

Proposed Co-ordinated Primary Admission Arrangements For Herefordshire

1. This scheme will apply to all parents/guardians wishing for their children to be admitted to any maintained primary school within Herefordshire during the academic year 2005/06.
2. All parents will be invited to state two first preferences, in ranked order, on a common application form, which will also apply to all voluntary aided schools. The closing date for applications will be the 14 January 2005.

Voluntary Aided Schools – Additional Information

3. To enable individual admission authorities to determine their allocation of places supplementary information may be required. Details of information required is stated in the school prospectus of the school concerned.
4. However, all parents **must** complete the common application form PA1 by 14 January 2005.

Date of Admission

5. Children reach compulsory school age at the beginning of the term **following their 5th birthday**. In Herefordshire, however, most children start school at least a term earlier than the law requires. The Council's **Standard Admissions Policy** entitles parents to places for their children, in one of the Council's maintained schools, according to the date of their child's 5th birthday, as follows:

In the autumn term if 5 between 1 September and 31 December inclusive

In the spring term if 5 between 1 January and 30 April inclusive

In the summer term if 5 between 1 May and 31 August inclusive

6. The autumn term begins after the summer holidays, the spring term after the Christmas and New Year holidays, and the summer term after the Easter holidays.

Local Arrangements and Option for Delayed Entry

7. **A child who has his or her 5th birthday between 1 January and 31 August** might be allowed to start earlier depending on the school. Each school makes its own decision, after considering whether or not they are able to provide the accommodation, staffing, curriculum and care arrangements for their children.
8. However, parents are not obliged to take up this early offer of a place and they can delay the admission until the beginning of the spring or summer term in the term after the child's fifth birthday.

Deferred Entry for Summer Born Children

9. As previously stated parents are not obliged to take up places for their children any earlier than the law requires (i.e. currently from the term following their 5th birthday.) Schools cannot require children to start sooner than parents wish. If parents do wish to defer taking up a place for their child, they are strongly advised to discuss the matter first with the school or with the Pupil Admissions Office, and parents must apply by the closing date for applications (14 January 2005). Parents who have applied for and have been allocated a place for a particular school have every right to wait until the term specified in the Council's standard admissions policy or until compulsory school age. However there could be complications for pupils with birthdays between 1 May and 31 August, as the term for compulsory admission would be in September at the start of the following school year. In the case of a summer born child therefore the admission would normally be directly into Year 1 (i.e. missing the reception class) in order to keep the child in his/her year group. In this respect a child would normally be placed directly into Year 1 and therefore would have missed the reception class but the school may not be able to guarantee a place if the class group had already reached 30.

Allocation of Places

10. Places in reception classes for all maintained schools are allocated on the basis of applications received on or before 14 January 2005. Applications may be received by either preferred school or by the Pupil Admissions Office; however, in the case of applications to Voluntary Aided schools, it would help if in the first instance, if the school receives the application. The date of 14 January 2005 applies for all admissions during the school year, including children who might be entitled to start school until January 2006 or April 2006.
11. The Council has defined that the single offer date for the 2005/6-admission year will be **Monday 21 March 2005**

Late Applications

12. Applications received after 14 January 2005 will be allocated to the preferred school on the understanding that admissions do not exceed the published admission number or conflict with the requirement not to exceed 30 pupils in a key stage one class. When considering the late application the Council or the relevant Voluntary Aided School will have regard to the reason for the delay in applying together with the distance to the nearest alternative school.