



PRESTON MUSLIM GIRLS
— HIGH SCHOOL —

Education with Patience Modesty Gratitude Humility Sincerity

ADMISSION ARRANGEMENTS FOR YEAR 6 TO YEAR 7 TRANSFER

SEPTEMBER 29, 2020
PRESTON MUSLIM GIRLS HIGH SCHOOL



Admission Arrangements for Year 6 to Year 7 Transfer

Preston Muslim Girls High School (PMGHS) is a voluntary aided 11-16 secondary school. As a progressive, inclusive and outstanding Muslim faith school, the Governing Body welcomes applications from families of other faiths and non - faiths.

General information

Before applying for admission, parents are advised to find out more information about the school and the admission arrangements that will be followed. You can do this by:

- attending the Open Day at PMGHS
- visiting our website at www.pmghs.com
- reading the Lancashire County Council's (<https://www.gov.uk/apply-for-secondary-school-place>)

Application procedure

1. You must complete your Local Authority's application form by 31st October <https://www.gov.uk/apply-for-secondary-school-place>
2. Late applications (received after the statutory closing date) will usually not be considered at the same time as those received on time. The Governing Body will however consider whether exceptional circumstances apply in each case and with reference to the Local Authority's scheme to co-ordinate secondary school admissions.
3. You are allowed to name three (3) different schools on the application form in preference order. You are advised not to name the same school more than once or to only name one (1) school, as by doing so, you may limit the chances of gaining admission into one of your preferred schools.
4. If you want your child to gain admission into the school, then it is important that you put PMGHS as your 1st preference school on the application form.
5. Parents of Muslim children requesting admission under the mosque membership category should complete the Supplementary Information Form (SIF) and return to the school by 31st October.
6. The SIF forms are available from the school's office and can also be downloaded from the school's website www.pmghs.com. You can also request it by email: info@pmghs.com or by contacting the schools office.

Allocation process

1. The admission process is coordinated by LCC in accordance with our secondary admission policy.





2. Any places which are allocated by criteria 1, 2, 3 and 4 from our Admission Policy or in relation to Special Educational Needs (SEN) will be deducted from the relevant Mosque's stipulated allocation of places; e.g. a SEN pupil who attends QIM will be given preference in admission and a space will be reduced from QIM quota. Where the number of applications from attendees of any named Mosque exceeds the places available (that Mosque's quota) then a random draw will be used to allocate places.
3. Random selection will apply as stated above to the number of places allocated for each Mosque. Where there are more applicants for the available places within categories 5, 6 and 7 from the admission policy, then the distance between the Ordnance Survey address points for the school and the home measured in a straight line will be used as the final determining factor, nearer addresses having priority over more distant ones. This address point is within the body of the property and usually located at its center. Where the cut-off point is for addresses within the same building, then the single measure between address points will apply and the Local Authority's system of a random draw will determine which address(es) receive the offer(s).
4. Where a single place remains, and the next offer is for twins / triplets (or other multiple births) then the Governing Body will consider using discretion to allocate all the girls' places.
5. Applications for girls with an Educational Health care plan (or in receipt of other SEN support) are considered separately in liaison with the Local Authority. Where places are allocated within this category, they are counted within the school's published admission number and are deducted from the number of places allocated within the relevant Mosque area.
6. Where a girl lives between addresses then the address where she wakes up for the majority of school days will be considered for admission purposes. Parents may be asked for evidence of residence where this is required to apply the admission policy.
7. After the closing date for receipt of applications, LCC will provide details of all applications received to the school. LCC will not provide the school with details of the rank order of preference of the applications. This is because, by law, all admission authorities must consider all preferences equally.
8. If the school receives fewer applications than the published admission number, then the school will advise LCC that all applicants can be offered admission.
9. If the school receives more applications than the published admission number, then the school is legally required to consider all the applications against the school's published admission policy, which can be found at www.pmghs.com.
10. In the initial allocation process, it is possible that children can be offered admission at more than one school. As the law requires that no children must be offered admission at more than one preferred school, LCC acting on behalf of all schools will ensure that the single offer of a school place is made at the highest ranked preferred school on the application form. For example, if a school place can be offered at the 1st and 2nd preference school, a place will be offered at the 1st preference school.





11. In the event that your child can be offered admission at more than one preferred school and in order to avoid missing out on gaining admission into the school, you are advised to consider putting PMGHS as your 1st preference school on the application form.

Offer of a place

1. When the allocation process is finally complete, LCC will ensure that on – line applicants will be sent an email on or as soon as possible after 1st March informing you of the school at which a place will be offered. Offer letters will be posted out if you applied using a paper application.

2. If a place is offered at the school, it is important that you advise school and LCC, if you no longer require the place offered. This will allow LCC, on behalf of the school, to offer the place to a child who could not initially be offered admission.

3. As the school can only offer admission up to the published admission number, unfortunately, not all children will be offered admission. The letter from LCC will provide the reasons why a place could not be offered and the details of the alternative school offered.

4. PMGHS will retain a waiting list for girls requiring Year 7 places from 1st September to 31st December each year, Parents should complete an in-year application form thereafter if they wish their child's details to be kept on the waiting list for the remainder of the academic year.

Any places which become available (where the number of girls in the year group falls below the published admission number) will be allocated under criteria 7 within the school's published admission policy.

5. The LCC decision letter will advise you of your right of appeal to an independent appeal panel against the decision of the school not to offer your child admission. Further advice / guidance about the appeals process can be found at www.pmghs.com

