

## **Admissions Information for In Year admissions and entry for September 2024**

Our admissions policy is inline with the with School Admissions Code September 2023.

Applications for Year 7 are made through the common application process managed by Cheshire East Local Authority.

Poynton High School is an 11-18 school serving Poynton, Disley, Adlington and the local area. It is part of the True Learning Partnership. The normal application round to Poynton High school is at Year 7 and Year 12 (for the sixth form). In year applications are also welcome.

### **The Student Published Admission Number (PAN)**

Poynton High School has an agreed Published Admission Number (PAN) of 246 in Years 7-11.

If Poynton High School is named in an Education Health and Care Plan (EHCP), the school has a duty to admit the child and the number of available places in the normal admission round will reduce accordingly.

The Sixth Form welcomes applications from Year 11 students currently at Poynton High School and students wishing to join from other schools. All current Year 11 students at the school will be guaranteed a place subject to minimum entry requirements - these can be found at <https://www.phs.cheshire.sch.uk/sixthform/entry-requirements>

A number of 'external' places are available each year to accommodate a growing number of students wishing to apply from other schools in the area. As a guideline for external applicants, the school can admit 50 external applicants into Year 12 year each year.

### **Admissions Criteria**

Poynton High School Follows the Cheshire East Admissions Policy it can be found at [https://www.cheshireeast.gov.uk/schools/admissions/admission\\_arrangements/admissions-policies.aspx](https://www.cheshireeast.gov.uk/schools/admissions/admission_arrangements/admissions-policies.aspx)

Below are the 5 Criteria points Cheshire East use:

After allocating places for any children with an Education, Health and Care Plan naming the school, we put children into 5 categories:

1. Children who are in local authority care or have previously been in care.
2. Brothers and sisters living in the same household as children already in the school who expect to stay at the school for the next school year. This includes foster and adopted brothers and sisters, step-brothers and sisters, and half-brothers and sisters.
3. Children living within the school's catchment area.
4. For high schools, children who are currently pupils at one of the primary schools the high school works with as a feeder school.
5. Children living nearest to the school as measured in a straight line by the National Property Gazetteer.

Where there are not enough spaces for children who live the same distance away (for example, in the same block of flats), we decide by a random allocation tie-breaker.

## **Applying for a place at Poynton High School**

### **Admission to Year 7 in September**

**September** - Information and application packs are made available for parents by the relevant Local Authority, inviting a parental statement of preference of secondary school. Parents must apply to Poynton High School on the Common Application Form (CAF) provided by the 'home' Authority i.e. the Authority where they live.

**October** - Preference Forms are to be submitted to the relevant Authority by the given date.

**January** - The school informs the Authority of which pupils are to be offered a place. Using the Cheshire East admissions criteria.

**March** - The Authority advises parents whether their application has been successful and informs unsuccessful applicants of their right of appeal. Parents who do not initially receive an offer are advised always to lodge an appeal or request to be put on a waiting list. Places will be allocated as they become available using the same criteria as for the initial allocations.

### **Late applications**

Later applications will be accepted and placed on the waiting list and allocated using the Cheshire East Admissions Criteria. Full details of the application process are available via Cheshire East. The school participates in the local Fair Access Protocol if it is an appropriate placement for the particular student. Each case will be reviewed individually by the Cheshire East Fair Access Panel.

### **Waiting list for Year 7**

Poynton High School will operate a waiting list for each year group. Where, in any year, Poynton High School receives more applications for places than there are places available, a waiting list will operate until one term after the start of the school year. Students will be offered places as they become available, following the over-subscription criteria.

### **Appeals**

Where a student is not offered a place at Poynton High school their parent/carer may appeal to an independent appeal panel.

The appeals process will be fully compliant with the Schools Admission Appeals Code.

### **In Year Admissions**

Applications need to me made via Cheshire East further information can be found at

<https://www.cheshireeast.gov.uk/schools/admissions/in-year-applications.aspx>