

# Standish Lower Ground St Anne's CE Primary School

Wigan Lower Road, Standish Lower Ground, Wigan, WN6 8JP

Head Teacher: Miss L France

Admission Number 2021 30  
Age Range 4-11

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## Oversubscription Criteria

In the event that there are more applicants than places, after admitting all children with a statement of educational need or education health and care plan naming the school, the governing body will allocate places using the criteria below, which are listed in order of priority.

1. Looked children and previously looked after children.

**NOTE:** *Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Applications for previously looked after children must be supported with appropriate evidence ie. A copy of the adoption order, residence order or special guardianship order.*

2. Children with special medical or social circumstances affecting the child where these needs can only be met at this school.

**NOTE:** *Professional supporting evidence from eg a doctor, psychologist, social worker, is essential if admission is to be made under the criterion for special medical or social circumstances, and such evidence must set out the particular reasons why the school in question is the most suitable school and the difficulties which would be caused if the child had to attend another school.*

3. Children who have a sibling attending the school on the date of application and on the date of admission.

*Siblings include step, half, foster, adopted brothers and sisters living at the same address, as part of the same family unit.*

4. Children whose parents live within the ecclesiastical parish of St. Anne's Church, Shevington.

*A map showing the boundaries is available in school.*

5. Children with a parent/guardian worshipping in a church in membership of Churches Together in Britain and Ireland.

*Churched Together in Britain and Ireland is taken on the 1<sup>st</sup> September in the year prior to admission to the school. A list may be obtained from its website. Parental worshipping is normally taken to mean a minimum of monthly attendance at church at public worship for at least six months. The relevant date is 1<sup>st</sup> September 2019/ The Governors will request confirmation of this from the relevant clergy or church officer. Where the family has changed church, the information about all of them will be required.*

## 6. Other Children:

### **Tie-break:**

Where there are more applications for the available places within a category, then the distance between the GIS address point for the school and the home measured in a straight line will be used as the final determining factor, nearer addresses having priority over more distant ones. This address point is a predetermined point generated from the local authority's GIS computer database, which is based on information from an Ordnance Survey to the Front Entrance of the school. Where the cut off point is for addresses within the same building, then the single measure between the address points will apply and the Local Authority's system of a random draw will determine which address(es) receive the offer(s).

### **Late applications for admission**

Applications which are received after the closing date will be considered after all those received on time. The only exception to this is applications for looked after children that are received by 15 February will be included with on time applications.

### **Waiting list**

Where we have more applications than places, the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the admissions criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted.

This waiting list will operate until the end of the autumn term only.

## **Address of pupil**

The address used on the school's admission form must be the correct permanent home address ie the family's main residence. This is where the child and parent or the person who has care of the child or parental responsibility normally lives. If the address changes subsequently, the parents should notify the school. Where the parents live at different addresses, and there is shared parenting, the address used will normally be the one where the child wakes up for the majority of Monday to Friday mornings. If there is any doubt about this, then the address of the Child Benefit recipient will be used. Parents may be asked to show evidence of the claim that is being made for the address, e.g. identity cards of various sorts showing the child's address as the one claimed. Where there is dispute about the correct address to use, the governors reserve the right to make enquiries of any relevant third parties, e.g. the child's GP, Council Tax Office, Electoral Registration Officer, utilities provider. For children of UK Service personnel and other Crown Servants returning to the area proof of the posting is all that is required.

## **Non-routine admissions**

It sometimes happens that a child needs to change school other than at the "normal" time; such admissions are known as non-routine admissions. Parents wishing their child to attend this school should arrange to visit the school before requesting a place. Parents must complete a Local Authority application form and school supplementary form. If there is a place in the appropriate class, then the governors will arrange for the admission to take place. If there is no place, then the admissions committee will consider the application and information about how to appeal against the refusal will be provided. Appeals for children moving into the area will not be considered until there is evidence of a permanent address, e.g. exchange of contracts or tenancy agreement with rent book.

Please note that you cannot re-appeal for a place at a school within the same school year unless there has been relevant, significant and material change in the family circumstances.

## **Appeals**

Where the governors are unable to offer a place because the school is over subscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. **Parents should notify the clerk to the governors at the school by 20<sup>th</sup> May.**

Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days' notice of the place and time of the hearing.

If your child was refused a place in Reception or Key Stage 1 because of Government limits on Infant class sizes, the grounds on which your appeal could be successful are limited. You would have to show that the decision was one which in the circumstances no reasonable governing would have made, or that your child

would have been offered a place if the governors' admissions arrangements had been properly implemented.

Please note that this right of appeal against the governors' decision does not prevent you from making an appeal in respect of any other school.

### **Fraudulent applications**

Where the governing body discovers that a child has been awarded a place as the result of an intentionally misleading application from a parent (for example a false claim to residence in the catchment area or of involvement in a place of worship) which effectively denies a place to a child with a stronger claim, then the governing body is required to withdraw the offer of the place. The application will be considered afresh and a right of appeal offered if a place is refused.

### **Deferred admission**

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, the place will be held open and not offered to another child. Parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

### **Part time attendance**

Parents can request that their child attends part time until the child reaches compulsory school age.

### **Nursery Classes**

The admission criteria for schools are different than those for nurseries. Attendance at the nursery or a co-located Children's Centre does not guarantee admission to the school. Parents must submit an application for a place in Reception class by the closing date.

### **Twins:**

If we offer the last place available to one of twins (or triplets and so on) we will admit the other twin or triplet too.