

# **Applying for a place at Primary School 2013/14**

Information for parents/carers

**Why not apply online –  
see page 4**

If your child is due to start reception class in September 2013 you need to apply for a school place by the closing date of **15 January 2013**

**You need to apply even if you have registered your child's name at a school, your child attends a school nursery and/or your child has a brother or sister already attending primary school.**

Please read this booklet very carefully because it:

- explains how we decide which school to offer your child; and
- gives information to help you decide if you are likely to get a place at a particular school.

We can give you this information in other formats (such as in large print) and languages if you ask.

The information in this booklet was correct at the time it was printed. If there are any changes, we will put a notice on our website at [www.wigan.gov.uk](http://www.wigan.gov.uk) and take appropriate steps to let you know.

If you need any help with your application please contact:

Wigan Council  
People Directorate  
School Organisation Team  
Progress House  
Westwood Park Drive  
Wigan  
WN3 4HH

Phone: 01942 486040/ 486037/ 486039  
Email: [schoolplaces@wigan.gov.uk](mailto:schoolplaces@wigan.gov.uk)

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## Why not apply online?

**Apply online for your child's primary school place because:**

- It is quick, safe and secure.
- We will confirm we have received your application.
- You can change your application at any time up until the closing date for applications (**15 January 2013**).
- There are clear, simple instructions to guide you through making your application.
- The service is available 24 hours a day, seven days a week during the application period – no later than November 2012 to **15 January 2013**
- You will receive your result by email and be able to view this online from 16 April 2013.

**What will I need to apply online?**

- A computer with internet access.
- An email account.

**Where can I access the website to apply online?**

- At home.
- At an internet café.
- At a library – we recommend that you book this service beforehand.

To access the online application service you can go to our website at [www.wigan.gov.uk](http://www.wigan.gov.uk) and follow the links.

**If you need any help or guidance using the online service, please see the frequently asked questions page on the Wigan Council website or contact us:**

- by phone on 01942 486030, 8.45am to 5pm Monday to Friday; or
- by e-mail at [schoolplaces@wigan.gov.uk](mailto:schoolplaces@wigan.gov.uk).

# Part 1 – Applying for a primary school place

## Timetable

If your child was born between 1 September 2008 and 31 August 2009, he or she will start reception class at the start of the new school year in September 2013. The timetable for the application process is as follows.

|                                   |   |
|-----------------------------------|---|
| <b>November 2012</b>              | Admissions packs circulated.<br>Online application service opens. |
| <b>15 January 2013</b>            | Closing date for applications.                                    |
| <b>January 2013 to April 2013</b> | Applications processed.   |
| <b>16 April 2013</b>              | Offers go out by email and letter.                                |
| <b>By 30 April 2013</b>           | Acceptance slips to be returned.                                  |
| <b>15 May 2013</b>                | Closing date for appeals.   |
| <b>June/July 2013</b>             | Appeals heard.  |
| <b>September 2013</b>             | Admission to school.  |

## How to apply

In Wigan, the School Organisation Team at People Directorate: Children, Adults and Families deal with admissions to schools. We will be pleased to help if you have any questions or need extra information.

You can contact us as follows.

Address: Wigan Council  
People Directorate: Children, Adults and Families  
School Organisation Team  
Progress House  
Westwood Park Drive  
Wigan  
WN3 4HH

Phone: 01942 486037, 01942 486040, 01942 486107 or 01942 486039

E-mail: [schoolplaces@wigan.gov.uk](mailto:schoolplaces@wigan.gov.uk)

[www.wigan.gov.uk](http://www.wigan.gov.uk).

## 1. Registering an interest

Parents can register an interest at any local primary school. This needs to be done by November of the year before your child is due to start school.

Registering an interest provides schools with information about who to send an application pack to. **This is not an application for a school place.**

## 2. Application information

In November 2012 the primary school where you have registered an interest will provide you with an application pack containing:

1. The Wigan Council primary school application form.
2. A copy of this booklet.

### Children going to nursery classes

It is important to remember that if your child goes to a nursery class attached to a school **they do not have an automatic right to a place in a reception class at that school.**

**The admission criteria for schools are different from those for nurseries.**

You must submit an application for a place by the closing date. This will be considered according to the school's admission criteria.

## 3. Completing your application

Part 4 of this booklet provides information on the types of primary schools in Wigan and the admission arrangements for each school.

To be considered for your preferred primary schools, you must **apply online** or fill in the **Wigan Council primary school application form**.

**The closing date for applications is 15 January 2013.**

The Wigan Council primary school application form and the online application service allow you to give three preferences of school in order of priority. You will only be considered for schools you name as a preference.

When you give preferences, it is important to make a realistic assessment of your child's chances of gaining a place. The information in this booklet will help you to do this. If you need more advice, please contact the School Organisation Team.

You should give three preferences. If you do not:

- it does not increase your chance of gaining a place at your first preference school; and
- we do not know which other schools you are interested in.

If we cannot offer your first preference school, we can only offer the nearest school to your child's home with a spare place. You may miss out on a place at another school you prefer.

Repeating the name of one school three times on your application does not improve your chances of a place.

## **Preferences for voluntary-aided (church) schools and supplementary information forms**

### **Catholic primary schools**

#### **Wigan residents**

If you live in Wigan and any of the schools you want your child to go to is a Wigan voluntary-aided Catholic primary school the governors will need extra information so that they can consider your application against their faith criteria. If you do not give this information your child may be refused a place.

If you apply online you need to complete a supplementary information form and send it to the school by the closing date **15 January 2013**. You can complete a supplementary form online at [www.wigan.gov.uk](http://www.wigan.gov.uk) or get a copy:

- from the school;
- by calling 01942 486040; or
- by downloading one from our website

If you apply using the Wigan Council primary school application form please complete the relevant section of the form. We will pass on the information to the schools' governors.

Some Catholic schools ask you to show proof of baptism. The school will ask to see this if your child is offered a place. Please do not send any proofs of baptism to the Local Authority.

If any of the schools you want is a Catholic school in another local authority please contact the school to find out if they use a supplementary information form.

#### **Other Local Authority residents**

If you live in another Local Authority and any of the schools you want to go to is a Wigan voluntary-aided Catholic primary school we strongly advise you to fill in the school's own supplementary information form and return it to the school. You can get a copy from our website or from the school.

### **Other voluntary aided primary schools**

If any of the schools you want your child to go to is a voluntary-aided (church) school other than a Wigan Catholic primary school, we **strongly advise** you to fill in the school's own supplementary information form **as well as your online application or the Wigan Council primary school application form**. If you do not fill in the school's own supplementary information form, the school will not have all the information they need to consider your application against their faith criteria and your child may be refused a place.

You can get a copy of the supplementary information form:

- from the school;
- by calling the School Organisation Team on 01942 486040; or
- by downloading one from our website.

## Primary schools in other local authorities

You can apply for schools in any local authority. Other local authorities produce their own admission booklets with details of their schools, and will be pleased to send you a copy. There is a list of our neighbouring local authorities, with contact phone numbers, in part 3 of this booklet.

