

ARCHDIOCESE



OF LIVERPOOL

ARCHDIOCESAN  
EDUCATION  
DEPARTMENT

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**For the Attention of the Headteacher**

Dear Colleague

**Consultation on Admissions Policies for September 2020**

The consultation on changes to school admission policies for September 2020 is now underway and will be open until 25 January 2019.

To support the process and to ensure that we meet the requirements for consultation as set out under the Admissions Code please by undertake the following actions:

1. Post a copy of the proposed policy for 2020 (issued last week under separate cover) on your school website along with the supplementary faith form that parents need to complete;
2. Add to your website the document enclosed with this letter entitled: 'Consultation on Proposed Changes to School Admissions Policies from September 2020' along with a link to the consultations page on the Archdiocese website <http://www.liverpoolcatholic.org.uk/schools/Admissions-Consultations;>
3. State on the website that any comments on the proposals should be sent to the Chair of Governors, at the school address, and to the Archdiocese of Liverpool;
4. Issue a copy of the attached 'Letter to Parents' to all families with children attending your school;
5. Place a copy of the attached notice in a public area of the school;
6. Make arrangements for information to made available in your school and parish newsletters, taking reasonable efforts to advise families with children presently below school age, and
7. Send a copy of 'Consultation on Proposed Changes to School Admissions Policies from September 2020' to any other persons or body who, in the opinion of the Governing Body, have an interest in the proposed alterations.

You may also be asked by parents or other interested parties to provide a hard copy of the proposed policy if they cannot access the information on line or would prefer a paper copy.

It is strongly suggested that schools keep a copy of what is issued to parents in case this evidence be required at some point in the future.

I will share with each school any response received by the Archdiocese in relation to their school policy. Once the consultation period has closed I will write again to you to advise you of the required next steps.

If you have any questions arising from this letter or the associated process then please do not hesitate to contact me.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Chris Williams', written in a cursive style.

Chris Williams  
Deputy Director of Education