

# Special Educational Needs and Disability



## Oldham's Local Offer

Information for families and carers including Oldham's local offer on special educational needs and disabilities.

For details visit:  
[www.oldham.gov.uk/localoffer](http://www.oldham.gov.uk/localoffer)



## Contact Details

The School Admissions Team  
Level 12, Civic Centre, West Street, Oldham OL1 1XJ.  
E: [ecs.pupils@oldham.gov.uk](mailto:ecs.pupils@oldham.gov.uk)  
T: 0161 770 4213  
F: 0161 770 4277  
Minicom: 0161 770 6901

## Useful telephone numbers

School Transport Team – 0161 770 3209  
School meals – 0161 770 6688  
Exclusions from school – 0161 770 5179  
Constitutional Services school appeals – 0161 770 4213  
Tameside Council – 0161 342 4068 / 3204  
Manchester Council – 0161 245 7166  
Rochdale Council – 01706 925982  
Kirklees Council – 01484 221000  
Road Safety – 0161 770 4325

## Public Transport Information

Travel Line – 0871 200 2233  
TfGM – 0161 244 1000

Do it online  
[www.oldham.gov.uk/admissions](http://www.oldham.gov.uk/admissions)



# Applying for Primary School

2019/20



## Is your child due to start reception?

- If so, you will need to apply for a primary school place before **15 January 2019**.
- We want to make sure that you have all the information you need.
- It is really important that you apply on time.
- Make sure that you visit the schools that you are interested in.
- There is only one application. No matter where you wish your child to attend school, if you live in Oldham, you will apply to Oldham Council.
- You are advised to nominate/select three or more maintained schools in order of preference.
- All preference requests will initially be considered equally.
- If it is possible to offer a place at more than one school, the offer made will be the highest ranking preference on the application form.
- If more requests are received than there are places available for a particular school, the oversubscription criteria for the school will be applied.
- If you have any further questions on making an application, you can contact the School Admissions Team on 0161 770 4213 who will be happy to help.

## Application process

You will need to complete the online application.  
It's quick and easy at [www.oldham.gov.uk/admissions](http://www.oldham.gov.uk/admissions)

### Important

Alongside the information contained in this booklet you should also read the school admissions website which can be viewed at [www.oldham.gov.uk/admissions](http://www.oldham.gov.uk/admissions).

## Online application process

- You will need to set up an email address, which is easily done.
- Complete the online application.
- You will be sent a receipt to your email account when you press the submit button. Ensure that you do receive your receipt, as this is your assurance that the application has been received.
- You will receive the outcome of your application by email or you can log back into your account. Please ensure that you keep a note of your username, password, security question and answer.
- Further information is available on the Oldham Council website [www.oldham.gov.uk/admissions](http://www.oldham.gov.uk/admissions).
- You can get free internet access at any Oldham Library and at Access Oldham in the Civic Centre. Help to assist you complete the application online is available at Access Oldham between 10am and 12noon every Thursday.

**Make sure that you apply by the closing date: 5pm 15 January 2019**

Timetable for 2018/19	
1 September 2018	Online application link opens <a href="http://www.oldham.gov.uk/admissions">www.oldham.gov.uk/admissions</a>
15 January 2019	Closing date for applications
16 April 2019	Offer day
10 May 2019	Last date for appeals to be lodged
15 May 2019	Waiting list information made available

## How school places are allocated

Every school has a set of rules, known as the 'admissions' or 'oversubscription' criteria. Schools that are oversubscribed will follow these rules when allocating places. Admissions criteria are set by the school's admission authority.

It's very important to find out what admissions criteria schools use before you choose which schools to apply to.

Details of the admissions criteria for community, voluntary controlled, voluntary aided, trust and academy schools, along with figures showing number of applications schools received and places offered the previous year is available on the Oldham Council school admissions website: [www.oldham.gov.uk/admissions](http://www.oldham.gov.uk/admissions).

If your child attends a nursery you must still complete an application form.

**Attendance at a nursery does not give a child any priority or guarantee for admission to reception class.**

## Does your child meet the criteria?

- Check how closely your child meets the criteria. Be realistic: it is possible that not everyone who applies will be offered a place.
- Does your child have a sibling who will be attending the school when they start there?
- For religious or faith schools, is your child or family of the particular religion or faith served by the school? Faith schools may ask for confirmation of attendance at a relevant place of worship. For a child to be considered as a Catholic evidence of a Catholic Baptism is required by the school.
- Is your home close to the school?
- Children who have an Education, Health and Care Plan will automatically be allocated a place at the school named on the Education, Health and Care Plan.
- Do you know what will happen if any of your preferences cannot be met?