

# a parents' guide to primary school admissions 2017-18



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**primary school  
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**This booklet describes Dudley Council's arrangements for admitting children to primary schools in September 2017.**

**If you would like this document on audiotape, in large type or a translation into your own community language, please contact Multicultural Support Services on 01384 813802, who will assist you.**

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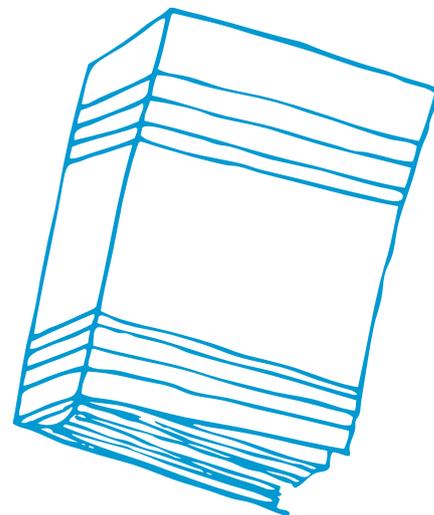


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## a guide for parents

This booklet provides details of the admission arrangements that will operate at primary schools in the Dudley borough for admissions in September 2017. We have also included general information which you may find useful.



If you would like further information about a particular school, a more detailed booklet ('the school prospectus') may be obtained direct from the individual primary school concerned. Other documents available direct from the school or on the internet include the School Profile and inspection reports by the Office for Standards in Education (Ofsted).

Please pay particular attention to the timetable set out on page 7, especially the closing date for applications, and also the specific detail given about each school's admission arrangements.

Local Authorities (LAs) are required to liaise with each other in relation to admission to Reception Class for all schools, whether the schools are in Dudley or in other boroughs. This will mean that each child will only receive one offer of a school place which will be sent to them from their home LA.

We do our very best to find places for all children at a primary school of your preference, but we cannot always do this. In 2016, around 97% of parents were offered one of their preferred primary schools. Most disappointments are caused when parents select popular schools some distance from their home address. However, whichever primary school your child attends in Dudley, you may be confident that they will be educated to the highest standard.

**Tony Oakman**  
Strategic Director - People

People Directorate  
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## different types of schools

### **Community and voluntary controlled schools**

Dudley Local Authority (LA) is the admissions authority, i.e. it has responsibility for deciding arrangements for admitting pupils to community schools, including the admissions criteria.

The admissions policy for community and voluntary controlled schools has been confirmed following consultation with the governing bodies and headteachers of all schools in the borough, as well as a number of other agencies.

**Catchment areas** and **feeder schools** do not exist in the Dudley borough. See page 14 for full details of the admissions policy adopted for community and voluntary controlled schools.

### **Foundation and voluntary aided schools**

The governing body is the admissions authority, i.e. it has responsibility for deciding the arrangements for admitting pupils as above.

### **Academy schools**

Academies are public funded independent schools free from local authority and national government control. They have the responsibility of setting their own admission arrangements and criteria. The school's governing body is responsible for determining the admission and appeal arrangements for the academy.

The individual school governing body is responsible for determining admissions and appeal arrangements for foundation and voluntary aided schools. You will find details of the various admissions policies adopted on pages 17 - 44 of this booklet.

Please note that foundation and voluntary aided schools in Dudley borough have separate admission policies.

**All schools** in Dudley will consider applicants on an equal basis and **will not** give priority to first preferred applicants. If a child meets the admissions criteria for two or more schools included on the application form, the School Admissions Service will allocate the school that the parent ranked highest on their form.

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## admission to primary schools

### Admission point

All children born between 1 September 2012 and 31 August 2013 will be admitted in September 2017.

### Can I choose which school to send my child to?

You do not have **the right to choose** which school your child attends. Under current legislation, you have **the right to express a preference**. This preference must be met unless to do so would be prejudicial to effective education and/or prejudicial to the efficient use of resources at the preferred school, i.e. the admission of further pupils will be detrimental to the teaching and learning experiences of other children.

### Preference ranking

All applications will be assessed against the relevant admission policies regardless of the order of preference. If a child meets the admissions criteria for two or more primary schools included on the application form, the school that the parent ranked highest on their form will be allocated. **No school in Dudley will give priority to first preference applicants.** Please see the example of how this works on page 46.

Places are not allocated on a first come, first served basis. You are therefore advised to assess the likelihood of your preferences being agreed under the school's admissions policy before completing your application. The tables on pages 53-65 will assist you with this.

You should not assume that your child will get a place at a new school without you having to apply (even if you have an older child already attending). Also, if a school is very popular, there is no guarantee that your child will be allocated a place.

### Important information

**Please note that registering your child early will not guarantee admission to the preferred school or give any advantage in the admissions process.**

**Attendance at a nursery attached to a primary school will not guarantee admission to that particular primary school or give any advantage to the pupil in the admissions process.**

**Registering at a nursery is a separate procedure to registering at a primary school. If your child attends a nursery unit, you should ensure that you register your child at your preferred primary school as this is not an automatic procedure.**

If there are persons with parental responsibility not residing at your child's address, it is your responsibility to notify and/or consult them before expressing a preference for a primary school.

If you are applying for a foundation or voluntary aided school, you may be required to complete a supplementary form. Please check with the individual schools since this could affect the outcome of your application.

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## Important dates

Online application available	<b>1 September 2016</b>
Return date of paper application forms	<b>15 January 2017 by 5 pm *</b>
Return date of online applications	<b>15 January 2017 by midnight</b>
Decision emails to parents	<b>18 April 2017 after 2 pm</b>
Decision letters to parents	<b>18 April 2017 by 2nd class post</b>
Appeals to be heard	<b>June/July 2017</b>

**\* Failure to return your form by this date may affect the outcome of your application.**

## What is the co-ordinated scheme?

Local Authorities (LAs) are required to co-ordinate primary admissions for all maintained (non-fee paying) schools.

Birmingham, Dudley, Sandwell, Staffordshire, Walsall, Wolverhampton and Worcestershire (LAs) have agreed to co-ordinate applications for their schools.

For full details of Dudley's scheme, please contact the School Admissions Service on **01384 814223** or go to **[www.dudley.gov.uk/admissions](http://www.dudley.gov.uk/admissions)**

This will ensure all parents only receive one offer of a school place from their home LA.

## Deferred entry to reception class

Parents can request to defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which the application was made. Where the parents wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

## Delayed entry

The LA has a delayed entry policy in place for exceptional circumstances. The full details can be found at **[www.dudley.gov.uk/admissions](http://www.dudley.gov.uk/admissions)**

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## process

### General information

It is important that you thoroughly read and understand 'A Parents Guide to Primary School Admissions' before completing any application form.

### Number of preferences

You are able to state up to five preferences on your application and these should include **all** your preferred schools either in the Dudley borough or a school in a neighbouring Local Authority. You are advised not to make only one school preference since it will not give you any advantage in the school's admission process.

### How can I assess the likelihood of being allocated my preferred school?

Statistical and historical information relating to admission at each school can be found on pages 53 - 65.

### Will I get priority for my first preferred school?

All schools will consider applicants on an equal basis and will not give priority to first preference applicants. If a child meets the criteria for two or more schools included on the application form, the School Admissions Service will allocate the school that the parent ranked highest.

### Will I get priority for a school within my home LA?

Under current legislation, we are unable to give priority to pupils who live within Dudley borough. All applications will be considered against the admissions policy of the school concerned, regardless of which borough the child resides in.

### I don't live in Dudley borough. How do I apply for a Dudley primary school?

You must include the school on the form provided by your own LA. Please note there may be different closing dates and admissions policies in operation (see list on page 66 for contact numbers of neighbouring LAs).

### I live in Dudley. How do I apply for a primary school outside of Dudley borough?

You must include the school on the form provided by Dudley LA where you will be able to express up to five preferences for schools inside or outside of the Dudley borough. If you want to apply for a school outside the borough, you must obtain the information booklet from the relevant LA (see list on page 66 for contact numbers of neighbouring LAs) to ensure that you understand the admissions policy for the school concerned. If you are successful in gaining a place at a school which is not maintained by Dudley LA, the council will not assist you financially to enable your child to attend the school concerned.

### What happens if I do not return my application on time?

If you do not complete and return an application, your child may not be allocated a school place until all those who did have been offered places. It is then possible that your preferred schools will be too full to admit your child.

### How can I get information about schools online?

From 1 September 2016, the School Admissions web page will give links to school web sites and other web pages giving information about schools (such as the Ofsted site [www.ofsted.gov.uk](http://www.ofsted.gov.uk)). It will also include a copy of this information booklet.

### The process for considering medical applications

Only applications that are supported by the child's hospital consultant will be considered. Please see oversubscription criteria for more information. After the closing date for applications, a panel will be convened to consider the request and supportive information. The panel will consist of a number of professionals from the Division of the People Directorate.

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## How to apply

From 1 September 2016, if you live in the Dudley borough, you should either apply online at [www.dudley.gov.uk/admissions](http://www.dudley.gov.uk/admissions) or complete a paper application which is available on request from the School Admissions Service. You should state all of your school preferences up to a maximum of five in rank order.

### Important information

**Please note that places are not allocated on a first come, first served basis. You are therefore advised to assess the likelihood of your preferences being agreed under the school's admissions policy before stating your preferences. You should not assume that your child will get a place at a new school without you having to apply (even if you have an older child attending the school already). Also, if a school is very popular, there is no guarantee that your child will be allocated a place.**

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## online applications

### Why should I apply online?

Some of the benefits of applying online are:

- Email decision received after 2pm on day of offer
- It is quick and easy to use
- You can apply 24 hours a day, 7 days a week
- There is no risk that your application will be lost in the post
- You will receive an email confirmation that your application has been received
- You can change your application up to the closing date by contacting the School Admissions Service
- It is safe and secure

### When can I use the online system?

The online system will be available 24 hours a day, 7 days a week from 1 September 2016 until the closing date of 15 January 2017.

### Will my application be secure?

Yes. The system has a series of security features that prevents others from seeing your details.

### Who makes the application?

The person who has parental responsibility should submit the application for the child's school place. If you need further advice about who should apply for your child's school place, please contact the School Admissions Service at [admissions.cs@dudley.gov.uk](mailto:admissions.cs@dudley.gov.uk). If there are persons with parental responsibility not residing at your child's address, it is your responsibility to notify and/or consult with those other persons before expressing a preference for a primary school.

### What details will be requested?

You will not be asked to give any more information than you would need to if you were making a paper application.

### If I can't finish the application, may I go back to it later?

Yes. You have until the closing date to complete and submit your application.

### Having made an electronic application, can I change my preferences or submit other information?

You can make changes to your application right up to the closing date. In order to do this you will need to contact the School Admissions Service at [admissions.cs@dudley.gov.uk](mailto:admissions.cs@dudley.gov.uk).

### How will I know that the changes have been logged?

Every time you make or change your online application, you will receive an email confirming the status of your application. You can also check the status of your application when you log in to the system and select your existing record.

### Should I send a paper copy as well?

No. If you do submit an online application and a paper form, the last one received will supersede the first one and the school allocation will be made using the data on the last received form.

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## Will I be told the result of my application electronically?

Yes. On 18 April 2017 **after** 2pm.

## What do I need to do to apply online?

The council offers free computer access at its libraries and Dudley Council Plus offices in Castle Street, Dudley. Local library staff will be able to help you.

Some schools will also provide computer access. You should check with your local school to find out whether they provide this service.

## Paper applications

Even though it may be quicker and easier to apply online, paper applications can still be made available. Please phone the School Admissions Service on **01384 814223** to request a paper application form.

**It is advisable that parents check with the School Admissions Service to ensure that their application form has been received before the closing date. Alternatively, return your form by hand and ask for a receipt or post it recorded delivery.**

## What happens if I move house after I have completed an application form?

You will need to provide documentary evidence to confirm this. A change of address will be considered up to 31 March 2017 (only applies to Dudley residents). After that date it may not be possible for the new address to be considered for allocation purposes. Please also see page 48.

Please note: if your child's permanent residence changes at any point from 1 September 2016 to 31 August 2017, it is the parents' responsibility to notify the LA immediately. You must do this even if you have notified your child's school/nursery.

If you fail to do so, this may result in any offer of a school place being withdrawn. This has occurred previously.

## Late applications

If you do not apply for a place, your child may not be allocated a school place until all those who did apply on time have been offered places. It is then possible that your preferred schools will be too full to admit your child. Preferences that are received after the final closing date (15 January 2017) will only be considered after applications that were received within the deadline have been dealt with.

There will, however, be exceptional circumstances in which a late application will be considered alongside those applications that were made within the deadline. Where the exceptional circumstances are such that the parent could not have reasonably submitted the application within the deadline, it will be considered along with all other applicants.

In each circumstance, supporting documentary evidence must be provided by the parent/carer at the time of application.

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## Repeat applications

It is not the Local Authority's Policy to consider repeat applications in the same academic year unless there have been significant and material changes in the circumstances of the applicant.

## Admission of children outside of their normal age group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Parents should make their application to the Local Authority setting out the reasons why they believe their child should be taught outside of their chronological age group.

These parents will need to make an application alongside children applying at the normal age explaining why it is in the child's best interest to be admitted outside of their normal age. This may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. A decision as to whether this is an appropriate course of action will be made by the Local Authority, who will take into account the circumstances of the case. Parents do not have the right to insist that their child is admitted to a particular year group. Please refer to the LA Delayed Entry Policy, which can be found at [www.dudley.gov.uk/admissions](http://www.dudley.gov.uk/admissions)

## Waiting lists

If a community or voluntary controlled school is oversubscribed and children have been refused admission because other children have a higher priority for admission under the published admissions criteria, those applicants who are unsuccessful will be asked if they wish to be placed on the waiting list.

Children on the waiting list will be ranked in accordance with the published admissions criteria and the list will operate from the point of allocation of places until 31 December 2017.

Inclusion on a school's waiting list does not mean that a place will eventually become available there. A child's position on a waiting list is not fixed and is subject to change during the year, i.e. they can go up and down the list.

Places that become available between the point of allocation and 31 December 2017 will be offered to children according to their ranking on this list, i.e. those ranked highest will be offered first.

## When will I know the outcome of my application?

Parents will be informed of the decision relating to their application in writing, posted 2nd class, on 18 April 2017.

If you apply online you will receive notification by email on 18 April 2017 **after** 2pm.

## Can the admissions authority withdraw the offer of a school place once it has been made?

An admissions authority can withdraw the offer of a school place where a parent has obtained the place by providing the council with fraudulent or intentionally misleading information. This power has been used in previous years in Dudley where parents have provided false information. Please see page 48.

## How can I contact the School Admissions Service?

**Telephone 01384 814223**

**E-mail - [admissions.cs@dudley.gov.uk](mailto:admissions.cs@dudley.gov.uk)**

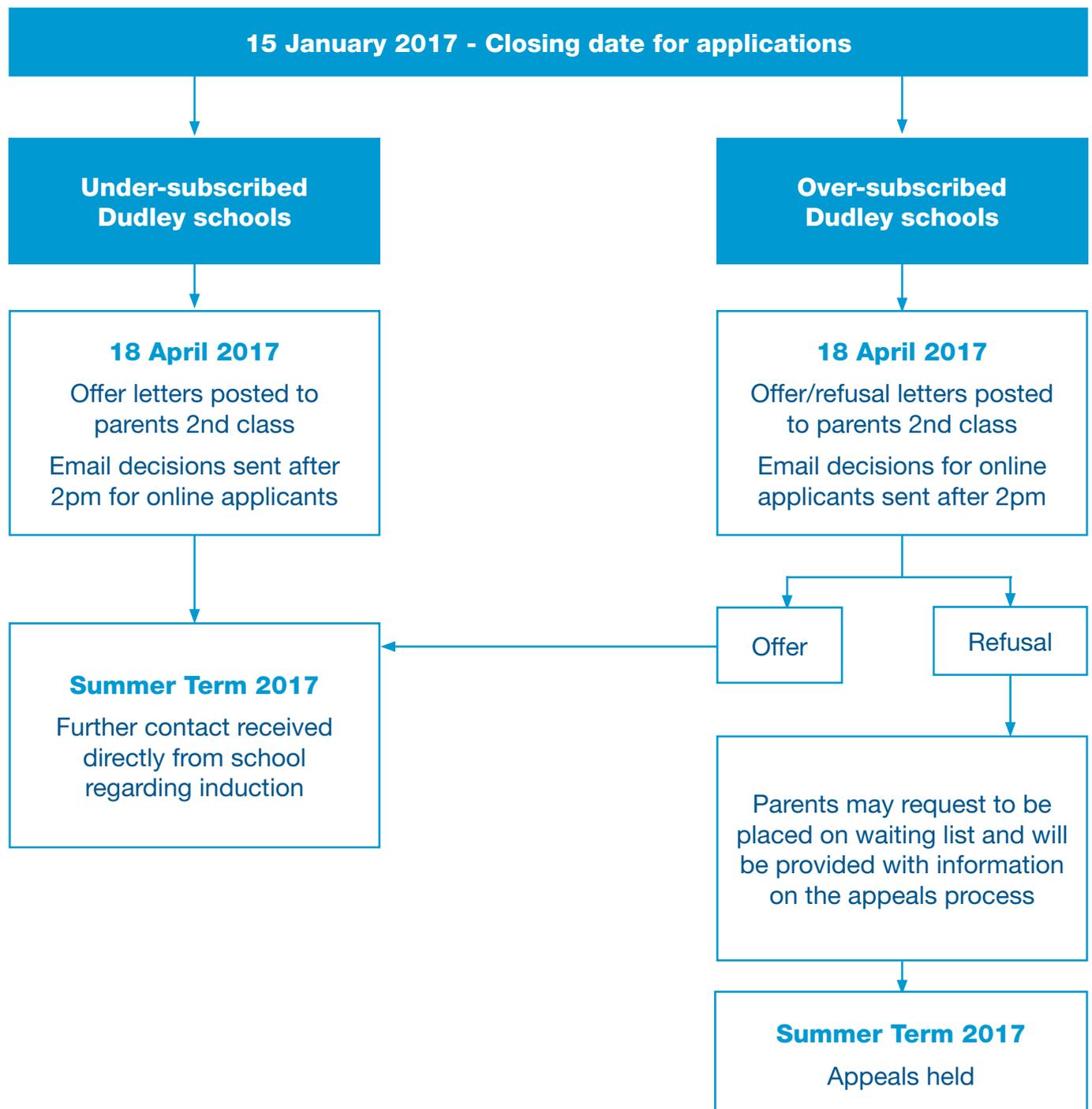
**Website - [www.dudley.gov.uk/admissions](http://www.dudley.gov.uk/admissions)**

Information is also available at the above website.



# primary school admissions flowchart

September 2017/18





# what is the admissions policy for community and voluntary controlled primary schools in Dudley?

Dudley Council has an Inclusive Education Policy and the admissions policy aims to maximise the opportunity to meet parental preference and to meet the individual needs of children at their local school, wherever possible. The council does not use a selective admission policy based on aptitude or academic achievement.

Children will not be discriminated against as laid down by the Sex Discrimination Act 1975, The Race Relations Act 1976 as amended by the Race Relations (Amendment) Act 2000, The Human Rights Act 1998 and The Special Educational Needs and Disability Discrimination Act 2005 and the Equality Act 2010.

