

## Guidance for Parents following offers of places in March – September 2019 Entry

What to do now the places have been offered? Please refer to pages 10 - 13 of Transferring to Secondary School Applying for Secondary School Places 2019

[www.cheshirewestandchester.gov.uk/admissions](http://www.cheshirewestandchester.gov.uk/admissions)

### Accepting or Declining Places Offered

All parents or carers are required to accept or decline the school place offered with the Authority by the 9<sup>th</sup> March 2018. Failure to notify the authority by this date will result in the authority withdrawing the place offered where places have been allocated to a school with a waiting list. The place will then be reallocated to the next child on the school's waiting list. You will receive a letter informing you that the place has been withdrawn.

### If I am refused a place at Neston High School can I appeal?

As a school with Academy status, you can appeal against the decision of the governing body as the admissions authority. To do this, you can download an appeals form from the school website or contact Neston High School. Appeals forms should be returned to Neston High School for the attention of Mrs Hudson, Deputy Headteacher. It is possible to submit an appeal to more than one school.

**DEADLINE FOR YEAR 7 FOR SEPTEMBER 2019 – 29<sup>TH</sup> MARCH 2019 - Appeals received after this date may not be heard before September**

### Waiting Lists

All waiting lists are held by the Authority – Cheshire West and Chester. Any child refused a place at any of the preferred Cheshire West and Chester schools will automatically be placed on the school's waiting list. After 9 March 2019, waiting lists for oversubscribed schools will start to be prepared and will consist of those children who have been refused a place at the school, those for whom an appeal form has been received together with any late applications. Waiting lists will be held in oversubscription criteria order and not on a 'first come, first served' basis. Placing a child's name on a waiting list does not affect the statutory right of appeal.

Waiting lists will be held by the Authority until the end of the Autumn Term. Parents/carers still wishing to be considered for a place will be required to contact the school on a regular basis to ascertain if a place has become available.

### When will appeals be held?

Appeals for admission in to September 2019 will be heard in June 2019 for on time applications, or within 30 days of the appeal being lodged for late applications.

### What if I decline the school place offered without making alternative arrangements, will the Local Authority find me a school for my child?

The authority do not advise that you decline the place offered unless you have already made alternative arrangements. If you choose to decline the place offered, it is your responsibility to ensure your child receives an education.

Cheshire West and Chester can advise you of alternative schools with vacancies for September 2019 after the 9<sup>th</sup> March 2019. Please telephone 0300 123 7039 for more information.

### Reallocating Places

After 9<sup>th</sup> March, any places that have become vacant after offers were made on the 1<sup>st</sup> March, will be reallocated to children on the school's waiting list, held in criteria order.

If you have any questions regarding the process for admissions and appeals at Neston High School, please contact Mr S Nuttall, Assistant Headteacher on 0151 336 3902. We always recommend that you contact us at Neston High School as there may be some movement in the system after places have been allocated.