

ADMISSIONS

Children in the Early Years Foundation Stage have the opportunity to attend a part-time nursery place until the September following their fourth birthday. If applications are successful, children are offered a full-time school place to commence the September following their fourth birthday, although they are able to access this entitlement through a number of options (please see below).

ADMISSION TO FOUNDATION STAGE 1 (NURSERY)

Parents of children over 2 years of age may complete form NI, which can be obtained from the School Office. Alternatively, the form can be downloaded from the Council website: www.barnsley.gov.uk/schooladmissions or by telephoning Admissions on 773689, 773588 or 773670. The completed form should be sent to the Schools Admissions Section, where the child's details will be entered on the appropriate nursery waiting list. Children are admitted to Foundation Stage 1 in chronological age order in the term after they are 3 years old, if there is a place. Parents will receive written confirmation of a nursery place at least 6 weeks before the start of term. This letter will contain an acceptance slip which parents must complete and return to the school. The Foundation Stage staff will visit all new children at home and invite them for a preliminary visit. We will ensure, as far as possible, that your child's admittance into nursery is a happy one!

ADMISSION TO FOUNDATION STAGE 2 (RECEPTION)

Children are offered a full-time place from the September following their fourth birthday, although they are able to access this entitlement through a number of options:

Option 1

Full time in the Reception Year Group

Option 2

Part-time in the Reception Year from 1 September following the child's fourth birthday

Option 3

Part-time in an early years setting (a maximum of 15 hours per week).

At Birkwood Primary School, the arrangements for providing part-time school places will be either 5 mornings or 5 afternoons per week only. The school is unable to offer full-time early years places.

Children must commence their full-time education by the beginning of the term following their fifth birthday.

The Local Authority's Handbook on Admission to school outlines the system and copies can be obtained through Admissions. Parents have the right to apply for a place at any school in Barnsley or surrounding districts, regardless of their address. If the number of applications for places at the school exceeds the number of places available, the following criteria are used by the Local Authority to allocate places, priority is given in the following order:

- a) Children with a statement of Special Educational Needs, where the school is named on the statement.
- b) Children in public care (looked after children).
- c) Children who will have brothers or sisters in school at the time of admission.
- d) Children living nearest to school (distance measured in a straight line).

When the school is full, applications may be refused, although it should be stressed that in such cases parents do have the right of appeal through the Local Authority, Education Committee to an Independent Appeals Tribunal. In the absence of an appeal, parents will be expected to approach another school with an admission request.

All decisions regarding the admission of children to the school rest with the Local Authority.

Parents should be aware that attendance in the school's Foundation Stage 1 (Nursery), does not guarantee a place in Foundation Stage 2 (Reception). A separate application must be made for a full-time school place; if you need any assistance with the application process, please see Mrs Gough in the School Office.