**Pupils born between 1 September 2012 and 31 August 2013 inclusive will be admitted at one point of entry in September 2017.**

## How will applications be decided?

The following criteria will be used to allocate the available places at those community and voluntary controlled primary schools that are oversubscribed, i.e. receive more applications than can be accommodated.

**All preferences, regardless of ranking, will be assessed against the following criteria to allocate the available places at those community and voluntary controlled primary schools that are oversubscribed, i.e. receive more applications than can be accommodated.**

- a) First priority for admission shall be given to relevant looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, a child arrangements order or special guardianship order. See notes below.
- b) Second priority for admission shall be given to children with a “serious and ongoing medical condition” where the preferred community or voluntary controlled school is the most appropriate school to meet the condition.  
(Parents must provide supportive information from their child’s Hospital Consultant at the time of application in order to be considered under this criteria. This supportive information should include information about the needs of the child and should detail the difficulties the child would experience if they attended another school. Parents should also indicate why the preferred school is the most appropriate to meet their child’s medical condition rather than any other school. The Local Authority will not seek to obtain medical evidence on behalf of parents.)
- c) Third priority for admission shall be given to children who have a brother/sister, half brother/sister (where the children share one common parent), or step-brother/step-sister, living at the same address and who will still be attending the preferred school in the academic year 2017/18.
- d) Any places that remain available once the above applicants have been admitted will be filled according to those children who live closest to the school, determined by a straight line measurement in metres from the home address to the main entrance of the preferred school.

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## Notes

- Relevant looked after children means children who are looked after by a Local Authority in accordance with Section 22 (1) of the Children Act 1989 and who is (a) in care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions (see definition in Section 22 (1) of the Children Act 1989) at the time of making an application to a school. This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under Adoption and Children Act 2002 (see Section 46 adoption orders).
- Child arrangements orders are defined in Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangement orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangement order.
- Section 14A of the Children Act 1989 defines a special guardianship order as an order appointing one or more individuals to be a child's special guardian (or special guardians).
- In accordance with legislation, a child with a Statutory Statement of Special Educational Needs or Education, Health and Care Plan (EHCP) will be offered a place at the school named in the Statement or EHCP as the most appropriate to meet the child's individual needs. This may reduce the amount of places available for children who do not have a Statutory Statement of Special Educational Needs or EHCP.
- Any Dudley child not obtaining a school place at any of their preferred primary schools will be allocated a place at the next nearest school with a place available and advised about the independent appeals process.
- Definition of brother or sister also relates to adopted or fostered children living at the same home address.
- The home address is considered to be the child's (along with their parents') genuine principal place of residence at the time of the allocation of places, i.e. where they are normally and regularly living. If a child is resident with friends or relatives (for reasons other than guardianship), the friend's or relative's address will not be considered for allocation purposes.
- Where parents have shared responsibility for a child and the child lives with both parents for part of the school week, the home address will be determined as the address where the child lives for the majority of the school week. Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes. At least one item of proof must demonstrate where the child lives.
- The local authority is not in a position to intervene in disputes between parents over school applications and will request that these are resolved privately.
- Special conditions will apply in the event that one child from a set of twins or triplets does not gain admission to the preferred school through the admissions criteria. The Local Authority will exceed the admission number for the school concerned to prevent separation of twins / triplets.
- Random allocation will be used as a tie-break in category d to decide who has the highest priority for admission if the distance between two children's homes and the school is the same.

## Deferred entry to reception class

Parents have the right to retain a place offered and request that their child be admitted to Reception class later during the 2017/18 academic year, or until the term in which the child reaches compulsory school age, if they so wish. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age.

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## **Application process**

For admissions at the normal point of entry, the LA will co-ordinate all applications for all schools in Dudley. For a copy of the co-ordinated scheme, please contact the School Admissions Service.

In-year admission applications will be co-ordinated by the LA for all schools.

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## The following pages detail the admissions policies for academy, foundation and voluntary aided primary schools:

### Alder Coppice Primary School

The School admits all children into Reception during September and does not have a January intake. The Governors have adopted a policy of taking one intake into the School in September of each academic year for pupils whose fifth birthday falls in the academic year (1 September - 31 August).

#### The published admission number for 2017 will be 60.

Where there are more applications than available places, the following criteria will be used to allocate the available places:

- a) First priority for admission shall be given to relevant looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. See notes below.
- b) Second priority shall be given to pupils with a 'serious medical condition' where Alder Coppice Primary School is deemed by the Governing Body to be the most appropriate school to meet the child's serious medical condition.  
*(Parents must provide supportive information from their child's Hospital Consultant at the time of application in order to be considered under this criterion. This supportive information should detail why Alder Coppice Primary School is the most appropriate to meet the child's medical condition rather than any other school. The Governing Body will not seek to obtain medical evidence on behalf of parents).*
- c) Third priority shall be given to pupils who have a brother/sister, half brother/half sister (where the children share one common parent) or step brother/step sister living at the same address and who will still be attending Alder Coppice Primary School in 2017 - 2018.
- d) Any remaining places will be filled according to those pupils who live closest to the School, determined by a straight line measurement in metres, from the home address to the main entrance of Alder Coppice Primary School.

#### Notes

- Relevant looked after children means children who are looked after by a local authority in accordance with section 22 (1) of the Children Act 1989 and who is (a) in care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions (see definition in Section 22 (1) of the Children Act 1989) at the time of making an application to a school. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under Adoption and Children Act 2002 (see section 46 adoption orders).
- Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangements orders replace Residence Orders and any Residence Order in force prior to 22 April 2014 is deemed to be a child arrangements order.
- Section 14A of the Children Act 1989 defines a special guardianship order as an order appointing one or more individuals to be a child's special guardian (or special guardians).
- In accordance with legislation, a child with a Statutory Statement of Special Educational Needs or Education, Health and Care (EHC) Plan will be offered a place at the Alder Coppice Primary School if the School is named in the Statement/Health Plan.
- Any child not obtaining a place at Alder Coppice Primary School will be advised about the independent appeals process.
- Definition of brother or sister also relates to adopted or fostered children living at the same home address.
- The Governing Body will usually admit in excess of the PAN to prevent the separation of twins.
- Parents have the right to retain a place offered and request that their child be admitted to Reception later during the 2017 – 2018 academic year or until the Term in which the child reaches compulsory school age, if they so wish. Parents can also request that their child takes up the place part-time until their child reaches compulsory school age.
- In the event that we are unable to distinguish between applicants for the final place, such as in the case of children who live in the same block of flats, then the final place will be randomly selected by drawing lots.

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- The home address is considered to be the child's (along with their parents') genuine principal place of residence at the time of the allocation of places i.e. where they are normally and regularly living. If a child is resident with friends or relatives (for reasons other than guardianship), the friends' or relatives' address will not be considered for allocation purposes.
- Where parents have shared responsibility for a child, and the child lives with both parents for part of the School week then the home address will be determined as the address where the child lives for the majority of the School week (i.e. 3 out of 5 days available). Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes.
- The Local Authority School Admissions Service will administer the Admissions Policy on behalf of the Governing Body as part of their co-ordinated admissions scheme.
- Applications for in-year admissions should be made to the Local Authority who will consult with the governors of the School.
- A separate application must be made for a nursery place and a school place since attendance at the Nursery does not guarantee a place in school.
- Application Forms are available from, and returnable to, the Local Authority or available online at [www.dudley.gov.uk/admissions](http://www.dudley.gov.uk/admissions)

## Late applications

Preferences that are received after the closing date will only be considered after applications that were received within the deadline have been dealt with.

There will, however, be exceptional circumstances in which a late application will be considered alongside those applications that were made within the deadline.

In each exceptional circumstance supportive documentary evidence must be provided by the parent/carer at the time of application.

## Waiting lists

If the School is oversubscribed and children have been refused admission because other children have a higher priority for admission under the published admissions criteria, then those applicants who are unsuccessful will be asked if they wish to be placed on a waiting list.

Children on the waiting list will be ranked in accordance with the School's published admissions criteria and the list will operate from the point of allocation of places until 31 December 2017. After 31 December 2017 the waiting list will no longer be in operation.

Inclusion on a school's waiting list does not mean that a place will eventually become available there.

A child's position on the waiting list is not fixed and is subject to change during the year i.e. they can go up or down the list.

Places that become available (below the published admissions number or any number that the School agree they can admit) between the point of allocation and 31 December 2017 will be offered to children according to their ranking on this list i.e. those ranked highest will be offered first.

## Admission of children outside of their normal age group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Parents should make their application to the Governing Body setting out the reasons why they believe their child should be taught outside of their chronological age group.

In addition, the parents of summer born children may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to Reception rather than Year 1.

These parents will need to make an application alongside children applying at the normal age which should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. A decision as to whether this is an appropriate course of action will be made by the Governing Body who will take into account the circumstances of the case. Parents do not have the right to insist that their child is admitted to a particular year group.

## Repeat applications

It is not the Policy of the Governing Body to consider repeat applications in the same academic year, unless there have been significant and material changes in the circumstances of the applicant.

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## Beechwood Church of England Primary School

**The published admissions number for year 2017/2018 will be 45.**

Beechwood Church of England Primary School primarily serves parents who wish their children to receive an education provided by a church school.

The Governors have adopted a policy of taking one intake into the school in September of each academic year for pupils whose fifth birthday falls in the academic year (1 September - 31 August).

Parents are advised that there is a supplementary form that needs to be completed, and returned to school. This will ensure that the school has the information it needs to apply its oversubscription criteria if the school receives more applications than it has places to offer.

Where the number of applicants exceeds the admissions limit, places will be offered in the following order:

1. First priority for admission shall be given to relevant looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, a child arrangements order, or special guardianship order. See notes below.
2. Children of The Church of England Faith (see note 3 below) living in the parishes of St Edmund & St John who have a brother or sister (see note 4 below) in the school at the time of admission.
3. Children of the Church of England faith living in the two parish areas of St Edmund & St John.
4. Children of the Church of England faith living outside the two parish areas of St Edmund & St John who have a brother or sister (see note 4) in the school at the time of admission.
5. Children of families who are active members of the Church of England.
6. Children of other Christian denomination, or other faiths, who have a brother or sister (see note 4) in the school at the time of Admission.
7. All other children who are not included in the above criteria who would like their children educated at a Church of England School.

### Over-subscription

If there is over-subscription within a category, the Governors will give priority to children living closest to the school determined by shortest straight line distance measured from the front door of the school to the home address (see note 5 below).

### Note 1

Relevant looked after children means children who are looked after by a local authority in accordance with section 22 (1) of the Children Act 1989 and who is (a) in care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions (see definition in Section 22 (1) of the Children Act 1989) at the time of making an application to a school. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under Adoption and Children Act 2002 (see section 46 adoption orders).

Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangement orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangement order.

Section 14A of the Children Act 1989 defines a special guardianship order as an order appointing one or more individuals to be a child's special guardian (or special guardians).

### Note 2

In accordance with legislation, a child with a Statutory Statement of Special Educational Needs or Education, Health and Care Plan (EHCP), will be offered a place at the school if it is named in the Statement or EHCP. This may reduce the amount of places available for children who do not have a statutory Statement of Special Educational needs or EHCP.

### Note 3

In the case of categories 2 - 7, the governors will require evidence in the form of a letter from the parish priest or faith leader confirming attendance over a 12 month period of a least once a month in the year prior to admissions.

### Note 4

The definition of brother or sister is:

- A brother or sister sharing the same parents
- Half-brother or half-sister, where two children share one common parent
- Step-brother or step-sister, where two children are related by a parent's marriage
- Adopted or fostered children

All siblings must be living at the same address.

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## Note 5

The home address of a pupil is considered to be the permanent residence of a child. The address must be the child's only or main residence for the majority of the school week. Where care is split equally between mother and father, parents must name which address is to be used for the purpose of allocating a school place.

## Note 6

Special conditions will apply in the event that one child from a multiple birth does not gain admission to the preferred school through the admissions criteria. The Governing Body will exceed the admission number to prevent separation of children from multiple births.

## Note 7

Applications for admission during the school year should be made through Dudley local authority.

## Note 8

The Governors have agreed to follow the same process and time scale as adopted by Dudley LA and the 2017/2018 Co-ordinated admission arrangements across Dudley Borough Schools.

## Note 8b

The Governors have agreed to follow the same process and timescale as adopted by Dudley LA and the 2017/2018 Co-ordinated admission arrangements across Dudley Borough Schools.

## Late applications

Applications received after the closing date will only be considered after applications that were received within the deadline have been dealt with, with the following exceptions:

- a) Where a child moves into the Borough after the closing date and therefore the parent/carer could not apply within the deadline given.
- b) Where a child moves within the Borough and as a result needs to make new preferences for schools within the new area.
- c) Where there were exceptional circumstances that stopped a parent/carer returning the application form within the deadline e.g. An emergency admission to hospital.

## Waiting list

If a school is oversubscribed and children have been refused admission because other children have a higher priority for admission under the published admissions criteria, then those applicants who are unsuccessful will be asked if they wish to be placed on a waiting list.

Children on the waiting list will be ranked in accordance with the published admissions criteria and the list

will operate from the point of allocation until the 31st December 2017. After this point the waiting list will no longer be in operation and places that become available will be allocated on a first come basis. If more than one application is received at the same time, the oversubscription criteria will be used to determine which applicant will have the place.

Inclusion on a school's waiting list does not mean that a place will eventually become available there.

A child's position on a waiting list is not fixed and is subject to change during the year i.e. they can go up or down the list.

Places that become available between the point of allocation and 31 December 2017 will be offered to children according to their ranking on this list i.e. those ranked highest will be offered first.

## Deferred entry to reception class

Parents have the right to retain a place offered and request that their child be admitted to Reception Class later during the 2017/18 academic year or until the term in which the child reaches compulsory school age, if they so wish. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age.

THERE IS NO CHARGE RELATING TO THE ADMISSION OF PUPILS.

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## Bramford Primary School

**The published admissions number for year 2017/2018 will be 60.**

Bramford Primary School has an Inclusive Education Policy and the admissions policy aims to maximise the opportunity to meet parental preference and to meet the individual needs of children at their local school wherever possible. The School does not use a selective admissions policy based on aptitude or academic achievement.

Children will not be discriminated against as laid down by the Sex Discrimination Act 1975, The Race Relations Act 1976 as amended by the Race Relations (Amendment) Act 2000, The Human Rights Act 1998 and The Special Educational Needs and Disability Discrimination Act 2005 and The Equality Act 2010.

**All preferences, regardless of ranking, will be assessed against the following criteria to allocate the available places, working with the Local Authority, at those community and voluntary controlled primary schools that are oversubscribed i.e. receive more applications than can be accommodated.**

- a) First priority for admission shall be given to relevant looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements order or special guardianship order. See notes below.
- b) Second priority for admission shall be given to children with a "serious and ongoing medical condition" where the school is the most appropriate school to meet the condition.  
*(Parents must provide supportive information from their child's Hospital Consultant at the time of application in order to be considered under this criteria. This supportive information should include information about the needs of the child and should detail the difficulties the child would experience if they attended another school. Parents should also indicate why the preferred school is the most appropriate to meet their child's medical condition rather than any other school. The Local Authority will not seek to obtain medical evidence on behalf of parents.)*
- c) Third priority for admission shall be given to children who have a brother/sister, half brother/sister (where the children share one common parent), or step-brother / step-sister, living at the same address and who will still be attending the preferred school in the academic year 2017-18.

- d) Any places that remain available once the above applicants have been admitted will be filled according to those children who live closest to the school, determined by a straight-line measurement in metres, from the home address to the main entrance of the preferred school.

### Notes

- Relevant looked after children means children who are looked after by a local authority in accordance with section 22 (1) of the Children Act 1989 and who is (a) in care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions.
- An adoption order is an order under section 46 of the Adoptions and Children Act 2002, or the Adoption Act 1976. A Child Arrangements Order is defined in section 8 of the Children Act 1989, amended by Section 12 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a special guardianship order as an order appointing one or more individuals to be a child's special guardian (or special guardians).
- In accordance with legislation, a child with an Education Health and Care Plan will be offered a place at the school named in the Plan as the most appropriate to meet the child's individual needs, this may reduce the amount of places available for children who do not have an Education, Health and Care Plan.
- Any child not obtaining a school at any of their preferred primary schools will be allocated a place at the next nearest school, in consultation with the Local Authority, with a place available and advised about the independent appeals process.
- Definition of brother or sister also relates to adopted or fostered children living at the same home address.
- The home address is considered to be the child's (along with their parents') genuine principal place of residence at the time of the allocation of places i.e. where they are normally and regularly living. If a child is resident with friends or relatives (for reasons other than guardianship), the friends or relative's address will not be considered for allocation purposes.
- Where parents have shared responsibility for a child, and the child lives with both parents for part of the school week, then the home address will be determined as the address where the child lives for the majority of the school week. Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes. At least one item of proof must demonstrate where the child lives.

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- Special conditions will apply in the event that one child from a set of twins or triplets does not gain admission to the preferred school through the admissions criteria. The Governing Body will exceed the admission number to prevent separation of twins / triplets.
- Random allocation will be used as a tie-break in category d above to decide who has the highest priority for admission if the distance between two children's homes and the school is the same.

## Deferred entry to reception class

Parents have the right to retain a place offered and request that their child be admitted to Reception Class later during the 2017/18 academic year or until the term in which the child reaches compulsory school age, if they so wish. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age.

## Late applications

Preferences that are received after the closing date for receipt of applications will only be considered after applications that were received within the deadline have been dealt with.

There will, however, be exceptional circumstances in which a late application will be considered alongside those applications that were made within the deadline.

In each circumstance supportive documentary evidence must be provided by the parent / carer at the time of application.

## Waiting lists

If a school is oversubscribed and children have been refused admission because other children have a higher priority for admission under the published admissions criteria, then those applicants who are unsuccessful will be asked if they wish to be placed on a waiting list.

Children on the waiting list will be ranked in accordance with the published admissions criteria and the list will operate from the point of allocation until the 31st December 2017.

Inclusion on a school's waiting list does not mean that a place will eventually become available there. A child's position on a waiting list is not fixed and is subject to change during the year i.e. they can go up or down the list.

If a parent requests that their child's name be added to the waiting list of a school that was ranked lower on the preference form than the school allocated, the child's name will be placed on the waiting list in accordance with the published admissions criteria.

Places that become available between the point of allocation and 31st December 2017 will be offered to children according to their ranking on this list i.e. those ranked highest will be offered first.

## Application process

For admissions at the normal point of entry the LA will co-ordinate all applications for all schools, including Bramford through our agreement with them. See the co-ordinated scheme for further details.

In year admission applications will be co-ordinated by the LA for Academies who have indicated this in their admission arrangements.

## Repeat applications

It is not the Local Authority's Policy to consider repeat applications in the same academic year unless there have been significant and material changes in the circumstances of the applicant.

