
2. Being a Catholic education provider, we work closely with the School's Diocesan Authority, the School's Trustees, the Local Authority, the Catholic Education Service and the Department for Education, and may share the information you provide on this application form if we consider it is necessary in order to fulfil our functions.
3. The person responsible for data protection within our organisation is Mrs J Franklin and you can contact her with questions relating to our handling of the data. You can contact her by email. JFranklin@sphs.uk.com
4. We require the information we have requested for reasons relating to our functions as the admission authority of the School.
5. It is necessary for us to process personal data for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6(1)(e) of the GDPR).
6. To the extent that you have shared any special categories of data this will not be shared with any third parties except as detailed in paragraph 2 above, unless a legal obligation should arise.
7. It is necessary for us to process special category data for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6(1)(e) of the GDPR). Additionally, processing is necessary for reasons of substantial public interest on the basis of Union or Member State law which is proportionate to the aim pursued and which contains appropriate safeguards (Article 9(2)(g) of the GDPR).
8. If the application is successful, the information you have provided on this form will be migrated to the School's enrolment system, and the data will be retained and processed on the basis of the School's fair processing notice and data protection policies which apply to that data.
9. If the application is unsuccessful, the application form and any documents submitted in support of the application will be destroyed after a period of 12 months. The school may keep a simple record of all applications and their outcome as part of their permanent archives in accordance with the School's data retention policy.
10. To read about your individual rights you can refer to the School's fair processing notice and data protection policies.
11. If you wish to complain about how we have collected and processed the information you have provided on this form, you can make a complaint to our organisation by following the link to find our Complaints Policy. https://www.stpetershighschool.org.uk/docs/2021-2022_Policy_updates/Complaints_Policy_2021.pdf. If you are unhappy with how your complaint has been handled, you can contact the Information Commissioner's Office via their website at: ico.org.uk.

St Peter's High School & Sixth Form Centre
Stroud Road, Gloucester. GL4 0DD. Tel: 01452-520594

ADMISSIONS PROCEDURES 2027

Information about open days, open evenings and admission arrangements are issued to all year six families by the local authority in September 2026. Information and sources of help for the transfer to Secondary School is available on the local authority website. www.gloucestershire.gov.uk/schooladmissions

Please refer to the school's 2027-28 Admissions Policy for an explanation of the oversubscription criteria.

THESE CATEGORIES BELOW REQUIRE ACTION FROM YOU

Category 1, 2 & 3 *(a copy of either Baptismal Certificate or First Holy Communion Certificate to be given directly to the school).*
Category 5 (*This will normally be a certificate of reception into the order of catechumens)*
Category 7 *(Sport, Drama or Music Aptitude application forms should be returned to the school by 6th September 2026*
Category 8 & 9 *(letter of support from minister of religion [or equivalent] that the child is a member of the denomination/faith in question must be provided directly to the school)*

All applicants must submit a **Common Application Form** to the local authority by the published deadline date – **31st October 2026**. This must be completed on-line unless a paper application is requested. **The local authority will not consider late preference forms, so please ensure that your form has been submitted and acknowledged; see the local authority booklet.**

The local authority will process parents' preferences and the governing body of St Peter's will be given details of those who have indicated a preference for St Peter's. Within a very short timescale, the school governing body must place all applicants in rank order with reference to the published admissions policy (2027). **If the Common Application Form is not submitted, or if St Peter's do not receive evidence as necessary for categories 1-3, 5 and 8-9, the child will be not be placed in his/her correct rank order position and this will jeopardise his/her chance of a place in the school.**

The governing body will submit the names of all applicants to the local authority **in rank order**. The local authority will then implement its coordinated admissions scheme with an indicated admission number of 240 children. No further changes can be made and all information must then remain confidential until the National Offer Day on or after **1st March 2027**, when families of children who have been offered places will receive confirmation from the local authority. The local authority requires parents to respond, indicating that they accept the place and/or that they wish to be reconsidered for a preferred school.

If a place has been secured, but it is not required at any stage, **please notify the school and the local authority without delay.** Any places which are rejected will be offered to other applicants, including late applicants and those whose documents were incomplete at an earlier stage. The rank order will be updated prior to any such places being offered.

Parents/guardians of children who fail to gain a place have a legal right of formal appeal. An independent appeal panel is convened. Please refer to the Admissions Policy for details.

Useful Contacts:

St. Peter's High School: Mgr K Obbeng, Chair of Governors
Mr D Leiblich, Headteacher
Mr W Spanjers, Senior Vice-Principal
Mr M McDermott, Head of KS3/Transition
Mr D Slater, Admissions Officer

Shire Hall: Secondary Admissions Team
Tel. 01452 425407 Email: school.admissions@gloucestershire.gov.uk

ADMISSIONS STATISTICS BREAKDOWN

	Sept 2017	***Sept 2018***	***Sept 2019***	***Sept 2020***	***Sept 2021***	***Sept 2022***	***Sept 2023***	***Sept 2024***	***Sept 2025***	***Sept 2026***
Sept Ranked Applications	801	727	768	652	610	596	713	743	741	743
Indicated admission number	235	235	235	235	235	235	235	235	235	240
Number allocated on National Allocation Day	235*	235	235	235	235	235	235	235	235	240
Number withdrawn since allocation day and up to appeals	8	9	7	3	6	7	9	4	2	4
Number successful at Reconsideration Stage and prior to appeals (from ranked waiting list)	0	9	7	3	6	7	9	4	2	4
Successful formal appeals	9	5	9	6	4	3	4	2	3	4
Adjustment since appeals including late withdrawals and late applications	0	-4	-3	-2	-4	-2	-4	-2	0	0
Number expected in September	256	236	241	239	235	236	235	235	238	244

*On National Allocation Day it came to light that an error had been made by the school where 26 siblings had been incorrectly ranked and as a result had not been offered places. The school governors felt that these 26 siblings should be offered places and the LA was informed. Subsequently we were then advised by the LA that 6 of these siblings had declined the places offered – making a total of 255 students.