



Madresfield C.E. Primary School

Draft Admissions Policy (2026-27)

(for consultation)

Policy LAB Approval: October 2024
Date of last review: December 2023
Date of next review: Autumn Term 2025
Policy Owner: Executive Head Teacher/Head of School

Madresfield Church of England Primary School is an academy within the Diocese of Worcester Multi-Academy Trust (DoWMAT).

The Local Academy Board (LAB) is the Admissions Authority however the admissions process is administered on behalf of the Local Academy Board by the Local Authority (LA).

All parents must apply through the Worcestershire County Council website www.worcestershire.gov.uk/schooladmissions. The LA, on behalf of the Governors, will notify parents of the outcome of their application for a place in the intake year from September.

Our Published Admission Number (PAN)

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.

Waiting lists are maintained by the school and parents need to apply in order to be included. These waiting lists will be maintained until the 31st August 2027. At that stage, parents will need to reapply at the start of the following term if they wish to be included. Only on receipt of an acknowledgement letter from the school will that child be on the list.

As part of the Local Authority's Fair Access Protocol, the school with Key Stage 2, 3 and 4 classes will exceed the published admission number to admit pupils covered by the Protocol.

Following full public consultation, the Cabinet of the County Council has approved, for Worcestershire Residents, a Scheme for In-Year Admissions, which is applicable for any in-year admissions for September 2020 onwards. Those applications will now be co-