## Bramford Primary School admissions policy for children outside their normal age group in academic year 2017/2018

- a) Bramford Primary School Governing Body will make a decision on the basis of the circumstances of each case arising where parents wish a child to be considered for admission outside of their normal age group
- b) This will include considering (but not limited to) the following:
  1. Views of the parents
  2. The child's academic, social and emotional development
  3. Medical history, with views of a medical professional where appropriate
  4. Whether they have previously been educated outside of their age group
  5. Views of the headteacher
- c) When informing a parent of their decision regarding which year group a child shall be admitted to, the Governing Body will set out the reason for their decision clearly and in writing.
- d) Where the Governing Body agrees to a parent's request for their child to be admitted out of their normal age group, the school, through their SLA with the local authority, agree to process the application as part of the main admissions round, unless the parental request is made too late to accommodate this.
- e) The Governing Body will not give the application lower priority on the basis of the child being outside of their normal age group.

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## Bromley Pensnett Primary School

**The published admissions number for year 2017/2018 will be 60.**

Children will not be discriminated against as laid down by the Sex Discrimination Act 1975, The Race Relations Act 1976 as amended by the Race Relations (Amendment) Act 2000, The Human Rights Act 1998 and The Special Educational Needs and Disability Discrimination Act 2005 and The Equality Act 2010.

**All preferences, regardless of ranking, will be assessed against the following criteria:**

- a) First priority for admission shall be given to relevant looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, a child arrangements order, or special guardianship order. See notes below.
- b) Second priority for admission shall be given to children with a "serious and ongoing medical condition" where The Bromley Pensnett Primary School is the most appropriate school to meet the condition.  
*(Parents must provide supportive information from their child's Hospital Consultant at the time of application in order to be considered under this criteria. This supportive information should include information about the needs of the child and should detail the difficulties the child would experience if they attended another school. Parents should also indicate why The Bromley Pensnett Primary School is the most appropriate to meet their child's medical condition rather than any other school. The Bromley Pensnett Primary School will not seek to obtain medical evidence on behalf of parents.)*
- c) Third priority for admission shall be given to children who have a brother/sister, half brother/sister (where the children share one common parent), or step-brother / step-sister, living at the same address and who will still be attending The Bromley Pensnett Primary School in the academic year 2017/18.
- d) Any places that remain available once the above applicants have been admitted will be filled according to those children who live closest to The Bromley Pensnett Primary School, determined by a straight-line measurement in metres, from the home address to the main entrance of the preferred school.

### Notes

- Relevant looked after children means children who are looked after by a local authority in accordance with section 22 (1) of the Children Act 1989 and who is (a) in care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions (see definition in Section 22 (1) of the Children Act 1989) at the time of making an application to a school. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under Adoption and Children Act 2002 (see section 46 adoption orders).
- Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangement orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangement order.
- Section 14A of the Children Act 1989 defines a special guardianship order as an order appointing one or more individuals to be a child's special guardian (or special guardians).
- In accordance with legislation, a child with a Statutory Statement of Special Educational Needs or Education, Health and Care Plan (EHCP) will be offered a place at the school named in the Statement or EHCP as the most appropriate to meet the child's individual needs, this may reduce the amount of places available for children who do not have a Statutory Statement of Special Educational Needs or EHCP.
- Definition of brother or sister also relates to adopted or fostered children living at the same home address.
- The home address is considered to be the child's (along with their parents') genuine principal place of residence at the time of the allocation of places i.e. where they are normally and regularly living. If a child is resident with friends or relatives (for reasons other than guardianship), the friends or relative's address will not be considered for allocation purposes.
- Where parents have shared responsibility for a child, and the child lives with both parents for part of the school week, then the home address will be determined as the address where the child lives for the majority of the school week. Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes. At least one item of proof must demonstrate where the child lives. It is expected that parents will agree on school places before an application is made, and it may be necessary to request evidence from you to confirm that this is the

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case. The Bromley Pensnett Primary School is not in a position to intervene in disputes between parents over school applications and will request that these are resolved privately.

- Special conditions will apply in the event that one child from a set of twins or triplets does not gain admission to the preferred school through the admissions criteria. The Bromley Pensnett Primary School will exceed the admission number for the school concerned to prevent separation of twins / triplets.
- Random allocation will be used as a tie-break in category d above to decide who has the highest priority for admission if the distance between two children's homes and the school is the same.

## Deferred entry to reception class

Parents have the right to retain a place offered and request that their child be admitted to Reception Class later during the 2017/18 academic year or until the term in which the child reaches compulsory school age, if they so wish. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age.

Please also see delayed entry policy.

## Admission of children outside of their normal age group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Parents should make their application to The Bromley Pensnett Primary School setting out the reasons why they believe their child should be taught outside of their chronological age group.

In addition, the parents of summer born children may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group - to reception rather than year 1.

These parents will need to make an application alongside children applying at the normal age which should explain why it is in the child's best interest to be admitted outside of their normal age, which should include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. A decision as to whether this is an appropriate course of action will be made by The Bromley Pensnett Primary School who will take into account the circumstances of the case. Parents do not have the right to insist that their child is admitted to a particular year group.

## Late applications

Preferences that are received after the closing date for receipt of applications will only be considered after applications that were received within the deadline have been dealt with.

There will, however, be exceptional circumstances in which a late application will be considered alongside those applications that were made within the deadline.

In each circumstance supportive documentary evidence must be provided by the parent / carer at the time of application.

## Waiting lists

If The Bromley Pensnett Primary School is oversubscribed and children have been refused admission because other children have a higher priority for admission under the published admissions criteria, then those applicants who are unsuccessful will be asked if they wish to be placed on a waiting list.

Children on the waiting list will be ranked in accordance with the published admissions criteria and the list will operate from the point of allocation until the 31st December 2017. There will be a period of two weeks after the national offer date whereby places that have become available will not be reallocated. This will allow all applicants the same opportunity to join the waiting list.

Inclusion on The Bromley Pensnett Primary School's waiting list does not mean that a place will eventually become available there. A child's position on the awaiting list is not fixed and is subject to change during the year i.e. they can go up or down the list.

Places that become available between the point of allocation and 31st December 2017 will be offered to children according to their ranking on this list i.e. those ranked highest will be offered first.

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## Cradley CE Primary School

### The published admission number will be 30.

The Governors have adopted a policy of taking one intake into the school in September of each academic year for pupils whose fifth birthday falls in the academic year (1 September - 31 August).

The Governors of Cradley CE are especially committed to serving the families within the District of Cradley as stated in the Trust Deed of 1855.

“Cradley CE Primary is a school with a strong Christian ethos, open to all children, regardless of faith or background.”

However where the number of applicants exceeds the admissions limit of 30, places at the school will be allocated on the basis of the following criteria in order of priority.

1. Looked after children and all previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Further references to previously looked after children means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after (see notes).
2. Children who have a brother/sister, half brother/half sister (where the children share one common parent), or step brother/ step sister, living at the same address and who will still be attending the preferred school in the academic year 2017 -2018.
3. Any places that remain available once the above applicants have been admitted will be filled according to those children who live closest to the school, determined by a straight line measurement in metres, from the home address to the main entrance of the preferred school.

### Notes

- i. A 'looked after child' is a child who is a) in the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22 (1) of the Children's Act 1989) at the time of making an application to the school. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002

- ii. Child arrangement orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangement orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangement order.
- iii. In accordance with legislation, a child with a Statutory Statement of Special Educational Needs or an Education, Health and Care (EHC) Plan will be offered a place at the school named in the Statement as the most appropriate to meet the child's individual needs, this may reduce the amount of places available for children who do not have a Statutory Statement of Special Educational Needs or an Education, Health and Care (EHC) Plan.
- iv. Definition of brother or sister also relates to adopted or fostered children living at the same home address. The definition of a brother or sister is:
  - a. A brother or sister sharing the same parents;
  - b. Half-brother or half-sister, where two children have one common parent;
  - c. Step-brother or step-sister, where two children are related by a parents marriage;
- v. The home address of a pupil is considered to be the permanent residence of a child. The address must be the child's only or main residence for the majority of the school week. Documentary evidence may be required. If a child is resident with friends or relatives (for reasons other than guardianship), the friends or relative's address will not be considered for allocation purposes.
- vi. Where parents have shared responsibility for a child, and the child lives with both parents for part of the school week, then the home address will be determined as the address where the child lives for the majority of the school week. Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes. At least one item of proof must demonstrate where the child lives.
- vii. Special conditions will apply in the event that one child from a set of twins or triplets does not gain admission to the preferred school through the admission criteria. The Governing body will exceed the admissions number for the school concerned to prevent separation of twins/triplets, providing it does not contravene the infant class size limits, the admissions service will liaise with the family to ensure they fully understand the implications. There will also be an offer of a school place at an alternative school where all of the children can be accommodated together.

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- viii. Random allocation will be used as a tie-break to decide who has the highest priority for admission if the distance between two children's homes and the school is the same.

## Admission of children outside of their normal age group

If parents wish for their child to be considered for admission to a class outside of their normal age group, they should first make an application for the normal age group. Parents should then submit a formal written request to the Governing Body, outlining the reasons why the child should be considered for admittance into a class outside of their normal age group and submitting any supporting documentation. The Governing Body will consider the application and advise parents the outcome of their application prior to the national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head teacher. If parents are considering this option they should read the DFE guidance which can be found at <https://www.gov.uk/government/publications/summer-born-children-schooladmission>

## Deferred Entry to Reception Class

Parents have the right to retain a place offered and request that their child be admitted to Reception Class later during the 2017/18 academic year or until the term in which the child reaches compulsory school age, if they so wish. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age.

If an offer of a place cannot be made and parents wish to appeal against the judgement they will have the right of appeal to an Independent Appeals Panel.

Any Dudley child not obtaining a school at any of their preferred primary schools will be allocated a place at the next nearest school with a place available and advised about the independent appeals process

The governors have agreed to follow the same process and time scale as adopted by Dudley MBC and the 2017-2018 Co-ordinated admission arrangements across Dudley Borough Schools.

## Late applications

Applications received after the closing date will only be considered after applications that were received within the deadline have been dealt with, with the following exceptions:

- Where a child moves into the Borough after the closing date and therefore parent/carer could not apply within the deadline given.

- Where a child moves within the Borough and as a result needs to make new preferences for schools within the new area.
- Where there are exceptional circumstances that stopped a parent/carer returning the application form within the deadline. e.g. emergency admission to hospital.

## Waiting lists

If the school is oversubscribed and pupils have been refused admission because other pupils have a higher priority for admission under the published admissions criteria, then those applicants who are unsuccessful will be automatically placed on a waiting list.

Applicants placed on the waiting list will be ranked on a list in accordance with the schools published admissions criteria. The list will operate from 25 April 2017 to 31 December 2017. After 31 December 2017, the waiting list will no longer be in operation. Places that become available between the above dates will be offered to pupils according to their ranking on the waiting list, i.e. those ranked highest will be offered first. After 31 December 2017, any children remaining on that waiting list will be placed on a general waiting list with all other applications.

Inclusion on a school's waiting list does not mean that a place will eventually become available there. A child's position on a waiting list is not fixed and is subject to change during the year i.e. they can go up or down the list. Places that become available (below the published admission number or any number that the school agree they can admit) between the point of allocation and 31 December 2017 will be offered to children according to their ranking on this list i.e. those ranked highest will be offered first.

## Repeat applications

Unless there are significant and material changes in the circumstances of a parent's application for their child or the school, the governors will not consider a repeat application in the same academic year.

## In-Year applications

For applications to move to Cradley CE within the academic year, parents should contact the Local Authority who will co-ordinate this.

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## Halesowen Church of England Primary School

**The published admission number will be 30.**

This is the admissions policy for Halesowen C of E Primary School.

We care, we trust, we believe, we share, we enjoy, we ACHIEVE!

Whilst every effort will be made to meet parents' wishes as to a placement at this school for their child/children, **registration does not automatically guarantee a place.**

**Also, it should be noted that registration for a place at the school is a separate process from registration for a nursery place. Parents whose child attends the nursery must, if they wish their child to continue on into the school, complete a separate application form.**

Places at the school will be allocated on the basis of the following criteria:

- a) Looked after children and all previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Further references to previously looked after children means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after (see notes).
- b) Children who have a "serious and ongoing medical condition" where the preferred school is the most appropriate school to meet the condition.  
*(Parents must provide supportive information from their child's Hospital consultant at the time of application in order to be considered under this criteria. This supportive information should include information about the needs of the child and should detail the difficulties the child would experience if they attended another school. Parents should also indicate why the preferred school is the most appropriate to meet their child's medical condition rather than any other school. The Governing Body will not seek to obtain medical evidence on behalf of parents.)*
- c) Children who have a brother/sister, half brother/sister (where the children share one common parent), or step-brother/step - sister living at the same address

and who will still be attending the preferred school in the academic year 2017 - 18.

- d) Any places that remain available once the above applicants have been admitted will be filled according to those children who live closest to the school, determined by a straight-line measurement in metres, from the home address to the main entrance of the preferred school.

### Notes

- A 'looked after child' is a child who is a) in the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22 (1) of the Children's Act 1989) at the time of making an application to the school.
- This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002.
- Child arrangement orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangement orders replace Residence Orders and any residence in force prior to 22 April 2014 is deemed to be a child arrangements order.
- Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
- In accordance with legislation, a child with a Statutory Statement of Special Educational Needs or an Education, Health and Care (EHC) Plan will be offered a place at the school named in the Statement as the most appropriate to meet the child's individual needs, this may reduce the amount of places available for children who do not have a Statutory Statement of Special Educational Needs or an Education, Health and Care (EHC) Plan.
- Any Dudley child not obtaining a school at any of their preferred primary schools will be allocated a place at the next nearest school with a place available and advised about the independent appeals process.
- Definition of brother or sister also relates to adopted or fostered children living at the same home address.
- The home address is considered to be the child's (along with their parents') genuine principal place of residence at the time of the allocation of places i.e. where they are normally and regularly living. If a child

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- is resident with friends or relatives (for reasons other than guardianship), the friends or relative's address will not be considered for allocation purposes.
- Where parents have shared responsibility for a child, and the child lives with both parents for part of the school week, then the home address will be determined as the address where the child lives for the majority of the school week. Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes. At least one item of proof must demonstrate where the child lives.
  - Special conditions will apply in the event that one child from a set of twins or triplets does not gain admission to the preferred school through the admissions criteria. The Governing Body will exceed the admission number for the school concerned to prevent separation of twins / triplets.
  - Random allocation will be used as a tie-break to decide who has the highest priority for admission if the distance between two children's homes and the school is the same

## Deferred entry to Reception class

Parents have the right to retain a place offered and request that their child be admitted to Reception Class later during the 2017 - 18 academic year or until the term in which the child reaches compulsory school age, if they so wish. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age.

## Admission of children outside of their normal age group

If parents wish for their child to be considered for admission to a class outside of their normal age group, they should first make an application for the normal age group. Parents should then submit a formal written request to the Governing Body, outlining the reasons why the child should be considered for admittance into a class outside of their normal age group and submitting any supporting documentation. The Governing Body will consider the application and advise parents the outcome of their application prior to the national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head teacher. If parents are considering this option they should read the DFE guidance which can be found at <https://www.gov.uk/government/publications/summer-born-children-school-admission>

## Late applications

Preferences that are received after the closing date for receipt of applications will only be considered after

applications that were received within the deadline have been dealt with.

There will, however, be exceptional circumstances in which a late application will be considered alongside those applications that were made within the deadline.

In each circumstance supportive documentary evidence must be provided by the parent / carer at the time of application.

## Waiting lists

If a school is oversubscribed and children have been refused admission because other children have a higher priority for admission under the published admissions criteria, then those applicants who are unsuccessful will be asked if they wish to be placed on a waiting list.

Children on the waiting list will be ranked in accordance with the published admissions criteria and the list will operate from the point of allocation until the 31st December 2017. After this point the waiting list will no longer be in operation and places that become available will be allocated on a first come basis. If more than one application is received at the same time, the oversubscription criteria will be used to determine which applicant will have the place.

Inclusion on a school's waiting list does not mean that a place will eventually become available there.

A child's position on a waiting list is not fixed and is subject to change during the year i.e. they can go up or down the list.

Places that become available between the point of allocation and places that become available between the point of allocation and 31 December 2017 will be offered to children according to their ranking on this list i.e. those ranked highest will be offered first.

## Application process

For admissions at the normal point of entry the Governors have agreed that the Local Authority will co-ordinate all applications for all schools in Dudley. See the co-ordinated scheme for further details.

The Governing Body have also agreed that in year admission applications will be co-ordinated by the Local Authority.

## Repeat applications

It is not the School's Policy to consider repeat applications in the same academic year unless there have been significant and material changes in the circumstances of the applicant.

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## Jesson's Church of England Primary School

Jesson's CE Primary School has an Inclusive Education Policy and the admissions policy aims to maximise the opportunity to meet parental preferences and to meet the individual needs of children wherever possible. The School does not use a selective policy based on aptitude or academic achievement.

Children will not be discriminated against as laid down by the Sex Discrimination Act 1975, The Race Relations Act 1976 as amended by the Race Relations (Amendment) Act 2000, The Human Rights Act 1998, The Special Educational Needs and Disability Discrimination Act 2005 and The Equality Act 2010.

### The published admissions number for year 2017/2018 will be 75.

Jesson's Church of England Primary School primarily serves parents who wish their children to receive an education provided by a church school. There will be no charge relating to the admission of pupils.

The Governors have adopted a policy of taking one intake into the school in September of each academic year for pupils whose fifth birthday falls in the academic year (1 September - 31 August).

Where the number of applicants exceeds the admissions limit, places will be offered as follows:

- a) First priority for admission shall be given to relevant looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, a child arrangements order, or special guardianship order. See notes below.
- b) Children who have a child living at the **same address** who is their brother/sister, half brother/sister or stepbrother/sister and who are **attending this school at the requested time of entry**. The definition of brother or sister also relates to adopted or fostered children living at the same home address.
- c) Children of families who are active members of the Church of England (see note 2 below).
- d) Children of families committed to the practice of the Christian Religion (see note 2 below).
- e) Children of families committed to the practice of other religions who would like their children educated at a Church of England School (see note 3 below).
- f) Proximity of the child's home to the school, with those living nearer being accorded the higher priority. The distance will be measured in a straight line between the front door of the dwelling to the doors of the main entrance to the school in School Street.

In accordance with legislation a child with a Statutory Statement of Special Educational Needs or Education, Health and Care (EHC) Plans will be offered a place at the school named in the statement or EHCP as the most appropriate to meet the child's individual needs. This may reduce the amount of places available for children who do not have a Statutory Statement of Special Education Need or ECHP.

### Note 1

Relevant looked after children means children who are looked after by a local authority in accordance with section 22 (1) of the Children Act 1989 and who is in care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions (see definition in Section 22 (1) of the Children act 1989) at the time of making an application to a school. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under Adoption and Children Act 2002 (see section 46 adoption orders).

Child Arrangements Orders are defined in s.8 of the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangements orders replace Residence Orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order.

Section 14A of the Children Act 1989 defines a special guardianship order as an order appointing one or more individuals to be a child's special guardian (or special guardians).

### Note 2

In assessing eligibility under priorities (c) and (d), a letter to accompany the supplementary form from the parish priest or minister is required. This must provide evidence of attendance of at least once a month in the 12 months prior to application.

### Note 3

In assessing eligibility under priority (e) a letter to accompany the supplementary form from a faith leader to confirm that they are members of the faith community.

### Note 4

In the event that we are unable to distinguish between applicants for the final available place, such as in the case of children who live in the same block of flats or children from multiple births where infant class size legislation would be breached, then the final place will be randomly selected by drawing lots.

