



## **Consultation on the Admission Policy community and voluntary controlled primary schools and nurseries for 2027-28**

The Local Authority is consulting on the admission policy for community and voluntary controlled schools and nurseries for 2027-28.

Changes are not being proposed to the admission arrangements. The Local Authority is consulting in line with the requirement within the School Admissions Code 2021, that admission authorities must consult on their admission arrangements at least once every 7 years, even if there have been no changes during that period.

The full proposed arrangements are below. If you have any questions about the proposed admission arrangements, please contact Darren Thomas-Stanley on 01942 489013.

### **Proposed admission arrangements for community and voluntary controlled primary schools 2027-28**

<b>School</b>	<b>Admission number for 2027-28</b>
Atherton Chowbent Primary	30
Beech Hill Community Primary, Wigan	30
Britannia Bridge Primary, Ince	30
Bryn St Peter's C E Primary	30
Garrett Hall Primary, Tyldesley	60
Gilded Hollins Community Primary, Leigh	30
Hindley J&I School	30
Hindsford C E Primary	30
Leigh Central Primary	30
Lowton West Primary	60
Mab's Cross Primary, Wigan	70
Marsh Green Primary, Wigan	30
Meadowbank Primary, Atherton	30
Millbrook Primary, Shevington	30
Newton Westpark Primary, Leigh	30
Nicol Mere Primary, Ashton-in-Makerfield	60
Orrell Newfold Community Primary	60

R L Hughes Primary, Ashton-in-Makerfield	60
Shevington Vale Primary	30
St Mary's C E Primary, Platt Bridge	30
Westfield Community School	60
Winstanley Community Primary	60
Wood Fold Primary, Standish	90
Woodfield Primary, Wigan	30
Worsley Mesnes Primary School	30

## **Oversubscription criteria for community and voluntary controlled primary schools 2027-28**

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 an education health and care plan which names the school:

1. Looked after children, previously looked after children and children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted.

Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements 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, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

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.

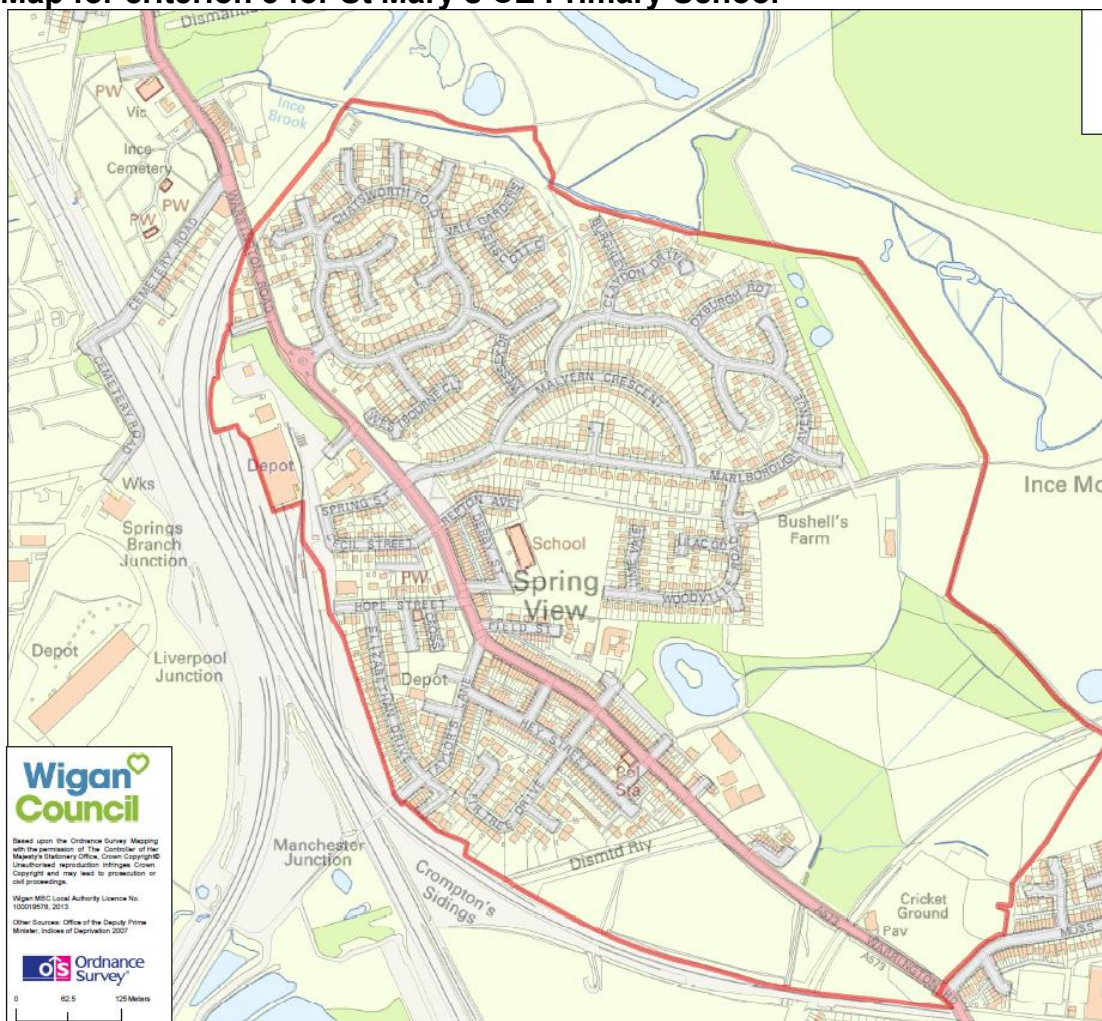
## **Oversubscription criteria for St Mary's CE Primary School**

