



Parent consultations for the Admission arrangements for Moorlands Primary School in the 2027/28

Admissions priorities for places in oversubscribed primary schools at Moorlands Primary School- academic year 2027/2028

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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 as defined by section 22 (1) of the Children Act 1989 at the time of making the application for a school place
2. Children with a particular medical condition. Applications submitted under this criterion must be accompanied by a medical declaration form (ASU75M) signed by the child's general practitioner or consultant confirming the condition, detailing the child's needs and specifying why, in their opinion, the preferred school is the only or most appropriate to meet the child's needs. All applications under this criterion will be assessed by the local authority to decide whether the child's needs can be met most appropriately by the preferred school.
3. (a) Children having a brother or sister at the preferred school (not nursery) at the time of admission. (see sibling definition)
4. Children prioritised by distance measured in a straight line from a child's home* to the centre point of the school site.

In all cases, should the number of applicants exceed the number of places available, places will be allocated on the basis of distance between home and school, as measured in a straight line from home to the centre point on the school site with priority being given to those living closest to the school.

NB. Children with a Statement of Educational Needs or a Education & Health Care Plan (EHCP) (previously known as Statement of Educational Needs), naming a particular school will be admitted before all other applicants.

Note:

* Measured from the Local Land and Property Gazetteer address base for the property. In all cases,





should the number of applicants exceed the number of places available, places will be allocated based on distance between home and school, as measured in a straight line from home to the centre point of the school site with priority being given to those living closest to the preferred school.

Additional arrangements for year of entry admissions to primary schools at Moorlands Primary School (2026/27)

1. Late applications

Late applications for places will only be considered alongside those received by the closing date under the following circumstances:

If your application is received after the closing date and not covered by one of the circumstances below then it will be processed after consideration of all on time and accepted late applications.

- When the applicant has bought, rented or leased a house or flat and has moved into Sandwell after the closing date, but before the allocation of places has been made.
- When the applicant has moved home within Sandwell to an address more than three miles from their previous address but closer to the preferred school after the closing date but before the allocation of places has been made.
- When a child who is in public care (looked after) or was previously in public care moves into Sandwell after the closing date, but before the allocation of places has been made.
- When a sibling has commenced at the preferred school after the closing date but before the allocation of places has been made.
- When the applicant is a single parent and was prevented from submitting their application on time due to long term illness of more than six weeks duration from the date on which application forms became available.

2. Waiting lists

Places will be offered initially to applicants whose forms have been received by the closing date or whose application has been considered as being made on time (under 1 above).

Any preferences which cannot be met following the application of the admission priorities together with any late requests which have been made and which the local authority does not consider as being late for a good reason will be put on a waiting list which will be ranked in accordance with the published admission priorities.

Places will only be offered from the waiting list in the event that the number of confirmed offers (including those offered as a result of independent appeals) is less than the published admission number.





3. Further applications in the same academic year

The local authority will only consider more than one application in the same community or controlled school in the same academic year if one or more of the following significant changes apply:

- (a) The child becomes looked after by the local authority;
- (b) The child has a medical condition which was not present when the previous application was considered;
- (c) The child's brother or sister has been admitted to the school for which the application has been made and was not there at the time of the last application;
- (d) The applicant has changed address since the previous application was considered and the applicant now lives closer to the school for which the application was made;
- (e) A vacancy arises in the relevant year group.

4. Changing or adding new preferences

Once a parent/carer has submitted an application they will not be able to amend it online before the closing date. For any changes to be included, parents would need to e-mail the School Admissions Service at:

annual_schooladmissions@sandwell.gov.uk

If the closing date has passed it will not be possible to make a change unless the application meets the criteria to be considered Admission numbers and arrangements for community and voluntary controlled primary for the academic year 2027/2028 as a "late" application (in 1 above). Any changes made to an application after the closing date will deem the application "late".

5. Twins and multiple births

Special conditions will apply in the event that one child from a set of twins or other 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 or children from multiple births.

6. Tie breaker

If two or more applicants tie for last place during the allocation process the final place shall be decided by a random number generator, independently overseen by the council's Democratic Services Unit.

7. Deferred and Delayed entry

a) Deferred entry

Parents may seek to defer their child's entry into Reception until the term following their fifth birthday. If a parent wishes to do this, they must request this at the time of application.

A Parent cannot defer entry beyond the beginning of the final term of the school year for which the application was made.





A Child reaches compulsory school age on the prescribed day following their fifth birthday or on their fifth birthday if it falls on a prescribed day. The prescribed days are

- 31st December;
- 31st March;
- 31st August

b) Delayed entry

The School Admission Code of 2021 states that 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. 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.

*born between 1 April and 31 August

Under the School Standards and Framework Act 1998, children do not have to undertake full time education until the start of the term following their fifth birthday. In Sandwell children are offered admission at the beginning of the Autumn Term (September) following their fourth birthday. If parents/carers wish to defer entry until later in that academic year or until the child is 5, they must include a letter with their application form making the request.

Parents/carers sometimes request that the admission of their child is delayed for an academic year due to developmental issues. The Local Authority, as the admission authority, will make a decision on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of:

- a) the parent's/carer's views, information about the child's academic, social and emotional development, and, where relevant their medical history and the views of a medical professional. In addition, the Local Authority will consider whether the child has previously been educated out of their normal age group and whether they may naturally have fallen into a lower age group if it were not for being born prematurely;
- b) and b) the views of the Head Teacher of the school concerned. Delayed entry beyond one academic year will not be supported.

The Process

Parents/carers must apply for a school place through the normal admission procedures and must submit an application form by 15 January. A request to delay entry will be made by the parent in writing, outlining reasons for the request, to the School Admissions Team by no later than 15 January in the year of the child's scheduled entry to reception class.

