CONSULTATION NOTICE

Consultation Notice on the proposed Admission Arrangements for 2028/29
Hillbrook Primary School, Hillbrook Road, Tooting, SW17 8SG

Over the past few years, the number of children applying for primary school in Wandsworth and in Tooting in particular has been falling. This trend is forecast to continue. There are more primary school places then needed and as a result many schools, including Hillbrook have places available across year groups.

Since 2024, Hillbrook Primary School the number of pupils admitted into Reception each year has fallen from 79 to 50 this year, well below the Published Admission Number (PAN) of 90.

In light of the above, the Governing Board is proposing that our PAN should be reduced from 90 to 60 (two forms of entry). The school's governing board is proposing this reduction in PAN as it is particularly concerned about the pressure current pupil numbers place on the school's finances and the general perception of the school as undersubscribed.

This consultation is for the attention of:

a) parents of children between the ages of two and eleven years' old
b) other persons in the area who have an interest in the proposed arrangements
c) all other admission authorities within the local area
d) the local authority (Wandsworth Borough Council)
e) any adjoining neighbouring local authorities
f) any relevant faith bodies (e.g. the local diocese)

We would welcome your views on the proposed reduction to the School's Admission Number.

Any written comments should be sent to the Chair of Governors at the school

- By email to admin@hillbrook.wandsworth.sch.uk including the words 'ADMISSIONS CONSULTATION' in the title; or
- By post to: Chair of Governors, Hillbrook Primary School, Hillbrook Road, Tooting, SW17 8SG.

The consultation period is open from **16 November 2026 to 15 January 2027** and comments should be submitted in writing no later than 15 January 2027.

Following the consultation period all submitted comments will be considered at a governors' meeting and the final arrangements will be published on the school website after 28 February 2027.

HILLBROOK PRIMARY SCHOOL
PROPOSED ADMISSIONS POLICY 2028/29

Admission Number
The agreed admission number for Hillbrook Primary School for reception year admissions in September 2028 is 60

Allocation of places: order of priority
Places will first be allocated to children with a Statement of Special Educational Needs or Education Health and Care Plan which names the school. These children will be included in the overall admission number of the school. If fewer applications than the published admission number are received, the school will offer places to all those who have applied. In the event of oversubscription, the school will offer places in the following ord er of priority:

(i) children looked after and those who ceased to be children looked after because they were adopted, or because they became subject to a residence order or a special guardianship order (note 1);

(ii) children with a professionally supported exceptional medical need or exceptional social need for a place at a particular school, as decided by the Governing Body (note 2);

(iii) brothers and sisters of children on the roll of the school on the date of admission (note 3);

(iv) children in order of straight line distance from home to school as measured by Wandsworth Council's Geographical Information System. (note 4).

If there are more applications than places within any category, applications will be considered in order of straight line distance from home to school as measured by Wandsworth Council's Geographical Information System (note 4).

There is no automatic right of transfer from the school nursery to the school reception. Parents must complete the school application form and children will be allocated places in line with the order of priority above.

Notes:

1. *A child looked after is a child in the care of a local authority or provided with accommodation by that authority in accordance with Section 22 of the Children Act 1989. An adopted child is defined by section 46 of the Adoption and Children Act 2002.A residence order is defined by section 8 of the Children Act 1989. A special guardianship order is defined by section 14A of the Children Act 1989.*

2. *Applications made on exceptional medical grounds must be supported by a current letter from a specialist health professional. Applications made on exceptional social grounds must be supported by a current letter from a social worker or other care professional working with the family. The letters must give reasons why the child's condition or circumstances make it necessary for the child to attend the school applied for, and the difficulties that would be caused if the child had to attend an alternative school. If this information is not provided by the application closing date, the application will not be considered under this criterion.*

3. *A sibling is a full brother or sister, a step/half brother or sister living at the same address, a child who is living as part of the family by reason of a court order, or a child who has been placed with foster carers as a result of being looked after by a local authority.*

4. *The straight-line measurement used to prioritise applicants for admission to schools in Wandsworth commences in all cases at the location of the property determined by the National Land Planning Gazetteer and terminates at the central point of the school site as determined by Wandsworth Council's Geographical Information System. Measurements by alternative systems and/or to other points will not be taken into account in any circumstances. Where applicants have identical distance measurements, priority amongst them will be determined at random.*

5. *The permanent address of the parent/guardian with whom the child is living on the closing date for applications will be used for this purpose. A childminder's address will not be accepted. A parent/carer may be asked to provide evidence to verify an address. The council should be informed of any change of address as soon as it becomes effective.*

6. *There is no automatic right of transfer from the nursery class to the infant reception class within the same primary school. If there are more applications than places available, priority will be based on the above criteria alone.*

7. *Parents who are not offered a place for their child have the right to appeal to an independent appeal panel. Further details will be provided in the notification letter.*

8. *Unsuccessful applicants (including any applications received after the closing date) will be included on the school's waiting list ranked in order of priority under the published oversubscription criteria, without regard to the*

date that the application was received. Please note a child's position on the waiting list can go down as well as up. For example, if a new application is received or if a child on the list moves nearer to the school, the waiting list may need to be revised. The offer of a place does not depend on the length of time your child's name has been on the waiting list. Waiting lists will be held for one school year after the Year of entry, unless parents specifically request to have their child's name remain on the list.

9. *Children will normally be admitted to the reception year in the September following their fourth birthday. In line with the Admissions Code, parents have the right to request to defer their child's entry to the reception year until later in the school year or that their child takes up the place part-time until the child reaches compulsory school age. Parents considering deferred admission should contact the school to discuss the suitability for their child.*