

REQUEST FOR OUT-OF-YEAR ADMISSION

- **Request for admission outside the normal age group**
- **Request for summer-born child to enter a Reception class in September 2021**

The Council believes that children should be educated within their correct chronological year group, with the curriculum differentiated as necessary to meet the needs of individual children, and that they should only be placed outside their normal age group in very limited circumstances.

However, parents may apply for out-of-year admission, either in a higher or lower year group. This may be appropriate, for example, if the child is gifted and talented or has experienced problems such as ill health.

The parents of summer-born children can choose to delay their child's entry to school until the following year when the child reaches statutory school age and may request that their child be admitted to Reception rather than Year 1 at that time.

In all cases requests will only be agreed in exceptional circumstances.

Before completing this form please read the guidance on deferred entry and out-of-year admission in our primary admissions guide at www.barnet.gov.uk/school-admissions

Parents should fully consider the impact of their child being educated with children of a different age, both within primary school and at transition to secondary school when out-of-year admission cannot be guaranteed and they may be required to enter Year 8 rather than Year 7.

To apply for deferred entry to a Reception class in 2021 you must:

1. Submit an application for a Reception 2020 school place at www.eadmissions.org.uk by 15 January 2020
2. Complete the form below and attach it to your eAdmissions application by 15 January 2020
3. Attach supporting evidence by to your eAdmissions application by 15 January 2020 (this must include the views of the child's nursery or early years setting)

Requests received after 15 January 2020 will not be considered until after National Offer Day.

To apply for out-of-year admission to any other year group you must:

1. Submit an application for the correct year group (full details of how to apply are on our website at www.barnet.gov.uk/school-admissions)
2. Complete and return the attached form
3. Submit supporting evidence

For Barnet community primary schools, all requests will be considered by the Council's Deferred Entry Panel.

For all other schools (including academies, free schools, foundation schools and faith schools) the decision will be made by the governing body for the school.

Requests for deferred admission to a Reception class at a school outside Barnet will be forwarded to the relevant local authority.

Evidence to support admission to a lower year group / deferred entry to a Reception class should demonstrate that the child's current attainment and progress is significantly below that of their chronological peers.

Decisions will be reached based on the individual circumstances of the child and, in the case of summer born children, evidence of their particular educational need will be expected rather than general factors which relate to a wider group of children born at the same time.

In reaching a decision the following will be taken into account:

- the parent's views
- information about the child's academic, social and emotional development
- in the case of summer-born children, whether developmental delay is adversely affecting their readiness for school
- the child's medical history, where relevant, and the views of a medical professional
- whether the child has previously been educated out of their normal year group
- whether the child would have naturally fallen into a lower age group if it were not for being born prematurely
- the needs of the child and the possible impact of then entering Year 1 without first having attended the Reception class

The views of the head teacher will be an important part of this consideration

Admissions Team, 2 Bristol Avenue, Colindale NW9 4EW. Tel: 020 8359 7651

REQUEST FOR OUT-OF-YEAR ADMISSION FORM

Request for admission outside the normal age group including summer-born children
(to be completed by parent)

Child's Details

Child's First Name(s)

Child's Surname/Last Name

Child's date of birth

 / /

Boy

☐

Girl

☐

Child's
Home
Address

Postcode

You must submit an application for the normal age group before completing this form.

Application Reference No:

Parent/Carer's Details

Title (please tick)

Mr

☐

Mrs

☐

Miss

☐

Ms

☐

Other

☐

First Name

Surname

Relationship to child (please tick)

Mother

☐

Father

☐

Step Parent

☐

Foster Parent

☐

Social Worker

☐

Other*

☐

Home Tel No.

Mobile No.

Email

Application Details

This is a request for:

Admission outside the normal age group

☐

Year group requested?

Summer-born child to enter a Reception class in September 2021

☐

Reason for Request

Please list your reasons for applying for deferred entry and attach supporting evidence to support your request. This should include:

- Information about child's academic, social and emotional development
- Relevant medical history and views of a medical professional
- Previous experience of education outside of the child's normal age group
- Premature children who would be in a lower age group if not born prematurely.

Please use a separate sheet if required

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Please list the documents you have attached. Your supporting evidence must include the views of the current school or nursery.

Parent/carer's signature

Date

Print parent/carer's
name

For requests to enter a Reception class in 2021 please attach completed form to your eAdmissions application by 15 January 2020. All other requests should be emailed to admissions.team@barnet.gov.uk