

Tanworth-in-Arden Church of England  
Primary School and Nursery



*In God's family, learning, loving,  
growing to be our very best.*

**POLICY: Admissions 2026-2027**

Signed S.Joseph

Chair of Local Governing Board

## **Arrangements for Admission to Tanworth Church of England Primary School and Nursery 2026/2027.**

**This policy has been considered and adopted by Arden Forest C of E Multi Academy Trust Board. The Local Governing Board of Tanworth-in-Arden C of E Primary School is delegated to act in respect of admissions on behalf of the Arden Forest C of E Multi Academy Trust**

Children are normally admitted to the school in the September of the school year in which they are 5 years old (See Note B). We welcome visits from prospective parents and hold Open Days during the Autumn term. Our admissions process for September admissions is part of the Local Authority co-ordinated scheme. Applicants must apply to the Local Authority where they live by the closing date by clicking on the appropriate link below.

<https://www.warwickshire.gov.uk/school-admissions-appeals/using-school-admissions-parent-portal>

<https://www.worcestershire.gov.uk/council-services/schools-education-and-learning/apply-school-place>

<https://www.solihull.gov.uk/Schools-and-learning/School-admissions>

The school published admission number for 2026 is 30. Where the number of applications is lower than the school admission number all applicants will be admitted.

### **Oversubscription Criteria**

If the number of applications exceeds the number of places available each application will be given a priority and places will be allocated in the following order.

#### **Priority 1:**

Children looked after by a Local Authority (in accordance with section 22 of the Children Act 1989) at the time of making an application to the school 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 immediately following having been looked after. This includes those children who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted.

#### **Priority 2:**

Children who live within the Tanworth and Earlswood wards of the Stratford District Council (see link below)(Appendix 1)

<https://www.warwickshire.gov.uk/school-admissions-appeals/priority-area-map-infant-primary-schools/2>

**Priority 3:**

Children who are not in category 1 or 2 but have a sibling at Tanworth School at the time of entry to the school's reception class (see Note D).

**Priority 4:**

Children who are not included in categories 1-3.

Note A Children with an Education and Health Care Plan that names Tanworth-in-Arden CofE Primary School will be offered a place first. This may reduce the number of places available

Note B A child is entitled to a full-time place at school in the September following their fourth birthday. The child's parents can 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 application was made. Where 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. Compulsory school age is the prescribed day on or following the child's fifth birthday. The prescribed days are 31 December, 31 March and 31 August: i.e.: A child born between 01 September and 31 December must be in compulsory education by the 31 December. A child born between 01 January and 31 March must be in compulsory education by 31 March. A child born between 01 April and 31 August must be in compulsory education by the beginning of the final term of the school year (unless the provisions relating to summer born children are applied)

Note C The home is where the child normally sleeps when s/he attends school (including the address at which a 'looked after' child in the care of a local authority normally sleeps). Addresses involved in child minding arrangements (professional or with relatives) are excluded. If the child's parents do not live together, and the child lives for equal amounts of time with each parent, the Warwickshire County Council will ask the parents to nominate the address to be used for the purpose of the school admission application. The Local Governing Board reserves the right to ask for evidence of the address of a pupil or prospective pupil.

**Moving House?** If you are moving to a house in the local government wards of Tanworth or Earlswood, please contact Warwickshire County Council to determine the date by which you should apply. You will need to provide evidence of your completed purchase or signed tenancy agreement to Warwickshire County Council.

Note D Under priority 3, a brother or sister must live at the same address and could be:

- A brother or sister sharing the same parents;
- A half-brother or sister, where two children share one parent; a stepbrother or stepsister, where two children are related by a parent's marriage or civil partnership (a formal arrangement that gives same-sex couples the same legal status as married couples);
- The separate children of a couple who live together; or
- An adopted or fostered brother or sister.

### **Further Explanatory Notes:**

**1** If offering places within any one of the criteria would cause the school's admission number to be exceeded, then children living nearest will be offered first. The distance will be calculated by the Local Authority using a straight-line measurement from the address point location coordinate of the applicant's home address (as set by Ordnance Survey) to the centre point ('centroid') of the school in question. (The centroid is a predetermined point set by Warwickshire County Council and all distances are subject to changes which may occur with updates of mapping data). If two or more applicants shared the same distance to a school and only one place is available, the applicant to whom the place will be offered will be determined by the Local Authority by random selection (unless this involves multiple births, in which case, all the siblings will be admitted).

**2** Although our building is on different levels, we can make reasonable special arrangements for pupils with mobility difficulties.

