



**Tudor Court Primary School**

# **Admissions Arrangements September 2026-2027 Intake**

Reviewed HT	March 2026
Assigned to Committee	FGB
Frequency of Review	Annually
Ratified by the Governing Body	March 2026

## **Introduction**

Tudor Court Primary School is a stand-alone primary academy located in Chafford Hundred, Thurrock.

Tudor Court Primary School is the admission authority with legal responsibility to determine the school's admission arrangements each year in accordance with the School Admissions Code 2021. The Governing Body has commissioned Thurrock Council to administer the admissions process on its behalf in accordance with the Local Authority's co-ordinated admission scheme. The Governing Body formally determines the Admission Arrangements annually and will publish them on the school website by 28<sup>th</sup> February.

Admission arrangements include this policy and any associated documents.

Any changes to the admission arrangements are subject to statutory consultation before determination. Once determined, arrangements may only be varied in limited circumstances, such as correcting an error or implementing a direction from the Schools Adjudicator.

## **Published Admission Numbers (PANs)**

- The PAN for Reception Year in September 2026/2027 is 90 pupils. Those children with an EHCP naming Tudor Court Primary School are admitted outside the PAN.

## **Children with an Education, Health and Care Plan (EHCP)**

Children who have an Education, Health and Care Plan (EHCP) are admitted to school under separate statutory procedures which are managed by the child's home Local Authority, not under the school's determined admission arrangements. Parents of children with an EHCP should liaise with their child's home Local Authority's SEN team if they want the Local Authority to consult the school in respect of a proposal to name the school in the child's EHCP as their child's school.

Where, after consultation, the child's home Local Authority goes ahead and names the school in the child's EHC plan, the child will be admitted. Where this happens in the normal admission round (i.e. entry to Reception Year in September), these children will be allocated places before all other children, reducing the number of places left within the published admission number (PAN). At other times, these children will be admitted even if this exceeds the PAN.

In circumstances where the school has indicated to the home Local Authority that the placement may not be appropriate, but the Authority names Tudor Court Primary in the EHCP regardless, the school may refer the matter to the Secretary of State for Education to seek a direction if it believes the Local Authority has acted unreasonably.

## Statutory Maximum Infant Class Sizes

- The statutory maximum infant class size for Reception, Year 1 and Year 2 is 30 pupils per teacher. Excepted pupils, such as multiple births or children with an EHCP admitted above the PAN, do not count towards the statutory class size limit.

## Nursery Places

Tudor Court Primary School is the admission authority for all **Nursery** places. Please see our separate Nursery Admissions Policy available on our website [www.tudorcourtprimary.com](http://www.tudorcourtprimary.com)

## Transfer From Nursery Into Reception

All parents must be aware that a place in our Nursery does not guarantee a place in the main school and they must apply to Thurrock Council Admissions Team for a Reception place.

Our Nursery staff will liaise closely with colleagues in Reception classes to plan for a smooth transition to their chosen or allocated school.

## In Year Admissions

Admissions after the age of 5 (referred to as in-year admissions) will be handled by Thurrock Council Admissions Team. Parents are advised to contact Thurrock Council directly as they facilitate In-Year school transfers and will apply the admissions criteria as per our admissions policy.

## Reception Year

It is the parent's responsibility to register their child for a mainstream school place, to undertake statutory education. This information is available from Thurrock Council School Admissions Team on 01375 652652 (main switchboard) or parents can apply online at [thurrock.gov.uk/admissions](http://thurrock.gov.uk/admissions)

All parents must apply to Thurrock Council for a place at the school for their child. Children will be admitted in the September following their fourth birthday. Applications for admission to Reception Year in the normal admissions round closes on Monday 15<sup>th</sup> January 2026.

The current admission policy of Tudor Court is operated by the Thurrock Council Admissions Team. Information about the arrangements for admissions is set out in the '**Primary School Admissions Brochure**'. Copies of the booklet and application form are available from Thurrock Council website. [Applying for a primary school place | Primary school admissions | Thurrock Council](#)

Parents of Reception children in Thurrock will be required in the autumn term prior to the school year of admission, to complete a Local Authority Application Form stating an order of preference for all schools.

The decision as to whether applications are successful depends upon the numbers in school at the time and upon the criteria laid down by Thurrock's Primary School Admissions Brochure.

When thinking about which schools to apply for, it is very important that you take into account each school's oversubscription criteria. These describe how offers of places are determined, and who gets priority when a school is oversubscribed.

The School will offer places on a full time basis for the start of the Autumn Term 2026.