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## Note 5

Where parents have shared responsibility for a child and the child lives with both parents for part of the school week then the home address will be determined as the address where the child lives for the majority of the school week (i.e. 3 out of 5 days available). Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes.

## Note 6

Where parents apply for a place outside the normal round of admissions i.e. during the school year, they will be referred to the Local Authority School Admissions Department in the first instance.

Parents of pupils not offered a place will be advised of their right to appeal to an independent appeals panel.

**The governors have agreed to follow the same process and time scale as adopted by Dudley MBC and the 2017/18 co-ordinated admission arrangements across Dudley Borough Schools.**

## Late Applications

Preferences that are received after the closing date will only be considered after applications that were received within the deadline have been dealt with.

There will, however, be exceptional circumstances in which a late application will be considered alongside those applications that were made within the deadline.

In each circumstance supportive documentary evidence must be provided by the parent / carer at the time of application.

## Waiting Lists

If a school is oversubscribed and children have been refused admission because other children have a higher priority for admission under the published admissions criteria, then those applicants who are unsuccessful will be asked if they wish to be placed on a waiting list.

Children on the waiting list will be ranked in accordance with the schools published admissions criteria.

Inclusion on a school's waiting list does not mean that a place will eventually become available there. A child's position on a waiting list is not fixed and is subject to change during the year i.e. they can go up or down the list.

Places that become available (below the published admission number or any number that the school agree they can admit) between the point of allocation and 31 December 2017 will be offered to children according to their ranking on this list i.e. those ranked highest will be offered first.

## Deferred entry to Reception class

Parents have the right to retain a place offered and request that their child be admitted to Reception Class later during the 2017/18 academic year or until the term in which the child reaches compulsory school age, if they so wish. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age.

## Admission of children outside of their normal age group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Parents should make their application to the Local Authority setting out the reasons why they believe their child should be taught outside of their chronological age group.

In addition, the parents of summer born children may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

These parents will need to make an application alongside children applying at the normal age which should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. A decision as to whether this is an appropriate course of action will be made by the Local Authority who will take into account the circumstances of the case. Parents do not have the right to insist that their child is admitted to a particular year group.

## Repeat applications

Unless there are significant and material changes in the circumstances of a parent's application for their child or the school, the governors will not consider a repeat application in the same academic year.

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## Our Lady and St Kenelm RC Primary School

The Admission Policy of the Governors of Our Lady and St Kenelm RC Primary School is as follows:

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. The school is conducted by its governing body as part of the Catholic Church in accordance with its Trust Deed and Instrument of Government and seeks at all times to be a witness to Jesus Christ. We ask all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply and be considered for a place here.

**The school's admission number for the school year 2017/18 is 30.**

If the number of applications exceeds the admission number, the governors will give priority to applications in accordance with the criteria listed, provided that the governors are made aware of that application before decisions on admissions are made (see Note 1 below). A map of the parish boundary is available at the school and parish or by post on request.

1. Baptised Catholic children who are in the care of a local authority (looked after children) or provided with accommodation by them, e.g. children with foster parents (Section 22 of the Children Act 1989), and children who were previously looked after but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order).
2. Baptised Catholic children (see Note 2 below) living within the Parish of Our Lady and St Kenelm who have a brother or sister (see Note 3 below) in the school at the time of admission.
3. Baptised Catholic children living within the Parish of Our Lady and St Kenelm
4. Other Baptised Catholic children who have a brother or sister (see Note 3 below) in the school at the time of admission.
5. Other Baptised Catholic children.
6. Non-Catholic children who are in the care of a local authority (looked after children) or provided with accommodation by them e.g. children with foster parents (Section 22 of the Children Act 1989), and

children who were previously looked after but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order).

7. Non-Catholic children who have a brother or sister (see Note 3 below) in the school at the time of admission.
8. Non-Catholic children.

### Over subscription

If there is over-subscription within the category, the Governors will give priority to children living closest to the school determined by shortest distance. Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main entrance of the school. The local authority uses a computerised system that measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot an applicant's home address within this system (See Note 4).

In a very small number of cases, it may be difficult to decide between the applicants of those pupils who are qualifiers for a place, when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place. As an exception, the governing body will give careful consideration to offering places above the Admission Number to applications from children whose twin or sibling from a multiple birth is admitted even when there are no other vacant places.

### Note 1

Children with a Statement of Special Educational Needs or an Education, Health and Care Plan (EHCP) that names the school must be admitted. This will reduce the number of places available to other applicants.

### Note 2

In all categories, for a child to be considered as a Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism/ Reception should contact their Parish Priest.

Parents making an application for a Catholic child should also complete the school's supplementary information form (SIF). Failure to complete the SIF/provide evidence

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of Catholic Baptism/Reception may affect the criterion the child's name is placed in.

### Note 3

The definition of a brother or sister is:

- A brother or sister sharing the same parents;
- Half-brother or half-sister, where two children share one common parent;
- Step-brother or step-sister, where two children are related by a parent's marriage;
- Step-brother or step-sister;
- Adopted or fostered children

The children must be living permanently in the same household.

### Note 4

The home address of a pupil is considered to be the permanent residence of a child. The address must be the child's only or main residence for the majority of the school week. Documentary evidence may be required.

Where care is split equally between mother and father, parents must name which address is to be used for the purpose of allocating a school place. Parents must provide at least one item of documentation to demonstrate where the child resides.

### School entry

Children must, by law, start school by the beginning of the term after their fifth birthday. A parent may defer a child's entry to the school, but not beyond the academic year for which the application is accepted. Parents may discuss this with the Headteacher.

Parents can request that their child attends part-time until the child reaches compulsory school age.

### Applications for children to be admitted into a class outside of their normal age group

If parents wish for their child to be considered for admission to a class outside of their normal age group, they should make an application for the normal age group in the first instance. Parents should then submit a formal request to the Governing Body. This request should be in the form of a written letter of application outlining the reasons why you wish for your child to be considered to be admitted into a class outside of their normal age group, and enclosing any supportive evidence and documentation that you wish to be taken into account as part of that request. The Governing Body will consider applications submitted and advise the parents of the outcome of their application before the national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Headteacher.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE Guidance which can be found at <https://www.gov.uk/government/publications/summer-born-children-school-admission>

### Nursery

Parents must apply on the LA form for a place in Reception Class. Attendance at a nursery does not automatically guarantee that a place will be offered in main school.

### Appeals

Parents who wish to appeal against the decision of the Governors to refuse their child a place in the school may apply in writing to the Chair of Governors. Appeals will be heard by an independent panel.

### Repeat applications

Any parent can apply for a place for their child at any time outside the admissions round. Parents do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the admission authority has accepted a second application from the appellant because of a significant and material change in the circumstances of the parent, child or school but still refused admission.

### Late applications

Late applications will be dealt with according to the LA co-ordinated scheme.

### Waiting lists

Waiting lists for admission will remain open until the end of December 2017 and will then be discarded. Parents may apply for their child's name to be reinstated until the end of the academic year, when the list will be discarded. The waiting list will be kept by the Governing Body in admission criteria order.

This means that a child's position on the waiting list could go up or down. Inclusion of a child's name on the waiting list does not mean that a place will eventually become available.

Children who are the subject of a direction by a local authority to admit or who are allocated to a school in accordance with a Fair Access Protocol take precedence over those on a waiting list.

### Applications other than the normal intake to reception class (in-year admissions)

An application should be to the local authority who will need to consult with the governors.

There is no charge or cost related to the admission of a child to this school.

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## Pedmore CE Primary School

### Admissions Policy for Normal Age of Entry in September 2017

Pedmore CE Primary School has an Inclusive Education Policy and the admissions policy aims to maximise the opportunity to meet parental preferences and to meet the individual needs of children wherever possible. The School does not use a selective policy based on aptitude or academic achievement.

Children will not be discriminated against as laid down by the Sex Discrimination Act 1975, The Race Relations Act 1976 as amended by the Race Relations (Amendment) Act 2000, The Human Rights Act 1998, The Special Educational Needs and Disability Discrimination Act 2005 and The Equality Act 2010.

**Admission number is 30.**

**The following criteria will be used to allocate the available places if more applications are received than spaces available.**

- a) First priority for admission shall be given to relevant looked after children or children who were previously looked after, but immediately after being looked after, became subject to an adoption, residence, or special guardianship order. See notes below.
- b) Second priority for admission shall be given to children with a "serious and ongoing medical condition" where Pedmore CE Primary school is the most appropriate school to meet the condition.  
(Parents must provide supportive information from their child's Hospital Consultant at the time of application, in order to be considered under this criteria. This supportive information should include information about the needs of the child and should detail the difficulties the pupil would experience if they had to attend another school. Parents should also indicate why Pedmore CE Primary school is the most appropriate to meet their child's medical condition, rather than any other school. The Governing Body will not seek to obtain medical evidence on behalf of parents.)
- c) Third priority for admission shall be given to children who have a brother/sister, half brother/sister (where the children share one common parent), or step-brother / step-sister, living at the same address and who will still be attending the school in September 2017.

- d) Any places that remain available once the above applicants have been admitted will be filled according to those children who live closest to the school, determined by a straight-line measurement in metres, from the home address to the main entrance of Pedmore CE Primary school.

### Notes

- Relevant looked after children means children who are looked after by a local authority in accordance with section 22 (1) of the Children Act 1989 and who is (a) in care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions.
- An adoption order is an order under section 46 of the Adoptions and Children Act 2002. A Child Arrangements Order is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a special guardianship order as an order appointing one or more individuals to be a child's special guardian (or special guardians).
- In accordance with legislation, a child with a Statutory Statement of Special Educational Needs, or Education, Health and Care (EHC) Plan, will be offered a place if the school named in the Statement as the most appropriate to meet the child's individual needs, this may reduce the amount of places available for children who do not have a Statutory Statement of Special Educational Needs, or an Education, Health and Care (EHC) Plan.
- Any child not obtaining a place will be advised about the independent appeals process.
- Definition of brother or sister also relates to adopted or fostered children living at the same home address.
- The home address is considered to be the child's (along with their parents') **genuine** principal place of residence **at the time of the allocation of places** i.e. where they are **normally** and **regularly** living. If a child is resident with friends or relatives (for reasons other than guardianship), the friends or relative's address will not be considered for allocation purposes.  
Parents will be required to provide documentary evidence to support the address at which they wish to be considered for allocation purposes.  
NB. If your address changes you must notify Governors before the closing date for applications.  
**Governors' reserve the right to withdraw a place subsequently found to have been based on fraudulent or intentionally misleading information.**
- Where parents have shared responsibility for a child, and the child lives with both parents for part

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of the school week, then the home address will be determined as the address where the child lives for the majority of the school week. Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes. At least one item of proof must demonstrate where the child lives.

- Special conditions will apply in the event that one child from a set of twins or triplets does not gain admission to the preferred school through the admissions criteria. The Governing Body will exceed the admission number for the school concerned to prevent separation of twins/triplets.
- Random allocation will be used as a tie-break in category d above to decide who has the highest priority for admission if the distance between two children's homes and the school is the same.

## Deferred entry to Reception Class

Parents have the right to retain a place offered and request that their child be admitted to Reception Class later during the 2017/18 academic year or until the term in which the child reaches compulsory school age, if they so wish. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age.

## Application process (Normal age of entry to Reception Class)

All applications will be co-ordinated via the home Local Authority of the applicant. Further details and timescales are set out in the Local Authority's Co-ordinated Scheme which is available from The School Admissions Service.

## Applications for children to be admitted into a class outside of their normal age group

If parents wish for their child to be considered for admission to a class outside of their normal age group, they should make an application for the normal age group in the first instance. Parents should then submit a formal request to the Governing Body. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group, and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request. The Governing Body will consider applications submitted and advise the parents of the outcome of their application before the national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE Guidance which can be found at <https://www.gov.uk/government/publications/summer-born-children-school-admission>

## Late applications

Preferences that are received after the closing date will only be considered after applications that were received within the deadline have been dealt with.

There will, however, be exceptional circumstances in which a late application will be considered alongside those applications that were made within the deadline.

In each circumstance supportive documentary evidence must be provided by the parent / carer at the time of application.

## Waiting lists

If a school is oversubscribed and children have been refused admission because other children have a higher priority for admission under the published admissions criteria, then those applicants who are unsuccessful will be asked if they wish to be placed on a waiting list.

Children on the waiting list will be ranked in accordance with the schools published admissions criteria and the list will operate from the point of allocation of places until 31 December 2017. After this point the waiting list will no longer be in operation and places will be allocated on a first come first served basis.

Inclusion on a school's waiting list does not mean that a place will eventually become available there. A child's position on a waiting list is not fixed and is subject to change during the year i.e. they can go up or down the list.

Places that become available (below the published admission number or any number that the school agree they can admit) between the point of allocation and 31 December 2017 will be offered to children according to their ranking on this list i.e. those ranked highest will be offered first.

## Repeat applications

It is not the Governing Body's Policy to consider repeat applications in the same academic year unless there have been significant and material change in the circumstances of the applicant.

## In year applications

**All applications made for children wishing to join Pedmore CE Primary School are coordinated by The School Admissions Service of Dudley Local Authority, who also hold all waiting lists.**

Governors agree to exceed the PAN by three children in Key Stage 2 classes. Places that become available in the Year 3 class in September are allocated according to the published admission policy by Dudley School Admissions Service, on the last day of the first half of the preceding Summer Term.

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## St. Chad's Catholic Primary School

St Chad's Catholic Primary School is part of the St John Bosco MAC.

The admissions process is part of the Dudley LA co-ordinated scheme.

The Admission Policy of the Board of Directors of St.Chad's Catholic Primary School is as follows:

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. The school is conducted by its Board of Directors as part of the Catholic Church in accordance with its Articles of Association and seeks at all times to be a witness to Jesus Christ. We ask all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply for and be considered for a place here.

### The School's Admission number for the school year 2017/18 is 30.

If the number of applications exceeds the admission number, the Board of Directors will give priority to applications in accordance with the criteria listed, provided that the Board of Directors are made aware of that application before decisions on admissions are made (see Note 1 below). A map of the parish boundary is available at the school and parish on request.

1. Baptised Catholic children who are in the care of a local authority (looked-after children) or provided with accommodation by them (e.g. children with foster parents) (Section 22 of the Children Act 1989) and children who were previously looked after but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order).
2. Baptised Catholic children (see Note 2 below) living within the Parish of St Chad and All Saints, Sedgley and St Peter and the English Martyrs, Lower Gornal, who have a brother or sister (see Note 3 below) in the school at the time of admission.
3. Baptised Catholic children living within the Parish of St Chad and All Saints, Sedgley and St Peter and the English Martyrs, Lower Gornal.
4. Other Baptised Catholic children who have a brother or sister (see note 3 below) in the school at the time of admission.
5. Other Baptised Catholic children.
6. Non-Catholic children who are in the care of a local authority (looked-after children) or provided with

accommodation by them (e.g. children with foster parents) (Section 22 of the Children Act 1989) and children who were previously looked after but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order).

7. Non-Catholic children who have a brother or sister (see note 3 below) in the school at the time of admission.
8. Non-Catholic children.

### Over subscription

If there is over-subscription within the category, the Board of Directors will give priority to children living closest to the school determined by shortest distance. Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main entrance of the school. The local authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot an applicant's home address within this system (See Note 4).

In a very small number of cases it may not be able to decide between the applicants of those pupils who are qualifiers for a place, when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place. As an exception, the Board of Directors will give careful consideration to offering places above the Admission Number to applications from children whose twin or sibling from a multiple birth is admitted even when there are no other vacant places.

### Note 1

Children with a Statement of Special Educational Needs or an Education, Health and Care (EHC) Plan that names the school must be admitted. This will reduce the number of places available to applicants.

### Note 2

In all categories, for a child to be considered as a Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism/Reception should contact their Parish Priest.

Parents making an application for a Catholic child should also complete the school's supplementary information

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form (SIF). Failure to complete the SIF/provide evidence of Catholic Baptism/Reception may affect the criterion the child's name is placed in.

### Note 3

The definition of a brother or sister is:

- A brother or sister sharing the same parents;
- Half-brother or half-sister, where two children share one common parent;
- Step-brother or step-sister, where two children are related by a parent's marriage;
- Step-brother or step-sister;
- Adopted or fostered children

The children must be living permanently in the same household.

### Note 4

The home address of a pupil is considered to be the permanent residence of a child. The address must be the child's only or main residence for the majority of the school week. Documentary evidence may be required.

Where care is split equally between mother and father, parents must name which address is to be used for the purpose of allocating a school place. Parents must provide at least one item of documentation to demonstrate where the child resides.

### School entry

Children must, by law, start school by the beginning of the term after their fifth birthday. A parent may defer a child's entry to the school, but not beyond the academic year for which the application is accepted. Parents may discuss this with the Headteacher who will consider the individual circumstances of each case and the best interests of the child concerned.

Parents can request that their child attends part-time until the child reaches compulsory school age.

### Applications for children to be admitted into a class outside of their normal age group

If parents wish for their child to be considered for admission to a class outside of their normal age group, they should make an application for the normal age group in the first instance. Parents should then submit a formal request to Board of Directors c/o St Chad's Academy Committee. This request should be in the form of a written letter of application outlining the reasons why you wish for your child to be considered to be admitted into a class outside of their normal age group, and enclosing any supportive evidence and documentation that you wish to be taken into account as part of that request. Board of Directors will consider applications submitted and advise the parents of the outcome of their application before the national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE Guidance which can be found at <https://www.gov.uk/government/publications/summer-born-children-school-admission>

### Nursery

Parents must apply on the LA form for a place in Reception Class. Attendance at a nursery does not automatically guarantee that a place will be offered in main school.

### Appeals

Parents who wish to appeal against the decision of the Board of Directors to refuse their child a place in the school may apply in writing to the Chair of the Board of Directors. Appeals will be heard by an independent panel.

### Repeat applications

Any parent can apply for a place for their child at any time outside the admissions round. Parents do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the admission authority has accepted a second application from the appellant because of a significant and material change in the circumstances of the parent, child or school but still refused admission.

### Late applications

Late applications will be dealt with according to the LA co-ordinated scheme.

### Waiting lists

Applicants who are refused places must request to have their names placed on a waiting list. Waiting lists for admission will remain open until the end of December 2017 and will then be discarded. Parents may apply for their child's name to be reinstated until the end of the academic year when the list will be discarded. The waiting list will be kept by the Board of Directors in admission criteria order.

This means that a child's position on the waiting list could go up or down. Inclusion of a child's name on the waiting list does not mean that a place will eventually become available.

Children who are the subject of a direction by a local authority to admit or who are allocated to a school in accordance with a Fair Access Protocol take precedence over those on a waiting list.

### Applications other than the normal intake to reception class (in-year admissions)

An application should be to the local authority who will need to consult with the Board of Directors.

There is no charge or cost related to the admission of a child to this school.

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## St James's CE Primary School

The procedure for admission to St James's School for year September 2017/18 will be based on the following criteria:

**The published admissions number for St James's C.E. Primary School will be 60 pupils.**

The Governors have adopted a policy of taking one intake into the school in September of each academic year for pupils whose fifth birthday falls in the academic year (1 September - 31 August).