If your child lives in Wigan and you want to apply for a place at a school in another local authority, you can:

- apply online or fill in the Wigan Council primary school application form and put the name of the other local authority school
- submit your online application or return your form to any Wigan school **by the closing date of 15 January 2013.**

Whichever way you apply, we will deal with the other local authority for you.

**Please make sure you also fill in and return to the school any supplementary information form for a voluntary-aided school.**

## Looked-after and previously looked after children

If you are responsible for a looked after or previously looked after child please tell us this on your application. 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 i.e. a copy of the adoption order, residence order or special guardianship order.

## Children with a statement of special educational needs

Children with a statement of special educational needs that names a school will be offered a place without using the admission criteria. This applies to all types of school.

**It is important that you still apply for a mainstream school even if a place at a special school is being considered for your child. This is so you have a better chance of getting a place at the mainstream school you prefer if your child does not go to a special school.**

## 4. Submitting your application

### Online applications

You must ensure that you follow the instructions on screen to submit your application. Please note that if you amend your application after submitting you must re-submit it or your preferences will not be recorded.

**You will receive a confirmation email showing your preferences. Please keep this safe until you receive an offer of a school place.**

### Wigan Council primary school application form

You can hand in your form at any Wigan Primary school.

**You will receive a receipt for your application. Please keep this safe until you know the outcome of your application.**

**The closing date for applications is 15 January 2013. We will only consider applications we receive by the closing date as on time applications.**

In 2012 89% of on time applicants were offered a place at their first preference Wigan school. 97% of on time applicants living in Wigan were offered a place at one of their preferences.

### **Changing your mind up to the closing date**

If you change your mind about the names or order of schools you have put on the application form, you must tell the School Organisation Team by letter or email before the closing date on **15 January 2013**.

If you apply online, you can change your preference at any time up to the closing date by amending your application. You must follow the instructions given on the online service to make sure your preferences have been changed. You will receive a confirmation email showing your new preferences. Keep this safe until you receive an offer of a school place.

### **Changing your mind after the closing date**

If you change your mind about the preferences or the order of preferences after the closing date, you must tell the School Organisation Team by letter or e-mail. **However, it is important to note that we will treat this as a late application (see below) and will reduce your chances of being offered a place at the school you want.**

## **4. Offering school places**

Part 2 of this booklet provides important information about how we decide which school to offer your child.

We will write to all on time applicants on **16 April 2013** to tell you the school where we are offering your child a place. We will send the letter by first class post. The letter will include a reply slip to return to the school by **30 April 2013**. If you do not return the slip by this date the place may be withdrawn and offered to another child.

If you have applied online you will also receive an email.

If you are unhappy with the school place offered and want to be considered for new preferences please write to the School Organisation Team or email us at [schoolplaces@wigan.gov.uk](mailto:schoolplaces@wigan.gov.uk) with your new preferences. **This will be classed as a late application (see below).**

## **5. Late applications**

It is important that you apply online or return your application form before the closing date on **15 January 2013**.

We will deal with all on time applications first and at the same time.

**All applications made after the closing date will be classed as late. If your application is late, we will only look at it after we have dealt with the applications we receive on time. This means that you are far less likely to get a place at the school you want.**



**If you apply late, you will not receive an offer until after 16 April 2013**, but we will write to you as soon as we can after this date.

Late applications received after the closing date **15 January 2013** will be processed in two stages as follows:

**Stage 1** Late applications received before 16 April 2013 will be considered at the same time, after all on time applicants have been offered a place

**Stage 2** Late applications received after 16 April 2013 will be considered after those in stage 1.

If we are unable to offer a place at any of your preferences we will offer a place at the nearest school to your home address with an available place. This may not be a school that is near to you because we will offer places first to children whose applications we receive on time. All places at your local primary schools may already have been filled.

If you have not applied for a place by the closing date and need advice please contact the School Organisation Team, who will be happy to help.

## **Delaying entry to primary school**

Legally, your child does not have to start school until the admission date after their 5<sup>th</sup> birthday. The admission dates set by the Government are:

- 31 August;
- 31 December; and
- 31 March.

Parents can request that the date their child is admitted to primary 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 they originally applied.

If you want to defer entry beyond the 2013 academic year we cannot guarantee that there will be a place at the school you want.

## **Part time attendance at primary school**

Parents can request that their child attends part-time until they reach compulsory school age. Requests must be made to the school.

## Part 2 - How places are allocated

We will consider the following things when deciding which school to offer your child a place at:

- The three school preferences you name on the application form
- The admission number for the schools
- The admission criteria for the schools
- The order of priority you have given schools on your application

When we consider on time applications, we will use only the information that is correct on your application form at the closing date for applications.

### **The equal preference system and the priority order of schools on your application**

By law, we must use the equal preference system when considering your application for a school place. The equal preference system makes sure 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. This is why we advise you to give three preferences.

We offer places by doing the following.

- First, we rank all first, second and third preference applications by using the school's admission criteria only. This process means that some second and third preference applications will be ranked higher than some first preference applications.
- We use schools' admission numbers to find out how many children can be offered a place at each school.
- We then offer places to all children whose first preference we can meet, and remove their second and third preferences from the list.
- We repeat this process for second preferences and then third preferences.

If your child lives in Wigan and following this process none of the schools you have named as preferences are able to offer a place, we will offer a place at the nearest Wigan school to your home address with an available place.

If your child does not live in Wigan, the local authority in their area will offer them a place.

### **Admission number**

Every school has an admission number. This is the number of places in a school year group. The admission numbers for all Wigan primary schools, and information on each school, are given in part 4 of this booklet.

### **Children with a statement of special educational needs**

Children with a statement of special educational needs which names the school will be offered a place without using the admission criteria. This is a legal requirement and applies to all types of school.

## **Admission criteria**

When there are more applications than places for a school, we say the school is 'oversubscribed'. If there are more applications than the admission number, a fixed set of rules are used to decide which children will be offered a place. These rules are called the 'admission criteria'.

The admission criteria for all Wigan primary schools are given in part 4 of this booklet.

You will see that the criteria are numbered. Children in criterion one will have first priority for places, children in criterion two will be considered next and so on through the criteria until there are no places left.

The local authority School Organisation Team ranks applications for community schools using the admission criteria. The governors of own admission authority schools (voluntary aided, foundation, academy) rank applications using their admission criteria. They then give this information to the School Organisation Team.

## **Brothers and sisters**

The admission criteria for community schools have children who will have brothers or sisters at the school when they start as criterion two.

We will include (who live at the same address as part of the same family unit):

- half-brothers and half-sisters;
- stepbrothers and stepsisters; and
- foster brothers and foster sisters.

## **Tie-breaker**

When we use the admission criteria for community schools, more children might fall into a particular category than the number of places left. If this happens, we use the 'tie-breaker' to decide who to give a place to.

At community schools, we will give places to the children who live nearest to the school. We measure this distance:

- in a straight line; and
- using a geographical information system (GIS) which is based on Ordnance Survey maps. We will measure from your child's home address to a central point on the school site. If you want more information about the point we measure to at community schools, please contact the School Organisation Team on 01942 486273.

