

Brant Road, Preston, PR1 5TU. Tel: 01772 792302 Website: www.brockholeswood.lancs.sch.uk
Head Teacher: Miss Natalie Barber BA Hons - email: head@brockholeswood.lancs.sch.uk
Breakfast & After School Clubs email: badgers@brockholeswood.lancs.sch.uk

ADMISSIONS POLICY

Welcome to Brockholes Wood Community Primary School
Shaping Little Lives into Bright Futures!

How to request a place at our school

As a Lancashire County Council school, we come under the Local Authority's policy for school's admissions.

The Local Authority admissions process is an online system and is the main route for all applications for new reception (primary) and Year 7 (secondary) places.

<https://www.lancashire.gov.uk/children-education-families/schools/apply-for-a-school-place/>

Paper copies of the prospectus and application form will not be routinely available. These will however be supplied on request in exceptional circumstances eg where there is no broadband link or for medical reasons.

Applications must be returned by the middle of January before the September you wish your child to start school. (The date varies each year within a few days and is published with the application form.)

The Local Authority will allocate schools according to a range of criteria and/or extenuating circumstances eg in relation to children in care, special needs, siblings, addresses and claimed medical, social and welfare issues.

The Local Authority will inform you by Easter which school you have been allocated. If you are unhappy with the school you have been allocated, you may approach the school direct and ask to be put on a waiting list. The school may only allocate places directly after December 31st if a place becomes available.

In this case, the school will allocate places according to the following criteria:

1. children in care
2. special needs
3. siblings
4. addresses
5. claimed medical, social and welfare issues.

N Barber