Woodsetton School

Admissions Policy

This policy was reviewed and updated in September 2026

The next anticipated review date will be September 2027

c/o The Woodsetton School, Tipton Road, Dudley, West Midlands DY3 1BY
Tel: 01384 818265 Email: info@woodsetton.dudley.sch.uk

Admissions Arrangements

Woodsetton School caters for pupils who have a significant learning difficulty. In addition, the majority of pupils have one or more additional need, which may include speech and language difficulties, autistic spectrum disorder, ADHD, a physical disability and/or medical needs.

We have the same pupil designation as The Brier School, Halesbury School, and The Sutton School. Pens Meadow and Old Park School are designated for and have vast expertise in meeting the needs of the most complex pupils with severe and profound learning difficulties.

Woodsetton School do not choose the pupils who attend the school, but are part of the process, working closely with the Dudley SEN team to identify the number of places available in school and the pupils whose needs we can meet. The Local Authority send reports and a consultation form for individual pupils to Woodsetton schools Head teacher, and if felt necessary a member of the senior leadership team may make a pre-school or school visit before returning the consultation form.

School will notify prospective families for the availability of viewing the school via information on the school website. Parents/Carers enquiring to make a visit are also required to complete an online questionnaire detailing contact details and information about the pupil requiring a place at Woodsetton.

When parents of pupils are looking at specialist provision, the school teacher/SENCO teacher may visit Woodsetton School with parents, to support them in deciding whether they feel Woodsetton School is the most appropriate placement for their child.

When a place has been allocated by the SEN team after consultation with the school; general forms are completed including Medical, General Consent for outdoor activities, Pupil Information and the Home School Agreement. A Care Plan may need to be written before entry to the school if the pupil has complex medical needs.

There is a carefully planned induction for pupils which involves a parent meeting and visits to a pupil's new class. All pupils usually attend school on a full-time basis, although in some circumstances, phased induction may be necessary. Parents may telephone or contact school regularly during their child's initial settling in period and can communicate via the Home/ School book or class email. The school website has further details about the school, including detailed policies and procedures.

Parents and Carers are also welcome to phone the school office and ask for paper copies of any policies.

- Requests by parents regarding transport arrangements should be directed to Dudley Education Travel support (Telephone: 01384 816972)

https://www.dudley.gov.uk/residents/learning-and-school/education-travel-support/