

To the parents of children due to
start school in 2024

School Admissions Team
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contact: School Admissions Team

Dear Parent

ADMISSION TO RECEPTION 2024

We are writing to you because you have a child who was born between 1 September 2019 and 31 August 2020, and who is due to start in a Reception class during the academic year that begins in September 2024. The information you have been given explains how to apply for a Reception class place online.

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. You should pay particular attention to 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 a school in another borough, you will need to look at the relevant Local Authority's website for details of the school's admissions criteria.

You must submit **one** application to your home Local Authority and list each preferred school on the single application form, whether the school is within or outside your home borough. If you live in London, the application must be made online at www.eadmissions.org.uk. If you live in Hertfordshire, or another borough outside London, please check your Local Authority's website for information on how to apply.

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

You must apply no later than **Monday 15 January 2024**. If you miss this deadline, your application will not be considered until school places have first been allocated to applicants who applied on time and **you may not receive an offer on National Offer Day, 16 April 2024**. In previous years, the high demand for places meant that some children were **not** offered places at their sibling's school because their applications were late and there were no places left. It is, therefore, very important that you submit

your application on time. If there is an exceptional reason as to why you could not return your application by 15 January, it may be treated as if it was submitted 'on time', providing it is received by **Friday 9 February 2024**, the reason for the late submission is fully explained and the Local Authority accepts there is good reason for the lateness.

Some schools, usually faith schools, will also require you to complete a Supplementary Information Form (SIF) for additional information such as a faith leader's reference. These are available directly from the school, so please check school websites for details.

Further information about the application process is available on our website www.barnet.gov.uk/schooladmissions

Yours sincerely

School Admissions Team