If we offer the last place available at a school to one of twins (or triplets, and so on), our policy is to admit the other twin or triplets too.

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases, we will use a system to randomly pick who we will offer a place. If you want more information on this policy, please contact the School Organisation Team.

The tie-breakers for voluntary-aided, foundation schools and academies, and the admission criteria for each school, are given in part 4 of this booklet.

## **Your child's home address**

Many schools use children's addresses when deciding who to offer places to.

**You must give the correct permanent address.** This is where the child and parent, or the person who has care of the child or has parental responsibility, normally live.

If you are separated and your child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who gets the Child Benefit for this.

We carry out checks to confirm that addresses are genuine. If we are unable to confirm your address, or any issues are raised relating to your address, we may carry out further checks.

We may ask to see two forms of evidence of your permanent address at the closing date for applications (photocopies are acceptable). This may include:

- proof of where you are registered for council tax;
- your television licence;
- your current driving licence;
- a utility bill (gas, electricity or water) covering the closing date for applications;
- proof of your Child Benefit;
- proof of your Child Tax Credits.

**Any evidence you provide must show that the parent or main carer lives at this address at the closing date for applications.**

If your address changes temporarily (for example, if you go to live with a relative), you cannot use this address.

**When considering your child's application, we use the permanent home address we have for you at the closing date for applications.**

If you move house after the closing date for applications but before we send allocation letters to parents, you must tell the School Organisation Team in writing. We cannot use your new address to consider your application from but we will make sure we write to you at the correct address.

## **False information**

If you give any false information to get a school place (for example, if you give the incorrect permanent address at the closing date for applications), we will withdraw the offer and your child will lose their place.

If you suspect that someone has given false information to get a school place please contact the School Organisation Team on 01942 486273.

## **Voluntary-aided (church) schools**

**You should remember that some voluntary aided primary schools may have different requirements than Wigan Council. You should check each school's admission arrangements for details.**

If you want more information about each school's admission policy, your right to appeal against an admission decision, or applying for a school place part-way through the year, you can get details by contacting the school direct.

## **Waiting lists**

Places may become available at a school after the offer date of 16 April 2013. All admission authorities must have a waiting list until the end of the autumn term.

For community and voluntary controlled schools we will:

- put all children who we refuse a place at one of their preferences on the waiting list for the school;
- keep the list in priority order, **decided by the admission criteria for the school only**;
- offer any places that become available to the next child on the waiting list at that point in time; and
- maintain the waiting list until the end of the autumn term.

## **Important information about the waiting list**

**We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the admissions criteria.**

If you tell us, after the closing date for applications, that your address has changed, and you provide documents to prove this, we will take this into account for the purposes of the waiting list.

Please note that your child's name can only be placed on the waiting lists for schools you have named as preferences and have been refused a place. This means that they can only be on 3 waiting lists at any one time. If your child's name is already on 3 waiting lists and you wish to put them on the waiting list for another school you need to decide which of your original preferences you want to change.

## **Waiting lists for foundation schools and academies**

Each foundation and academy school includes details of their waiting list policy in their admission arrangements. Wigan Council will maintain the waiting list on behalf of the governing bodies of the following schools:

- Lowton Junior & Infant school
- Tyldesley primary school

## **Waiting lists for voluntary aided schools**

Each voluntary aided school includes details of their waiting list policy in their admission arrangements. The governing body of the school will maintain the waiting list. If you are refused a place at a voluntary aided school, please contact the school to confirm that your child's name is on the waiting list.

## Giving a place from a waiting list

If a place becomes available at an oversubscribed school and your child's name is at the top of the waiting list at that point in time we will contact you to ask if you want to accept the place. We will do this by telephone if possible. We will send you a letter to confirm the new offer. The letter will include a reply slip to return to the school by the date stated. If you do not return the slip by this date the place may be withdrawn and offered to another child.

**If you accept a place from a waiting list we will withdraw any place we have already offered and make it available for another child.**

## Admission appeals

You can appeal to an independent appeal panel if the local authority or the school governing body refuse a place at any school you have applied for.

If we refuse your child a place at a school, we will write to tell you:

- why we refused your application;
- how to appeal;
- the time limit for sending your appeal (you will have at least 20 school days from the date of the letter);
- where to send the appeal; and
- who to contact if you need any help.

Sometimes, places become available at a school before the admission appeals have been heard. If this happens, we will offer places to the next child on the waiting list. If you appeal, it does not affect your child's place on the waiting list.

Before you decide if you want to appeal, you will probably want to think about:

- the school's published admissions criteria for admitting pupils;
- your reasons for wanting your child to go to the school;
- your child's view on which school he or she should go to; and
- how strong a case you have.

You may also want to visit the school which your child has been offered.

Appeals for children refused a place at a preferred school for admission to reception class in September 2013 will be heard according to the following timetable:

| <b>Offer date</b> | <b>Appeals lodged</b> | <b>Appeals to be heard</b> |
|-------------------|-----------------------|----------------------------|
| 16 April 2013     | by 15 May 2013        | within 40 school days      |
|                   | after 15 May 2013     | within 30 school days      |

## **The appeal hearing**

### **Before the hearing**

Parents/carers will be notified of their appeal date at least 10 school days before the hearing.

A copy of the school's statement of case will be sent to each parent/carer at least 7 working days before the hearing.

Any additional evidence parents/carers wish to submit in support of their appeal must be sent to the clerk at least 5 working days before the hearing. Any evidence not submitted by this deadline may not be considered by the independent appeal panel.

### **The appeal panel**

The panel will have three or five people on it. They are completely independent of us and the school you are appealing for. The appeal panel will also have a clerk.

### **At the appeal hearing**

We strongly advise you to go to the appeal hearing if you can. You will not usually need legal representation (such as a solicitor) but you do have the right to bring a legal adviser or a friend along for support.

There will be a Wigan Council or school representative at the hearing to give their reasons for refusing your child a place and you can ask them questions about this. You will be able to put your case for your child to the panel. You will probably want to refer back to your original reasons for applying for that school.

If you cannot go to the appeal hearing, the panel will consider all the information you have sent in writing, in your absence.

At the end of the hearing, the clerk should be able to tell you when you can expect to receive the panel's decision.

You will receive the panel's decision by letter.

**Admission authorities must keep to the decisions of admissions appeals panels. The decisions can only be overturned by the courts.**

### **Appeals for infant classes (reception, year 1 and year 2) - the '30 children in a class' rule.**

The law says that we cannot teach infant children in classes of more than 30.

When your child is refused a place because of infant class size you can only win an appeal if:

- the admission arrangements did not stick to the law and your child would have been offered a place if they did;
- the appeal panel decides that our decision not to offer a place was unreasonable in your circumstances (an unreasonable decision is one that no sensible authority acting properly would make); or

- we made a mistake or did not follow the right procedure when we decided on places at the school and we would have given your child a place if we had done things correctly.

## **After the hearing**

The parents or guardians of children who have been unsuccessful in their admission appeal may want to consider the following options.

