**Dean Trust Rose Bridge Admissions Procedure**

The Dean Trust is the admissions authority for Dean Trust Rose Bridge. Dean Trust Rose Bridge is responsible for all its own admissions although the co-ordination of admissions arrangements into Year 7 is undertaken by Wigan Local Authority.

Parents seeking a place for their child in Year 7 in September 2020 must include Dean Trust Rose Bridge in ranked order of preference on their Local Authority’s Common Application Form. The number of places available for admission to Year 7 in September 2020 will be 150. Places will be offered by the Local Authority on 1st March 2020. Pupils will be admitted without reference to ability or aptitude.

**Over Subscription**

Where the number of applicants for admission exceeds the number of places available, the following criteria will be applied, in the order set out below, to determine how places are awarded:

1. ‘Looked after’ children, including ‘previously looked after’, as defined by the School Admissions Code, 2014.

2. Children who will have an older sibling attending the School up to and including Year 11 at the time of the applicant's proposed admission. This includes half/step or adopted brothers or sisters, who are living at the same address as part of the same family unit.

3. Children of staff at Dean Trust Rose Bridge who have 2 years continuous service at the time of application. 4. Children who live nearest to the School, measured in a direct straight line from the child's permanent place of residence to the main entrance of the School. This will be measured using property co-ordinates provided through a combination of the Wigan Local Land and Property Gazetteer (BS7666), other LA data and Royal Mail Postal Address Information.

The criteria used to determine admission refer in every case to the child’s home address this means the address where the child normally and permanently lives on a full time basis, not the address of a child minder, grandparent or any other relative. If parents are separated and child care arrangements are shared between two addresses the average of the distances of the two addresses from the school will be used to determine priority for admission. 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You should be aware that any school place that has been offered on the basis of false information may be withdrawn and the place may be offered to another child.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 2020, 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.

**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.