



Lawley Primary School Admissions Policy

1 Introduction

1.1 Our Governing Body applies the regulations on admissions fairly and equally to all those who wish to attend this school. The School Standards and Framework Act 1998 introduced a new framework for school admissions as of September 2000. This was later revised in the Education Act of 2002. Our Admissions policy conforms to the regulations that are set out in that Act and are further explained in the School Admissions Code revised in 2014 and in force from 19 December 2014 and the statutory Appeals Code of Practice.

2 Aims

2.1 We seek to be an inclusive school, welcoming children from all backgrounds and abilities.

2.2 All applications will be treated on merit and in a sensitive manner.

2.3 The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we adopt the procedure set out below to determine whether a child is to be accepted or not. It is our wish for parents to find a place for their child at the school of their choice. However, this is not always possible due to excess demand on the places available.

2.4 A child's level of ability is irrelevant to this school's admissions policy, as are any special needs the child may have.

3 How parents can apply for their child to be admitted to our school

3.1 Our school is a community school, and it determines the admission arrangements in agreement with the LA. We adopt the admission policy of the LA which publishes its entry regulations every year. Parents can receive a copy of these regulations directly from the LA and can also access these via our website.

3.2 The LA's annual admissions prospectus informs parents how to apply for a place at the school of their choice. Parents have a right to express their preference, but this does not in itself guarantee a place at that particular school. Application should be made on a form that will be sent from the local Admissions Department during September/October of the year prior to the year of entry and should be returned by the date stipulated on that form – usually January of the following year. (Parents can also apply online at www.telford.gov.uk). The LA will notify parents of places allocated in March of the following year.

3.3 In Telford & Wrekin, there is one admission date per year – September.

4 Admission appeals – for entry during the academic year

4.1 If a child is not offered a place at our school, this will be because to do so would prejudice the education of other children by allowing the number of children in the school to increase past a set level.

4.2 If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LA. An independent panel considers all such appeals, and its decision is binding for all parties concerned. If the appeals panel decides that we should admit a child to whom we had refused a place, then we will accept this decision and continue to do all we can to provide the best education for all of the children at our school. (Further details of appeal arrangements are set out in the revised School Admissions Appeals Code which came into force on 1st February 2012).

5 The planned admission number

5.1 The 'planned admission number' is the number of children the LA considers the school can accommodate. Governors have agreed to set Lawley Primary School's admission number at 60 for each year group. We keep this number under review and the governors will apply to change the number if circumstances change.

6 Foundation and Key Stage One

6.1 We teach Foundation Stage and Key Stage One children (aged five to seven) in classes that have a maximum number of 30 children.

7 Key Stage Two

7.1 We teach Key Stage Two children (aged seven to eleven) in classes that have a maximum number of 30 children.

Governor Statement

The Governors of Lawley Primary have agreed the following Admissions Policy. This is in line with the curriculum aims recommended by the LA, which were adapted and adopted by the Governors of this school.

Headteacher approved 1st September 2025

Governing Body Approval 9th October 2025

(Review date – September 2026)