### **1 Complaints to the Local Government Ombudsman**

The Local Government Ombudsman can investigate written complaints about bad administration by an admissions appeal panel for community, voluntary aided or foundation schools. This is not a right to appeal and has to relate to issues such as failing to follow correct procedures or failing to act independently and fairly. You cannot complain just on the basis that you think an admissions decision is wrong.

You can contact the Ombudsman at:

Local Government Ombudsman  
Beverley House  
17 Shipton Road  
York  
YO30 5FZ.

### **2 Complaints to the Secretary of State**

The Secretary of State cannot review or overturn an appeal decision relating to a community, voluntary aided or foundation school.

Complaints about appeals for Academies must be referred to the Secretary of State. The Secretary of State can consider whether:

- the appeal panel was set up correctly, with the correct number and properly appointed types of panel members; and
- whether the admission authority or governing body has acted reasonably in running the appeal meeting and handling the decision-making process.

You can contact the Secretary of State for Education at:

Sanctuary Buildings  
Great Smith Street  
Westminster  
London  
SW1P 2BT.

### **3 Judicial review**

You can ask for a judicial review if you consider that the decision wasn't properly made or was 'unreasonable'. An 'unreasonable' decision is one that no sensible authority acting properly would make. You will usually have to contact a solicitor.



## **Further appeals**

Parents are normally only allowed to have one appeal to a particular school in any school year.

We will only consider an application for the same school in the same school year in very exceptional situations, such as a significant, material change in your circumstances or those of your child. A material change is something substantial, such as a change of address from a different area which would change the priority of your application. The fact that a pupil is distressed at not being offered a place at the school they wanted is not a significant and material change in circumstances.

## Part 3 – Useful information

### School meals

School meals are available in all Primary schools at the moment. There is a cafeteria service for pupils who want to buy a school meal. At all schools there are places where pupils can eat food they have brought from home.

Children whose parents receive the following support payments are entitled to receive free school meals.

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, as long as they are not entitled to Working Tax Credit and have a yearly income (as assessed by HM Revenue & Customs), as of April 2009, of no more than **£16,190**
- The guaranteed element of Pension Credit

For more details, please contact:

Benefits Section  
Citizen Support  
Resources Directorate  
Wigan Council  
PO Box 100  
WN1 3DS

Phone: 01942 828644

E-mail: [benefits@wigan.gov.uk](mailto:benefits@wigan.gov.uk)

Applications for Free School meals can **only** be done online at:

<http://www.wigan.gov.uk/Services/AdviceBenefitsEmergencies/Benefits/shortonlinebensform.htm>

### School uniform

Pupils must wear school uniform at all primary schools in Wigan. Details are available from the individual schools.

### Help with travel costs

To find out whether you may be eligible for help with travel costs please see the chart below:

| <b>Children Under 8<br/>(of compulsory school age)</b>                              | <b>Children aged 8 but under 11 from low<br/>income families</b>   |
|---|--|
| Entitled to free travel arrangements to the nearest qualifying school over 2 miles. | Entitled to travel arrangements made where they live more than 2 miles from their nearest qualifying school. |

Statutory walking distance is 2 miles for children aged 8 and under and 3 miles for children aged 8 and over. The measurement of the distance is measured by the shortest route along which a child accompanied as necessary, may walk with reasonable safety.

If you have any questions or want to check if we would offer help before you apply for a particular school, please contact Alison Battersby at the Integrated Transport Unit on 01942 489685, email [schooltransport@wigan.gov.uk](mailto:schooltransport@wigan.gov.uk).

## **Sustainable school travel**

The school run adds an estimated 20% of traffic to early-morning congestion. For many parents, children and young people, the journey to school or college is ideally suited for walking, cycling and using public transport.

Our 'Sustainable Modes of Travel Strategy' is aimed at encouraging children and young people in the borough to change their behaviour and attitudes towards school travel. Section 508A of the Education Act gives all local authorities a general duty to promote the use of sustainable (environmentally friendly) travel and transport for children and young people of sixth-form age and below. This covers not only those children and young people who live in Wigan borough, but also those who live outside the area and travel into Wigan to receive education and training.

The Local Transport Plan recognises the benefits for the environment, as well as to children's health and well-being in encouraging walking and cycling. It also aims to tackle the issue of local congestion around schools and make education easier for children and young people to get access to.

## **School travel map**

The first step to providing sustainable school travel was setting up our school travel interactive service (see [www.wigan.gov.uk/schooltravel](http://www.wigan.gov.uk/schooltravel)), which provides information for every school and college in the borough on choosing different methods of transport. [www.wigan.gov.uk/schooltravel](http://www.wigan.gov.uk/schooltravel)

Every school in the borough has already received a map with details of options for travelling to school, so that children and parents can make real choices about how they travel. The map includes locations for the following.

- All schools
- School crossing patrols
- Pedestrian crossing facilities
- Bus stops
- School bus routes
- Cycle routes (information is also provided on where cycle lockers and other cycling facilities are located at schools)

We are continuously developing and improving the information we provide and, in time, we hope to include whether the school has:

- an up to date travel plan;
- a 20 mph (miles per hour) zone;
- routes off the main road which are easy to access;
- safer alternatives to the congested highway;
- a 'Safer Routes to School' scheme; and

There are a number of ways you can help, most importantly by considering how your child gets to school, but also by asking your school whether they are regularly updating, developing and

crucially putting into practice, their school travel plan. Within your school's existing school travel plan, you could help set up a junior road-safety team or a school travel council to help promote and encourage sustainable transport and active travel. This would be made up of a mixture of children from the school, who can take responsibility for the plan and come up with their own initiatives to further encourage and promote sustainable travel and work towards achieving the school travel plan's targets.

**We want to make sure that a new culture of school travel can develop so that, together, we can make the school journey safer, healthier and more sustainable for everyone. For more information on your sustainable travel options, please contact Andy Allen on 01942 488260.**

## Useful phone numbers

|                                  |              |
|----------------------------------|--------------|
| Special educational needs        | 01942 486132 |
| SureStart team (early years)     | 01942 206205 |
| Wigan family information service | 01942 486960 |
| General education enquiries      | 01942 486123 |

## Other local authorities

Bolton Council  
Children's Services  
Pupil and Student Services  
2<sup>nd</sup> Floor Paderborn House  
Bolton  
BL1 1UA  
Email: [ea.pss@bolton.gov.uk](mailto:ea.pss@bolton.gov.uk)

Telephone: 01204 332137  
Fax: 01204 336235

Lancashire County Council  
Pupil Access Team  
Area Education South Office  
Joint Divisional Offices  
East Cliff  
Preston  
PR1 3JT  
Email: [pupilaccess.southadmissions@lancashire.gov.uk](mailto:pupilaccess.southadmissions@lancashire.gov.uk)

Telephone: 01772 531813

Salford Children's Services  
School Admissions  
2<sup>nd</sup> Floor  
Unity House  
Chorley Road  
Swinton  
M27 5AW  
Email: [school.admissions@salford.gov.uk](mailto:school.admissions@salford.gov.uk)

Telephone: 0161 778 0415  
Fax: 0161 778 0033

St Helens Council  
Admissions Section  
Atlas House  
Corporation Street  
St. Helens  
Merseyside  
WA9 1LD  
Email: [schooladmissions@sthelens.gov.uk](mailto:schooladmissions@sthelens.gov.uk)

Telephone: 01744 671030  
Fax: 01744 674431

Trafford Children and Young People's Services  
School Admissions  
4<sup>th</sup> Floor Waterside House  
Waterside  
Sale  
M33 7ZF  
Email: [school.admissions@trafford.gov.uk](mailto:school.admissions@trafford.gov.uk)

Telephone: 0161 912 5047  
Fax: 0161 912 5083

Warrington Admissions Team  
Children and Young People's Services  
New Town House  
Buttermarket Street  
Warrington  
WA1 2NJ  
Email: [schooladmissions@warrington.gov.uk](mailto:schooladmissions@warrington.gov.uk)

Telephone: 01925 442952  
Fax: 01925 443140

## Part 4 – Information about Wigan primary schools

### Types of primary school

In Wigan there is a range of schools available. Each type of school has an admission authority that is responsible for considering applications. The admission criteria for all types of schools are given in this booklet.

