Bradfield Primary School
Admissions Policy Document

Bradfield Primary School

Bradfield, Heath Road,

Essex

C011 2UZ

01255 870241

Email: admin@bradfield.essex.sch.uk

Community: 4 -11

DfES Number: 881 2044

Published admission number (PAN): 18

Introduction

Bradfield Primary School welcomes applicants from any interested parent/carer.

Admission into Early Years Foundation Stage

All admissions (children aged 4-11 years) are dealt with by the School Admissions department of Essex County Council. Parents of reception age children make applications online at https://www.essex.gov.uk/apply-for-a-primary-school-place

In line with legislation, the school will make arrangements for all children to be admitted in September on a full-time basis unless otherwise agreed between the school and parents.

All children who are due to start at Bradfield Primary School will have the opportunity to spend time in school prior to the actual start date.

Admissions Criteria

There is no guarantee of a place for children living in the priority admission area. In the event of over subscription places will be allocated using the following criteria in the order given:

- Looked After Children and previously looked after children (as defined in the most recent Primary Education in Essex booklet);
- children with a sibling attending the school;
- children living in the priority admission area,
- remaining applications.

In the event of oversubscription within any of the above criteria, priority will be determined by straight line distance from home to school, those living closest being given the highest priority. Exceptional medical circumstances (supported by medical evidence) may override the above (other than Looked After Children and previously looked after children).

Online admissions

Parents and carers who live in Essex can apply for their child's school place online using the Essex Online Admissions Service: www.essex.gov.uk/admissions

Appeals

If your child is not offered a place at your preferred school, you can appeal against the decision. This can be done online https://www.essex.gov.uk/after-your-school-offer/appeals or by post to:

Statutory Appeals Team
PO Box 11
Chelmsford
Essex, CM1 1LX

Email: statutoryappeals@essex.gov.uk

Appeals should be made within twenty days of being informed that a place is not available. Arrangements will then be made for the appeal to be considered by the Local Authority.

Monitoring and review

Ratified by the Governing Body:	AUTUMN 2026
It will be reviewed and updated if required:	ANNUALLY