

## HOW WE OFFER SCHOOL PLACES

### We offer places using the Equal Preference System

The School Admissions Code states applications are processed using an 'equal preference system'. This means that all applications received for a school are ranked against the school's oversubscription criteria in their admissions policy. This does not happen until after the closing date for applications.

### How it works

- You can choose up to three schools on your application, in order of preference (we strongly recommend you use all three preferences)
- Your child is added to a list for each of the schools you have named. Each application on the schools list is then ranked in accordance with the published admission criteria in the school's admission policy which establishes where you are on the list and if you will be offered a place
- If only one of your preferred schools can offer a place, you will be offered a place at that school
- If more than one school can offer you a place, you will be offered the school that you ranked highest on your application
- If there are no places available at any of the schools you have applied for, you will be offered a place at your catchment school or the nearest school, depending on where has places
- In most cases you will be offered a place at one of your preferred schools, but sometimes this is not possible if a school receives more applications than it has places (oversubscribed).

**YOU MUST READ THE ADMISSIONS POLICY FOR ALL SCHOOLS YOU APPLY TO, SO YOU UNDERSTAND THE ADMISSION CRITERIA AND HOW IT WILL BE APPLIED TO YOUR APPLICATION.**

### Application example 1

You apply for three schools in the following preference order.

1 <sup>st</sup> choice of school	School A
2 <sup>nd</sup> choice of school	School B
3 <sup>rd</sup> choice of school	School C

All three of your preferred schools can offer a place. So you are given a place at School A, your first choice. Your second and third choices are discarded because you were allocated your highest preference school.

### Application example 2

You apply for three schools in the following preference order.

1 <sup>st</sup> choice of school	School A
2 <sup>nd</sup> choice of school	School B
3 <sup>rd</sup> choice of school	School C

School A is unable to offer a place, but School B and School C can offer. You are therefore given a place at School B. School C is discarded because you were offered one of your higher preference schools. You are formally refused a place at School A and we'll let you know how to tell us that you'd like to place your child on the waiting list, and how to make an appeal if you want to.

### Application example 3

You apply for three schools in the following preference order.

1 <sup>st</sup> choice of school	School A
2 <sup>nd</sup> choice of school	School B
3 <sup>rd</sup> choice of school	School C

School A is unable to offer a place, School B are unable to offer and School C can offer. You are therefore given a place at School C. You are formally refused a place at School A, and School B and we'll let you know how to tell us that you'd like to place your child on the waiting list, and how to make an appeal if you want to.