

Policy Title:	Admissions Statement
Version:	1.4
Member of Staff Responsible:	Chief Executive Officer
Status:	Statutory
Date adopted by Trust Board:	8 th December 2025
Date for review:	December 2026
Reviewed:	Annually
Date Reviewed:	9 th December 2021 12 th December 2022 11 th December 2023 5 th February 2024 9 th December 2024

Change Record		
Version	Date	Description
1.1	12/12/22	Ridgeway Primary Academy and Holly Grove Primary Academy added
1.2	11/12/23	Henry Chadwick Primary School, Queen's Croft High School, The Friary High School added
1.3	05/02/24	Appeal criteria for children with EHCP's
1.4	08/12/25	Greywood Primary Academy added

**"Primitas Learning Partnership promotes the safeguarding and welfare of all children in its care;
all policies are developed and formulated with this in mind."**

Primitas Admissions Statement

Primitas Learning Partnership ('Primitas') is the Admission Authority for the following Academies:

- Erasmus Darwin Academy (EDA)
- Greywood Primary Academy
- Highfields Primary Academy (HPA)
- Henry Chadwick Primary School (HCPS)
- Holly Grove Primary Academy (HGPA)
- Queen's Croft High School (QCHS)
- Ridgeway Primary Academy (RPA)
- The Friary High School (FHS)

As the Admissions Authority, Primitas is responsible for determining the admission arrangements for each Academy for each academic year in line with the Schools Admissions Code published by the Department for Education.

For September 2026 admissions, Primitas requires all academies within the Trust to follow their Local Authority admissions arrangements. All current Primitas academies, as listed above, belong to Staffordshire Local Authority, whose admissions arrangement can be found by following the links below:

www.staffordshire.gov.uk/Education/Admissions-secondary/Apply/Overview.aspx

Please note that applications from parents/carers must be made to the local authority where they are resident, even if the school is located in another Local Authority area. Should an application be submitted to a Local Authority where the parent/carer is not resident, the parent/carer will be advised to apply directly to their home authority.

Key admissions information for Primitas academies (such as the published PAN and oversubscription criteria) can be found in their current admissions policies, which can be accessed below:

- [Admissions Policy EDA](#)
- [Admissions Policy GPA](#)
- [Admissions Policy HPA](#)
- [Admission Policy HGPA](#)
- [Admissions Policy HCPS](#)
- [Admissions Policy QCPS](#)
- [Admission Policy RPA](#)
- [Admissions Policy TFHS](#)

In addition, Primitas is responsible for ensuring that parents and children have the right of appeal to an Independent Appeals Panel, which will be completely independent of the Academy Trust. For children with ECHPs, admissions will be in line with the children and families act 2014 and SEND code of practice therefore appeals needs to follow the LA tribunal process. Information can be found here <https://www.gov.uk/appeal-ehc-plan-decision>.

Arrangements for convening such a panel and managing the appeals process shall be in accordance with the School Admission Appeals Code and the Local Authority will be commissioned to undertake this do this work.