In the event of demand for places exceeding the admission number, pupils will be admitted in accordance with the following criteria:

1. Looked after children. (See note A below)
2. Pupils who have a brother/sister, half brother/half sister or step brother/step sister who are still attending the school at the time of admission. (See note B)
3. Families who can demonstrate a close commitment to St James's Church, Wollaston. (See note C below)
4. Families who can demonstrate a close commitment to a recognised Christian Church. (See note C below)
5. Children of families committed to the practice of other religions who would like their children educated at a Church of England School. (See note C below)
6. The location of the home in relation to the school. This will be determined by the shortest straight-line distance between home and main pedestrian entrance with those living nearest, allocated places first.

### Notes

If there is over-subscription within a category, the Governors will give priority to children living closest to the school (determined by shortest straight-line distance measured from the front door of the school to the home address).

### Note A

"Relevant looked after children" means children who are looked after by a local authority in accordance with section 22 of the Children Act 1989(b) and who (a) are looked after at the time an application is made and (b) the local authority has confirmed will still be looked after at the time when the child will be admitted to the school.

First priority for admission shall be given to relevant looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. See notes below.

An adoption order is an order under section 46 of the Adoptions and Children Act 2002. A Child Arrangements Order is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a special guardianship order as an order appointing one or more individuals to be a child's special guardian (or special guardians).

In accordance with legislation, a child with a Statutory Statement of Special Educational Need or an Education, Health and Care (EHC) Plan will be offered a place at the school if it is named as the most appropriate to meet the child's individual needs, this may reduce the amount of places available to other applicants.

### Note B

Definition of brother or sister also relates to adopted or fostered children living at the same home address.

The home address is considered to be the child's along with their parent's genuine principal place of residence at the time of the allocation of places i.e. where they are normally and regularly living. If a child is resident with friends or relatives (for reasons other than guardianship) the friend's or relative's address will not be considered for allocation purposes.

Where parents have shared responsibility for a child, and the child lives with both parents for part of the school week then the home address will be determined as the address where the child lives for the majority of the school week (i.e. 3 out of 5 days available). Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes.

Special conditions will apply in the event that one child from a set of twins, triplets and multiple births does not gain admission to the preferred school through the admissions criteria. The Local Authority will exceed the admission number for the school concerned to prevent separation of twins / triplets and multiple births, providing it does not contravene infant class size limits.

### Note C

In assessing eligibility under priorities 3, 4 and 5 consideration will be given to any information about religious affiliations supplied by local religious leaders. If you are applying under one of these categories, you will

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need to complete a supplementary form, available from the school office. "Attendance at a place of worship must be at least once per month for at least one year prior to application". The form has to be signed by the parish priest, minister, religious leader or church warden, and attached with the child's application form to the school.

## Note D

In the event that we are unable to distinguish between applicants for the final available place, such as in the case of children who live in the same block of flats or children from multiple births where infant class size legislation would be breached, then the final place will be randomly selected by drawing lots.

## Applications for children to be admitted into a class outside of their normal age group

If parents wish for their child to be considered for admission to a class outside of their normal age group, they should make an application for the normal age group in the first instance. Parents should then submit a formal request to the Governing Body. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group, and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request. The Governing Body will consider applications submitted and advise the parents of the outcome of their application before the national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE Guidance which can be found at <https://www.gov.uk/government/publications/summer-born-children-school-admission>

## Late applications

Preferences that are received after the closing date for receipt of applications will only be considered after applications that were received within the deadline have been dealt with.

There will, however, be exceptional circumstances in which a late application will be considered alongside those applications that were made within the deadline.

In each circumstance described in a) to d) above, supportive documentary evidence must be provided by

the parent / carer at the time of application.

## Waiting lists

If a school is oversubscribed and children have been refused admission because other children have a higher priority for admission under the published admissions criteria, then those applicants who are unsuccessful will be placed on a waiting list.

Children on the waiting list will be ranked in accordance with the school's published admissions criteria and the list will operate from the point of allocation of places until the end of the 2017/18 academic year. If parents wish to be considered for a place beyond then they must reapply.

Inclusion on a school's waiting list does not mean that a place will eventually become available there. A child's position on a waiting list is not fixed and is subject to change during the year i.e. they can go up or down the list.

If a parent requests that their child's name be added to the waiting list of a school that was ranked lower on the preference form than the school allocated the child's name will be placed at the bottom of the waiting list in accordance with the published admissions criteria.

Places that become available (below the published admissions number or any number that the school agree they can admit) between the point of allocation and 31 December 2017 will be offered to children according to their ranking on this list i.e. those ranked highest will be offered a place first.

## Appeals

If your application is refused you will be advised of your right of appeal to an independent appeals panel. A letter outlining your grounds of appeal should be sent to the Clerk to The Appeals Panel, St James's C.E. Primary School, Kingsway, Wollaston, Stourbridge DY8 4RU.

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## St Joseph's Catholic Primary School, Dudley

The admissions process is part of the Dudley LA co-ordinated scheme.

The Admission Policy of the Board of Directors of ST JOSEPH'S CATHOLIC PRIMARY SCHOOL Academy is as follows:

The ethos of this academy is Catholic. The academy was founded by the Catholic Church to provide education for children of Catholic families. The academy is conducted by its Board of Directors as part of the Catholic Church in accordance with the Articles of Association and seeks at all times to be a witness to Jesus Christ. We ask all parents applying for a place here to respect this ethos and its importance to the academy community. This does not affect the right of parents who are not of the faith of this academy to apply for and be considered for a place here.

### The Academy's Admission Number for the academic year 2017/18 is 30.

If the number of applications exceeds the admission number, the Board of Directors will give priority to applications in accordance with the criteria listed, provided that the Board of Directors are made aware of that application before decisions on admissions are made (see Note 1 below). A map of the parish boundary is available at the academy and parish or by post on request.

1. Baptised Catholic children who are in the care of a local authority (looked-after children) or provided with accommodation by them (e.g. children with foster parents) (Section 22 of the Children Act 1989) and children who were previously looked after but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order).
2. Baptised Catholic children (see Note 2 below) living within the Parish of OUR BLESSED LADY AND ST THOMAS OF CANTERBURY who have a brother or sister (see Note 3 below) in the academy at the time of admission
3. Baptised Catholic children living within the Parish of OUR BLESSED LADY AND ST THOMAS OF CANTERBURY
4. Other Baptised Catholic children who have a brother or sister (see note 3 below) in the academy at the time of admission
5. Baptised Catholic children (see Note 2 below) living within the Parish of SACRED HEART TIPTON who have a brother or sister (see Note 3 below) in the academy at the time of admission
6. Baptised Catholic children living within the Parish of SACRED HEART TIPTON

7. Other Baptised Catholic children
8. Non-Catholic children who are in the care of a local authority (looked-after children) or provided with accommodation by them (e.g. children with foster parents) (Section 22 of the Children Act 1989) and children who were previously looked after but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order).
9. Non-Catholic children who have a brother or sister (see note 3 below) in the academy at the time of admission
10. Non-Catholic children

### Over subscription

If there is over-subscription within the category, the Board of Directors will give priority to children living closest to the academy determined by shortest distance. Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main entrance of the academy. The local authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot an applicant's home address within this system (See Note 4).

In a very small number of cases it may not be able to decide between the applicants of those pupils who are the final qualifiers for a place, when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and academy is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place. As an exception, the Board of Directors will give careful consideration to offering places above the Admission Number to applications from children whose twin or sibling from a multiple birth is admitted even when there are no other vacant places.

### Note 1

Children with a Statement of Special Educational Needs or an Education, Health and Care (EHC) Plan that names the academy must be admitted. This will reduce the number of places available to applicants.

### Note 2

In all categories, for a child to be considered as a Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism/ Reception should contact their Parish Priest.

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Parents making an application for a Catholic child should also complete the academy's supplementary information form (SIF). Failure to complete the SIF/provide evidence of Catholic Baptism/Reception may affect the criterion the child's name is placed in.

## Note 3

The definition of a brother or sister is:

- A brother or sister sharing the same parents;
- Half-brother or half-sister, where two children share one common parent;
- Step-brother or step-sister, where two children are related by a parent's marriage;
- Step-brother or step-sister;
- Adopted or fostered children.

The children must be living permanently in the same household.

## Note 4

The home address of a pupil is considered to be the permanent residence of a child. The address must be the child's only or main residence for the majority of the school week. Documentary evidence may be required.

Where care is split equally between mother and father, parents must name which address is to be used for the purpose of allocating an academy place. Parents must provide at least one item of documentation to demonstrate where the child resides.

## School entry

Children must, by law, start school by the beginning of the term after their fifth birthday. A parent may defer a child's entry to the school, but not beyond the academic year for which the application is accepted. Parents may discuss this with the headteacher.

Parents can request that their child attends part-time until the child reaches compulsory school age.

## Applications for children to be admitted into a class outside of their normal age group

If parents wish for their child to be considered for admission to a class outside of their normal age group, they must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Board of Directors. This request should be in the form of a written letter of application outlining the reasons why you wish for your child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that you wish to be taken into account as part of that request. The Board of Directors will consider requests submitted and advise the parents of the outcome of that request before the national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the headteacher.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

## Nursery

Parents must apply on the LA form for a place in Reception Class. Attendance at a nursery does not automatically guarantee that a place will be offered in main academy.

## Appeals

Parents who wish to appeal against the decision of the Board of Directors to refuse their child a place in the academy may apply in writing to Chair of the Board of Directors at the Academy address. Appeals will be heard by an independent panel.

## Repeat applications

Any parent can apply for a place for their child at any time outside the admissions round. Parents do not have the right to a second appeal in respect of the same academy for the same academic year unless, in exceptional circumstances, the admission authority has accepted a second application from the appellant because of a significant and material change in the circumstances of the parent, child or academy but still refused admission.

## Late applications

Late applications will be dealt with according to the LA co-ordinated scheme.

## Waiting lists

Applicants who are refused places must request to have their names placed on a waiting list. The waiting list for admission will remain open until the end of December 2017 and will then be discarded. Parents may apply for their child's name to be reinstated until the end of the academic year when the list will be discarded. The waiting list will be kept by the Board of Directors in admission criteria order. When a new child joins the waiting list, all applicants on that list will be re-ranked to ensure that the list is always maintained in oversubscription criteria order.

This means that a child's position on the waiting list could go up or down. Inclusion of a child's name on the waiting list does not mean that a place will eventually become available.

Children who are the subject of a direction by a local authority to admit or who are allocated to a school in accordance with a Fair Access Protocol take precedence over those on a waiting list.

## Applications other than the normal intake to Reception Class (in-year admissions)

An application should be to the local authority who will need to consult with the Board of Directors.

There is no charge or cost related to the admission of a child to this academy.

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## St Joseph's Catholic Primary School, Stourbridge

The Admission Policy of the Board of Directors of St Joseph's Catholic Primary School Academy is as follows:

The ethos of this academy is Catholic. The academy was founded by the Catholic Church to provide education for children of Catholic families. The academy is conducted by its Board of Directors as part of the Catholic Church in accordance with the Articles of Association and seeks at all times to be a witness to Jesus Christ. We ask all parents applying for a place here to respect this ethos and its importance to the academy community. This does not affect the right of parents who are not of the faith of this academy to apply for and be considered for a place here.

### The Academy's admission number for the academic year 2017/18 is 30.

If the number of applications exceeds the admission number, the Board of Directors will give priority to applications in accordance with the criteria listed, provided that the Board of Directors are made aware of that application before decisions on admissions are made (see Note 1 below). A map of the parish boundary is available at the academy and parish or by post on request.

1. Baptised Catholic children who are in the care of a local authority (looked-after children) or provided with accommodation by them (e.g. children with foster parents) (Section 22 of the Children Act 1989) and children who were previously looked after but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order).
2. Baptised Catholic children (see Note 2 below) living within the Parish of Our Lady and All Saints who have a brother or sister (see Note 3 below) in the academy at the time of admission
3. Baptised Catholic children living within the Parish of Our Lady and All Saints
4. Other Baptised Catholic children who have a brother or sister (see note 3 below) in the academy at the time of admission
5. Other Baptised Catholic children
6. Non-Catholic children who are in the care of a local authority (looked-after children) or provided with accommodation by them (e.g. children with foster parents) (Section 22 of the Children Act 1989) and children who were previously looked after but ceased to be so because they were adopted (or became

subject to a Child Arrangements Order or special guardianship order).

7. Non-Catholic children who have a brother or sister (see note 3 below) in the academy at the time of admission
8. Non-Catholic children.

### Over-subscription

If there is over-subscription within the category, the Board of Directors will give priority to children living closest to the academy determined by shortest distance. Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main entrance of the academy. The local authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot an applicant's home address within this system (See Note 4).

In a very small number of cases it may not be able to decide between the applicants of those pupils who are the final qualifiers for a place, when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and academy is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place. As an exception, the Board of Directors will give careful consideration to offering places above the Admission Number to applications from children whose twin or sibling from a multiple birth is admitted even when there are no other vacant places.

### Note 1

Children with a Statement of Special Educational Needs or an Education, Health and Care (EHC) Plan that names the academy must be admitted. This will reduce the number of places available to applicants.

### Note 2

In all categories, for a child to be considered as a Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism/ Reception should contact their Parish Priest.

Parents making an application for a Catholic child should also complete the academy's supplementary information form (SIF). Failure to complete the SIF/provide evidence of Catholic Baptism/Reception may affect the criterion the child's name is placed in.

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## Note 3

The definition of a brother or sister is:

- A brother or sister sharing the same parents;
- Half-brother or half-sister, where two children share one common parent;
- Step-brother or step-sister, where two children are related by a parent's marriage;
- Step-brother or step-sister;
- Adopted or fostered children.

The children must be living permanently in the same household.

## Note 4

The home address of a pupil is considered to be the permanent residence of a child. The address must be the child's only or main residence for the majority of the school week. Documentary evidence may be required.

Where care is split equally between mother and father, parents must name which address is to be used for the purpose of allocating an academy place. Parents must provide at least one item of documentation to demonstrate where the child resides.

## School entry

Children must, by law, start school by the beginning of the term after their fifth birthday. A parent may defer a child's entry to the school, but not beyond the academic year for which the application is accepted. Parents may discuss this with the headteacher.

Parents can request that their child attends part-time until the child reaches compulsory school age.

## Applications for children to be admitted into a class outside of their normal age group

If parents wish for their child to be considered for admission to a class outside of their normal age group, they must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Board of Directors. This request should be in the form of a written letter of application outlining the reasons why you wish for your child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that you wish to be taken into account as part of that request. The Board of Directors will consider requests submitted and advise the parents of the outcome of that request before the national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the headteacher.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at: <https://www.gov.uk/government/publications/summer-born-children-school-admission>

## Nursery

Parents must apply on the LA form for a place in Reception Class. Attendance at a nursery does not automatically guarantee that a place will be offered in main academy.

## Appeals

Parents who wish to appeal against the decision of the Board of Directors to refuse their child a place in the academy may apply in writing to Chair of the Board of Directors at the Academy address. Appeals will be heard by an independent panel.

## Repeat applications

Any parent can apply for a place for their child at any time outside the admissions round. Parents do not have the right to a second appeal in respect of the same academy for the same academic year unless, in exceptional circumstances, the admission authority has accepted a second application from the appellant because of a significant and material change in the circumstances of the parent, child or academy but still refused admission.

## Late applications

Late applications will be dealt with according to the LA co-ordinated scheme.

## Waiting lists

Applicants who are refused places will automatically have their names placed on a waiting list. The waiting list for admission will remain open until the end of December 2017 and will then be discarded. Parents may apply for their child's name to be reinstated until the end of the academic year when the list will be discarded. The waiting list will be kept by the Board of Directors in admission criteria order. When a new child joins the waiting list, all applicants on that list will be re-ranked to ensure that the list is always maintained in over-subscription criteria order.

This means that a child's position on the waiting list could go up or down. Inclusion of a child's name on the waiting list does not mean that a place will eventually become available.

Children who are the subject of a direction by a local authority to admit or who are allocated to a school in accordance with a Fair Access Protocol take precedence over those on a waiting list.

## Applications other than the normal intake to reception class (in-year admissions)

An application should be to the local authority who will need to consult with the Board of Directors.

There is no charge or cost related to the admission of a child to this academy.

# a parents' guide to primary school admissions 2017-18



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## St Mary's Catholic Primary School

The admissions process is part of the Dudley LA co-ordinated scheme.

The Admission Policy of the Board of Directors of St Mary's Catholic Primary School is as follows:

The ethos of this academy is Catholic. The academy was founded by the Catholic Church to provide education for children of Catholic families. The academy is conducted by its Board of Directors as part of the Catholic Church in accordance with the Articles of Association and seeks at all times to be a witness to Jesus Christ. We ask all parents applying for a place here to respect this ethos and its importance to the academy community. This does not affect the right of parents who are not of the faith of this academy to apply for and be considered for a place here.

### The Academy's admission number for the academic year 2017/18 is 30.

If the number of applications exceeds the admission number, the Board of Directors will give priority to applications in accordance with the criteria listed, provided that the Board of Directors are made aware of that application before decisions on admissions are made (see Note 1 below). A map of the parish boundary is available at the academy and parish or by post on request.

1. Baptised Catholic children who are in the care of a local authority (looked-after children) or provided with accommodation by them (e.g. children with foster parents) (Section 22 of the Children Act 1989) and children who were previously looked after but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order).
2. Baptised Catholic children (see Note 2 below) living within the Parish of St. Mary's, Brierley Hill or Our Lady of Lourdes, Kingswinford who have a brother or sister (see Note 3 below) in the academy at the time of admission.
3. Baptised Catholic children living within the Parish of St. Mary's Brierley Hill or Our Lady of Lourdes, Kingswinford.
4. Other Baptised Catholic children who have a brother or sister (see note 3 below) in the academy at the time of admission.
5. Other Baptised Catholic children.
6. Non-Catholic children who are in the care of a local authority (looked-after children) or provided with accommodation by them (e.g. children with foster parents) (Section 22 of the Children Act 1989) and

children who were previously looked after but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order).

7. Non-Catholic children who have a brother or sister (see note 3 below) in the academy at the time of admission
8. Non-Catholic children

### Over-subscription

If there is over-subscription within the category, the Board of Directors will give priority to children living closest to the academy determined by shortest distance. Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main entrance of the academy. The local authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot an applicant's home address within this system (See Note 4).

In a very small number of cases it may not be able to decide between the applicants of those pupils who are the final qualifiers for a place, when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and academy is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place. As an exception, the Board of Directors will give careful consideration to offering places above the Admission Number to applications from children whose twin or sibling from a multiple birth is admitted even when there are no other vacant places.

### Note 1

Children with a Statement of Special Educational Needs or an Education, Health and Care (EHC) Plan that names the academy must be admitted. This will reduce the number of places available to applicants.

### Note 2

In all categories, for a child to be considered as a Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism/ Reception should contact their Parish Priest.

Parents making an application for a Catholic child should also complete the academy's supplementary information form (SIF). Failure to complete the SIF/provide evidence of Catholic Baptism/Reception may affect the criterion the child's name is placed in.

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## Note 3

The definition of a brother or sister is:

- A brother or sister sharing the same parents;
- Half-brother or half-sister, where two children share one common parent;
- Step-brother or step-sister, where two children are related by a parent's marriage;
- Step-brother or step-sister;
- Adopted or fostered children.

