

ADDITIONAL INFORMATION
2024 - 25

"It's not enough to love young people, they must know that they are loved." Don Bosco





Thornleigh

Salesian College

Governing Body (September 2024)

The term of office for all Governors is normally four years from the Autumn meeting of their appointment.

Foundation Governors

Mrs Sandra Mackay
Mrs Anne-Marie Parkinson
Fr Michael Winstanley SDB
Fr Tony Fernandes
Fr Dermot Heakin
Mr Brian Broughton
Professor John Lydon
Dr Christopher Houghton
Mr Andrew Hulme
Prof Jerome Carson

Appointed by the Salesian Trustees

2022 - 2026
2021 - 2025
2021 - 2025
2024 - 2028
2022 - 2026
2023 - 2027
2023 - 2027
2024 - 2028
2024 - 2028
2024 - 2028

Elected Staff

Mrs Carolyn Harrison-Scott 2022 - 2026

LA Governor

Mr Mike Ryan 2022 - 2026

Headteacher

Mr Mike Fitzsimons

Elected Parents

Mr Paul Hudson 2022 – 2026
2 x vacancies

Clerk to the Governors

Governance Services

The Chair of Governors can be contacted by writing to them at the School address.

School Terms and Holidays 2025-26

INSET 1	Monday 1 st September 2025
INSET 2	Tuesday 2 nd September 2025
Term begins for students:	Wednesday 3 rd September 2025
Half Term:	Monday 27 th October – Friday 31 st October 2025
INSET 3	Monday 1 st December 2025
Term ends:	Friday 19 th December 2025
Term begins:	Monday 5 th January 2026
Half Term:	Monday 16 th February – Friday 20 th February 2026
Term ends:	Thursday 2 nd April 2026
Term begins:	Monday 20 th April 2026
Bank Holiday:	Monday 4 th May 2026
Half Term:	Monday 25 th May (Bank holiday) – Friday 29 th May 2026
Term ends:	Friday 17 th July 2026

Two further INSET days will be used as Twilight sessions throughout the year.

UNIFORM LIST 2024-2025

All students attending Thornleigh Salesian College are expected to wear full school uniform. A high standard of personal appearance is an asset to each student and the school seeks parental support in the maintenance of such an appearance. We expect students to represent Thornleigh Salesian College with pride.

Items marked * must be obtained from the outfitters. Other items can be purchased where you will. Further information regarding acceptable shoes for school can be found [here](#). If you are in any doubt please contact the school before purchasing new school shoes.

REQUIRED ITEMS OF GIRLS' UNIFORM

- Plain black formal school shoes (These must be below the ankle with a maximum heel of 3cm/1inch, no boots or shoe boots, no trainers, leisure shoes or canvas pumps. Nike/Adidas/Vans/Converse shoes are not permitted)
- Brown school skirt (special dye): top of the knee length to allow for growth during the year and/or brown trousers (available only from school outfitters)*
- Pale blue blouse (shirt-style, top button must be fastened)
- Clip-on school tie*
- White knee socks or black/brown tights. Black tights must be a minimum of 60 denier
- School blazer*

OPTIONAL ITEMS OF GIRLS' UNIFORM

- Outdoor coats (including anoraks and rain coats) must be plain black. The school PE rain jacket may also be worn as an outdoor coat. Hooded/Zip-Up Hooded jumpers (including the school version) and tracksuit jackets are not permitted as an outdoor coat.
- Brown school pullover (special dye)*
- School scarf - no other scarf may be worn*

GIRLS' REQUIRED ITEMS FOR PE and SCHOOL SPORT

- School branded white aertex school polo shirt*
- School branded black school skirt*
- School purple & black coloured long socks*
- Appropriate training shoes (these should be running trainers/astro turf shoes - no pumps or leisure shoes)
- Shin guards

GIRLS' OPTIONAL ITEMS OF PE KIT

- School branded purple & black rain jacket*
- School branded PE leggings*
- School branded plain black tracksuit bottoms (no logos/stripes etc.)
- School branded sweatshirt*

REQUIRED ITEMS OF BOYS' UNIFORM

- Plain black formal school shoes (These must be below the ankle—no boots or shoe boots, no trainers, leisure shoes or canvas pumps. Nike/Adidas/Vans/Converse shoes are not permitted)
- Dark-coloured socks
- Black trousers (standard fitting - no skinny fit, cords, denims or canvas trousers allowed)
- Plain white shirt (not patterned – top button must be fastened)
- School blazer*
- Clip-on school tie*