We give details of how we offered places last year to help explain how the available places were allocated. You may want to use this information as a guide to whether you are likely to gain a place at one of your preferred schools. The information is only a guide because the number of applications for a school is different each year.

#### **Community and voluntary controlled schools**

Wigan Council is the admission authority for community and voluntary controlled schools and Wigan Council decide who will be offered places if there are more applications than the number of places available.

#### **Foundation schools**

The governing body of a foundation school decides who will be offered places if there are more applications than the number of places available.

#### **Academy schools**

The governing body of an academy decide who will be offered a place if there are more applications than places.

#### **Voluntary-aided (church) schools**

The governing bodies of voluntary-aided schools decide who will be offered a place if there are more applications than places.

The admission criteria for voluntary-aided primary schools usually take account of whether the child is a member of a church or goes to church (or both). They ask for information about this on their own supplementary information form.

If you want a place at a voluntary aided school, we strongly recommend that you either:

- fill in the relevant section of the Wigan Council primary school application form or
- complete the school's own supplementary information form if you have applied online and return this to the school by the closing date of 15 January 2013.

**We strongly advise you to fill in a supplementary information form as well as the Wigan Council primary school application form for each voluntary-aided school you name, whether it is your first, second or third preference.**

#### **Federated schools**

A federation is a formal arrangement between two or more schools to work together under a single governing body, sharing one headteacher. A federation can include all types of school; community, voluntary-controlled, voluntary-aided, foundation and academy. The admission arrangements for each school remain the same.

## **Open days**

Wigan schools will hold open days. Dates are advertised in the local press. You can also contact each school for details.

## **School prospectus**

The governors of each school publish a prospectus which provides information about the school, such as its policies, results and curriculum. You can get a school's prospectus free of charge from the school or download it from the school's website. The website address is shown on the page for each high school.

## **Ofsted reports**

Schools are regularly inspected by the Office for Standards in Education (Ofsted). Copies of Ofsted reports are available from schools or on the Ofsted website at [www.ofsted.gov.uk](http://www.ofsted.gov.uk).

## **School achievement and attainment tables**

Yearly school achievement and attainment tables are available online at [www.dcfs.gov.uk/performance/tables](http://www.dcfs.gov.uk/performance/tables). Information about examination results may also be included in a school's prospectus.

## **Independent advice**

The Advisory Centre for Education (ACE)

Website: [www.ace-ed.org.uk](http://www.ace-ed.org.uk) Phone: Freephone 0808 800 5793

## Part 5 - Transfer between primary schools

If you want to change your child's school, you should consider this decision very carefully. It is generally in a child's best interest to stay at the same school, as changing schools can cause an unnecessary break in the child's education. If your child is having problems, a change of school is not always the answer. You should discuss any concerns with your child's head teacher or class teacher before you apply for a different school.

If you are thinking of moving house and your child would have to change school, there may not be places available at the school you want. The School Organisation Team will be able to tell you which schools are full or have places. Some schools are full in all or most year groups and we cannot guarantee there will be a place available in the area you plan to move to.

### How to apply for a transfer of school

If you live in Wigan the School Organisation Team deals with your in year application (application part way through the year).

If you want to apply to transfer your child please fill in the Wigan Council in year Application Form. This form is available on our website at [www.wigan.gov.uk](http://www.wigan.gov.uk). The School Organisation Team will also send you a copy if you ask. You can contact them by phoning 01942 486040.

You can name up to three schools in order of preference, either in Wigan or another local authority area. If you name a school in another local authority area we will deal with the other local authority for you. We will write to let you know that we have received your application.

We will write to let you know the outcome of your application. All schools have an admission limit for each year group. If we cannot offer your child a place at the school you want and you live in Wigan, we will offer a place at another school. You may want to keep your child at their current school. You have the right to appeal if we refuse you a place at a school. For more information on appeals, see part 2. If you are making an appeal for a school and a place becomes available before your appeal is heard, we will consider your application alongside any other applications for the school.

**It is important that your child continues to attend their current school until you have arranged a transfer date.**

### Offers of school places

You need to inform the school within two weeks of the offer date whether you want to accept the place we offer you. If you do not the place may be withdrawn.

Once we have offered you a place at a school, your child must start within four school weeks. If they do not, we will withdraw the place. If you still want your child to move to the school, you will need to apply again. Please bear this in mind if you are in the process of moving house.

### Fair Access Protocol

We sometimes receive requests for places from Wigan residents and are not able to offer a place at a school within a reasonable distance of where the child lives. In these situations, the Executive Director of People Services: Children, Adults and Families will use our Fair Access Protocol to allocate a place at a community, voluntary-controlled, foundation, academy or voluntary-aided (church) school, even if the year group is full.

**Children who qualify for a place using our Fair Access Protocol must be given priority over children on a waiting list who attend a school.**



## **Part 6 – Oversubscription criteria for Wigan primary schools**

Where a school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational need which names the school:

1. Looked after children and previously looked after children.

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 i.e. a copy of the adoption order, residence order or special guardianship order.

2. Children whose older brothers or sisters attend the school and will still be there at the time of admission
3. Children who live closest to the school.

### **Tie-breaker**

Where there are more children in one particular criterion than the number of places available, places will be allocated to the children who live nearest to the school. The distance will be measured in a straight line from the child's home address to a central point at the school using a Geographical Information System (GIS) which is based on Ordnance Survey.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Occasionally, the distance from home to school is the same for more than one child (for example, if more than one child lives in the same block of flats). In these cases we will use a system to randomly pick who will be offered a place.

When considering your child's application, we will use the permanent home address we have for you at the closing date for applications. If parents are separated and the child spends time at each parent's address, the address we use for admission to school is that of the main carer. We use the address of the parent who receives the Child Benefit for this.

### **Brothers and Sisters**

We will include half-brothers and half-sisters; stepbrothers and stepsisters; and foster brothers and foster sisters who live at the same address as part of the same family unit.

## **Applications if your child attends a nursery**

If your child goes to a nursery attached to the school:

- They do not have an automatic right to a place in a reception class at the school
- You must send in your application form or apply online by the closing date for applications.

