Bramford
PRIMARY SCHOOL

Admission Arrangements (Normal Age of Entry – 2026/27 Academic Year)

A member of the Griffin Schools Trust

Principles:

Bramford Primary School has an Inclusive Education Policy which aims to maximise the opportunity to meet parental preference and to meet the individual needs of children at their preferred school wherever possible.

The School does not support the use of selective admissions policies based on aptitude or academic achievement.

The admission arrangements set by the governing body ensures that the process is fair and equitable for all.

Legal Context:

- School Standards and Framework Act 1998 as amended by the Education Act 2002
- The Education (Co-ordination of Admission Arrangements) (Primary Schools)(England)(Amendment) Regulations 2012
- The Education (Admission of Looked After Children)(England)Regulations 2005
- School Admissions Code 2021

Desired Outcomes of Bramford Admission Policy & Scheme:

- To maximise the opportunity for parents' preferences to be met and for children to be able to attend their preferred school.
- To enable parents to make informed preferences and to ensure that the School implements a fair and transparent admissions policy.
- That, working with the Local Authority, the number of parents who are not allocated a place at any of their preferred primary schools remains low.
- That the process is coordinated to such an extent that all parents receive only one offer of a school place at the same time, irrespective of the schools or LA for which they are applying.

Bramford Primary School Admissions Policy for Normal Age of Entry in Academic Year 2026/27

Published Admission Number: 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 where more applications are received 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, residence, or special guardianship order. See notes below.

b) Second priority for admission shall be given to children of staff in either or both of the following circumstances:

1. Where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or

2. The member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage

c) Third priority for admission shall be given to children with a "serious and ongoing medical condition" where Bramford 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 School will not seek to obtain medical evidence on behalf of parents.)

d) Fourth 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 Bramford in the academic year 2026/2027.

e) 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 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.
- A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.
- 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 Care Plan (EHCP) will be offered a place if the school is named in the 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 an EHCP.
- Any Dudley 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 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. 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 case. The 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 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 2026/27 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 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 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 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

August 2027. After this point, the waiting list will no longer be in operation and places that become available will be allocated on a first come first basis. If more than one application is received at the same time, the oversubscription criteria, as detailed on page 3, will be used to determine which applicant will have the place.

Inclusion the waiting list does not mean that a place will eventually become available.

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.

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 coordinated scheme for further details.
In year admission applications will be coordinated by the LA for Academies who have indicated this in their admission arrangements.

Repeat Applications

It is not the Trust'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.