



STOW-on-the-WOLD
PRIMARY SCHOOL

heart hand mind

Admissions Policy



Approved By:	Full Governing Board	Date: 13 th October 2025
Last Reviewed on:	13 th October 2025	Next review due by: 13 th October 2026
Signature: <i>T.A. Bartlett</i>	Signature: <i>[Signature]</i>	
Chair of Governors	Headteacher	



Stow-on-the-Wold Primary School Admissions Policy

Introduction

- At Stow-on-the-Wold there is a planned admission number (PAN) of 20 children each year.
- In Gloucestershire children start school in the September of the school year in which they become five.
- For children due to start in September 2026 the child's date of birth falls between 1 September 2021 and 31 August 2022.
- The school year starts on 1 September.
- Applications for Reception places are dealt with by Gloucestershire County Council. Further information regarding the application process is available on the Gloucestershire County Council website <https://www.gloucestershire.gov.uk/education-and-learning/school-admissions/apply-for-a-primary-or-infant-school-place> or you can contact Gloucestershire County Council's Co-ordinated Admissions on 01452 425407.

Oversubscriptions Criteria

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit:

- A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption; child arrangements order or special guardianship order.
- Children who will have siblings attending the school at the time the applicant child is admitted.
- Children with the strongest geographical claim, measured in a straight line from the ordnance survey address point of the child's home address (including flats) to the ordnance survey address point of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Where points 1 and 2 are oversubscribed, criterion 3 (strongest geographical claim based on straight line distance) will be used to determine which child is offered a place. In the event of a tie between two or more children when applying criterion 3 (strongest geographical claim based on straight line distance) where there are not enough places available to offer all children a place at the school, a process of random allocation will be followed by the Local Authority.

This is a manual process which is overseen by an independent person from the Local Authority's Legal Services & Monitoring Team.

In-Year Admissions

If you are moving into the area during the school year or your child needs to move school for other reasons, you are welcome to make an appointment to visit our school. You will need to complete an In-year application form for each child and return to the school with proof of residence and proof of your child's date of birth.



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Our office staff will be happy to answer any questions you may have or further information regarding the in-year application process is available on the Gloucestershire County Council website <https://www.gloucestershire.gov.uk/education-and-learning/school-admissions/applying-for-a-school-place-during-the-school-year>