



Astwood Bank Primary School Admissions Policy 2024-2025

Rationale

Astwood Bank Primary School is situated in Astwood Bank in Redditch, Worcestershire. It is an Academy School and as such is its own admissions authority as part of the coordinated scheme with the Local Authority. This means it determines the priorities for admission should the school be oversubscribed, working alongside the Local Authority. Each application is considered on its own merit in accordance with our criteria. Being part of the coordinated scheme ensures that each child receives only one offer of a place as the Local Authority coordinates admissions across the county and admission in other local areas such as Studley, in consultation with neighbouring authorities.

Astwood Bank Primary School continues to use the catchment area which pre-dates it becoming an Academy. Your child's catchment school can be obtained via <http://www.worcestershire.gov.uk/cms/school-information/school-search>. A map is also available at the school office.

Visiting Astwood Bank Primary School

The school appreciates that parents need to choose their first, or subsequent school, carefully. To aid parents in this process the school offers Open Mornings in the early Autumn Term to see the school in action. Please see our website or phone the school for confirmation of the dates for these. Additionally, there may be times when parents may wish to apply at other times of the school year and again, please contact the school for an appointment.

Pupil Admission Number (PAN)

The Pupil Admission Number for 2024-2025 reception places is 60, organised into two classes. Children will be admitted to the school in the school year in which they will be 5 years of age, which is from 1st September 2024 to 31st August 2025.

The Application Process

Prior to applying for a place all parents are ***strongly advised to read 'The Information for Parents Book on Admissions and Transfers to Schools'*** which is available at

[School Admissions Booklets and Guides](#)

It can also be located in schools, libraries and at your local Worcestershire Hub. Although we would hope all applicants receive a place at Astwood Bank Primary School, parents are strongly advised to name three schools on the form as should the school be oversubscribed the LA will assign a place at the nearest school with available places.

All parents living in Worcestershire wishing to send their child to Astwood Bank Primary School will need to complete the Common Application Form (CA1) an online

part time. Normally this is for the first term, but in special circumstances this could be for longer. Please talk to the Head Teacher regarding this if you feel it applies to you and your child.

Parents do have the right to defer entry to the term following their fifth birthday, however if parents are considering doing this we would strongly advise them to talk to the Head Teacher about this decision, and should parents wish to defer after a place after being offered a place they must inform the Head Teacher. Should this mean that your child would not enter school until September following their normal entry date, as their birthday is between May and August, the place cannot be guaranteed a year in advance, as it cannot be kept open. Parents would, in these circumstances, need to apply for a Year 1 place.

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, effectively in the year group below or above their chronological age group. In addition, the parents of a summer born child 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.

The Head Teacher of the school will

1. Parents will notify the school

In cases of equal distance places to be allocated by random lottery, supervised by an independent source.

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Email: office@astwoodbank.worcs.sch.uk
Head of School: Mrs Debbie Yarnold

Worcestershire Pupil Admissions

Tel: 01905 822700

Web address _____

Online Postcode Catchment area check

Web address:

SENDIASS (providing impartial information, advice and support on matters relating to children and young people with special educational needs and /or disabilities

Tel: 01905 768153

Web: www.SENDworcestershire.co.uk

ACE (Advisory Centre for Education): a national charity that provides independent advice for parents and carers of children aged 5-16

Tel: 0808 800 5793

Website: www.ace-ed.org.uk

Appendix 1 - Timeline for Reception Admissions Process

Process

1) September 2023: The online application process will open in Worcestershire www.worcestershire.gov.uk/school admissions. For other