

**Responsible
body**

Title of policy



The Full
Governing
Body

Admissions 2026- 2027

Author

**Responsible
body**

Title of policy



The Full
Governing
Body

Admissions 2026- 2027

is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (eg children with foster parents) at the time of making the application to the school. A “previously looked after child” is a child who immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order and includes those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted. Evidence of a child being in state care prior to adoption may be requested during the

Author

Updated

Page

Full Governing Body

September 2024

3 of 9

**Responsible
body**

Title of policy



The Full
Governing
Body

Admissions 2026- 2027

- a) where a family have just moved address,
- b) where it is agreed by the Admission Authority of the School that individual circumstances apply and the delay was reasonable given the circumstances of the case.

In each case supporting documentary evidence will be required.

In all other circumstances, or if the application is received after 28th February 2026, late applications will receive a lower priority, and will only be considered after the applications received (or deemed to be) on time. Applications for available places will be determined in accordance with the admissions criteria set out in this policy.

Any applications after this date will be deemed to be late and dealt with after all other *on time* applications have been allocated.

3.2 Applications for available places will be determined in accordance with the admissions criteria set out in section 2 of this policy.

3.3 If there are insufficient places for all applications received at a time, then priority will be decided in accordance with the published admissions criteria for the school.

4. Requests for admission into the Reception Class

4.1 **If resident in Worcestershire**, a Parent/Carer should apply online via www.worcestershire.gov.uk/schooladmissions.

4.2 **The parents of pupils resident outside Worcestershire.**³

Author

Updated

Page

Full Governing Body

September 2024

5 of 9

**Responsible
body**

Title of policy



The Full
Governing
Body

Admissions 2026- 2027

a place later becomes available, it will be allocated in accordance with the admission criteria set out in this policy and not on a *'first come, first served'* basis. Waiting lists will be held until the end of the first full week of the spring term.

7. Right to appeal

7.1 If parents are refused a place for their child at the school, they have the right to appeal to an independent appeal panel. Parents are asked to note that this right does not apply if a child is offered a place at the school but it is not in their preferred age group. Appeals should be made, in the first instance, in writing, to the Chair of Governors c/o the school within 20 school days of receiving notification. The Chair will set in motion the procedure for convening an appeal panel. If this panel decides that a child should be offered a place at the school, then the child will be admitted.

7.2 Please note that in the case that a class is over-subscribed the decision whether to admit a child to the school is the responsibility of the Governing Body, which must act in accordance with the law. Members of staff at the school are not able to guarantee that a child will be offered a place at the school. Operation of the admissions procedure will be managed by the head teacher with the support of the Governing Body.

8 Catchment area map

8.1 This map can be viewed on application to the office at Astley School

Author

Updated

Page

Full Governing Body

September 2024

7 of 9

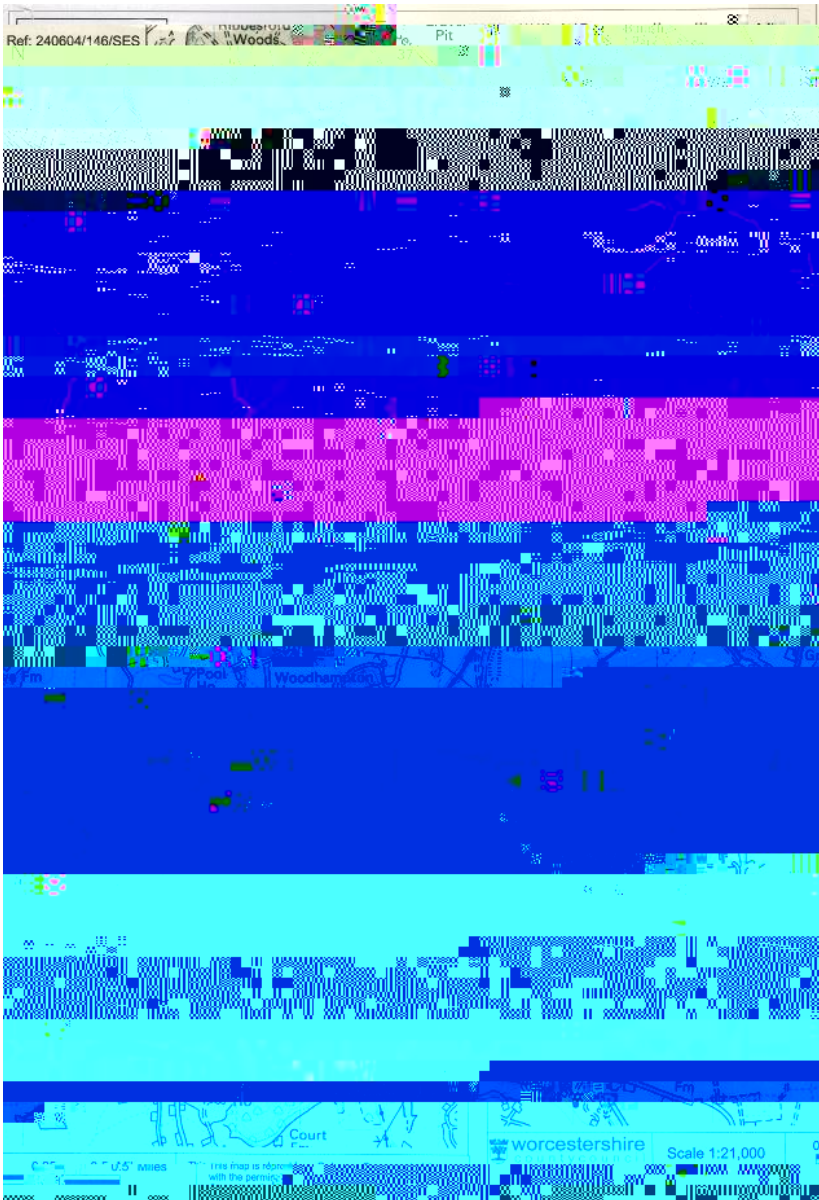
Responsible body

Title of policy



The Full Governing Body

Admissions 2026- 2027



Consulted on and adopted at a meeting of Astley Full Governing Body on Wednesday 20th September 2023.

This policy will be reviewed in September 2025.

Author

Updated

Page

Full Governing Body

September 2024

8 of 9

**Responsible
body**

Title of policy



The Full
Governing
Body

Admissions 2026- 2027

Author