OPTIONAL ITEMS OF BOYS UNIFORM

- Outdoor coats (including anoraks and rain coats) must be plain black. The school PE rain jacket may also be worn as an outdoor coat. Hooded/Zip-Up Hooded jumpers (including the school version) and tracksuit jackets are not permitted as an outdoor coat.
- Brown school pullover (special dye)*
- School scarf - no other scarf may be worn*

BOYS REQUIRED ITEMS FOR PE and SCHOOL SPORT

- School branded purple shirt*
- School branded black shorts*
- School purple & black long socks*
- Appropriate training shoes - (these should be running trainers/astro turf shoes - no pumps or leisure shoes)
- Football boots with long metal, plastic moulded or rubber studs (required for grass pitches)
- Shin guards
- Gum shield

BOYS OPTIONAL ITEMS OF PE KIT

- White t-shirt with Thornleigh logo*
- School branded purple & black rain jacket*
- School branded plain black tracksuit bottoms (no logos/stripes etc.)
- School branded zip-up mid-layer*
- Purple or black base-layer

UNIFORM AND APPEARANCE

Fashions change so frequently that it is not possible to cater for every possibility in print. SLT, therefore, reserves the right to decide what is and what is not allowed, both in uniform and general appearance, in cases not catered for by specific rules. *It would be advisable, when in doubt, for parents to contact the school before spending money on styles/items that might not be allowed.*

No jewellery except watches may be worn by boys or girls. For safety reasons, NO PIERCINGS are to be worn in school. Tattoos, body piercings and jewelled teeth are not allowed. Students will be required to remove jewellery and hand it over to a Year Leader if they arrive at school wearing any.

No nail varnish, false nails, false eye-lashes, false tan or make-up may be used at school. Fingernails must be short, neat and clean. Students will be required to remove makeup, nail varnish, false nails and eyelashes if they arrive at school wearing any.

Hair must be one natural colour and a consistent length. Hair should be no shorter than a number-3 at the back and sides. Skin-fades are not permitted. Undercuts are not permitted. Lines or 'V' cuts should not be shaved into hair styles. Senior boys must be clean-shaven. SLT reserves the right to make a judgement about what represents an extreme haircut. Students will not be allowed to access classes in the event of these rules being broken.

A hard wearing school bag is required for books/homework, as well as for basic equipment such as pens/biro, pencil, ruler, calculator, rubber, highlighters and coloured pencils. A reading book is required each day. This basic equipment MUST be brought to school each day along with any necessary books, kit or equipment. NOTE - Parents are requested to maintain a close check on the condition of their child's text and exercise books. We ask students to pay for lost or damaged items.

Students will also be issued with a coloured lanyard which must be worn each day. We advise students to place their lanyard and school tie in their inside blazer pocket at the end of each school day so they do not forget it.

Admissions Policy

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 (BRIGHTMET)
- 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 children looked after or previously children looked after *[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 children looked after or previously children looked after *[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 child looked after 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 child looked after 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 children looked after 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 (i) 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 children looked after or previously children looked after
 - 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 children looked after or previously children looked after *[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 children looked after
- (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 child looked after (CLA) 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 child looked after 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 31st October using the oversubscription criteria defined above.

Late Applications

If an application is received after the deadline (31st March), this will be considered late. Late applications will be considered after the allocation of places and notified after the main allocation date (30th 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.

Data Table

	2019	2023	2024
Progress 8	0.11	-0.07	Released late 2024
Attainment 8	49.6	47.4	44.7
Basics (English and Maths) 4+	73%	67.80%	63.70%
Basics (English and Maths) 5+	48%	40.40%	44.60%

	2019	2023	2024
A Level APS per entry	32.8	35.04	33.2
A Level grade per entry	C+	B-	C+
Vocational APS per entry	29.3	26.4	27.3
Vocational grade per entry	Merit+	Merit=	Merit+

Inclusion Team Information

Our Work, Our Calling

The Inclusion Team is an integral part of the school's Care, Guidance, and Support area, working with students who have additional needs and SEND. By reducing barriers to success in the classroom, the team helps these students access school more fully, ensuring they feel valued, loved, and cherished as part of our school community.

By additional needs we mean any student who struggles with the following areas:

- Concentration
- Organisational Skills
- Speech & Language
- Basic Literacy
- Physical medical or sensory needs
- Basic Numeracy
- English as an Additional Language
- Social & Emotional Skills

This includes those students who have been formally identified as having ASC, ADHD, Dyslexic Tendencies and/or any other specific learning difficulties.

By SEND we mean those students who have significant learning difficulties or an Education Health Care (EHC) plan. An EHC plan will be for students and young people who have a Special Education Need that cannot be met by support that is usually available in a school or college.

What we do...