The children must be living permanently in the same household.

## Note 4

The home address of a pupil is considered to be the permanent residence of a child. The address must be the child's only or main residence for the majority of the school week. Documentary evidence may be required.

Where care is split equally between mother and father, parents must name which address is to be used for the purpose of allocating an academy place. Parents must provide at least one item of documentation to demonstrate where the child resides.

## School entry

Children must, by law, start school by the beginning of the term after their fifth birthday. A parent may defer a child's entry to the school, but not beyond the academic year for which the application is accepted. Parents may discuss this with the headteacher.

Parents can request that their child attends part-time until the child reaches compulsory school age.

## Applications for children to be admitted into a class outside of their normal age group

If parents wish for their child to be considered for admission to a class outside of their normal age group, they must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Board of Directors. This request should be in the form of a written letter of application outlining the reasons why you wish for your child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that you wish to be taken into account as part of that request. The Board of Directors will consider requests submitted and advise the parents of the outcome of that request before the national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the headteacher.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found

at: <https://www.gov.uk/government/publications/summer-born-children-academy-admission>

## Nursery

Parents must apply on the LA form for a place in Reception Class. Attendance at a nursery does not automatically guarantee that a place will be offered in main academy.

## Appeals

Parents who wish to appeal against the decision of the Board of Directors to refuse their child a place in the academy may apply in writing to Chair of the Board of Directors at the Academy address. Appeals will be heard by an independent panel.

## Repeat applications

Any parent can apply for a place for their child at any time outside the admissions round. Parents do not have the right to a second appeal in respect of the same academy for the same academic year unless, in exceptional circumstances, the admission authority has accepted a second application from the appellant because of a significant and material change in the circumstances of the parent, child or academy but still refused admission.

## Late applications

Late applications will be dealt with according to the LA co-ordinated scheme.

## Waiting lists

Applicants who are refused places will automatically have their names placed on a waiting list. The waiting list for admission will remain open until the end of December 2017 and will then be discarded. Parents may apply for their child's name to be reinstated until the end of the academic year when the list will be discarded. The waiting list will be kept by the Board of Directors in admission criteria order. When a new child joins the waiting list, all applicants on that list will be re-ranked to ensure that the list is always maintained in oversubscription criteria order.

This means that a child's position on the waiting list could go up or down. Inclusion of a child's name on the waiting list does not mean that a place will eventually become available.

Children who are the subject of a direction by a local authority to admit or who are allocated to a school in accordance with a Fair Access Protocol take precedence over those on a waiting list.

## Applications other than the normal intake to reception class (in-year admissions)

An application should be to the local authority who will need to consult with the Board of Directors.

There is no charge or cost related to the admission of a child to this academy.



## Appendix for Catholic schools:

### A “Baptised Catholic” is one who:

- Has been baptised into full communion (Cf. Catechism of the Catholic Church, 837) with the Catholic Church by the Rites of Baptism of one of the various ritual Churches in communion with the See of Rome (i.e. Latin Rite, Byzantine Rite, Coptic, Syriac, etc, Cf. Catechism of the Catholic Church, 1203). Written evidence\* of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place (Cf. Code of Canon Law, 877 & 878).

or

- Has been validly baptised in a separated ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their baptism and reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases, a sub-section of the Baptismal Registers of the church in which the Rite of Reception took place (Cf. Rite of Christian Initiation, 399).

### Written evidence of Baptism

The Governing bodies and Boards of Directors of Catholic schools and academies will require written evidence in the form of a Certificate of Baptism or Certificate of Reception before applications for school places can be considered for categories of “Baptised Catholics”. A Certificate of Baptism or Reception is to include: the full name, date of birth, date of Baptism or Reception, and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of Baptism or Reception.

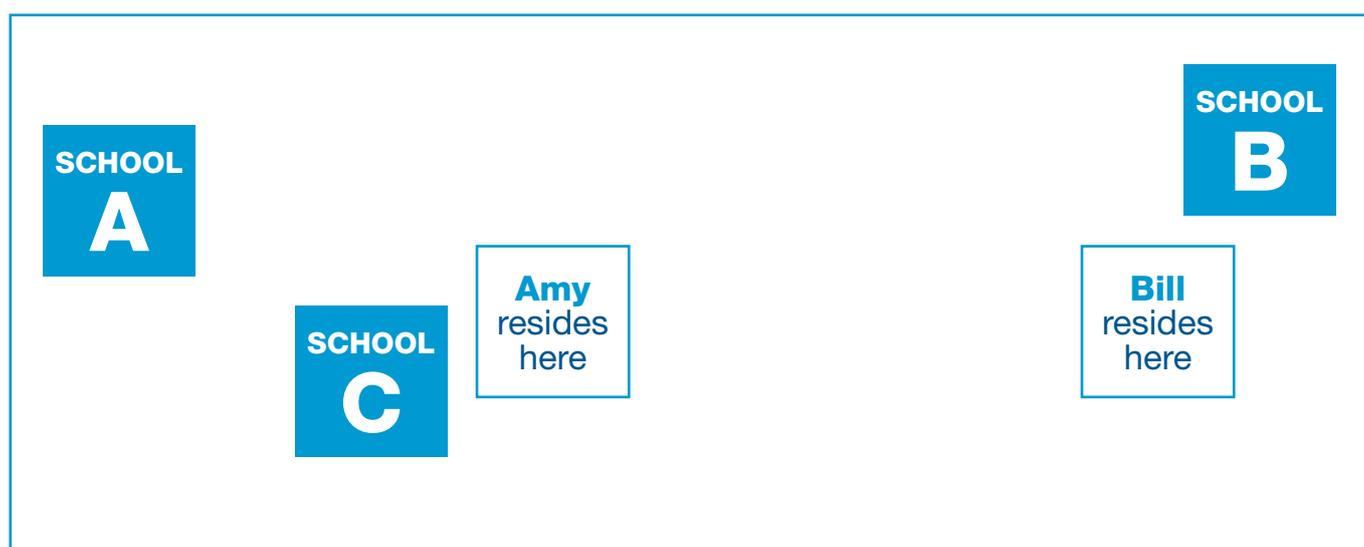
Those who would have difficulty obtaining written evidence of Catholic Baptism/Reception for a good reason, may still be considered as baptised Catholics but only after they have been referred to their parish priest who, after consulting the Vicar General, will decide how the question of Baptism/Reception is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

Those who would be considered to have good reason for not obtaining written evidence would include those who cannot contact the place of Baptism/Reception due to persecution or fear, the destruction of the church and the original records, or where Baptism/Reception was administered validly but not in the Parish church where records are kept.

Governors and Boards of Directors may request extra supporting evidence when the written documents that are produced do not clarify the fact that a person was baptised or received into the Catholic Church, (i.e. where the name and address of the Church is not on the certificate or where the name of the Church does not state whether it is a Catholic Church or not.)



## example of preference allocations



**Bill** lives closer to school **B** than school **A**. However, parents prefer to send **Bill** to school **A** so they express that as a first preference, school **B** as a second preference and school **C** as a third preference.

He does not meet the criteria for school **A** but does for school **B** and **C**. He is offered a place at school **B** as this was ranked higher by the parents.

**Amy's** parents want her to go to school **B** as her first preferred school.

**Bill** is offered a place at school **B** over and above **Amy** because he had a higher priority under the admissions criteria i.e he lived closer.

**Amy** was offered a place at the next closest school with a place available.



# what are my rights if my application is unsuccessful?

## General

If your child is refused admission to any school, you have a right of appeal to an independent appeals panel. Please note that you may lodge appeals for admission to as many schools as you wish, providing you have made a preference for the school.

Being offered a place at an alternative school will not affect the outcome of your appeal.

## What happens if places become available between the point of allocation and the start of term?

Places will be allocated from the waiting list. Please see further details below.

## Appeals for community and voluntary controlled schools

If you choose to exercise your right of appeal, arrangements will be made for you to attend the appeal hearing.

Please note that the decision of the independent appeals panel is binding on both parties and it is not the council's policy to consider repeat appeals in the same academic year unless there has been a significant material change in circumstances.

## Appeals for academies, foundation and voluntary aided schools

If you are refused admission to an academy, foundation or voluntary aided school, you will be informed of the separate appeals process in the letter informing you of the decision.

## Infant class size appeals

Due to legislation, no infant class with a single qualified teacher may contain more than 30 pupils. If your application for a place at the school of your preference is refused for these reasons, the Appeal Panel can only uphold your appeal if it is satisfied that:

- (1) the LA's decision to refuse a place was not one which a reasonable local education authority would make in the circumstances, or
- (2) your child would have been offered a place if the published admission arrangements had been properly followed.

It must be emphasised, therefore, that appeals of this type will succeed in very few cases (see also page 49).

## Waiting lists

If a school is oversubscribed and children have been refused admission because other children have a higher priority for admission under the published admissions criteria, those applicants who are unsuccessful will be asked if they wish to be placed on a waiting list.

Children on the waiting list will be ranked in accordance with the published admissions criteria and the list will operate from the point of allocation of places until 31 December 2017. Inclusion on a school's waiting list does not mean that a place will eventually become available there. A child's position on a waiting list is not fixed and is subject to change during the year, i.e. they can go up or down the list.

If a parent requests that their child's name be added to the waiting list of a school that was ranked lower on the preference form than the school allocated, the child's name will be placed on the waiting list in accordance with the published admissions criteria.

Places that become available between the point of allocation and 31 December 2017 will be offered to children according to their ranking on this list, i.e. those ranked highest will be offered first.



## what do I need to consider before expressing my preference?

Please think very carefully before making your preferences and assess the likelihood of your application being agreed.

You will be able to assess whether a school is usually oversubscribed by the number of applications received for the school against the published admission number or the number of appeals held in previous years. This information is given on page 53 - 65. Other local authorities can provide you with similar information.

Parents can obtain information, advice and guidance from the School Admissions Service regarding the admission process. Telephone 01384 814223.

### **Whose address may I use on the application?**

The child's address is considered to be the child's parents' genuine principal place of residence at the time of the allocation of places (18 April 2017), where they are normally and regularly living.

**If a child is resident with friends or relatives for reasons other than legal guardianship, the friends' or relatives' address will not be considered.**

Due to problems in previous years, it may be necessary for the School Admissions Service to carry out checks to confirm that information given in relation to a child's home address is genuine.

Parents may be asked to produce documentary evidence of the address given within 48 hours.

It may be necessary for a home visit to assist in the process of verifying an address. Also, parents may be asked to provide the child benefit proof, working/tax credits, at least one utility bill, together with a driving licence and bank statement clearly showing names and addresses.

The evidence must demonstrate where the child resides as well as the parent.

**Please note: if your child's permanent residence changes at any point from 1 September 2016 to 31 August 2017, it is the parents' responsibility to notify the LA. You must do this even if you have notified your child's school/nursery.**

If you fail to do so, this may result in any offer of a school place being withdrawn. This has occurred previously.

The School Admissions Service may use other council databases to check the information provided on the form is correct, as well as databases in neighbouring local authorities.



## Infant class size legislation

Legislation states that no infant class may contain more than 30 pupils and be taught by one fully qualified teacher. Only in very limited circumstances can admission over 30 be permitted. Please contact the Admissions Service if you would like more detailed information regarding this.

### **What do I need to do before I return the completed application form?**

- Ensure you have read and understood this guide
- Check that you have completed all relevant sections of the form
- Ensure you have provided any supportive evidence required
- Completed any additional forms where necessary (please check the admissions arrangements of each school to which you are applying).



## special educational need and the Children & Families Act 2014

At the beginning of each new school year, a very small number of children will be starting school with a recognised special educational need or disability, identified either through a medical professional, early educational setting or another route.

In most cases, there will have been detailed contact with parents and/or carers and arrangements for starting school will have been carefully planned.

Once they have had a chance to settle down and become used to the new school routines, the vast majority of children starting primary school will thrive in their new environment. Nevertheless, as a parent and/or carer, and after a period of time, you may feel that your child is experiencing some difficulties with his or her learning.

All Dudley primary schools have Special Educational Needs Co-ordinators (SENCOs) and every school is required, by law, to publish SEN Information on their school website which describes how the school will identify and assess children who may have special educational needs or disability (SEND). This requirement is set out in the SEND Code of Practice published by the Department for Education in 2015

If you have any concerns at all, in the first instance, you should talk to your child's class teacher or the school's SENCO. Then, if necessary, the headteacher, who will be able to discuss your concerns in more detail.

Further information or advice may be obtained from:

**The SEN Team**  
**People Directorate**  
**Westox House**  
**1 Trinity Road**  
**Dudley DY1 1JQ**  
**01384 814214**



## data protection policy

The Data Protection Act 1998 gives rights to our customers about how personal information is obtained and used by Dudley Council. The Act also places obligations on the Council to operate within the law.

### What information does the School Admissions Service hold and how do we obtain it?

We receive information about you and the child/young person you are responsible for from:

- Black Country Partnership
- The nursery setting your child attends
- The preference form you complete and send to us

### Why do we use your information?

We use your information to:

- Allocate your child a place at school
- Share with any of your preferred schools
- Share with the school your child is allocated and members of the independent appeals panel, where necessary, in accordance with the School Admissions Code and the School Admissions Appeals Code
- Pass to Black Country Foundation Partnership Trust for school health visits and checks
- Share relevant information with neighbouring authorities when applying for a school in their authority

We always try to ensure that information we hold about you is accurate and up-to-date. To help us do this, please let us know if your details change.

If you would like further advice on how the information provided is used or have a concern, please contact the School Admissions Service in the first instance.

Further information on how we utilise your personal data is available at this link:

**[www.dudley.gov.uk/privacy-disclaimer-statement/](http://www.dudley.gov.uk/privacy-disclaimer-statement/)**

Advice and guidance about the Act, your rights and our responsibilities can be found on:

- **[www.informationcommissioner.gov.uk](http://www.informationcommissioner.gov.uk)**
- in writing to Information Commissioner at Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF
- by telephone **0303 123 1113/01625 545 745**
- by email **[casework@ico.org.uk](mailto:casework@ico.org.uk)**

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## details of all Dudley primary schools

The following table provides information relating to the allocation of places in 2014/2015, 2015/2016 and 2016/2017. It gives a breakdown of how places were allocated in accordance with the admissions criteria for each of the schools.

It has been included in an attempt to give you as much information as possible regarding admission to schools in the Dudley Borough.

There is no guarantee that a similar situation will occur in 2017/2018.

### Key to columns

#### Type

Categorisation of school

**A** - Academy

**C** - Community

**FD** - Foundation

**VC** - Voluntary controlled

**VA** - Voluntary aided

#### PAN 2016/2017

Published admission number for Reception Class (number of places available as agreed by the local authority in consultation with school governors).

#### NOR

Total number of pupils on roll May 2016 (excludes nursery places, where applicable).

\*\*

Data available direct from the school.

#### Distance to home measurement

Distances are calculated on the basis of a straight line measurement between the applicant's home address and the school's main entrance. The LA uses a computerised system from Synergy which calculates all distances in metres. The co-ordinates of the applicant's home address are taken from the Ordnance Survey's Address Base™ digital data product.

The co-ordinates of the school are those of the 'main entrance point' nominated by a senior member of staff, marked and digitised with reference to Ordnance Survey MasterMap™ digital data product.

If you would like further information in respect of this, please contact the School Admissions Service.

#### Furthest distance

The distance of the last applicant admitted under the distance criteria in metres. Please note that this measurement will vary from year-to-year, dependent on the addresses of the applicants. On request, the School Admissions Service will undertake individual measurements for parents before places are allocated.

### Useful websites

[www.education.gov.uk](http://www.education.gov.uk)

[www.gov.uk/find-school-in-england](http://www.gov.uk/find-school-in-england)

### Note

Where there are no entries in any of the columns, this indicates that all children who applied were admitted to the school.

### School information

[www.dudley.gov.uk/resident/learning-school/schools-and-colleges/school-information](http://www.dudley.gov.uk/resident/learning-school/schools-and-colleges/school-information)

All primary schools are listed. Just double click on the required school.

Please note that all Dudley primary schools are co-educational - there are no single sex primary schools.

Type	Official name of school, postal address, telephone number and name of teacher	Age range	Total NOR May 2016	Published Admission Number for 2017/18	Admissions to Academic Year	Published Admission Number	Total applications	Total 1st preference applications	Total number admitted	Looked after children	Statement of SEN	Medical	Siblings	Faith	Furthest distance admitted (metres)	Number of appeals heard and allowed
FD	Alder Coppice Primary The Northway Dudley DY3 3PS 01384 816610 (Mr P Mandelstam) <b>DFE No: 3325200</b>	3-11	419	60	2016/17	60	151	77	60	0	0	0	37	N/A	1521	4/0
					2015/16	60	122	56	58	0	0	17	N/A	-	-	
					2014/15	60	117	59	60	0	1	31	N/A	2144	2/0	
C	Amblecote Primary School Drive Amblecote Stourbridge DY8 4DQ 01384 818335 (Mrs A Mason) <b>DFE No: 3322123</b>	5-11	295	45	2016/17	45	143	48	45	1	2	0	21	N/A	849	6/2
					2015/16	45	117	34	44	1	0	0	12	N/A	-	-
					2014/15	45	119	41	44	0	1	22	N/A	2964	-	
C	Ashwood Park Primary off Bells Lane, Ashwood Park Estate, Wordsley Stourbridge DY8 5DJ 01384 818545 (Mr K Butler) <b>DFE No: 3322141</b>	3-11	268	60	2016/17	60	86	43	49	2	3	0	15	N/A	-	-
					2015/16	60	82	43	44	2	0	0	17	N/A	-	-
					2014/15	60	69	32	35	2	3	0	16	N/A	-	-
A	Beechwood CE Primary School Beechwood Road Dudley DY2 7QA (Mr K McCabe) 01384 816715 <b>DFE No: 3322003</b>	5-11	243	45	2016/17	45	66	16	25	0	0	0	11	N/A	-	-
					2015/16	45	61	16	28	0	0	0	16	N/A	-	-
					2014/15	45	91	18	45	0	0	14	N/A	-	-	
C	Belle Vue Primary Lawnswood Road Wordsley Stourbridge DY8 5BZ 01384 818615 (Mr D Porter) <b>DFE No: 3322151</b>	3-11	396	60	2016/17	60	170	54	60	0	1	1	32	N/A	2764	1/0
					2015/16	60	160	66	60	2	0	0	23	N/A	1860	2/0
					2014/15	60	159	61	60	1	0	0	19	N/A	2534	2/0
C	Blanford Mere Primary Mimosa Walk Blanford Mere Estate Kingswinford DY6 7EA 01384 818365 (Mrs N Miller) <b>DFE No: 3322077</b>	5-11	203	45	2016/17	45	70	25	32	1	0	0	6	N/A	-	-
					2015/16	45	47	19	21	0	0	0	10	N/A	-	-
					2014/15	45	56	18	24	0	0	10	N/A	-	-	

