

## **Croft Infant School**

### **Admission to school**

#### **General Information**

Croft is a Community Infant School. It is administered by the Local Authority, Derbyshire County Council, and must comply with the local and national admissions to schools policies.

#### **The Local Authority Policy for Admission to Infant Schools**

From September 2011, the Local Authority Policy is to admit all children starting full time education in a Reception Class at one point in the year – September.

#### **Admission Procedures – what you should do**

To apply for a place at Croft Infant School for a child starting full time school in September 2020, you will need to complete and submit an application on or before 15<sup>th</sup> January 2020. Applications can be submitted from week beginning 11<sup>th</sup> November 2019 and can either be completed online or by telephone. You can apply for a place at your first, second and third preference school.

The Local Authority allocates first preferences to parents whose applications are received on or before the cut off date. Remaining places are then allocated on a “late preference” basis for applications received after 15<sup>th</sup> January 2020. The national “Offer Day” is 16<sup>th</sup> April 2020, when all parents who have made an application receive an offer of a school place for their child.

If an application is turned down, parents have a right of appeal through the Admissions and Transport Team.

#### **Please note:**

**It is the policy at Croft Infant School that all children starting school in Reception classes will start at one point in the school year – September. Only under very exceptional circumstances will the Headteacher and Governors consider a January start. Parents will need to make an appointment to see the Headteacher to discuss this.**

We try to make the move to full time education as smooth as possible for the children. Our Reception staff visit all the children in their Nursery settings during the Summer Term and the children come in to school for visits in June/July.

We arrange a new parents meeting for all parents/carers during June – a good opportunity for parents to meet the staff informally and find out more about the school before their child starts. Parents are informed in good time so they can make arrangements to attend.

The address for the Admissions and Transport team is:-

Admissions and Transport Team  
Derbyshire County Council  
School Road  
Chesterfield  
Derbyshire  
S41 8LJ

Full information guide for parents with a summary of details of how to apply for your child's school place can be found here on our website.