



**Waverton Community Primary School**

Common Lane Waverton

Chester CH3 7QT

Telephone (01244) 981060

[www.waverton.cheshire.sch.uk](http://www.waverton.cheshire.sch.uk)

Email: [head@waverton.cheshire.sch.uk](mailto:head@waverton.cheshire.sch.uk)

**Head Teacher: Mr Simon Talbot, BEd (Hons), NPQH**



*“Working together to achieve high standards in a welcoming, caring community, where everyone feels valued, respected, safe and happy.”*

Our Ref SJT/AP

Dear,

#### **APPLICATION FOR PLACE IN YEAR X**

Thank you for sending your application form requesting a place in year for X.

I regret to inform you that we are unable to offer XXX a place in year X as the school has reached and gone above its admission number in that year group.

If you believe that you have sufficient grounds on which to appeal against the decision not to admit your child, you can submit an appeal online from Cheshire West and Chester Council's website [www.cheshirewestandchester.gov.uk/admissions](http://www.cheshirewestandchester.gov.uk/admissions) or telephone the Authority on 0300 123 7039 to request a form. You will need to submit your appeal within 20 school days.

For information on where there are places available at other schools please contact Cheshire West and Chester Council on the above number.

If you have any further enquiries, please do not hesitate to contact the school.

Yours sincerely,

Simon Talbot  
Head Teacher