Type	Official name of school, postal address, telephone number and name of teacher	Age range	Total NOR May 20165	Published Admission Number for 2017/18	Admissions to Academic Year	Published Admission Number	Total applications	Total 1st preference applications	Total number admitted	Looked after children	Statement of SEN	Medical	Siblings	Faith	Furthest distance admitted (metres)	Number of appeals heard and allowed
C	Blowers Green Primary Blowers Green Road Dudley DY2 8UZ 01384 818490 (Mrs S Sehmbi) <b>DFE No: 3322000</b>	3-11	202	30	2016/17	30	61	27	30	0	0	0	13	N/A	1938	2/0
					2015/16	30	74	23	30	1	0	0	10	N/A	2982	-
					2014/15	30	68	29	30	0	0	0	12	N/A	3775	-
A	Bramford Primary Park Road, Woodsetton Dudley DY1 4JH 01384 818915 (Acting Head: Ms C Handley) <b>DFE No: 3322045</b>	3-11	419	60	2016/17	60	151	70	61	1	1	0	34	N/A	796	7/0
					2015/16	60	159	64	60	1	0	0	24	N/A	1340	2/0
					2014/15	60	147	56	60	0	0	0	22	N/A	2097	2/0
C	Brierley Hill Primary Mill Street Brierley Hill DY5 2TD 01384 816980 (Mrs T Allport) <b>DFE No: 3322023</b>	3-11	179	30	2016/17	30	61	35	30	0	0	0	17	N/A	1154	2/0
					2015/16	30	60	24	25	1	0	0	5	N/A	-	-
					2014/15	30	81	32	30	0	0	0	12	N/A	1100	1/0
C	Brockmoor Primary Belle Isle Brockmoor Brierley Hill DY5 3UZ 01384 816635 (Mr B Jones) <b>DFE No: 3322024</b>	3-11	346	60	2016/17	60	87	53	60	0	0	1	25	N/A	-	-
					2015/16	60	92	56	60	2	1	0	25	N/A	1761	-
					2014/15	60	83	44	48	0	0	0	20	N/A	-	-
C	Bromley Hills Primary Granville Drive Kingswinford DY8 8LW 01384 816940 (Mr J Stevens) <b>DFE No: 3322142</b>	5-11	288	45	2016/17	45	91	48	45	3	0	0	19	N/A	2027	3/0
					2015/16	45	86	38	41	1	0	0	20	N/A	-	-
					2014/15	45	100	35	40	0	0	0	12	N/A	-	-
C	Brook Primary George Street, Wordsley Stourbridge DY8 5YN 01384 818835 (Miss L Cartwright) <b>DFE No: 3322029</b>	5-11	379	60	2016/17	60	110	48	60	1	0	0	22	N/A	-	-
					2015/16	60	55	51	55	0	0	0	27	N/A	-	-
					2014/15	45	83	42	48	2	0	0	20	N/A	1956	-

Type	Official name of school, postal address, telephone number and name of teacher	Age range	Total NOR May 2016	Published Admission Number for 2017/18	Admissions to Academic Year	Published Admission Number	Total applications	Total 1st preference applications	Total number admitted	Looked after children	Statement of SEN	Medical	Siblings	Faith	Furthest distance admitted (metres)	Number of appeals heard and allowed
C	Caslon Primary Beeches View Avenue Halesowen B63 2ES 01384 818875 (Ms K Brass) <b>DFE No: 3322112</b>	3-11	195	30	2016/17	30	59	31	30	2	0	0	16	N/A	901	3/0
					2015/16	30	48	22	26	0	0	16	N/A	-	-	
					2014/15	30	54	25	26	0	0	16	N/A	-	-	
VC	Christ Church CE Primary Church Road, Coseley Bilston WV14 8YB 01384 818375 (Ms S Riley) <b>DFE No: 3323010</b>	3-11	496	75	2016/17	70	147	88	75	2	0	0	36	N/A	955	5/0
					2015/16	70	146	83	70	0	0	29	N/A	925	8/0	
					2014/15	70	152	107	72	1	1	32	N/A	713	19/2	
VC	Church of the Ascension Primary New Street, Wall Heath Kingswinford DY6 9AH 01384 818760 (Mr S Hudson) <b>DFE No: 3323007</b>	5-11	303	45	2016/17	45	100	43	45	0	0	0	18	N/A	3200	-
					2015/16	45	43	39	43	0	0	13	N/A	-	-	
					2014/15	45	103	33	41	0	0	9	N/A	-	-	
C	Colley Lane Primary Colley Lane Halesowen B63 2TN 01384 816765 (Mr J White) <b>DFE No: 3322102</b>	3-11	558	90	2016/17	90	134	79	90	1	0	1	45	N/A	2629	2/0
					2015/16	90	141	74	90	1	0	36	N/A	4544	-	
					2014/15	75	161	73	84	0	0	37	N/A	-	-	
C	Cotwall End Primary Cotwall End Road Sedgley, Dudley DY3 3YG 01384 818730 (Ms C Williams) <b>DFE No: 3322130</b>	5-11	358	60	2016/17	60	164	47	59	0	0	0	22	N/A	-	-
					2015/16	60	177	54	60	1	0	21	N/A	4125	1/1	
					2014/15	60	145	44	51	0	0	16	N/A	-	-	
VA	Cradley CE Primary Church Road Halesowen B63 2JUL 01384 818230 (Ms M Harris) <b>DFE No: 3323350</b>	5-11	207	30	2016/17	30	158	59	30	1	0	0	20	N/A	531	4/0
					2015/16	30	126	48	30	0	0	12	N/A	650	6/3	
					2014/15	30	113	51	30	0	0	9	N/A	618	2/0	

Type	Official name of school, postal address, telephone number and name of teacher	Age range	Total NOR May 2016	Published Admission Number for 2017/18	Admissions to Academic Year	Published Admission Number	Total applications	Total 1st preference applications	Total number admitted	Looked after children	Statement of SEN	Medical	Siblings	Faith	Furthest distance admitted (metres)	Number of appeals heard and allowed
C	Crestwood Park Primary Lapwood Avenue Crestwood Park Estate Kingswinford DY6 8RP 01384 818315 (Ms M Stowe) <b>DFE No: 3322072</b>	5-11	200	30	2016/17	30	78	30	30	0	1	0	12	N/A	1732	1/0
					2015/16	30	58	20	21	0	0	6	N/A	-	-	
					2014/15	30	68	36	30	0	0	17	N/A	935	1/0	
C	Dawley Brook Primary Dubarry Avenue, Valley Fields Kingswinford DY6 9BP 01384 818770 (Mrs J Smith) <b>DFE No: 3322043</b>	3-11	193	30	2016/17	30	99	24	27	0	0	0	10	N/A	-	-
					2015/16	30	84	27	30	0	0	11	N/A	3306	-	
					2014/15	30	94	26	29	0	1	8	N/A	-	-	
C	Dingle Community Primary Madeley Road Kingswinford DY6 8PF 01384 818305 (Mrs J Wheeler) <b>DFE No: 3322152</b>	5-11	171	30	2016/17	30	67	23	30	0	0	0	12	N/A	-	-
					2015/16	30	64	26	30	2	0	8	N/A	1760	-	
					2014/15	30	57	27	27	0	0	9	N/A	-	-	
C	Dudley Wood Primary Dudley Wood Road Dudley DY2 0DB 01384 818690 (Ms E Guest) <b>DFE No: 3322005</b>	3-11	406	60	2016/17	60	114	53	60	0	0	1	21	N/A	2037	-
					2015/16	60	117	59	60	1	0	27	N/A	904	1/1	
					2014/15	60	131	66	60	0	0	27	N/A	788	1/0	
C	Fairhaven Primary Barnett Lane Wordsley Stourbridge DY8 5PY 01384 818385 (Mr T Garner) <b>DFE No: 3322063</b>	5-11	309	45	2016/17	45	151	46	45	1	1	0	23	N/A	1070	4/0
					2015/16	45	141	44	45	0	0	18	N/A	2275	-	
					2014/15	45	143	50	45	1	0	22	N/A	800	-	
C	Foxyards Primary Foxyards Road Tipton DY4 8BH 01384 818740 (Ms H Thomas) <b>DFE No: 3322068</b>	3-11	290	45	2016/17	45	88	43	48	0	0	0	20	N/A	6290	-
					2015/16	45	82	40	45	0	0	19	N/A	1988	-	
					2014/15	45	100	46	47	1	0	16	N/A	2086	1/0	

Type	Official name of school, postal address, telephone number and name of teacher	Age range	Total NOR May 2016	Published Admission Number for 2017/18	Admissions to Academic Year	Published Admission Number	Total applications	Total 1st preference applications	Total number admitted	Looked after children	Statement of SEN	Medical	Siblings	Faith	Furthest distance admitted (metres)	Number of appeals heard and allowed
C	Gig Mill Primary The Broadway Norton Stourbridge DY8 3HL 01384 818600 (Mrs A Hannaway) <b>DFE No: 3322145</b>	3-11	549	90	2016/17	90	175	71	90	0	0	0	37	N/A	-	-
					2015/16	90	167	57	90	0	0	33	N/A	3742	-	
					2014/15	75	163	58	85	0	0	26	N/A	-	-	
C	Glyne Primary Cot Lane Kingswinford DY6 9TH 01384 816960 (Mrs S Cameron) <b>DFE No: 3322155</b>	3-11	421	60	2016/17	60	189	69	60	0	0	0	22	N/A	1255	5/0
					2015/16	60	171	63	60	0	0	24	N/A	1459	1/0	
					2014/15	60	163	69	60	0	0	29	N/A	1059	1/0	
C	Greenfield Primary Hill Street Stourbridge DY8 1AL 01384 818585 (Mr P Bravo) <b>DFE No: 3322109</b>	5-11	284	40	2016/17	40	262	76	40	2	1	1	17	N/A	315	4/1
					2015/16	40	247	76	40	2	1	19	N/A	466	6/0	
					2014/15	40	245	70	40	1	0	21	N/A	530	1/0	
VA	Halesowen CE Primary High Street Halesowen B63 3BB 01384 818885 (Mr S Payne) <b>DFE No: 3323352</b>	3-11	194	30	2016/17	30	69	28	30	0	0	0	14	N/A	2148	2/0
					2015/16	30	54	28	29	0	0	10	N/A	-	-	
					2014/15	30	51	24	27	0	0	12	N/A	-	-	
C	Ham Dingle Primary Old Ham Lane Pedmore Stourbridge DY9 0UN 01384 818965 (Ms J Grace) <b>DFE No: 3322125</b>	5-11	377	54	2016/17	54	157	51	60	0	0	0	18	N/A	-	-
					2015/16	54	190	66	54	3	0	28	N/A	1075	5/1	
					2014/15	54	200	59	54	0	0	24	N/A	1529	3/0	
C	Hawbush Primary Hawbush Road Brierley Hill DY5 3NH 01384 816930 (Mrs A Pell) <b>DFE No: 3322143</b>	3-11	188	30	2016/17	30	54	37	30	0	1	0	18	N/A	367	1/0
					2015/16	30	50	31	30	0	0	12	N/A	781	1/1	
					2014/15	30	53	29	30	0	0	11	N/A	-	-	

Type	Official name of school, postal address, telephone number and name of teacher	Age range	Total NOR May 2016	Published Admission Number for 2017/18	Admissions to Academic Year	Published Admission Number	Total applications	Total 1st preference applications	Total number admitted	Looked after children	Statement of SEN	Medical	Siblings	Faith	Furthest distance admitted (metres)	Number of appeals heard and allowed
C	Hob Green Primary Hob Green Road Pedmore Fields Stourbridge DY9 9EX 01384 816730 (Mr S Brown) <b>DFE No: 3322156</b>	3-11	246	30	2016/17	30	76	37	30	0	0	1	19	N/A	614	5/0
					2015/16	30	77	34	43	0	0	19	N/A	-	-	
					2014/15	30	81	38	30	0	0	16	N/A	759	1/0	
C	Howley Grange Primary Howley Grange Road Halesowen B62 0HS 01384 818395 (Miss A Lewis) <b>DFE No: 3322137</b>	5-11	420	60	2016/17	60	191	69	60	1	1	0	27	N/A	1625	2/0
					2015/16	60	166	54	60	1	0	1	N/A	2347	1/0	
					2014/15	60	172	61	60	0	0	29	N/A	2115	-	
C	Huntingtree Primary Bournes Hill Hasbury Estate Halesowen B63 4DZ 01384 818650 (Mr J Harold) <b>DFE No: 3322116</b>	3-11	390	60	2016/17	60	144	55	60	0	0	0	37	N/A	1130	2/0
					2015/16	60	138	34	50	0	0	21	N/A	-	-	
					2014/15	60	143	52	55	0	0	29	N/A	-	-	
C	Hurst Green Primary Narrow Lane Halesowen B62 9NZ 01384 818210 (Ms J Bathurst) <b>DFE No: 3322124</b>	5-11	418	60	2016/17	60	149	62	60	0	0	0	21	N/A	940	3/0
					2015/16	60	155	63	60	0	0	23	N/A	790	1/0	
					2014/15	60	132	75	60	0	0	31	N/A	770	2/0	
C	Hurst Hill Primary Paul Street, Coseley Bilston WV14 9AJ 01384 818845 (Mrs C Dingle) <b>DFE No: 3322148</b>	5-11	311	60	2016/17	60	80	36	39	1	0	0	15	N/A	-	-
					2015/16	60	82	38	42	0	0	20	N/A	-	-	
					2014/15	60	101	33	46	0	0	15	N/A	-	-	
VA	Jesson's CE Primary School Street Dudley DY1 2AQ 01384 816825 (Ms S Lea) <b>DFE No: 3323306</b>	3-11	510	75	2016/17	75	135	72	75	1	0	0	44	-	-	-
					2015/16	75	146	76	75	0	0	37	-	-	2/2	
					2014/15	75	135	66	75	0	0	32	-	-	-	

Type	Official name of school, postal address, telephone number and name of teacher	Age range	Total NOR May 2016	Published Admission Number for 2017/18	Admissions to Academic Year	Published Admission Number	Total applications	Total 1st preference applications	Total number admitted	Looked after children	Statement of SEN	Medical	Siblings	Faith	Furthest distance admitted (metres)	Number of appeals heard and allowed
C	Kates Hill Community Primary Peel Street, Kates Hill Dudley DY2 7HP 01384 818700 (Interim Head: Mr M Ashmead) <b>DFE No: 3322010</b>	3-11	408	60	2016/17	60	115	57	60	1	0	0	23	N/A	-	-
					2015/16	60	117	55	61	2	0	0	29	N/A	954	2/0
					2014/15	50	101	54	60	0	0	0	26	N/A	2050	-
C	Lapal Primary Priory Road Halesowen B62 0BZ 01384 818200 (Executive Head Mrs J Mackinney) <b>DFE No: 3322107</b>	5-11	309	45	2016/17	45	185	66	60	1	0	0	30	N/A	1834	2/0
					2015/16	45	169	56	46	0	0	0	24	N/A	1053	-
					2014/15	45	147	49	45	0	0	0	15	N/A	2761	-
C	Lutley Primary Brookwillow Road Halesowen B63 1BU 01384 818220 (Mrs J Mackinney) <b>DFE No: 3322120</b>	5-11	625	90	2016/17	90	270	121	90	0	1	0	40	N/A	767	5/0
					2015/16	90	230	105	90	0	0	0	34	N/A	1569	1/0
					2014/15	90	230	90	90	1	1	0	36	N/A	2405	-
C	Maidensbridge Primary Beachcroft Road Wall Heath Kingswinford DY6 0HX 01384 818405 (Mr A Hale) <b>DFE No: 3322035</b>	5-11	195	30	2016/17	30	81	27	28	1	0	0	8	N/A	-	-
					2015/16	30	77	31	30	0	0	0	12	N/A	9480	-
					2014/15	30	80	30	29	0	0	0	11	N/A	-	-
A	Manor Way Primary Brier Mill Road Halesowen B63 3HA 0121 272 7310 (Mrs L Buffery) <b>DFE No: 3322139</b>	5-11	204	30	2016/17	30	98	26	30	0	0	0	11	N/A	2775	-
					2015/16	30	75	21	28	0	0	0	8	N/A	-	-
					2014/15	30	89	36	31	1	0	0	20	N/A	1705	-
C	Milking Bank Primary Aintree Way, Milking Bank Dudley DY1 2SL 01384 816695 (Acting Head: Ms K Mundy) <b>DFE No: 3322160</b>	3-11	420	60	2016/17	60	248	90	60	1	1	0	25	N/A	663	8/0
					2015/16	60	255	86	60	1	0	0	20	N/A	701	5/0
					2014/15	60	226	96	62	1	1	0	31	N/A	471	1/1

Type	Official name of school, postal address, telephone number and name of teacher	Age range	Total NOR May 2016	Published Admission Number for 2017/18	Admissions to Academic Year	Published Admission Number	Total applications	Total 1st preference applications	Total number admitted	Looked after children	Statement of SEN	Medical	Siblings	Faith	Furthest distance admitted (metres)	Number of appeals heard and allowed
C	Mount Pleasant Primary Mount Pleasant Quarry Bank Brierley Hill DY5 2YN 01384 816910 (Mrs J Hartill) <b>DFE No: 3322036</b>	3-11	346	50	2016/17	50	149	43	49	0	1	2	18	N/A	-	-
					2015/16	50	153	47	50	1	0	0	21	N/A	1050	2/1
					2014/15	50	175	65	51	1	0	0	27	N/A	863	6/0
C	Netherbrook Primary Chester Road, Netherton Dudley DY2 9RZ 01384 818415 (Mr P Rawlings) <b>DFE No: 3322147</b>	3-11	414	60	2016/17	60	121	56	60	1	0	0	26	N/A	1430	1/0
					2015/16	60	139	72	60	0	0	0	37	N/A	903	3/1
					2014/15	60	131	64	60	0	0	0	22	N/A	1080	1/0
VC	Netherton CE Primary Highbridge Road, Netherton Dudley DY2 0HU 01384 816895 (Mr A Ruston) <b>DFE No: 3323053</b>	3-11	329	45	2016/17	45	109	39	50	0	0	0	16	N/A	-	-
					2015/16	45	108	50	60	1	0	0	21	N/A	3481	-
					2014/15	45	115	38	52	0	0	0	23	N/A	-	-
C	Newfield Park Primary Whittingham Road Halesowen B63 3TP 01384 818640 (Mrs A Mander) <b>DFE No: 3322138</b>	5-11	390	60	2016/17	60	173	48	90	0	0	0	36	N/A	-	-
					2015/16	60	138	37	60	0	0	0	16	N/A	3532	-
					2014/15	45	153	54	60	0	0	0	26	N/A	1592	-
C	Northfield Road Primary Northfield Road Netherton Dudley DY2 9ER 01384 818710 (Mr L Regan) <b>DFE No: 3322012</b>	5-11	401	60	2016/17	60	148	82	61	1	1	0	34	N/A	568	10/0
					2015/16	60	123	46	60	0	0	0	21	N/A	3709	-
					2014/15	60	146	73	60	0	0	0	30	N/A	687	4/0
VC	Oldswinford CE Primary Field Lane Oldswinford Stourbridge DY8 2JQ 01384 818790 (Ms J Birchall) <b>DFE No: 3323050</b>	5-11	419	60	2016/17	60	220	64	60	1	0	2	25	N/A	1496	1/0
					2015/16	60	233	50	60	0	0	0	19	N/A	1401	1/0
					2014/15	60	256	70	60	1	0	0	16	N/A	1389	1/0

