



Palfrey Infant School
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Headteacher: Mrs Alison Walsh

18th December 2025

Dear interested party

Consultation on Proposed Admissions Policy

I am writing to notify you of the consultation on the school's 2027 – 2028 admissions policy. The consultation period will run from Friday 19 December 2025 until 30 January 2026; during this time, parents and other key stakeholders are invited to express their views and any concerns about the admission arrangements at Palfrey Infant School.

In accordance with the DfE's 2021 statutory 'School Admissions Code' guidance, as a school we must consult on our admission arrangements when changes are proposed, and at least once every seven years. There is a new admissions policy following the school joining Forge Brook Trust and so we are required to consult on this policy.

You can access a copy of the proposed admissions policy here on the school website:

<https://www.palfreyinfant.co.uk/page/?title=Policies&pid=26>

Alternatively, you may collect a paper copy of the policy from the school office.

In accordance with statutory DfE guidance, the consultation will run for at least six weeks and, as an interested party at Palfrey Infant School, we are keen to hear your views on the admissions policy; therefore, we invite you to participate in the consultation if you have any concerns regarding the matter.

All responses to the consultation should be made in writing and submitted before 5pm on 31 January 2026 to: admissions@forgebrook.co.uk

At the end of the consultation period, the local governing body will consider responses and submit a final policy to the Forge Brook Trust Board of Trustees for approval.

Yours sincerely,

Mrs A Walsh
Headteacher