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 an education health and care plan which names the school:

1. Looked after children, previously looked after children and children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

- ### **Map for criterion 3 for St Mary's CE Primary School**



## **Notes to the oversubscription criteria – these notes apply to the admission arrangements for all community and voluntary controlled primary schools.**

### **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 ballot system. Each applicant is entered into the ballot, and a name is drawn at random under supervision.

### **Child's home address**

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 parents' address, the address which will be used for admission to schools is the address where the child sleeps the majority of the school nights (Sunday to Thursday) during the week in term time. Where there is dispute or equal nights are slept, parent will be asked to provide proof of the address registered with the child's GP.

We may ask to see additional forms of evidence of your home address (photocopies are acceptable). This may include:

- proof of where you are registered for council tax
- your television licence
- wage/ salary slip
- proof of your child tax credits

Any evidence you provide must show that the parent or main carer lives at this address. We may seek evidence by other means if the parent/carers is unable to provide sufficient proof of their residence.

### **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.

### **Children with an education health and care plan**

Children with an education health and care plan which names the school will be offered a place without using the oversubscription criteria. This is a legal requirement.

### **Late applications**

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

### **Nursery Applications**

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 on-line by the closing date for applications.

### **Deferred Entry**

Where parents wish, they can defer the date their child is admitted to the school 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**

Where parents wish, their child can attend 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 31<sup>st</sup> December 2026.

We must keep the waiting list in order of the oversubscription criteria for the school. This is a legal requirement. We cannot take into account the date the application was received or the length of time a child's name has been on the waiting list. This means that both on time and late applications are treated the same for waiting list purposes. Your child's position on the waiting list may change if another applicant is refused a place and their child is ranked higher in the school's oversubscription criteria.

## **Admission of children outside their normal age group**

Parents/carers may apply for their child to be admitted outside their normal age group, i.e. to the year above if the child is gifted or talented or to a lower year if the child has special educational needs, has experienced problems or is a summer born child starting school for the first time (born between 1 April and 31 August).