## **Deferred Entry**

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.

## **Waiting lists**

Places may become available at a school after the offer date. We will:

- Put all children who we refuse a place at one of their preferences on the waiting list for the school;
- Keep the list in priority order, decided by the oversubscription criteria for the school only;
- Offer any place that become available to the next child on the waiting list; and
- Maintain the waiting list until the end of the autumn term in 2013.

We cannot take into account the length of time a child's name has been on the waiting list, only the admission criteria for the school. This means that your child's position on the list may change if another parent asks to be put on the list and their child has higher priority in the oversubscription criteria.

## **Over-subscription Criteria for Hindley Junior and Infant School**

Hindley Junior and Infant is a fully inclusive school with facilities to accommodate children with a wide range of complex needs.

Where the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have a statement of special educational need which names the school:

1. Looked after children and previously looked after children.

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 i.e. a copy of the adoption order, residence order or special guardianship order.

2. Children with physical and / or medical difficulties who the Local Authority have determined, following an assessment of the child's needs, require a resourced place at the school.
3. Children whose older brothers or sisters attend the school and will still be there at the time of admission
4. Children who live closest to the school.

## Abram Bryn Gates Primary School

Lily Lane, Bamfurlong, Wigan, WN2 5JT

**Head Teacher** Mr C Sheekey  
**Admission Limit 2013** 30  
**Age Range** 4-11  
**DFE number** 2030  
**Telephone number** 01942 866392  
**Website** www.bryngates.wigan.sch.uk

**Admission Limit 2012** 30

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 27              | 27              | 30              | 84    |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 1           | 12      | 17       |

The last place was allocated to a pupil living 0.899 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

## Atherton Chowbent Primary School

Laburnum Street, Atherton, Manchester, M46 9FP

**Head Teacher** Mr J Randle  
**Admission Limit 2013** 30  
**Age Range** 4-11  
**DFE number** 3023  
**Telephone number** 01942 883410  
**Website** www.chowbent.wigan.sch.uk

**Admission Limit 2012** 30

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 15              | 14              | 22              | 51    |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 20

# Bedford Hall Methodist Primary School

Breaston Avenue, Leigh, WN7 3DJ

Head Teacher Mrs J A Hewitt  
Admission Limit 2013 30  
Age Range 4-11  
DFE number 3027  
Telephone number 01942 672614  
Website [www.bedfordhall.wigan.sch.uk](http://www.bedfordhall.wigan.sch.uk)

Admission Limit 2012 30

## Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 37              | 29              | 23              | 89    |

## Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 14      | 16       |

The last place was allocated to a pupil living 0.620 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Beech Hill Community Primary School

Netherby Road, Beech Hill, Wigan, WN6 7PT

Head Teacher Mrs J Seddon  
Admission Limit 2013 30  
Age Range 4-11  
DFE number 2000  
Telephone number 01942 243582  
Website [www.beechill.wigan.sch.uk](http://www.beechill.wigan.sch.uk)

Admission Limit 2012 30

## Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 38              | 10              | 13              | 61    |

## Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 1           | 16      | 13       |

The last place was allocated to a pupil living 0.376 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

## Britannia Bridge Primary School

Parliament Street, Off Warrington Road, Ince, Wigan, WN3 4JH

Head Teacher Mr D Donaldson  
Admission Limit 2013 30  
Age Range 4-11  
DFE number 2033  
Telephone number 01942 460036  
Website www.britanniabridge.co.uk

Admission Limit 2012 30

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 30              | 19              | 17              | 66    |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 10      | 20       |

The last place was allocated to a pupil living 0.911 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

## Bryn St Peters CE Primary School

Downall Green Road, Bryn, Wigan, WN4 0DL

Head Teacher Gillian Collier  
Admission Limit 2013 30  
Age Range 4-11  
DFE number 3010  
Telephone number 01942 204041  
Website www.ashtonsaintpeters.wigan.sch.uk

Admission Limit 2012 30

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 39              | 29              | 23              | 91    |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 1           | 21      | 8        |

The last place was allocated to a pupil living 0.301 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

## Garrett Hall Primary School

Garrett Hall Lane, Tyldesley, M29 7EY

Head Teacher Mrs L McArdle  
Admission Limit 2013 60  
Age Range 4-11  
DFE number 2033  
Telephone number 01942 883340  
Website [www.garretthall.wigan.sch.uk](http://www.garretthall.wigan.sch.uk)

Admission Limit 2012 60

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 54              | 50              | 38              | 142   |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 18      | 42       |

The last place was allocated to a pupil living 1.296 miles from the school.

Number of pupils admitted following appeals / withdrawals: 62

## Gilded Hollins Primary School

St Helens Road, Leigh, WN7 3PQ

Head Teacher Mr D Nash  
Admission Limit 2013 30  
Age Range 4-11  
DFE number 2053  
Telephone number 01942 678903  
Website [www.ashtonsaintpeters.wigan.sch.uk](http://www.ashtonsaintpeters.wigan.sch.uk)

Admission Limit 2012 30

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 38              | 26              | 20              | 84    |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 10      | 20       |

The last place was allocated to a pupil living 0.816 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Golborne Community Primary School

Talbot Street, Golborne, WA3 3NN

**Head Teacher** Mr P Ryan  
**Admission Limit 2013** 45  
**Age Range** 4-11  
**DFE number** 2037  
**Telephone number** 01942 726059  
**Website** www.golborneprimary.co.uk

**Admission Limit 2012** 45

## Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 51              | 31              | 24              | 106   |

## Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 1           | 20      | 24       |

The last place was allocated to a pupil living 0.499 miles from the school.

Number of pupils admitted following appeals / withdrawals: 45

# Hindley Green Community Primary School

Thomas Street, Hindley Green, Wigan, WN2 4SS

**Executive Head Teacher** Mrs S Bruton  
**Admission Limit 2013** 60  
**Age Range** 4-11  
**DFE number** 2032  
**Telephone number** 01942 255406  
**Website** www.hindleygren.wigan.sch.uk

**Admission Limit 2012** 60

This school is federated with Hindley St Peters CE and Hindley Green St Johns CE J&I Primary Schools.

## Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 45              | 17              | 22              | 84    |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 60



## Hindley Junior and Infant School

Argyle Street, Hindley, Wigan, WN2 3PN

Head Teacher Mrs C Nash  
Admission Limit 2013 30  
Age Range 4-11  
DFE number 2031  
Telephone number 01942 255339  
Website www.hindley.wigan.sch.uk

Admission Limit 2012 30

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 41              | 60              | 38              | 139   |

### Places allocated by criterion:

| SEN | Public Care | Physical / Mental Difficulties | Sibling | Distance |
|-----|-------------|--------------------------------|---------|----------|
| 0   | 0           | 0                              | 19      | 11       |

The last place was allocated to a pupil living 0.229 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

## Hindsford CE Primary School

Lodge Road, Atherton, M46 9BL

Head Teacher Miss R Dempsey (Acting)  
Admission Limit 2013 30  
Age Range 4-11  
DFE number 3015  
Telephone number 01942 882409  
Website www.hindsford.wigan.sch.uk

Admission Limit 2012 30

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 29              | 14              | 13              | 56    |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 6       | 24       |

The last place was allocated to a pupil living 0.788 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Ince St Mary's CE Primary School

Derby Street, Spring View, Wigan, WN3 4TJ

**Head Teacher** Mrs G A Talbot  
**Admission Limit 2013** 30  
**Age Range** 4-11  
**DFE number** 3029  
**Telephone number** 01942 866416  
**Website** www.incesaintmarys.wigan.sch.uk

**Admission Limit 2012** 30

## Preferences received by the closing date:

| <b>1<sup>st</sup></b> | <b>2<sup>nd</sup></b> | <b>3<sup>rd</sup></b> | <b>Total</b> |
|-----------------------|-----------------------|-----------------------|--------------|
| 15                    | 18                    | 10                    | 43           |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 30

# Leigh Central Primary School

Windermere Road, Leigh, WN7 1UY

**Head Teacher** Mrs Dawn Hurst (Acting)  
**Admission Limit 2013** 30  
**Age Range** 4-11  
**DFE number** 2034  
**Telephone number** 01942 673810  
**Website** www.leighcentral.wigan.sch.uk

**Admission Limit 2012** 30

## Preferences received by the closing date:

| <b>1<sup>st</sup></b> | <b>2<sup>nd</sup></b> | <b>3<sup>rd</sup></b> | <b>Total</b> |
|-----------------------|-----------------------|-----------------------|--------------|
| 30                    | 40                    | 35                    | 105          |

## Places allocated by criterion:

| <b>SEN</b> | <b>Public Care</b> | <b>Sibling</b> | <b>Distance</b> |
|------------|--------------------|----------------|-----------------|
| 0          | 0                  | 10             | 20              |

The last place was allocated to a pupil living 0.868 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Leigh Westleigh Methodist Primary School

Westleigh Lane, Leigh, WN7 5NJ

Head Teacher Mrs A Bowyer  
Admission Limit 2013 21  
Age Range 4-11  
DFE number 3022  
Telephone number 01942 702967  
Website www.westleighmethodist.co.uk

Admission Limit 2012 21

## Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 30              | 19              | 14              | 63    |

## Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 9       | 12       |

The last place was allocated to a pupil living 0.472 miles from the school.

Number of pupils admitted following appeals / withdrawals: 21

# Lowton West Primary School

Slag Lane, Lowton, WA3 2ED

Head Teacher Mrs J Westhead  
Admission Limit 2013 60  
Age Range 4-11  
DFE number 2049  
Telephone number 01942 724865  
Website www.lowtonwest.wigan.sch.uk

Admission Limit 2012 60

## Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 58              | 61              | 36              | 155   |

## Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 22      | 38       |

The last place was allocated to a pupil living 1.033 miles from the school.

Number of pupils admitted following appeals / withdrawals: 60

## Mabs Cross Primary School

Standishgate, Wigan, WN1 1XL

|                      |                     |
|----------------------|---------------------|
| Head Teacher         | Mrs A Poole         |
| Admission Limit 2013 | 70                  |
| Age Range            | 4-11                |
| DFE number           | 2013                |
| Telephone number     | 01942 749200        |
| Website              | www.mabscross.co.uk |

Admission Limit 2012 70

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 53              | 56              | 48              | 157   |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 26      | 44       |

The last place was allocated to a pupil living 1.807 miles from the school.

Number of pupils admitted following appeals / withdrawals: 74

## Marsh Green Primary School

Harrow Road, Marsh Green, Wigan, WN5 0QL

|                      |                             |
|----------------------|-----------------------------|
| Head Teacher         | Mrs G Leigh                 |
| Admission Limit 2013 | 30                          |
| Age Range            | 4-11                        |
| DFE number           | 2009                        |
| Telephone number     | 01942 222016                |
| Website              | www.marshgreenprimary.co.uk |

Admission Limit 2012 30

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 40              | 8               | 8               | 56    |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 1           | 17      | 12       |

The last place was allocated to a pupil living 0.163 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

## Marus Bridge Primary School

Kelvin Grove, Marus Bridge, Wigan, WN3 6SP

|                      |                              |
|----------------------|------------------------------|
| Head Teacher         | Mr M Gaskill                 |
| Admission Limit 2013 | 45                           |
| Age Range            | 4-11                         |
| DFE number           | 2015                         |
| Telephone number     | 01942 248129                 |
| Website              | www.marusbridge.wigan.sch.uk |

Admission Limit 2012 45

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 42              | 54              | 42              | 138   |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 16      | 29       |

The last place was allocated to a pupil living 1.200 miles from the school.

Number of pupils admitted following appeals / withdrawals: 45

## Meadowbank Primary School

Formby Avenue, Atherton, M46 0HX

|                      |                             |
|----------------------|-----------------------------|
| Head Teacher         | Mrs M Middlehurst           |
| Admission Limit 2013 | 30                          |
| Age Range            | 4-11                        |
| DFE number           | 2045                        |
| Telephone number     | 01942 874271                |
| Website              | www.meadowbank.wigan.sch.uk |

Admission Limit 2012 30

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 24              | 13              | 8               | 45    |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 30

## Millbrook Primary School

Elmfield, Shevington, Wigan, WN6 8DL

**Head Teacher** Mrs G Gray  
**Admission Limit 2013** 30  
**Age Range** 4-11  
**DFE number** 2062  
**Telephone number** 01257 404552  
**Website** [www.millbrook.wigan.sch.uk](http://www.millbrook.wigan.sch.uk)

**Admission Limit 2012** 30

This school is federated with Shevington Vale Primary School.

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 28              | 20              | 25              | 73    |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 10      | 20       |

The last place was allocated to a pupil living 5.070 miles from the school.

Number of pupils admitted following appeals / withdrawals: 28

## Newton Westpark Primary School

Tennyson Avenue, Leigh, WN7 5JY

**Head Teacher** Miss V Birchall  
**Admission Limit 2013** 30  
**Age Range** 4-11  
**DFE number** 2040  
**Telephone number** 01942 606834  
**Website** [www.newtonwestpark.wigan.sch.uk](http://www.newtonwestpark.wigan.sch.uk)

**Admission Limit 2012** 30

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 17              | 11              | 17              | 45    |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 26

## Nicol Mere Primary School

Roman Road, Off Bryn Road, Ashton-In-Makerfield, Wigan, WN4 8DF

Head Teacher Mr P Gubbins  
Admission Limit 2013 60  
Age Range 4-11  
DFE number 2051  
Telephone number 01942 720871  
Website www.nicolmereschool.co.uk

Admission Limit 2012 60

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 24              | 37              | 42              | 103   |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 60

## Orrell Holgate Primary School

Moor Road, Orrell, Wigan, WN5 8SJ

Head Teacher Mr M Wilson  
Admission Limit 2013 30  
Age Range 4-11  
DFE number 2023  
Telephone number 01942 776670  
Website www.holgate.wigan.sch.uk

Admission Limit 2012 30

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 27              | 56              | 26              | 109   |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 13      | 17       |

The last place was allocated to a pupil living 1.293 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30

# Orrell Lamberhead Green Primary School

Kershaw Street, Orrell, Wigan, WN5 0AW

Head Teacher Mrs J E Chambers  
Admission Limit 2013 60  
Age Range 4-11  
DFE number 2064  
Telephone number 01942 768760  
Website [www.orrellps.schooljotter.com](http://www.orrellps.schooljotter.com)

Admission Limit 2012 60

## Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 65              | 33              | 36              | 134   |

## Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 1           | 23      | 36       |

The last place was allocated to a pupil living 0.642 miles from the school.