If your son or daughter experiences significant difficulties in their learning or in coping with school life in general, the Inclusion Team can:

- Support teachers planning for learning through the use of Higher Level Teaching Assistants.
- Provide specialist advice to their classroom teachers - where necessary, through a Personalised Support Strategy.
- Provide interventions focused on boosting their reading, spelling, language, numeracy and social skills.
- Deliver mentoring sessions to help them cope better with social-emotional pressures.
- Where appropriate, place *in-class support staff* in the classroom to provide them with extra help during more difficult subjects.
- Where appropriate, provide them with a *Key Worker* - a named member of staff they can meet with each week for help on homework, organising their diary etc.
- Listen to, and respond to, parental concerns regarding learning needs.
- Undertake specialist assessments and classroom observations to identify gaps in their learning - and, where possible, identify specific learning difficulties providing feedback to parents.
- Refer them for further assessment and support from Local Authority services, NHS services and community support groups.
- Provide advice, guidance, support and signposting for parents to additional services and external agencies.

Who to contact

The Director of Inclusion is Mr C Tye, the SENCo is Mrs Anthony and the Assistant SENCo is Mrs L Pickup, who can be contacted on 01204 301351 or by email: ctye@thornleigh.bolton.sch.uk or vanthony@thornleigh.bolton.sch.uk or lpickup@thornleigh.bolton.sch.uk

Please visit the school website www.thornleigh.bolton.sch.uk for the full SEND policy.

Keeping Children Safe in Education

INTRODUCTION

Thornleigh Salesian College will strive to ensure that all students remain safe and free from harm, and the school is committed to playing a full and active part in the multi-agency approach to child protection concerns. Additionally, the school has a legal duty to safeguard and promote the welfare of children, and to have a child protection policy and procedures in place, which should be shared with parents, to address concerns about the safety and protection of children.

Through their day to day contact with students, and direct work with families, staff who work in schools have a crucial role to play in noticing indicators of possible abuse or neglect and attend annual safeguarding training in this area. Parents/Carers should be aware therefore, that where it appears to a member of staff that a child may have been injured or at risk of harm the school is required, as part of the local child protection procedures, to report their concern to Children's Social Care immediately. To avoid any misunderstandings therefore, parents of children who sustain accidental injuries which result in cuts/bruises/fractures should inform the school **without delay**.

Principles

Children have a right to be safe.

Parents/Carers have a right to be informed.

Children are best protected when parents and school can work together.

Partnership

School will inform Parents/Carers of any partnership and safeguarding concerns about their children and subsequent next steps (providing it does not compromise the child's safety) and will help and support them as necessary.

Prevention

School will take a child centred and coordinated approach to safeguarding.

Responding to Concerns

- School will refer all allegations or concerns that a child has been, or is likely to be, abused or neglected to the Integrated Front Door (IFD) within the Children's Services Department.
- School will consult with other agencies when it has concerns that a child may have been abused or neglected.
- School will discuss with parents/carers any concerns they have about their children.
- Parents/carers will be kept informed about what has happened.

Child on Child Abuse

Physical, sexual and emotional abuse of children by other children will be dealt with through the school's Safeguarding and Child Protection and anti-bullying policy and where appropriate we will seek advice from the Integrated Front Door, Police and Safeguarding in Education Team. Parents/Carers will be kept informed. All concerns about possible sexual abuse will be referred immediately to the Integrated Front Door and Police.

Child Protection Strategy Meetings and Conferences

Members of school staff will attend strategy meetings and conferences when required and will provide information about children and families. This information will be shared with Parents/Carers beforehand if possible. School will keep confidential child protection records separately from a student's academic and other school records.

Confidentiality

Information from any source, including parents, about possible child abuse cannot be kept confidential.

Information and records about children who are the subject of a Child Protection Plan will be given only to those people who need it, and will be kept strictly confidential by them.

Extremism

Prevent is part of the UK Government's counter - terrorism strategy aimed at preventing people from being drawn into terrorism or extremist ideologies.

At Thornleigh Salesian College we integrate Prevent into our broader safeguarding policies. This means through assemblies, lessons and our pastoral care system, we promote British values such as democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs.

If parents have concerns about the safety or wellbeing of their child, they should contact the Designated Safeguarding and children looked after leads.

Mr Michael Fitzsimons – Acting Headteacher, Designated Safeguard Lead

Miss Nuala McKenna- Deputy Headteacher, Designated Safeguard Lead

Mr Chris Tye - Designated Safeguard Lead

Mrs Charlotte Sharp - Safeguard Lead

Mrs Emily Hamer – Deputy Safeguard Lead

Michelle McKinnon – Children looked after Lead

Signed

Mr Michael Fitzsimons

Headteacher

September 2024



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