**3 Fair Access Protocol:** We confirm that the Local Governing Board recognises its duty to comply with the Local Authority Fair Access Protocol to provide fair access to school for pupils who need a school place because they have missed, or are at risk of missing, education.

**4** Pupils at Tanworth Nursery seeking admission to Tanworth School will be considered in accordance with the above criteria. Attendance at Tanworth Nursery does not automatically mean that the child will be admitted to Tanworth School.

**5** The closing date for applications for admission to Reception is set by Warwickshire County Council. Applications received after the Local Authority's designated closing date for receipt of applications will be deemed to have been made late and will be considered after those received on time.

### **6 The Warwickshire County Council Waiting list for Reception Class**

If Warwickshire County Council, acting on behalf of the Local Governing Board, is unable to offer your child a place in Reception Class at the start of the September term because the school is oversubscribed, you can ask the Council to put your child's name on the Council's waiting list for a place at the school. The waiting list will operate until the end of December of that year. If places become available because offers have not been accepted, they will be offered to those on the waiting list using the same priority order as above. The amount of time a child's name has been on the waiting list is not relevant. Parents should be aware that the priority order of children on the list can alter, for example as children with higher priorities are added.

### **7 Admission of children below compulsory school age and deferred entry:**

A child is entitled to a full-time place at school in the September following their fourth birthday. The child's parents can 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 application was made.

Where 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.

Compulsory school age is the prescribed day on or following the child's fifth birthday. The prescribed days are 31 December, 31 March and 31 August: ie: A child born between 01 September and 31 December must be in compulsory education by the 31 December. A child born between 01 January and 31 March must be in compulsory education by 31 March. A child born between 01 April and 31 August must be in compulsory education by the beginning of the final term of the school year (unless the provisions relating to summer-born children below are applied).

### **8 Admission of children outside their normal age group**

Parents may seek a place for a child outside of their normal age group in special circumstances, for instance if the child has experienced problems such as ill health or if they are moving from overseas and their child has not been educated in the English school system. Such applications should be made in writing to the Chair of the Local Governing Board of the school, via the school office, setting out the reasons for the request. A decision will be made on the basis of the circumstances of each case and in the best interests of the child concerned.

### **Summer-born Children (those born between 01 April and 31 August)**

Parents of a summer born child may choose not to send their child to school until the September following the child's fifth birthday, when they will apply for the child to enter Year 1. There is no guarantee that a place will be available at the school at this stage, as the year group may well already be full.

Parents of a summer born child may, at the same time as making an application to the Local Authority for a Reception place in the child's normal age group, make a request of the school's Local Governing Board that the child may apply the next year to be admitted to the Reception Class in the September following the child's 5th birthday instead. The request

should be made in writing to the Chair of the Local Governing Board of the school, via the school office, setting out the reasons for the request. The Local Governing Board will make its decision on the basis of the individual circumstances of each case and in the best interests of the child concerned and will set out clearly the reasons for the decision.

If the Local Governing Board agrees to the parent's request, the existing application for a Reception place may be withdrawn and the parent must then make a new application for a place in Reception as part of the main admissions round the following year, which will be considered against the normal oversubscription criteria (and there is no guarantee of a place being offered at this school at that stage).

If the Local Governing Board does not agree to the parent's request, the parent must decide whether to accept any offer of a place for the normal age group, or to refuse it and make an in-year application for admission to Year 1 for the September following the child's fifth birthday (when, again, there is no guarantee of a place being available at this school).

A decision made by one admission authority in respect of admission of a child out of their normal age group is not binding on any other admission authority. Therefore, a child educated out of their normal age group at this school may not be accepted out of their normal age group when moving to a different school or from primary to secondary school.

Parents' statutory right of appeal against a decision to refuse admission does not apply if the child is offered a place at the school but it is not in the parent's preferred age group.

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 read the DFE guidance to be found at:

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

## **9 Right of appeal**

If the school is unable to offer your child a place and you are unhappy about the decision, you can make an appeal by writing to the Chair of the School Local Governing Board at the school. The appeal will be heard by an independent Panel.

## **10 In-Year applications**

Applications made outside the normal admissions round should be made directly to the local authority at Warwickshire <https://www.warwickshire.gov.uk/moving-schools-within-school-year>

**11** The school cannot offer a place to a child in the Infant Classes (Reception, Year 1 and Year 2) over the legal limit of 30 pupils except in the particular circumstances described in the School Admissions Code 2021.

Appendix 1

SCHOOL PRORITY CATCHMENT AREA

