



A Step-by-Step Guide

How to apply for a place at Millbank Academy



Entry to Reception
September 2022

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WELCOME



Dear Parent/Carer,

It is with great pleasure that I welcome you to Millbank Academy. Millbank Academy is a state-funded primary school based in the heart of Westminster in central London. We are part of Future Academies, a multi-academy trust which includes three primary schools and seven secondary schools in and around London. Since opening in September 2013, our academy has fulfilled its founding purpose of ensuring pupils grow in knowledge, respect and aspiration, so that they may succeed in education and in life.

Our children study a bespoke curriculum developed by writers at our Curriculum Centre, which places a focus on developing their cultural literacy and their awareness of the forces, words and events that have shaped our society today. We subject-specialise at primary level, meaning that our primary children are taught by several different subject experts, as they would be in the private sector. We teach a traditional curriculum, with a focus on 'depth through breadth' and didactic teaching. We do not focus on Maths and English exclusively, but dedicate time to discrete subject teaching. Our students study Geography, Latin, British History and Ancient History in great depth. We believe that discrete subject teaching, with the inclusion of such traditional subjects as Latin and Ancient History, can be an emancipatory force, opening doors of opportunity to our students.

Our knowledge-led curriculum inspires, and our excellent teaching challenges, with the result that children achieve highly while enjoying a vibrant and happy school life. We believe in giving children the very best start in life. Millbank Academy truly is a place to grow.

We hope you find this guide helpful and look forward to seeing you again.

Kind regards,
Mrs A. Gamon
Executive Principal

IMPORTANT DATES

Saturday 15th January 2022

Deadline for Primary applications to be submitted to your local authority

Tuesday 19th April 2022

National Offer Day

HOW TO APPLY

The easiest and quickest way to apply for a place at Millbank Academy is to complete the Pan-London online application form.

- Go to www.westminster.gov.uk/starting-primary-school and click on the link for the [eAdmissions website](#).
- You can apply from any location with internet access, 24 hours a day, seven days a week, up until the closing date: **Saturday 15th January 2022**.
- You can register your mobile phone number to receive reminder alerts.
- You will automatically receive a confirmation email once you submit your application with an application reference number.
- You are able to express a preference for up to six primary schools. You **must** list them in order of preference. You should **write your first choice at the top of the list**. It is recommended that you state at least 3 choices.
- You are able to attach additional documents.

The application should not take any longer than 10 to 15 minutes to complete. Please remember to make a note of your username and password. If you need any assistance with your application, please contact our school office on 020 7802 1909.

If you would prefer to apply using a paper application form, you should request this from your Home Borough Council and return it to the address they provide.

OUTCOME OF YOUR APPLICATION

- National Offer Day is **Tuesday 19th April 2022**.
- **Online applicants** will be sent an email on Tuesday 19th April 2022 with the outcome of their application. Once you have received this email, you can log onto the eAdmissions website to accept or decline your offer.
- **Postal applicants** will be notified of the outcome by first-class mail. Once you have received this letter, you will need to accept or decline your offer by following the instructions in the letter.

APPEALS PROCESS

If it has not been possible to offer your child a place at Millbank Academy, you have the right, by law, to appeal to an independent appeal panel. Although the law allows you to have the opportunity to appeal against admission decisions, it does not give your child the automatic right to a place at a particular school. There is no guarantee that your appeal will be successful, and each case will be decided on its own merits by the independently appointed panel. For further information regarding appeals, please refer to the parents' guide to admissions appeals on Westminster City Council's website: <https://www.westminster.gov.uk/children-and-education/school-admissions/schools-admission-appeals>

We hope you are successful and receive a place at
Millbank Academy



CONTACTING THE ADMISSIONS TEAM

Westminster City Council provide an admissions service to schools within Westminster and The Royal Borough of Kensington and Chelsea.

Address:

Green Zone, 2nd Floor
Kensington Town Hall
Hornton Street, London
W8 7NX

Telephone:

9:00am – 2:00pm, Monday to Friday
020 7745 6433 or 020 7745 6432

Email:

schooladmissions@westminster.gov.uk
<https://www.rbkc.gov.uk/>

Website:

<https://www.westminster.gov.uk/children-and-education/school-admissions>
www.rbkc.gov.uk/schools/admissions

NEIGHBOURING BOROUGHs – CONTACT DETAILS

Hammersmith and Fulham

Telephone: 020 7745 6434
Email: school.admissions@lbhf.gov.uk
Website: lbhf.gov.uk/schooladmissions

