



## **Admissions Policy**

At St. Margaret's School the Staff and Governors work together to create a happy secure and stimulating environment. We are committed to the provision of a high quality education which enables children to grow and develop within a caring Christian ethos.

Between September and January, parents are invited to apply on line for a place at our school. Places will be allocated to any child who has a statement of Special Educational Needs and this school is named on the Education and Health Care Plan. If sufficient places are available, all other children on our list will be offered a place (i.e. up to the Standard Admission number for St. Margaret's which is **35**).

### Criteria for admission.

Admission to the school will be made in accordance with the following procedure: -

1. Children whose older sibling is a pupil of the school at the time of application for admission
2. Other children with those living nearer to school being accorded the higher priority
3. Children and Young people in Care.

**If the number of applicants exceeds the Standard Admissions Number, the Local Authority Admissions Team will administer the appeals procedure :**

### **Appeals**

Where the local authority are unable to offer a place because the school is over subscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days' notice of the place and time of the hearing.

The Admissions Department can be contacted on 0161 253 6474