

WEST PARK PRIMARY SCHOOL

Admission Arrangements



All prospective parents are very welcome to visit the school at any time, however, if they would like to discuss the school with the Headteacher it is best to make an appointment. Please call in at the school office, call the school, or email (details available on the website).

At West Park Primary School we admit children into our Early Years Unit to begin their nursery education at the beginning of the term after they are three years old. Children aged three and four years are entitled to attend the Early Years Unit three hours each day in school term time free of charge.

The school only offers part time places – 15 hours either morning or afternoon

Children who are aged three and four years are admitted into our Early Years Unit in date of birth order up until the time that they begin full time statutory education.

Admission to the school's Early Years Unit does not guarantee a full-time school place in reception. The Local Authority is responsible for the allocation of full-time school places.

There are 78 part-time places in the Early Years Unit. These places are allocated by the Governors of West Park Primary School.

Any parent who wishes to secure a part-time within the Early Years Unit where their child can access their free early education entitlement must apply to have their child's details added to the school's waiting list.

Applications will be considered on a termly basis and parents will be informed as to whether or not there will be a place available for their child at the beginning of the term before their child attains their third birthday.

In the event of there being more applications for places than there are places available, the following criteria will be used to allocate places:

Priorities for admission

1. Children with a statement of Special Educational Need that names West Park Primary School
2. Looked after children who are in the care of the Local Authority
3. Children who have siblings who are already attending West Park Primary School. *The definition of a sibling is: a brother or sister sharing the same parents, a half brother or sister, where two children share a common parent, step brother or step sister, where two children are related by a parent's marriage, adopted or fostered children.*
4. Children who live closest to the school as measured in a straight line from the child's home address to the entrance to the Early Years Unit. *The child's home address is the address*

where the child is considered to be permanently resident. The address must be the child's only or main residence. Documentary evidence may be required.

West Park Primary School Governing Body is non-discriminatory and fully implements Wolverhampton City Council's Equal Opportunities Policy. No child will be refused admission on grounds of gender, race, ability, or disability.

Pupils are admitted to full time school in accordance with the Local Authority admissions policy; this happens in the school year when the child reaches statutory school age (5 years old). Again, a place in the nursery does not guarantee a place in reception at West Park.

Those children who are offered a full-time school place by the LA will remain in the Early Years Unit until the September of the school year in which they attain their sixth birthday. At this time, they will move to the year 1 class.

Classes 1 and 2 (Key Stage 1 classes) have 30 children in each class; they cater for 5-7-year-olds.

Classes 3, 4, 5 and 6 (Key Stage 2) cater for pupils aged 7-11 years and each class has an admission limit of 34 pupils in each class.

Azizan Kabil
Headteacher
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