

APPENDIX D1

ADMISSION ARRANGEMENTS FOR DEAN TRUST Rose Bridge 2019-2020

STATUTORY POLICY – REQUIRED ON THE WEBSITE

ADMISSIONS POLICY DTW

Version and Date		Action / Notes
1.0	February 2019	
Policy Reviewed :		1 February 2019
Policy Review Frequency :		Annual
Next Review :		February 2020
Signature of Headteacher :		Signature of Chair of Local Governing Body :

We assume that you will always provide us with the correct factual information when you apply for a school place. You should be aware that any school place that has been offered on the basis of false information may be withdrawn and the place may be offered to another child.

If a successful applicant moves home between the date of allocation and the beginning of term in September 20, the offer of the place will be reviewed. As a result of this review the offer may be withdrawn if an unsuccessful application is, as a result of the move, promoted to a higher priority on the Schools admissions criteria.

For all leasing agreements a minimum of 24 months leasing agreement is required with legally supporting documentation and also documentation pertaining to the disposal of the previous home.

Any applicant who moves address must provide evidence and legal documentation to the effect they have purchased and exchanged contracts on a property and documentation relating to proof of disposal of the previous home.

Waiting Lists

Unsuccessful applicants may ask to be placed on a waiting list and considered for any places that may arise in the future. These places will be awarded in accordance with the criteria listed above. These waiting lists will be maintained to the end of the academic year that your child has applied for.

Tie Break Arrangements

In the event that following the over subscription criteria points 1 – 4 above, where two or more applicants are otherwise unable to be separated for a place at the school, this will be decided through a random draw conducted and scrutinised by person's independent from the School and from the Children, Families and Wellbeing Directorate.

Final Tie Break Arrangements

Each random allocation event only holds for the allocation of the currently available school place. On any waiting list the remaining applicants remain equally ranked and any further place is offered as the result of a further random exercise.

Appeals

Under the terms of the School Standards Framework Act 1998 you have the right to appeal to an Independent Appeal Panel against any decision made by the School. Parents who wish to exercise this right must state their intention either in writing or on the school's online form at <http://www.deantrustwigan.co.uk/> within 28 days of receipt of notification letter.

IN-YEAR ADMISSION INTO YEARS 7-11 DURING THE ACADEMIC YEAR SEPTEMBER 2019-2020

This section applies to applicants applying for places outside the normal admissions process:

- Pupils wishing to change schools
- Pupil moving into the area
- Pupils excluded from their school

Waiting lists are maintained for these year groups and any places that become available will be awarded strictly in accordance with the School's published Admissions Policy at that date with the nearest person being awarded the place irrespective to how long they have been on the waiting list. These waiting lists will be maintained to the end of the academic year (September – July) that your child has applied for.

All applicants for places at Dean Trust Rose Bridge **must** contact the school in writing or by completing the In-Year Transfer form available on our website <http://www.deantrustwigan.co.uk/> under the Admissions section.

Dean Trust Rose Bridge reserves the right to withdraw a place, at a later date, if it is discovered that false or in-correct information has either been withheld or not provided in order to secure a place.