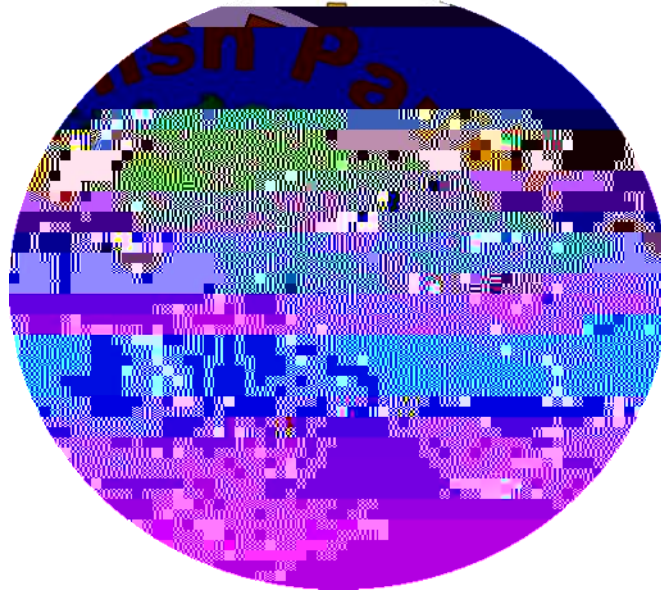


Burlish Park Primary School



Admissions Policy

For the Academic Year 2026-2027



Introduction

Burlish Park is a two form entry primary school situated in the Wyre Forest. The School Advocates are responsible for the admissions policy, which is ratified each academic year.

The Admission Number for the school from September 2026 will be 60. The School Improvement Board and the Local Authority, acting in accordance with national legislation have set this number.

Equality, Diversity and Inclusion

It is the Advocates/Academy Trusts intention to ensure equality of opportunity for all children seeking places within the school, subject to the criteria listed below, and that the school should reflect the diversity of the local community. All children admitted will be assured of an inclusive education, which respects all religious traditions.

Admissions

The closing date for applications will be the same as that for the LA. Applicants should complete the **online application form**. All applications must be completed and submitted to 2026.

<https://www.worcestershire.gov.uk/schooladmissions>

The notification date for Reception places will be 16 April 2026

Late Applications

The school has agreed to accept late applications, up to the 28 February, and treat them as being on time, only in the following circumstances;

- a) where a family have just moved address, (refer to Information for Parents booklet);
- b) where it is agreed by the School Admissions, 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 not received until after the date set out in the scheme, late applications will receive a lower priority, and will only be considered after the applications received (or deemed to be) on time.

If Burlish Park is named on an Education, Health and Care Plan (EHCP) the child will be given a place.

Applications received after 15 January 2026 will be treated as a late application and only processed after all the on-time applications have been ranked.

The school operates an equal preference system. Where there are more applications than places available, the School Improvement Board will admit pupils according to the following criteria in order of priority.

Other Information

Education Health Care Plans

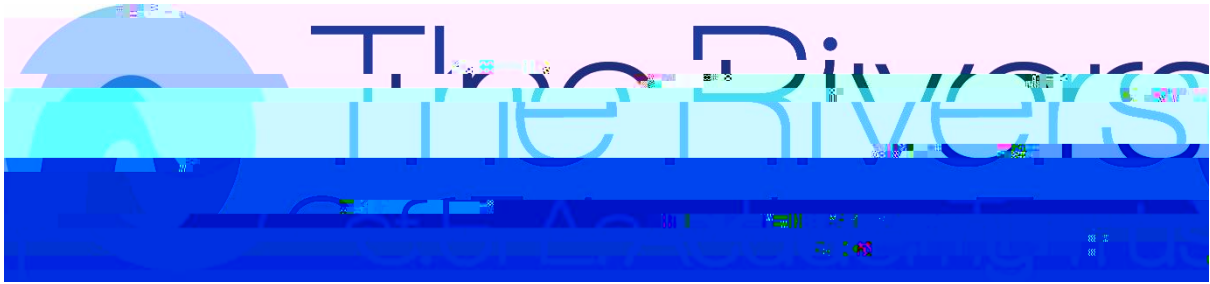
In accordance with legislation, a child with a an Education Health and Care Plan will be offered a place at the school named in the Plan.

Primary Residence

Parents/carers should make their request in writing or via email to the headteacher, setting out the reasons why they believe their child should be taught outside their chronological age group. If parents wish to provide any supporting information, they may do so but are not required to. The headteacher will share their views on the request with the trust via the directors of education, who will make the final decision on the basis of the circumstances of each case and in the best interests of the child concerned. The decision on the year group the child should be admitted to will be communicated to the parent and will set out the reasons for the decision.

Please be aware that even if delayed or accelerated entry is agreed, the normal admission arrangements apply and there is no guarantee of a place. You should therefore give careful consideration to requesting delayed or accelerated entry.

If you have any queries regarding your application, please contact our School Office.
(office-bp@riverscofe.co.uk)



APPLICATION FOR AN INDEPENDENT ADMISSION APPEAL HEARING

SECTION 1: NAME OF SCHOOL OR ACADEMY APPEAL IS BEING MADE FOR:

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SECTION 2: NAME OF APPELLANT

Title:		Surname:		First Names:	
Home Address:					
				Postcode:	
Home Tel No:					

SECTION 4: ARRANGEMENTS FOR THE APPEAL

Do you have any difficulties that may require special arrangements?

Physical

Yes No

If YES, please detail:

Language

Yes No

If YES, please detail:

Hearing

Yes No

If YES, please detail:

For your information, it is possible that your appeal may be heard by video conferencing.

This will be confirmed to you when you are notified of the date of your appeal hearing.

Are you planning to attend the appeal hearing?

Yes No

(If you do not attend the appeal hearing, the panel will make a decision on the written information that you submit in advance.)

Do you intend to be accompanied by a friend or advisor to assist in the presentation of your case?

Yes No

If YES, please detail:
