



**Victoria Park**  
Primary Academy

**Admissions Policy**

# Admissions Policy

## How to apply for a place at the academy

Admissions are managed through the Sandwell Metropolitan Borough Council School Admissions Team. Information on Victoria Park Primary Academy is included in their 'Starting School' brochure, which you can pick up from the council offices. Copies will also be available from most nurseries and Early Years centres.

For more information about the admissions process, including key dates, please visit [www.sandwell.gov.uk](http://www.sandwell.gov.uk).

## Admissions criteria

Victoria Park Primary Academy is a non-selective school for local children. If the academy is oversubscribed, priority will be given to students with statements of special educational needs, where the academy is named on the statement. The remaining places will then be offered in the following order of priority:

- children who are looked after in public care;
- children who have particular medical needs;
- children who have a sibling who already attends the school (not including Nursery) and who will continue to do so on the date of admission. (For this purpose "sibling" means a whole, half or step-brother or -sister resident at the same address);
- children who live closest to the school, measured using Sandwell Admissions Team software from the main entrance of the academy to the main entrance to the child's home.

The local authority will keep a waiting list which is used to fill casual vacancies occurring if pupils leave during the year, or withdraw from a place that has been offered. The local authority use an In-Year-Fair-Access Protocol to ensure the allocation of pupil places is distributed evenly amongst local schools for in-year applications (for example, when moving into an area following a house move).

Pupils who attend the academy Nursery are not automatically entitled to a place in Reception in the year the child turns 5.

## Appeals

Parents/carers who are not offered a place for their child are entitled to appeal to an independent committee under the provisions of the School Standards and Framework Act, 1998. Further information is available from the school or Sandwell Admissions Team.