## **Admission Criteria**

The school has an agreed admission number of 90 pupils for entry in Reception. The school will accordingly admit up to 90 pupils in the relevant age group each year if sufficient applications are received. All applicants will be admitted if 90 or fewer apply. If the school is oversubscribed, after the admission of pupils with an Education, Health and Care Plan where the school is named in the Plan, priority for admission will be given to those children who meet the criteria set out below, in the following order:

### **1. Looked after children and previously looked after children**

Children in public care and all children previously looked after will automatically be given first priority over other categories where priority is claimed on the application and validated by the relevant local authority. Looked after and previously looked after children will be considered to be:

*Children who are registered as being in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989(a), e.g. fostered or living in a children's home, at the time an application for a school is made;*

*and*

*Children who have been in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989(a) and who have left that care through adoption, a child arrangements order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Families Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989).*

Applications under this criterion can only be considered if supporting documents, in the form of a copy of the adoption order, residence order or special guardianship order, together with a letter from the local authority that states she/he was looked after immediately prior to the order being made, is submitted with your application.

## **2. Special Reasons - Social and Medical**

Priority for admission may be given where there are exceptional social, medical or educational reasons for admission to school. These reasons must be supported by evidence from a relevant professional (e.g. a doctor or a social worker) and must be submitted with the application for admission. Any evidence submitted must demonstrate that only Tudor Court Primary School can meet the child's specific need(s). The purpose of this criterion is to give priority to pupils with a specific need that can be met specifically at one school rather than another. The threshold for a successful application under this criterion is high and such cases are likely to be rare since all schools are able to offer support and facilities for a wide range of needs.

## **3. Catchment area siblings**

Children whose normal place of residence is in the catchment area (Chafford Hundred RM16 6 postcodes) at the closing date for applications, and who will have a sibling at the school at the point of admission, in distance order with those living closer having higher priority.

## **4. Catchment area children**

Children whose normal place of residence is in the catchment area (Chafford Hundred RM16 6 postcodes) at the closing date for applications in distance order with those living closer having higher priority.

## **5. Non-catchment area siblings**

Children whose normal place of residence is outside the catchment area (Chafford Hundred RM16 6 postcodes) at the closing date for applications and who will have a sibling at the school at the point of admission in distance order with those living closer having higher priority.

## **6. Non-catchment area children**

Children whose normal place of residence is outside the catchment area (Chafford Hundred RM16 6 postcodes) at the closing date for applications in distance order with those living closer having higher priority.

## **Distance**

Distance from home to school (measured in a straight-line in metres by digital mapping system) will be used to allocate school places. Pupils living nearer to the school are given higher priority. The straight-line distance measurement is taken from the front door of the home address to the main school gate in Bark Burr Road, opposite the main school office.

Addresses within the same apartment block will be regarded as a tie and resolved using the Tie Breaker.

## **Siblings**

For the purpose of allocating places siblings will be defined as

- Full siblings permanently living at the same address
- Step siblings permanently living at the same address
- Half siblings permanently living at the same address
- Long-term foster siblings permanently living at the same address at the date of application and admission

Admission to, or attendance at a school nursery class, does not guarantee or give any priority, for admission to any part of the primary school.

## **Multiple Births**

If one child from a multiple birth is accepted under the above arrangements, then all children from that birth will be admitted.

## **Tie Breaker**

Random allocation will be used as a tie-break if a decision needs to be made between two children who are ranked the same on the above criteria. This process will be independently verified.

## **Equality Act**

Thurrock Council will ensure on Tudor Court's behalf that their admission arrangements do not discriminate on the grounds of disability, gender reassignment, pregnancy and maternity, race, religion or belief, sexual orientation against a person in the arrangements and decisions it makes as to who is offered admission as a pupil.

## **Thurrock Fair Access Policy**

Thurrock has a Fair Access Protocol; this is to ensure that we discriminate positively in favour of Vulnerable Children. The basis of this policy is:

- To ensure that vulnerable young people who are not on the roll of any school are placed quickly, with appropriate reintegration programmes and support that will prepare the child for success in learning and in the school community
- To minimise the time that any child, including high need pupils, spends out of school
- To ensure that schools admit pupils with challenging needs on an equitable basis

- For the admission authority to be fair and transparent, inspiring the confidence of schools and acting as “honest broker”, and playing its part in providing high-quality information about the child to support reintegration.
- All schools in Thurrock participate in this scheme.

To find out more please refer to our Privacy Statement available to view on our website.

## **Co-Ordinated Admission Arrangements for Thurrock Schools**

Admissions arrangements require that applicants apply to the local authority by the closing date of 15<sup>th</sup> January 2026.

All on-time applications are processed and places allocated under the “Thurrock co-ordinated admissions arrangements”.

Places are offered in accordance with the published admissions criteria, up to the limit for the year group.

## **Appeals**

Unsuccessful applicants have a statutory right of appeal to an Independent Statutory Appeals Panel.

## **How We Use Your Information**

Thurrock Council and ourselves will use your information to provide the service requested. We may share your personal data between our services and with partner organisations, such as government bodies and the police. We will do so when it is of benefit to you, or required by law, or to prevent or detect fraud.