

Director of Education & Skills
London Borough of Barnet with Cambridge
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To parents of children due to start
in Reception classes in the year
beginning September 2017

contact: School Admissions Team
tel: 020 8359 7651
e-mail: school.admissions@barnet.gov.uk
fax: 0870 8896799
date: 3 October 2016
our reference: CR/2017

Dear Parent

ADMISSION TO RECEPTION 2017/18

We are writing to you because you have a child who was born between 1 September 2012 and 31 August 2013 and is therefore due to start in a Reception class during the academic year that begins in September 2017. The leaflets you have been given explain how to apply for a Reception class place online.

You must submit **one** application to your home council to apply to all schools (except private schools) whether the school is within or outside Barnet. The application must be made online at www.eadmissions.org.uk

If you need help and support to complete your application form, please telephone the School Admissions Customer Contact Centre on 020 8359 7651.

Before you begin your application, please download the booklet '*A Guide to Primary Education in Barnet*' from www.barnet.gov.uk/schooladmissions. The guide will give you all the information you need to know about the application process. In particular you should look at the admissions criteria for each school, as these are the rules that will be used to decide how places will be allocated. If you want to apply for any schools outside Barnet, you will need to look at the relevant council's website for details of the individual schools' admissions criteria.

If you think your application will be considered under a distance criterion, you should check to see if your home address lies within the usual allocation area. However, please bear in mind that London boroughs have been experiencing an exceptionally high demand for Reception class places so the size of the relevant offer areas is likely to be smaller next year. Barnet will provide additional classes in the areas of greatest demand and, although a sufficient number of places will be available, it is likely that we will be unable to meet parental preferences in every case.

An application must be submitted for your child even if s/he has an older brother or sister already attending your preferred school. Parents should also be aware that children attending the nursery class at any community school, and most other schools, are **not** given a higher priority than other children.

You must submit an application no later than **Sunday 15 January 2017**. If you submit your application after the deadline, it will be considered after all applications that were received by the closing date and you will not receive an outcome email on **National Offer Day, Tuesday 18 April 2017**. Last year the high demand for places meant that some siblings were **not** offered places in the second round of offers because their applications were late and there were no surplus places. It is, therefore, really important that you submit your application on-time. Please refer to the Guide to Primary Education in Barnet for more information about late applications.

If you have any queries about the process, please contact the School Admissions Customer Contact Centre on 020 8359 7651 or send an email to school.admissions@barnet.gov.uk .

Yours sincerely

Liz Ferrie
Admissions Team Manager

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