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C	Olive Hill Primary Springfield Road Halesowen B62 8JZ 01384 818855 (Mrs R Cutting) <b>DFE No: 3322106</b>	3-11	343	60	2016/17	60	102	46	54	0	0	0	22	N/A	-	-
					2015/16	60	90	34	44	0	0	19	N/A	-	-	
					2014/15	60	61	36	41	0	0	20	N/A	-	-	
VA	Our Lady & St Kenelm RC Primary Bundle Hill Halesowen B63 4AR 01384 816880 (Ms C Finnegan) <b>DFE No: 3323357</b>	5-11	215	30	2016/17	30	103	34	30	2	0	0	14	**	83	2/0
					2015/16	30	87	32	30	0	0	11	**	3064	-	
					2014/15	30	86	27	31	0	0	7	**	5760	-	
VA	Pedmore CE Primary Hagley Road, Pedmore Stourbridge DY9 0RH 01384 818955 (Mr D Dunn) <b>DFE No: 3323354</b>	5-11	221	30	2016/17	30	152	40	30	3	0	0	9	N/A	680	1/0
					2015/16	30	173	56	30	1	0	21	N/A	341	10/1	
					2014/15	30	177	37	30	2	0	7	N/A	1655	-	
C	Peters Hill Primary Peters Hill Road Amblecote Brierley Hill DY5 2QH 01384 816740 (Mr S Duncan) <b>DFE No: 3322075</b>	5-11	800	120	2016/17	120	221	118	121	1	0	0	63	N/A	1503	3/0
					2015/16	120	196	84	111	1	0	37	N/A	-	-	
					2014/15	120	229	92	116	4	1	45	N/A	-	-	
C	Priory Primary Limes Road, Priory Estate Dudley DY1 4HN 01384 816845 (Ms J Craig) <b>DFE No: 3322154</b>	3-11	540	90	2016/17	90	138	75	84	1	1	0	29	N/A	-	-
					2015/16	75	133	64	90	1	0	32	N/A	-	-	
					2014/15	75	137	72	78	1	0	33	N/A	-	-	
C	Quarry Bank Primary High Street, Quarry Bank Brierley Hill DY5 2AD 01384 818750 (Miss H Johnson) <b>DFE No: 3322153</b>	3-11	298	45	2016/17	45	114	50	45	1	0	1	23	N/A	959	2/0
					2015/16	45	123	59	46	2	0	23	N/A	628	3/1	
					2014/15	45	108	55	45	1	0	17	N/A	667	3/0	

Type	Official name of school, postal address, telephone number and name of teacher	Age range	Total NOR May 2016	Published Admission Number for 2017/18	Admissions to Academic Year	Published Admission Number	Total applications	Total 1st preference applications	Total number admitted	Looked after children	Statement of SEN	Medical	Siblings	Faith	Furthest distance admitted (metres)	Number of appeals heard and allowed
C	Queen Victoria Primary Bilston Street, Sedgley Dudley DY3 1JB 01384 812545 (Mrs W Rawlinson) <b>DFE No: 3322149</b>	3-11	559	90	2016/17 2015/16 2014/15	90 90 75	152 161 144	70 78 69	81 85 83	2 0 3	1 0 0	1 0 0	32 34 25	N/A N/A N/A	- - -	- - -
C	Red Hall Primary Zoar Street Lower Gornal Dudley DY3 2PA 01384 813850 (Mrs W Roche) <b>DFE No: 3322052</b>	3-11	310	45	2016/17 2015/16 2014/15	45 45 45	127 86 97	45 24 41	60 42 45	0 0 0	0 0 0	1 0 0	26 15 22	N/A N/A N/A	- - -	- - -
C	Roberts Primary Roberts Street Lower Gornal Dudley DY3 2AZ 01384 818275 (Ms D Hunt) <b>DFE No: 3322144</b>	3-11	623	90	2016/17 2015/16 2014/15	90 90 90	242 249 221	108 114 99	90 90 91	2 3 1	1 0 2	2 0 0	32 34 37	N/A N/A N/A	992 872 1457	6/0 5/0 4/1
C	Rufford Primary Bredon Avenue Stourbridge DY9 7NR 01384 818975 (Mrs A Middleton) <b>DFE No: 3322118</b>	3-11	198	30	2016/17 2015/16 2014/15	30 30 30	70 59 78	26 25 29	29 30 30	0 1 0	0 0 0	0 0 0	14 10 10	N/A N/A N/A	- - -	- - -
C	Russells Hall Primary Overfield Road Russells Hall Estate Dudley DY1 2NX 01384 816785 (Ms J Brown) <b>DFE No: 3322136</b>	5-11	391	60	2016/17 2015/16 2014/15	60 60 45	146 144 128	72 61 58	60 60 60	1 0 0	0 0 1	2 0 1	32 22 14	N/A N/A N/A	792 1597 2016	4/0 1/0 1/0
C	Sledmere Primary School Drive off Buffery Road Dudley DY2 8EH 01384 818425 (Mr D Ward) <b>DFE No: 3322004</b>	3-11	492	90	2016/17 2015/16 2014/15	90 90 60	136 142 136	69 69 81	81 83 89	0 0 0	1 0 0	0 0 0	35 31 35	N/A N/A N/A	- - -	- - -

Type	Official name of school, postal address, telephone number and name of teacher	Age range	Total NOR May 2016	Published Admission Number for 2017/18	Admissions to Academic Year	Published Admission Number	Total applications	Total 1st preference applications	Total number admitted	Looked after children	Statement of SEN	Medical	Siblings	Faith	Furthest distance admitted (metres)	Number of appeals heard and allowed
A	St Chad's RC Primary Catholic Lane Sedgley Dudley DY3 3UE 01384 818720 (Mrs S Mason) <b>DFE No: 3323304</b>	5-11	205	30	2016/17	30	73	20	30	0	0	0	6	**	-	-
					2015/16	30	89	26	30	0	0	14	**	2394	1/0	
					2014/15	30	80	35	30	0	0	15	**	539	1/0	
VA	St James's CE Primary Kingsway Wollaston Stourbridge DY8 4RU 01384 818810 (Ms S Sixsmith) <b>DFE No: 3323358</b>	5-11	391	60	2016/17	60	104	52	60	1	0	0	20	**	-	-
					2015/16	60	118	57	60	0	0	30	**	1349	-	
					2014/15	60	108	61	60	0	0	29	**	1375	-	
A	St Joseph's RC Primary Hillcrest Road Dudley DY2 7PW 01384 818925 (Mr M Hinton) <b>DFE No: 3323302</b>	3-11	210	30	2016/17	30	108	47	30	0	0	0	7	**	273	5/0
					2015/16	30	103	40	30	1	0	12	**	292	3/0	
					2014/15	30	117	68	30	2	0	15	**	-	4/0	
A	St Joseph's RC Primary Lea Vale Road Norton Stourbridge DY8 2DT 01384 818325 (Mr A Carry) <b>DFE No: 3323355</b>	5-11	212	30	2016/17	30	85	31	30	0	0	0	12	**	-	1/0
					2015/16	30	70	34	30	0	0	12	**	873	1/0	
					2014/15	30	74	33	29	0	0	16	**	-	-	
VC	St Margaret's at Hasbury CE Primary Hagley Road Hasbury, Halesowen B63 4QD 01384 818660 (Ms P Rogers) <b>DFE No: 3323052</b>	5-11	218	30	2016/17	30	153	37	30	0	0	0	18	N/A	459	6/0
					2015/16	30	119	37	30	0	0	16	N/A	464	1/0	
					2014/15	30	106	34	30	0	0	13	N/A	1012	-	
VC	St Mark's CE Primary High Street Pensnett Brierley Hill DY5 4DZ 01384 818935 (Ms C Smith) <b>DFE No: 3323008</b>	3-11	239	45	2016/17	45	69	45	45	1	0	0	20	N/A	2256	1/0
					2015/16	45	70	34	39	1	0	16	N/A	-	-	
					2014/15	45	72	46	44	2	0	14	N/A	4267	-	

Type	Official name of school, postal address, telephone number and name of teacher	Age range	Total NOR May 2016	Published Admission Number for 2017/18	Admissions to Academic Year	Published Admission Number	Total applications	Total 1st preference applications	Total number admitted	Looked after children	Statement of SEN	Medical	Siblings	Faith	Furthest distance admitted (metres)	Number of appeals heard and allowed
VC	St Mary's CE Primary Queen Street Kingswinford DY6 7AQ 01384 818295 (Mrs L Perkins) <b>DFE No: 3323009</b>	5-11	195	30	2016/17	30	95	38	30	0	0	0	16	N/A	777	3/0
					2015/16	30	62	29	30	0	0	14	N/A	2147	-	
					2014/15	30	80	31	30	1	0	13	N/A	1243	-	
A	St Mary's RC Primary Mill Street Brierley Hill DY5 2TH 01384 818435 (Ms O O'Beirne) <b>DFE No: 3323303</b>	5-11	207	30	2016/17	30	54	27	30	0	0	0	15	**	-	-
					2015/16	30	52	28	31	0	0	14	**	4788	-	
					2014/15	30	71	24	30	2	0	10	**	4759	-	
C	Straits Primary Longfellow Road The Straits, Lower Gornal Dudley DY3 3EE 01384 818575 (Mr L Hazelhurst) <b>DFE No: 3322150</b>	5-11	348	45	2016/17	45	134	54	60	0	1	0	24	N/A	-	-
					2015/16	45	109	31	48	1	0	9	N/A	-	-	
					2014/15	45	125	39	45	0	0	15	N/A	-	-	
C	Tenterfields Primary Tenterfields Halesowen B63 3LH 01384 818560 (Ms R Welsh) <b>DFE No: 3322104</b>	3-11	210	30	2016/17	30	121	34	30	1	0	2	8	N/A	1607	-
					2015/16	30	110	35	30	1	0	20	N/A	1291	2/0	
					2014/15	30	94	31	30	0	1	15	N/A	2775	1/0	
A	The Bromley-Pensnett Primary Bromley Pensnett Brierley Hill DY5 4PJ 01384 816865 (Ms H Coles) <b>DFE No: 3322132</b>	3-11	238	45	2016/17	45	84	41	46	0	0	0	24	N/A	-	-
					2015/16	45	69	41	44	1	0	22	N/A	-	-	
					2014/15	45	72	41	45	1	0	17	N/A	1214	-	
C	The Ridge Primary Gregory Road Stourbridge DY8 3NF 01384 818800 (Mrs D Hudson) <b>DFE No: 3322122</b>	5-11	210	30	2016/17	30	107	30	30	0	0	0	9	N/A	-	-
					2015/16	30	139	48	30	0	0	19	N/A	341	3/0	
					2014/15	30	115	36	30	0	0	9	N/A	1068	-	

Type	Official name of school, postal address, telephone number and name of teacher	Age range	Total NOR May 2016	Published Admission Number for 2017/18	Admissions to Academic Year	Published Admission Number	Total applications	Total 1st preference applications	Total number admitted	Looked after children	Statement of SEN	Medical	Siblings	Faith	Furthest distance admitted (metres)	Number of appeals heard and allowed
C	Thorns Primary Thorns Road Quarry Bank, Brierley Hill DY5 2JY 01384 818285 (Mr D Priestley) <b>DFE No: 3322067</b>	5-11	210	30	2016/17	30	88	37	30	0	0	1	14	N/A	1110	1/0
					2015/16	30	82	21	30	0	0	0	11	N/A	4453	-
					2014/15	30	89	27	30	1	0	0	12	N/A	1885	1/0
C	Wallbrook Primary off Bradleys Lane Coseley Bilston WV14 5YP 01384 818985 (Mrs C Longden) <b>DFE No: 3322048</b>	5-11	264	45	2016/17	45	77	33	39	0	0	0	17	N/A	-	-
					2015/16	45	79	27	42	0	0	0	15	N/A	-	-
					2014/15	45	84	43	50	1	0	0	20	N/A	4317	-
C	Withymoore Primary Gayfield Avenue off Turners Lane, Quarry Bank Brierley Hill DY5 2BH 01384 818530 (Mrs G Harper) <b>DFE No: 3322126</b>	5-11	411	60	2016/17	60	176	68	60	1	0	1	29	N/A	1017	2/0
					2015/16	60	177	76	60	1	0	1	25	N/A	1011	-
					2014/15	60	176	61	60	2	0	0	23	N/A	1277	1/0
C	Wollescote Primary Drummond Road Wollescote Stourbridge DY9 8YA 01384 818500 (Ms J Quigley) <b>DFE No: 3322111</b>	3-11	390	60	2016/17	60	80	54	59	0	0	0	34	N/A	-	-
					2015/16	60	78	48	54	1	0	0	29	N/A	-	-
					2014/15	60	91	55	57	0	0	0	31	N/A	-	-
C	Woodside Community School and Childrens Centre Highgate Road, Woodside Dudley DY2 0SN 01384 818245 (Mrs S Bloomer) <b>DFE No: 3322140</b>	5-11	355	60	2016/17	60	65	41	46	0	0	0	23	N/A	-	-
					2015/16	60	85	59	60	1	0	0	29	N/A	1203	-
					2014/15	60	79	61	58	0	0	0	24	N/A	-	-
C	Wren's Nest Primary Foxglove Road Wren's Nest Estate Dudley DY1 3NQ 01384 818515 (Mrs R Wylie) <b>DFE No: 3322146</b>	3-11	418	60	2016/17	60	109	73	60	0	2	0	37	N/A	344	7/0
					2015/16	60	112	64	60	0	0	0	25	N/A	788	1/0
					2014/15	60	113	65	60	2	0	0	31	N/A	812	3/0



## addresses of neighbouring local authorities

Parents who wish to consider schools maintained by other authorities are advised to contact the local authority concerned to obtain information about the likelihood of a place being available.

Name of LA	Address	Contact details
<b>Birmingham</b>	Directorate for People Schools Admissions & Pupil Placement Service PO Box 16513 Birmingham B2 2FS	0121 303 1888 <a href="http://www.birmingham.gov.uk">www.birmingham.gov.uk</a> email: <a href="mailto:admissions@birmingham.gov.uk">admissions@birmingham.gov.uk</a>
<b>Worcestershire</b>	Children's Services Directorate PO Box 73 Worcester WR5 2YA	01905 678131 <a href="http://www.worcestershire.gov.uk">www.worcestershire.gov.uk</a> email: <a href="mailto:primeschooladmissions@babcockinternational.com">primeschooladmissions@babcockinternational.com</a>
<b>Sandwell</b>	School Admissions PO Box 16230 Sandwell Council House Freeth Street Oldbury B69 9EX	0121 569 6765 <a href="http://www.sandwell.gov.uk/schooladmissions">www.sandwell.gov.uk/schooladmissions</a> e-mail: <a href="mailto:annual_schooladmissions@sandwell.gov.uk">annual_schooladmissions@sandwell.gov.uk</a>
<b>Staffordshire</b>	School Admissions & Transport Service Education Department Tipping Street Stafford ST16 2DH	01785 278593 <a href="http://www.staffordshire.gov.uk">www.staffordshire.gov.uk</a> email: <a href="mailto:admissions@staffordshire.gov.uk">admissions@staffordshire.gov.uk</a>
<b>Wolverhampton</b>	School Admissions & Appeals Education Directorate Civic Centre St Peter's Square Wolverhampton WV1 1RR	01902 554176 <a href="http://www.wolverhampton.gov.uk">www.wolverhampton.gov.uk</a> e-mail: <a href="mailto:schooladmissions@wolverhampton.gov.uk">schooladmissions@wolverhampton.gov.uk</a>
<b>Walsall</b>	Admissions & Pupil Place Planning Team Walsall Council Zone 2E Civic Centre Darwall Street Walsall WS1 1TP	01922 652585 <a href="http://www.walsall.gov.uk">www.walsall.gov.uk</a> e-mail: <a href="mailto:primary.admissions@walsall.gov.uk">primary.admissions@walsall.gov.uk</a>

**Note:** The details contained in the booklet, which relates to the admission of children to school in 2017/18, were correct in July 2016. It should not be assumed that there will be no changes after that date, or that the information contained will apply to the admission of children in subsequent years.

# a parents' guide to primary school admissions 2017-18



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## useful contacts

Name of service	E-mail / website	Telephone
<b>Dudley Family Information Service</b>	<a href="mailto:fis.cs@dudley.gov.uk">fis.cs@dudley.gov.uk</a>	<b>01384 814398</b>
<b>Travel and Transport Team</b>	<a href="http://www.dudley.gov.uk/resident/learning-school/education-grants/childrens-transport/">www.dudley.gov.uk/resident/learning-school/education-grants/childrens-transport/</a>	<b>01384 814301</b>
<b>Special Educational Needs Team</b>	<a href="mailto:senteam@dudley.gov.uk">senteam@dudley.gov.uk</a>	<b>01384 814360</b>
<b>SENDIASS</b>	<a href="http://www.dudley.gov.uk/resident/learning-school/parental-support/dudleysendiass">www.dudley.gov.uk/resident/learning-school/parental-support/dudleysendiass</a> <a href="mailto:parent.cs@dudley.gov.uk">parent.cs@dudley.gov.uk</a>	<b>01384 236677</b>
<b>The Schools Adjudicator</b>	<a href="http://www.education.gov.uk/schoolsadjudicator">www.education.gov.uk/schoolsadjudicator</a> <a href="mailto:osa.team@osa.gsi.gov.uk">osa.team@osa.gsi.gov.uk</a>	<b>01325 735303</b>
<b>The Department for Education</b>	<a href="http://www.gov.uk/df">www.gov.uk/df</a>	<b>0370 000 2288</b>
<b>The Local Government Ombudsman</b>	<a href="http://www.lgo.org.uk">www.lgo.org.uk</a>	<b>0300 061 0164</b>
<b>Free School Meals</b>	<a href="http://www.dudley.gov.uk/resident/your-council/council-tax-benefits/benefits/free-school-meals">www.dudley.gov.uk/resident/your-council/council-tax-benefits/benefits/free-school-meals</a> <a href="mailto:freeschoolmeals.benefits@dudley.gov.uk">freeschoolmeals.benefits@dudley.gov.uk</a>	<b>01384 814988</b>
<b>Elective Home Education</b>	<a href="http://www.dudley.gov.uk/resident/learning-school/parental-support/elective-home-education">www.dudley.gov.uk/resident/learning-school/parental-support/elective-home-education</a>	<b>01384 814314</b>
<b>Education Investigation Service</b>	<a href="http://www.dudley.gov.uk/resident/learning-school/parental-support/dudley-education-investigation-service">www.dudley.gov.uk/resident/learning-school/parental-support/dudley-education-investigation-service</a> <a href="mailto:eis.cs@dudley.gov.uk">eis.cs@dudley.gov.uk</a>	<b>01384 814317</b>
<b>Connexions Dudley</b>	<a href="http://www.connexionsdudley.org">www.connexionsdudley.org</a>	<b>01384 811400</b>
<b>Education Funding Agency</b>	<a href="http://www.gov.uk/government/organisations/education-funding-agency">www.gov.uk/government/organisations/education-funding-agency</a>	

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## notes

For further information visit  
**[www.dudley.gov.uk/admissions](http://www.dudley.gov.uk/admissions)**  
or call  
**01384 814223**

People Directorate  
Westox House  
1 Trinity Road  
Dudley DY1 1JQ