Number of pupils admitted following appeals / withdrawals: 83\*

\*Due to a very high demand for places in the area additional children were admitted in September 2012 for this one year only.

# Orrell Newfold Primary School

St James Road, Orrell, Wigan, WN5 7AA

Head Teacher Mr P Edge  
Admission Limit 2013 60  
Age Range 4-11  
DFE number 2026  
Telephone number 01942 207134  
Website [www.newfold.wigan.sch.uk](http://www.newfold.wigan.sch.uk)

Admission Limit 2012 60

## Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 72              | 38              | 26              | 136   |

## Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 20      | 40       |

The last place was allocated to a pupil living 1.172 miles from the school.

Number of pupils admitted following appeals / withdrawals: 60



# Parklee Community Primary School

Wardour Street, Atherton, M46 0AR

**Head Teacher** Ms M Ridsdale  
**Admission Limit 2013** 45  
**Age Range** 4-11  
**DFE number** 2046  
**Telephone number** 01942 874203  
**Website** www.parklee.wigan.sch.uk

**Admission Limit 2012** 45

## Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 26              | 43              | 36              | 105   |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 37

# Platt Bridge Community Primary School

Rivington Avenue, Platt Bridge, Wigan, WN2 5NG

**Head Teacher** Ms S Darbyshire  
**Admission Limit 2013** 60  
**Age Range** 4-11  
**DFE number** 3436  
**Telephone number** 01942 487999  
**Website** www.plattbridge.wigan.sch.uk

**Admission Limit 2012** 60

## Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 64              | 27              | 20              | 111   |

## Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 1           | 26      | 33       |

The last place was allocated to a pupil living 0.956 miles from the school.

Number of pupils admitted following appeals / withdrawals: 68\*

\*Due to a very high demand for places in the area additional children were admitted in September 2012 for this one year only

## R L Hughes Primary School

Mayfield Street, Ashton-in-Makerfield, Wigan, WN4 9QL

Head Teacher Mrs L J K Carroll  
Admission Limit 2013 60  
Age Range 4-11  
DFE number 2043  
Telephone number 01942 701147  
Website www.rlhughes.wigan.sch.uk

Admission Limit 2012 60

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 70              | 53              | 30              | 153   |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 31      | 29       |

The last place was allocated to a pupil living 0.599 miles from the school.

Number of pupils admitted following appeals / withdrawals: 61

## Shevington Community Primary School

Miles Lane, Shevington, Wigan, WN6 8EW

Head Teacher Mrs V Adams  
Admission Limit 2013 30  
Age Range 4-11  
DFE number 2027  
Telephone number 01257 252859  
Website www.shevingtonprimary.wigan.sch.uk

Admission Limit 2012 30

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 20              | 16              | 11              | 47    |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 21

# Shevington Vale Primary School

Runshaw Avenue, Appley Bridge, Wigan, WN6 9JP

**Head Teacher** Mrs G Gray  
**Admission Limit 2013** 30  
**Age Range** 4-11  
**DFE number** 2050  
**Telephone number** 01257 253559  
**Website** [www.shevingtonvale.org.uk](http://www.shevingtonvale.org.uk)

**Admission Limit 2012** 30

This school is federated with Millbrook Primary School.

## Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 15              | 10              | 14              | 39    |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 18

# St James' CE Primary School

Tyrer Avenue, Worsley Mesnes, Wigan, WN3 5XE

**Head Teacher** Mrs P Rowley  
**Admission Limit 2013** 30  
**Age Range** 4-11  
**DFE number** 3007  
**Telephone number** 01942 703952  
**Website** [www.saintjames.wigan.sch.uk](http://www.saintjames.wigan.sch.uk)

**Admission Limit 2012** 30

## Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 29              | 8               | 13              | 50    |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 30

## Westfield Community Primary School

Montrose Avenue, Pemberton, Wigan, WN5 9XN

Head Teacher Mr T Sherriff  
Admission Limit 2013 60  
Age Range 4-11  
DFE number 3437  
Telephone number 01942 776007  
Website [www.westfield.wigan.sch.uk](http://www.westfield.wigan.sch.uk)

Admission Limit 2012 60

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 73              | 47              | 33              | 153   |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 2           | 26      | 32       |

The last place was allocated to a pupil living 0.375 miles from the school.

Number of pupils admitted following appeals / withdrawals: 60

## Winstanley Community Primary School

Tanhouse Drive, Winstanley, Wigan, WN3 6JP

Head Teacher Mrs K Jones  
Admission Limit 2013 60  
Age Range 4-11  
DFE number 2017  
Telephone number 01942 749141  
Website [www.winstanley.wigan.sch.uk](http://www.winstanley.wigan.sch.uk)

Admission Limit 2012 60

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 41              | 60              | 44              | 145   |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 52

## Wood Fold Primary School

Green Lane, Standish, Wigan, WN6 0TS

Head Teacher Mrs G E Lloyd  
Admission Limit 2013 60  
Age Range 4-11  
DFE number 2047  
Telephone number 01257 400271  
Website www.woodfold.wigan.sch.uk

Admission Limit 2012 60

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 47              | 57              | 22              | 126   |

All pupils who expressed a preference for the school were accommodated.

Number of pupils admitted following appeals / withdrawals: 54

## Woodfield Community Primary School

Wigan Lane, Wigan, WN1 2NT

Head Teacher Mrs J Charnley  
Admission Limit 2013 30  
Age Range 4-11  
DFE number 2007  
Telephone number 01942 243675  
Website www.woodfield.wigan.sch.uk

Admission Limit 2012 30

### Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 62              | 52              | 44              | 158   |

### Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 20      | 10       |

The last place was allocated to a pupil living 0.313 miles from the school.

Number of pupils admitted following appeals / withdrawals: 31

# Worsley Mesnes Community Primary School

Clifton Street, Poolstock, Wigan, WN3 5HN

Head Teacher Mrs J Carroll  
Admission Limit 2013 30  
Age Range 4-11  
DFE number 2010  
Telephone number 01942 776457  
Website [www.worsleymesnes.wigan.sch.uk](http://www.worsleymesnes.wigan.sch.uk)

Admission Limit 2012 30

## Preferences received by the closing date:

| 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | Total |
|-----------------|-----------------|-----------------|-------|
| 29              | 32              | 19              | 80    |

## Places allocated by criterion:

| SEN | Public Care | Sibling | Distance |
|-----|-------------|---------|----------|
| 0   | 0           | 7       | 23       |

The last place was allocated to a pupil living 0.840 miles from the school.

Number of pupils admitted following appeals / withdrawals: 30