A decision is made on the basis of the circumstances of each case.  
The process is as follows:

### **Stage 1 – request**

Parents make a formal request to the Local Authority School Organisation Team in writing with any supporting evidence they wish to be considered.

A request for delayed entry to reception class should be made at the same time as applying for a place for normal entry (i.e. by the closing date of 15 January) in order to give sufficient time for the case to be considered prior to the offer of school places on 16 April.

### **Stage 2 – decision**

Requests for voluntary-aided, foundation and academy schools will be referred to the school to be considered.

Requests for community and voluntary controlled schools will be considered by the local authority. We will look at the following factors but these are not exhaustive:

- Parent's views
- The needs of the child and the possible impact on them of being educated out of year group
- The child's medical history and views of medical professionals if appropriate
- In the case of children born prematurely the fact that they may have naturally fallen into the lower age group if they had been born on their expected date of birth
- Whether delayed academic, social, emotional or physical development is adversely affecting their readiness for school;
- Any other information which the parent requests the local authority to consider.

### **Stage 3 – outcome**

Parents are notified of the decision in writing by the School Organisation Team.

Request agreed:

If the request is agreed the application will be considered for the year group requested and ranked alongside any other applications in accordance with the oversubscription criteria for the school. There is no guarantee that a place will be offered at the preferred school.

Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Request refused:

There is no statutory right of appeal against the refusal of a request for admission outside the normal age group. However, if the parents are dissatisfied they have the right to complain through the Council's complaints procedure for decisions made by the local authority or under the school's complaints procedure where the decision has been made by the school.

## **Proposed admission arrangements for community and voluntary controlled nurseries**

<b>School</b>	<b>Proposed admission number for 2027-28*</b>
Hindley Nursery School	120
RL Hughes Primary	60
Meadowbank Nursery and Start Well Centre	72
Orrell Newfold Primary	60
Beech Hill Primary	52
Britannia Bridge Primary	52
Garrett Hall Primary	112
Westfield Community School & Start Well Centre	60
Wigan Douglas Valley Nursery School	120
Marsh Green Primary	52
Winstanley Community Primary	68
Worsley Mesnes Primary	56

\* As determination of nursery admission numbers is not statutory the admission number may be increased if more places are needed or lowered if fewer places are needed.

### **Oversubscription criteria for community and voluntary controlled Nurseries 2027-28**

Where a nursery receives more applications than places available the following oversubscription criteria will be applied:

1. Looked after children, previously looked after children and children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted.

Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements 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, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.



2. Children with particular social, medical or language needs.

NB Appropriate objective evidence will need to be supplied in support of the above and referral would normally be via professional agencies.

It is also envisaged that the total number of places allocated according to these criteria would form only a relatively small proportion of the total number of children attending the nursery.

3. Children who are in the rising 4 cohort who live nearest to the nursery school.

### **Tie-breaker**

Distance will be measured in a straight line distance between the child's permanent residence and a central point in the nursery.

### **Notes**

Priority is given to the Rising 4 cohort in order to maximise the opportunities for children to receive at least one year of nursery education before starting school. The majority of places will be allocated to this cohort of children. If places remain after the main intake for the Rising 4 cohort, further places will be allocated at two points in the academic year according to the children's birth dates as follows:

### **Dates of birth Eligible for admission**

1 September – 31st December 1st January

1st January and 31st March Start of summer term

### **Oversubscription criteria for 2 year old places at community and voluntary controlled nurseries 2027-28**

Where a nursery receives more applications than available places the following oversubscription criteria will be applied.

1. Looked after children, previously looked after children and children who appear to the Local Authority to have been in state care outside of England and ceased to be in state care because they were adopted.

Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements 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, child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

2. Children who are eligible for a funded early learning nursery place. Application must be supported with proof of eligibility.

3. Children who live nearest to the nursery school.

**Tie-breaker**

Distance will be measured in a straight line distance between the child's permanent residence and a central point in the nursery.