



## **PROCEDURE TO FOLLOW**

### **WHEN APPLYING FOR YEAR 7 (SEPTEMBER INTAKE)**

**AT**

### **BISHOP RAWSTORNE CHURCH OF ENGLAND ACADEMY**

1. Every child in Year 6 will receive a booklet from Lancashire County Council, via their primary school. Within that booklet is a form which must be completed and returned to the child's primary school. Alternatively, this form can be completed on-line via the Education Authority's website.
2. Supplementary Admission Form – this form is obtainable from Bishop Rawstorne Church of England Academy, it is essential that you obtain this form, complete and return it to the school by the due date.

Should your application fall within the tie-breaker section, it is information on the Supplementary Admissions form that is taken into consideration.