

Enderby Road Infant School



Admissions policy to nursery and main school - 2015 / 2016 / 2017

Enderby Road Infant school is a LA school which adheres to North Lincolnshire Admissions and Protocol – this is updated annually on the North Lincolnshire Council website.

Nursery and Reception:

1 North Lincolnshire wishes to promote provision for under fives throughout the Authority. All applications from families living in any area of North Lincolnshire must be considered. Applications received will be considered in the light of the school's admission policy for admission to the nursery class.

2 The parent/carer will be expected to fill in and/or sign a standard application form. All information given by the carer will be regarded as confidential. It should be pointed out to parents that attendance at the nursery does not guarantee a place in main school.

3 A meeting will take place in Spring term for all prospective parents and those with their name down on the waiting list for entry to nursery during the following year. Parents will be able to meet staff and look around the school. Information will be given regarding entry to the nursery.

4 Parents will be informed as soon as is practically possible in the term before their child starts. Nursery staff will arrange a home visit before children enter the Nursery. Children will then be invited to attend a session with parents and a session alone before beginning Nursery.

5 Parents will be given the choice of their child attending morning or afternoon sessions, or sessions at the beginning or end of the week, depending upon availability. Both options provide 15 hours which equates to 2 full days and a half day per week.

6 Children will transfer to Reception in the September of the academic year in which they become five.

7 The criteria for admission to reception is as follows

- a) in catchment
- b) optional zone
- c) out of catchment

It should be pointed out that attendance at our Nursery does not guarantee a place in Main School.

Main School: In-year Reception / Start and in-year for Year 1 and Year 2.

Visits to the school by parents are encouraged to ensure that parents are happy that this school is suitable for their child, and that they are in agreement with the school ethos. The headteacher and/or EYFS leader will assist parents in visiting school by appointment through the school office (01724 861571), and a current school prospectus with more details about the school is available to all parents and their families.

All admissions, including transfers between schools, are via the North Lincolnshire Council Admissions section – 01724 297133/297134.

The school will require sight of a birth certificate for the child to confirm the child's date of birth and the name of the parent making the request to transfer between schools – there is an in-school information form to complete with emergency contact details.

Transfer to Junior School

North Lincolnshire Admissions will contact parents with regard to admission to Junior school.

The school plans and actions effective transition between schools, ensuring good communication and transfer of assessments and any other information relating to individual children.

Reviewed MLE:

September 2015 for 2015-2016

September 2016 for 2016-2017