

# **Holymead Primary School**

## **Admissions 2024-25**

### **AIM OF THE POLICY**

This policy is intended to ensure consistency of practice in aspects of admissions to school by:

- Following the agreed Local Authority's admissions procedure
- Following the agreed Equality Policy

### **AGREED PROCEDURES**

- The school follows Bristol Local Authority's admissions criteria: please refer to their website for the most up to date criteria.
- Applications can be made using the primary application form on Bristol City Council's website.
- Address: School Admissions, School Admissions (City Hall) PO Box 3399 BRISTOL BS1 9NE
- Tel: 0117 903 7694.

**Further details on admissions can be found on Bristol City Council website:**

BCC Admission Arrangements for Primary Schools, Co-ordinated Scheme 2024-2025

<https://www.bristol.gov.uk/residents/schools-learning-and-early-years/school-admissions/school-admission-arrangements/coordinated-schemes-for-admissions-2024-to-2025>

### **Deferred and Delayed Entry**

#### **Deferred Entry**

This is when a child, usually whose birthday is in the summer, starts school in the reception class but in January or April, rather than at the start of the school year in September. For a deferred school place, you need to apply for a school place for your child in the normal way.

#### **Delayed Entry**

This is when, for a specific and individual reason, a child starts school in September but a year later than usual. The child could be admitted a year late into the class with children of the same chronological age, so would start school in Year 1 and miss the Reception Year, or the child could be admitted into a class with children who are a year younger than his or her chronological age and start in a reception class.

For more information on the process for Deferred and Delayed entry parents and carers should refer to the guidance provided by Bristol City Council:

[Delayed and deferred entry to school guidance \(bristol.gov.uk\)](#)

#### **Our position on deferred and delayed entry is set out below:**

- The school promotes children starting school in their chronological age group.
- The school does not automatically support or agree to late admission requests to the school from parents on the sole grounds of a late birthday in the school year.
- All children must be in full time compulsory education by the prescribed date after their 5<sup>th</sup> birthday (see information on the Gov.Uk website.)
- We consider each request to defer entry into Reception Year on an individual basis.
- Applications based on exceptional circumstances (such as a Special Educational Need or medical issue) will be considered by the school's headteacher and referred to the school's governing body if the headteacher deems this appropriate.
- We generally believe that most children thrive being with other children in their chronological age group. Where there is an exceptional circumstance, such as a child having a significant educational

need that requires an Education Health Care Plan, we may consider that it is appropriate for a pupil to defer entry to Reception Year.

- A letter explaining any SEN need from a preschool, nursery or medical profession will help us in making a decision.
- We would suggest parents and carers consider how a delayed start in Reception Year would impact on their secondary school application process in the future.
- We are confident that our nurturing and child centred approach will help pupils develop socially, emotionally and educationally alongside pupils in their chronological age group.
- We would encourage parents and carers to visit Holymead to see first-hand the provision we offer.
- The school adheres to the nationally defined academic year ie 1<sup>st</sup> September to 31<sup>st</sup> August (inclusive)
- Our experience shows that all children make progress from their starting point regardless of the month of their birth (there are many children born at the end of the academic year in each year group)
- In order for the child to remain in the year in which they had been admitted and stay with their friendship group and not have to jump to their chronological year, secondary schools/academies would need to agree to keep the child in their non-chronological year
- A child out of their chronological year will reach school leaving age the year before their contemporaries and may choose to exercise this right ie leave secondary school, before taking any recognised qualifications; for example, before sitting any GCSEs.

## **EYFS Admissions**

### **Ensuring the best start for reception children**

The school takes a holistic view of every child. This begins from the moment they start their school career in reception. Our focus is on getting to know each individual (we refer to this as the 'unique child'). This involves supporting pupils as they settle into routines and develop the skills to access the provision provided. This period of transition into primary school is essential in setting the children up for the rest of their school life. We are conscious this only happens once and of the importance of getting this right. By taking the time to get to know each child individually we know this will help them settle into school quickly and effectively.

For these reasons we employ a staggered start to the reception year. Children will attend school for half days for 2 weeks (sometimes slightly longer depending on the start date for Term 1) before being in school for full days. In some cases where there are special educational needs, school and parents may agree that a longer staggered start to the Reception Year may benefit pupils.

This approach gives children and parents the chance to get used to the school day and means that they feel as comfortable, secure, safe and happy attending school as possible. Our reception teachers are highly trained in identifying each child's specific needs and there are many opportunities for parents to discuss their child's progress and welfare throughout each school year.

### **ASSOCIATED POLICIES**

Bristol Local Authority's admissions <https://www.bristol.gov.uk/files/documents/5509-bristol-city-council-coordinated-scheme-for-primary-schools-2024-to-2025/file>

Department for Education: Advice on the admission of summer born children.

<https://www.gov.uk/government/publications/summer-born-children-school-admission/admission-of-summer-born-children-advice-for-local-authorities-and-school-admission-authorities>

November 2023