

Children and Young People's Services
Progress House
Westwood Park Drive
Wigan
WN3 4HH

Dear Parent or Guardian

This booklet tells you about the arrangements for transferring children to secondary school for the school year beginning in September 2009. This is an important time for parents and children and we want to help as much as we can.

This booklet contains a lot of information which I hope will help you make your application, and whenever possible, avoid disappointment. It is important you take the time to read **all** the information carefully before you apply, even if you have already decided which schools you prefer.

We will try to give you your preferred school, but schools have a limited number of places. If we receive more applications than places, we use our admission criteria to decide who will get a place. The admission numbers and admission criteria for Wigan schools are given in this booklet.

Our website at www.wigan.gov.uk has a link to school admissions and other useful sites. You can use this site to apply for a secondary school place on-line. There are more details about this in the booklet.

Each school also produces its own prospectus which contains a lot of information about that school. It is useful to visit schools before you apply, and most schools will be holding open days or evenings in September or October 2008. If you cannot go to these or want any information about individual schools, please contact the headteacher at that school, who will be pleased to help.

Our School Places Team can help you with any questions you have about school admissions. You can contact the team on 01942 486037, 01942 486038 or 01942 486039.

Finally, please make sure you make your on-line application or fill in and return the application form by the closing date on 24 October 2008. If you do not apply on time, you are less likely to get a place at the school you want.

Yours faithfully



Nick Hudson
Director of Children and Young People's Services

Wigan Admission Forum

Dear Parents

Wigan Admission Forum

The current Wigan Admission Forum has been in existence since September 2007. The membership of the Forum includes Local Authority representatives, Headteachers/Schools, Diocesan Board representatives, Parent Governor representatives and representatives of the local community.


One of the key roles of an Admission Forum is to ensure the admission arrangements in place for all schools within the area the Forum serves are lawful and comply with regulations.

The Wigan Admission Forum can confirm that it is satisfied that the admission arrangements in place for Wigan secondary schools for the 2009 intake and that these arrangements comply with the mandatory provisions on the Admissions Code 2007.

For secondary school admissions 2008 the all preferences system of considering and allocating places was introduced nationally. The equal preference system ensures that if you miss out at your first preference school you still have a fair chance of being offered a place at your second or third preference schools. There is more information about the equal preference system detail on page 7 of this booklet.

We would like to take this opportunity of encouraging parents to state three preferences of school on their application form to maximise their chances of gaining a place at one of their preferred schools. For those parents applying for places at Wigan schools in 2007/8, 97% were offered a place at one of their preferred schools.

Yours sincerely



Mr Tom Frost
Chair of Wigan Admission Forum



Contents

	Page
Where to get help	1
On-line application service	2
Applying for a place at a secondary school	3
How to apply	
Important information about how we decide which school to offer your child	
Important questions answered	
Admission appeals	13
General information	16
School meals	
School uniform	
School transport	
Travelling expenses	
Transfer between schools	
Community and voluntary controlled schools	18
Foundation high schools	38
Church of England high schools	40
Catholic high schools	49