The request should include:

- any evidence from a health or social care professional who is involved in the care or treatment of the child, e.g. speech and language therapist, occupational therapist, social worker, paediatrician;
- a report from the Early Years setting regarding the child's current level of functioning with evidence of the child's attainments against the ages and stages of development from the Early Years





Foundation Stage, the child's social functioning with the peer group and their views on the request;

- whether the child's premature birth has caused health problems or developmental delays that mean the child would benefit from a delayed school start; and
- what a nursery setting can provide the child that a reception class would not. Decision A panel will be convened by the Team Manager of School Admissions to consider the request. The panel may include:
 - Education Improvement Advisor - SEN
 - Team Manager School Admissions
 - Senior Leader Specialist Inclusion Service
 - Early Years Lead
 - Head Teacher(s) of the preferred school(s)
 - A healthcare professional (where required)
 - The parent / carer of the child (and a personal representative)The Team Manager School Admissions will co-ordinate the work of the panel.

The panel will consider:

- the parent's/carer's views;
- information about the child's academic, social and emotional development;
- where relevant their medical history and the views of a medical professional;
- whether the child has previously been educated out of their normal age group;
- whether the child may naturally have fallen into a lower age group if it were not for being born prematurely;
- the views of the Head Teacher of the school concerned;
- the impact of any decision on the child, parents /carers and the school;

The panel will reach a decision prior to the allocation of school places on 16 April. In line with the School Admissions Code September 2021, it is the admission authority's decision on which year group a child should be admitted to, but it is the parent who has taken the decision to delay their child's start at school. It is the admission authority's decision about which school year, reception or year 1, the child is admitted on the basis of the circumstances of the case and in the best interests of the child concerned.

Once a decision has been made, Sandwell Local Authority will formally notify the parent / carer, clearly setting out the reasons for the decision. If the parent / carer challenges the decision, they will be given a right of appeal to the Director of Children and Education. A right of appeal to an independent panel is only given if a school is not offered for the relevant year.





Attendance at an early years setting

If it is decided that it is in the best interests of the child to delay entry, the child will be entitled to a 15 hours funded placement in a nursery setting within a school until they commence full time education. If the child is in a private Day Care Setting, they will be eligible to transfer to a school nursery setting but will not be able to remain at the Day Care Setting.

Review

Where it is agreed that the child should start school outside of their chronological age group, the parents / carers will be requested to apply for a school place again through the normal admission procedures the following year. A review will take place at the start of Year 5 with a view to consideration of secondary school. The review will be conducted by members of the panel above, a representative of the primary school and a representative from a secondary school. If the school feels that the child is ready to be taught alongside peers of the same chronological age, consideration should be given to moving them to year 6 providing there is room. The review will be conducted prior to the allocation of secondary school places. Which school the child attends, will not form part of the panel's decision. Parents should be mindful that this policy does not apply to Foundation Schools, Voluntary Aided Schools or Academies. The school and or parents/carers can request a review sooner if it is felt that the child has progressed sufficiently to be taught alongside peers. Consideration will always be given to the admission limit of the year group concerned.

In Year Admissions

An application can be made for a school place for a child at any time outside of the normal admissions round. Where a school place is available, the place will be offered in accordance with the admission priorities stated above.

Waiting Lists

Any preferences which cannot be met following the application of the admission priorities, will be placed on a waiting list which will be ranked in accordance with the published admission priorities until the end of the academic year. Parents who still wish their child(ren) to be on a waiting list following the end of the academic year would be required to make a new application.

Definitions used in admissions administration

1. Brother and sister (Sibling)

The definition of a brother or sister is:

- (a) a brother or sister sharing the same parents*;
- (b) a half brother or half sister, where two children share one common parent*;
- (c) a step brother or step sister, where two children are related by a parent's marriage*;
- (d) adopted or fostered children*,





- *and living at the same address;
- (e) children of unmarried parents and living at the same address.

It does not include:

- (a) cousins or other family relationships;
- (b) brothers or sisters who, at 1 September in the year of entry will not be registered pupils at the preferred school (not including nursery);
- (c) brothers or sisters who, at 1 September in the year of entry will be in the sixth form at the preferred school.

2. Children in Public Care

A child in public care means 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 section 22 (1) of the Children Act 1989) at the time an application is made.

An adoption order is an order under section 46 of the Adoptions and Children Act 2002.

A child arrangement order (previously residence 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).

3. Home address

The home address of a child is the address at which a parent with parental responsibility lives. It may also be the address at which a child resides (and sleeps) for the majority of the school week (Sunday to Thursday night). In the event of a query on the home address we will require two examples from the following list;

- Council Tax
- Tenancy Agreement
- Solicitors letter confirming completion of purchase

4. Armed Forces Children

Moorlands Primary School understands that families of UK Service personnel often have to move at short notice within the UK and from abroad. If an application along with an official letter declaring a relocation date is received, then a school place will be arranged in advance of the relocation. Please contact Sandwell Admission Team on 0121 569 6765 for further information.

6. Published Admission Number

As part of determining its admission arrangements, Moorlands Primary School must set an admission number for each 'relevant age group' (the age group at which pupils are or will normally be admitted to the school, e.g., Reception).





Current Admission numbers for 2027/2028

Moorlands Primary School has a Published Admission Number of 30 for children who reach the age of 5 during the ensuing school year. Where the number of applications is lower than the school's admission number, all applicants will be admitted. If there are more applications than places available, then all applications received by the Local Authority's designated closing date for receipt of applications will be considered, together and at one time by a committee of the Governing Body.

School name	Published admission number	Notes
Moorlands Primary	30	

