

Headteacher  
Mrs. Jane Landa-Arrese B. Ed. Hons;  
Deputy Headteacher  
Mrs Emma Fagg BA. Hons QTS



Princes Road  
Chelmsford  
CM2 9DG  
[www.moulsham-inf.essex.sch.uk](http://www.moulsham-inf.essex.sch.uk)  
Telephone: (01245) 352742  
Fax: (01245) 352347

## Admissions Policy 2025-2026

Published admission Number 2025-2026: **90**

There is no guarantee of a place for children living in the priority admission area.

In the event of oversubscription places will be allocated using the following criteria in the order given:

1. Looked After Children and previously looked after children (as hereinafter defined);
2. children living in the priority admission area with a sibling attending the school or partner junior school;
3. children of staff currently employed by the school;
  - a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made,
  - and/or
  - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
4. children living in the priority admission area;
5. Children living outside the priority admission area with a sibling attending the school or partner junior school.
6. remaining applications.

In the event of oversubscription within any of the above criteria, priority will be determined by straight line distance from home to school, those living closest being given the highest priority.



Moulsham Infant School is a company limited by guarantee, registered in England and Wales (company number 7610916). Registered office: Moulsham Infant School, Princes Road, Chelmsford, Essex CM2 9DG  
Moulsham Infant School fully complies with information legislation. For the full details on how we use your personal information view our online privacy notice at [www.moulsham-inf.essex.sch.uk](http://www.moulsham-inf.essex.sch.uk) or call 01245 352742 if you are unable to access the internet.

Waiting list held until the end of autumn term.

### **Mid-Year Applications.**

Applications must be made directly to the school. If there are spaces in the year group an offer will be made. The application form for Mid-Year Applications is available on our website [www.moulsham-inf.essex.sch.uk](http://www.moulsham-inf.essex.sch.uk) under the Information tab, then admissions.

The waiting list is held by the school. If following the outcome of the application, parents wish for their child to be placed on the waiting list they should contact the school directly to request this.

Information regarding the process of applying for a place can be found on the Essex admissions pages;  
<http://www.essex.gov.uk/Education-Schools/Schools/Admissions/Pages/Admissions.aspx>.