

Lancashire County Council Admissions to Primary and Secondary School 2024 - 2025 Information for Parents

In Year Applications

APPLYING FOR A PLACE AT OUR SCHOOL DURING THE SCHOOL YEAR (IN YEAR ADMISSIONS)

In Year Admissions are admissions to school which take place outside the normal admissions rounds.

If you are new to the area and require a school place or if you already reside in the area and you want to move your child from their current local school to our school, your application should be made directly to our school and we will advise if there are places available.

To apply for a place, please complete our Admissions form and return to office@lytham.lancs.sch.uk

If you have any questions in relation to in-year admissions, please contact Mrs Heather Stirzaker either by email at office@lytham.lancs.sch.uk or by phone 01253 736900.

Your application will be acknowledged upon receipt, and we will advise you of the outcome within a maximum of 15 school days.

Where places are available, but we have more applications than places, the published oversubscription criteria will be applied, to ensure the correct child/children are offered the places.

Further information on how to apply for a local school can be found on the Lancashire County Council website: <https://www.lancashire.gov.uk/children-education-families/schools/apply-for-a-school-place/changing-schools-during-the-school-year/>

If there are no places available, then you have the right of appeal. Please see below for appeal information

APPEALS

The school's admission appeals are supported by Lancashire County Council. If the Governing body cannot offer a school place, parents have the right to make an appeal.

This appeal should be submitted using the link below within twenty days of refusal of admission. The appeal provides you with an opportunity to explain why you wish to register your child at our school. The appeal forms and advice on how to complete them is available on the Lancashire County Council website:

<https://www.lancashire.gov.uk/children-education-families/schools/appeal-against-an-admission-decision/secondary-school-appeals/>

Lancashire County Council will contact you in respect of your appeal application and inform you of the arrangements. The outcome of the appeal will be notified to you in writing.

The decision of the Independent Appeal Panel is binding to all parties, ie the family and the school.

Please note that this right of appeal against the Governors' decision does not prevent you from making an appeal in respect of any other school.