



Huntley C of E Primary School

ADMISSIONS INFORMATION

2026

Read in conjunction with Attendance Policy

Huntley C of E School

Our Living Values

Thankfulness
Friendship
Creativity
Service
Generosity
Wisdom
Peace
Justice
Forgiveness
Compassion
Truthfulness
Responsibility
Courage
Respect
Perseverance

Swimming Together
Towards Success

Nurtured individuals, learning together with God's love, to live life to the full.

Huntley Church of England school Admissions information

As an Own Admission Authority, the Governing Body is responsible for setting and applying the school's admission arrangements. All applications are processed in line with our published policies and statutory guidance.

Admission Policies

Our admission arrangements for the following academic years can be viewed below: - If you require a paper copy of any policy, please contact the school office.

[Admissions Policy 2025-2026](#)

[Admissions Policy 2026-2027](#)

[Admissions Policy 2027-2028](#)

In-Year Admissions

If you wish to apply for a place during the school year, this is known as an In-Year Admission.

How to Apply

Parents and carers should complete the Gloucestershire County Council In-Year Application Form: Apply for an In-Year School Place:

<https://www.gloucestershire.gov.uk/schooladmissions/applying-for-a-school-place-during-the-school-year/> This can be found on the school website

Completed forms should be emailed directly to the school: head@huntley.gloucs.sch.uk

We aim to respond to all In-Year applications within 10 school days.

If You Are Offered a Place

If your application is successful, you will receive a written offer from the school. The letter will include:

- confirmation of the place offered,
- the date by which you must accept or decline the offer,
- any next steps required (such as completing admission forms or arranging a start date).

Please ensure you respond within the stated timeframe so that the place can be secured. If we do not hear from you, the offer may be withdrawn in line with the School Admissions Code.

If Your Application Is Unsuccessful

As an Own Admission Authority, the Governing Body is responsible for making decisions on applications. If we are unable to offer a place, you will receive a written refusal explaining the reason(s) why.

Your Right to Appeal

If your child is refused a place, you have the legal right to appeal the decision to an Independent Appeals Panel. The school is responsible for:

- informing you of your right to appeal,
- providing details of how to submit an appeal,

- ensuring the appeal is arranged in line with the School Admissions Appeals Code.

Appeals are completely independent of the school and the Governing Body. The panel will consider your case and the school's case before making a final decision.

School Admissions Code

All admission authorities must comply with the statutory School Admissions Code (2021).
School Admissions Code – GOV.UK: <https://www.gov.uk/government/publications/school-admissions-code>