Admissions Policy

Randlay Primary School and Nursery

'Working Together as One'

Reviewed: **October 2025**
Next Review: **October 2026**

1 Introduction

Our Governing Body applies the regulations on admissions fairly and equally to all those who wish to attend this school. The School Standards and Framework Act 1998 introduced a new framework for school admissions as of September 2000. This was later revised in the Education Act of 2002. Our Admissions policy conforms to the regulations that are set out in that Act and are further explained in the statutory School Admissions Code of Practice and the statutory Appeals Code of Practice. These were revised in January 2003 and come into force in September 2004.

1 Aims

We seek to be an inclusive school, welcoming children from all backgrounds and abilities.

All applications will be treated on merit and in a sensitive manner.

The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we adopt the procedure set out below to determine whether a child is to be accepted or not. It is our wish for parents to find a place for their child at the school of their choice. However, this is not always possible due to excess demand on the places available.

A child's level of ability is irrelevant to this school's admissions policy, as are any special needs the child may have.

3 How parents can apply for their child to be admitted to our School

Our school is a community school and it determines the admission arrangements in agreement with the LA. The Admissions Authority for our school is therefore the LA which publishes its entry regulations every year. Parents can receive a copy of these regulations directly from the LA.

The LA's annual admissions prospectus informs parents how to apply for a place at the school of their choice. Parents have a right to express their preference but this does not in itself guarantee a place at that particular school. To apply for a school place Parents/Carers will need to register for a 'My Telford' or 'Everyday Telford' account via the Telford & Wrekin Council Website. Once registered Parents/Carers apply for a school place on-line, once completed you will receive an acknowledgement email. Telford & Wrekin will notify parents of places allocated in March of the following year via email.

In Telford & Wrekin, there is one admission date per year – September.

4 Admission appeals – for entry during the academic year

If we do not offer a child a place at our school, this will be because to do so would prejudice the education of other children by allowing the number of children in the school to increase too much.

Governors have agreed that the admission number school for Randlay Primary School Primary School and Nursery is 50.

If parents wish to appeal against a decision to refuse entry they can do so by applying to the LA. An independent panel considers all such appeals, and its decision is binding for all parties concerned. If the appeals panel decides that we should admit a child to whom we had refused a place then we will accept this decision and continue to do all we can to provide the best education for all the children at our school. (Further details of appeal arrangements are set out in the revised Code of Practice on School Admissions Appeals which came into force in September 2004.)

5 The planned admission number

The 'planned admission number' is the number of children the LA considers the school can accommodate. Governors have agreed to set the Randlay Primary School and Nursery admission number at 50 for each year group. Currently for 2024/25 Reception admission number is 45. We keep this number under review and the Governors will apply to change the number if circumstances change.

6 Foundation and Key Stage One

We teach Foundation Stage and Key Stage One children (aged five to seven) in classes that have a maximum number of 30 children.

7 Key Stage Two

We teach Key Stage Two children (aged seven to eleven) in classes that have a maximum number of 30 children. Class arrangements

8 Monitoring and review

This policy will be monitored by the Governing Body and reviewed annually in the light of any changed circumstances, either in our school or in the local area. The policy will always take due note of guidance provided by the local Admissions Forum