

Highfields Primary Academy Consultation: 2027-2028 Admission Arrangements

Context

Highfields Primary Academy is part of the Primitas Learning Partnership. The Trust is its own Admissions Authority. This document sets out the proposed admission arrangements for Highfields Primary Academy for 2027 - 2028 which we would now like to consult on.

The consultation will run for 6 weeks between **6th November 2025 and 18th December 2025**.

A copy of this consultation can be found on the school website www.highfields.staffs.sch.uk/admissions/ and also on Staffordshire County Council's website www.staffordshire.gov.uk/Education/Education.aspx.

As part of the consultation we will seek views from:

- Parents of children between the ages of 6 weeks to 11 years:
 - a. *All current parents of Highfields Primary Academy will receive a copy;*
 - b. *A notice will be placed notices in the library, local health doctors and supermarkets in order to alert prospective parents to the consultation.*

All other admission authorities within the relevant area including:

- a. *Springhill Primary Academy*
 - b. *St Joseph & St Teresa Catholic Primary School*
 - c. *Fulfen Primary School*
 - d. *Ridgeway Primary School*
 - e. *Chase Terrace Primary School*
 - f. *Holly Grove Primary School*
 - g. *Boney Hay Primary Academy*
 - h. *Gentleshaw Primary Academy*
- Staffordshire County Council
 - Any adjoining neighbouring local authorities including:
 - a. *Walsall Local Authority*

Key Points

The school proposes:

- a. A simple and fair over subscription criteria that ensures our school serves its local area and no child will travel an unreasonable distance to attend a local school.
- b. Full participation in the coordinated admissions scheme run by the local authority.

- c. In respect of ranking applications, to use the [Free Map Tools distance postcode calculator](#), which uses a straight-line system to calculate the distance, measured in miles, between two postcodes.

Over-subscription Criteria

The school proposes the following over-subscription criteria:

Children with an Education, Health & Care Plan that names Highfields Primary Academy as the preferred school, must be admitted and will count towards the PAN if the information is available before the offer date. This will reduce the number of places available.

If the total number of preferences for admission to a school exceeds the Published Admission Number of 30 (PAN), the following order of priority is used to allocate the available places.

- 1. Children in care and children who ceased to be in care** because they were adopted (or became subject to a child arrangements order or special guardianship order), including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted (*Children in care means children who are in the care of, or provided with accommodation by a local authority in accordance with section 22(1) of the Children Act 1989 at the time of making the application. Children who ceased to be in care means children who were looked after but immediately after being looked after became subject to adoption, a child arrangements order or special guardianship*).
- 2. Children who have brother or sister (sibling) in attendance at the proposed admission date;** (*For admission purposes, a brother or sister is a child who lives at the same address and either: have one or both natural parents in common; are related by a parents marriage; are adopted or fostered by a common parent or are unrelated children who live at the same address, whose parents live as partners.*)
- 3. Children living within the catchment area of Highfields Primary Academy**
- 4. The admission of other children will be determined by the proximity of the child's residential postcode to Highfields Primary Academy's postcode, so that children living closest to the academy are allocated the remaining places first.**

The system used to establish proximity will be the Free Map Tools distance postcode calculator, which uses a straight-line system to calculate the distance, measured in miles, between two postcodes.

Should two residences produce an equal ranking e.g. same postcode or same distance in miles, and be either side of a borderline offer of admission, then the child or children offered the available spaces will be random. This process will be independently verified

Appeals

Where applications are unsuccessful, there is a right to appeal as set out in the admissions code and this will be explained in the response to the parent/carer. Appeals will be carried out within the timescales set out in the code.

Equality Impact Assessment

There are no identified differential impacts on individuals with protected characteristics set out in the equalities act 2010: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion and belief; sex; or sexual orientation.

How to respond to the consultation?

This consultation runs from 6th November 2025 until 18th December 2025. You can share your views on the consultation by clicking on the following link:

[Respond to the consultation](#)