Lambeth

Telephone: 020 7926 9503
Website: lambeth.gov.uk

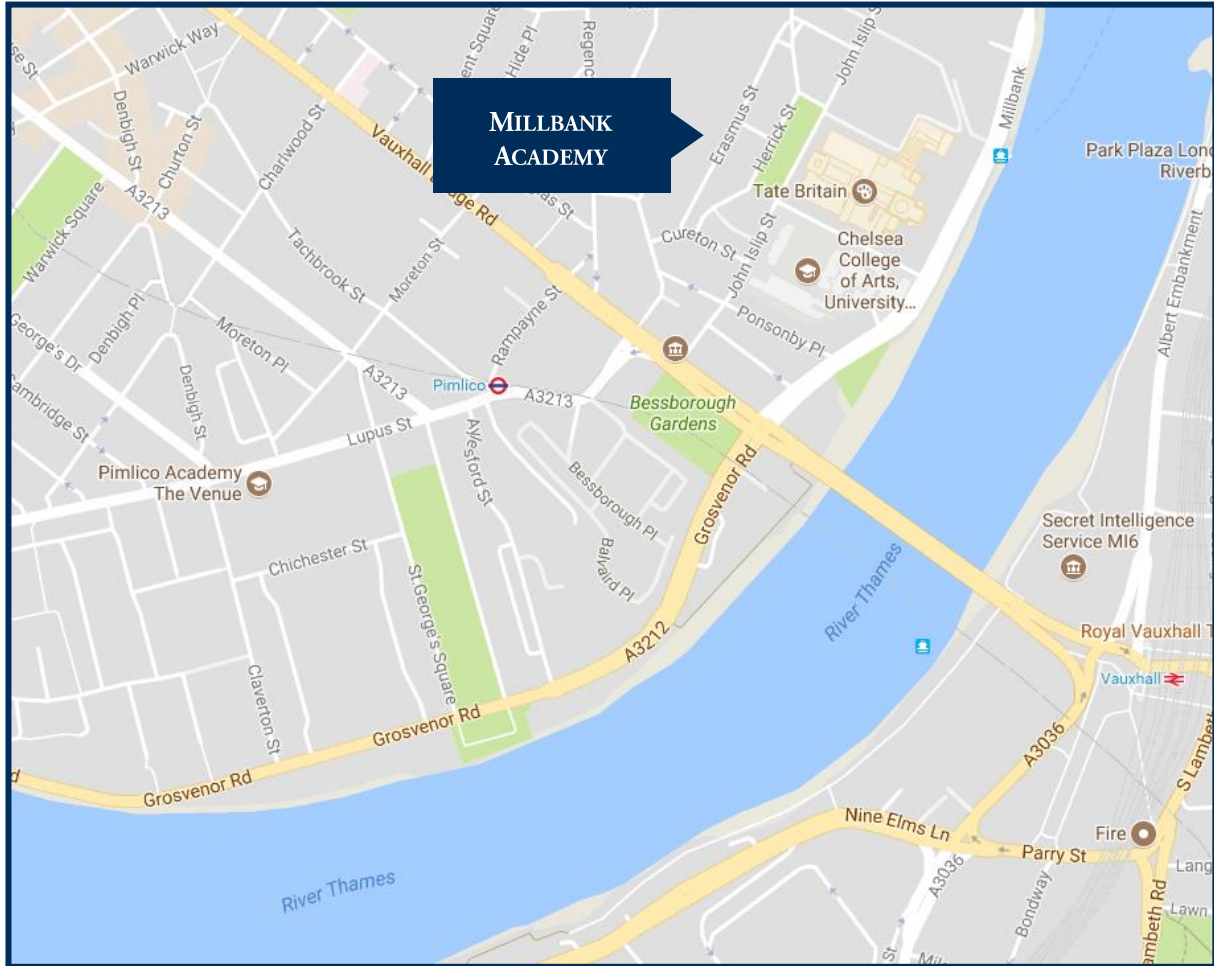
Southwark

Telephone: 020 7525 5337
Email: schools.admissions@southwark.gov.uk
Website: southwark.gov.uk

Wandsworth

Telephone: 020 8871 7316
Email: admissions@wandsworth.gov.uk
Website: wandsworth.gov.uk

MAP OF THE LOCAL AREA



Nearest Tube Station: Pimlico (Victoria Line)

Bus Route: 2, 36, 88, 185, C10

Millbank Academy

Erasmus Street
London
SW1P 4HR

Telephone: 020 3262 0068

Website: www.millbankacademy.org.uk

Email: admissions@millbank.futureacademies.org

Follow us on Twitter: @MillbankAcademy