



ADMISSIONS ARRANGEMENT

WORMHOLT PARK PRIMARY SCHOOL



Article 28

Every child has the right to an education

Introduction

The admission authority for Wormholt Park Primary School is London Borough of Hammersmith and Fulham. This policy is in line with government legislation and guidance (School Admissions Code 2014) and is designed to ensure there is a fair admissions procedure for all applicants, and to help guide parents and their children through the application process.

Applying for a place

Wormholt Park welcomes all applications. We have one main intake level in reception. We encourage entry at these times so as to aid the progression of the child academically without interruption but children are welcome to apply for entry in any year. Parents are encouraged to visit the school with their child if they are planning to apply for a place and we hold open days during the year. Arrangements for visits outside of the open days can be made through the school office.

Parents/carers must apply on the Common Application Form of the local authority where they live. This can be completed online via www.lbhf.gov.uk/schooladmissions or on a paper form available from schools, libraries or their local council's School Admissions Team.

Oversubscription

Unsuccessful applicants (including any applications received after the closing date) will be included on the school's waiting list ranked in order of priority under the published oversubscription criteria, without regard to the date that the application was received. Please note a child's position on the waiting list can go down as well as up. For example, if a new application is received or if a child on the list moves nearer to the school, the waiting list may need to be revised. The offer of a place does not depend on the length of time your child's name has been on the waiting list and there can be no guarantee that a place will be offered.

Children with a statement of special needs of education health and care plan

Applicants with a signed Statement of Special Educational Needs (SEN) or and Education, Health and Care Plan (EHC) which names one of the London Borough of Hammersmith and Fulham community schools will be placed at that school via the SEN process as set out in Section 324 of the Education Act 1996.

Appeals

Unsuccessful applicants have a right of appeal to an Independent Appeal Panel. Further details will be included in the notification letter.