



PRESTON MUSLIM GIRLS
— HIGH SCHOOL —

Education with Patience Modesty Gratitude Humility Sincerity

ADMISSION OF CHILDREN OUTSIDE THE NORMAL AGE GROUP

December 2024

Preston Muslim Girls High School

Admission of Children Outside the Normal Age Group

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Parents may request admission for their child outside their normal age group in certain circumstances, such as when the child is gifted and talented or has experienced challenges, including ill health.

Application Process

1. For Secondary School-Aged Children

- Parents of children already of secondary school age must complete an **in-year application form** and submit a **written request** for admission outside the normal age group.
- This request must include the required supporting evidence outlined below.
- If the request is approved and a place is available in the requested year group, the child will be admitted.

2. For Children Seeking Year 7 Admission Outside Their Normal Age Group

- Parents must submit the standard **common application form** to the Local Authority (available in writing or online).
- Alongside the application, parents must submit a **written request** to the school for their child to be admitted outside their normal age group.
- This request must include the required supporting evidence outlined below.
- If the request is approved and a place is available in the requested year group, the child will be admitted.

3. Important Notes

- While the school considers requests for Year 7 admission outside the normal age group, it is **not bound** by decisions made by other admission authorities (e.g., primary schools).
- For applications made during the normal admissions round, the school will aim to make a decision on the request **before the Secondary National Offer Day**, wherever possible.

Supporting Evidence

Parents are encouraged to provide relevant evidence to support their request for admission outside the normal age group. Examples of such evidence include:

- Confirmation that the child is currently or has previously been educated outside their normal age group.
- Evidence that the child may naturally fall into a different age group due to **premature birth**.
- Relevant **medical history** and the views of a medical practitioner.
- Information on the child's **academic, social, and emotional development**.
- Opinions or reports from an **educational psychologist**, where applicable.

The school will also consider the **views of the Headteacher** as part of the decision-making process.

Decision-Making Process

- Each request will be reviewed on a **case-by-case basis**, taking into account the child's individual circumstances and the evidence provided.
- Decisions will be made in the **best interests of the child**.
- Parents will be informed of:
 1. The school's decision regarding the year group the child will be admitted to.
 2. The reasons for the decision.

Right to Appeal

- Parents have a statutory right to appeal to an independent appeal panel if their child is refused admission to the school.
- **Please note:** The right to appeal does **not** apply if the child is offered a place at the school, but not in the preferred year group.

This updated policy is intended to ensure transparency and fairness while prioritising the individual needs and best interests of each child. Let me know if further adjustments are required!