

# **Admissions Policy for Peel Hall Primary School 22-23**

Parents and carers, who wish to register their child to attend Peel Hall Primary School, can obtain information from the school office. As a maintained primary school Peel Hall Primary School follows the Manchester admission procedures and complies with Manchester City Council's policy related to admissions.

## **All places are allocated by:**

1. Exceptional social and/or medical reasons as determined by the Local Authority.
2. Where there is an older brother or sister already at the school.
3. Distance children live from the school (measured in a straight line between home and school).

If a place is not available for your child, you may appeal to the Local Authority for a place (see below).

## **Nursery Admission**

Children are admitted to the Nursery from a waiting list. The minimum age of entry is three years old and children usually attend on a full-time basis after an initial staggered intake, the length of which is based upon the child.

Admission preference is given to those children who are in the Care System (Looked After Children) or who have a brother or sister already attending the school. Other criteria used is based on the distance between home and school. Children who live closest are given priority.

Please note that the acceptance of a Nursery place at Peel Hall Primary School, does NOT guarantee a place in the Reception class. The Local Authority are responsible for allocating Reception places following the agreed Manchester Admissions policy for maintained schools.

Please contact the school administrator in order to place your child's name on the waiting list. We recommend doing this at the earliest possible opportunity so to avoid disappointment. Although we are registered as a 39 place Nursery, we have the capacity to increase these numbers should there be the demand.

## **Admission to Reception Class**

Children are admitted to the Reception Class, which is part of our Foundation Stage Unit, in the September in the year they are five. Admissions to the Reception Class are controlled by Manchester Local Authority, who will send admission forms out to parents in the autumn term before they are due to start. Parents/carers wishing to visit the school are very welcome. Currently, we are able to have 30 children in our Reception Class

## **Admission to other Year Groups – In Year Admissions**

As an inclusive school we welcome admissions from all children and families, however the Local Authority require all admissions to be done through the Manchester Admissions Team (0161 245 7166). The Admissions team will provide application forms for our school, and will request that they are returned to them. Following an allocation of a place at our school we recommend that parent/carers visit our school prior to formal admission, so as to ensure that your child will have a happy and successful time at our school.

From September 2022, we are able to accept up to:

30 children in each of our Year 1 to Year 5 classes.

38 children in our Year 6 group

## **What happens if your child is not allocated a place at our school?**

If your child is not allocated a place in Reception or in another relevant year group due to our classes being oversubscribed, as parents you have the right to appeal. The appeals process involves you contacting the Manchester Admissions Team who will ask you to complete an Appeals Application Form. An admissions panel, which will invite you to attend or send representation, will hear your appeal. The school Head teacher may also be required to attend or present relevant information as to why going over the standard admissions number would be detrimental to the classes involved if this was the case. The admissions panel is independent of the school and their decision is final.