

# **Starting School in September 2017**

Useful information for Parents and Carers

If your child was born between 1<sup>st</sup> September 2012 and 31<sup>st</sup> August 2013 they will be due to start school in September 2017.

**Contact for questions or support:**

**School Admissions Email:** [schooladmissions@lincolnshire.gov.uk](mailto:schooladmissions@lincolnshire.gov.uk)

**Tel: 01522 782030 (open 8am to 6pm Monday to Friday)**

## **Things to do before you apply online**

Before applying online for a school place you should read the Lincolnshire School Guide and the individual schools' admissions policies. These can be found on [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions)

**We also strongly recommend that you make dates to visit your preferred schools.**

The following booklets are available:

- **Going to Primary School in Lincolnshire** - Information about admissions
- **Lincolnshire School Admissions Guide 2017** – Relates to starting school in Reception

**If your child has a statement of Special Educational Needs or an Education Health and Care plan you don't need to complete an application form for a school place. A new proposed Statement will be sent to you before your child starts school for the first time. You can use this to name the preferred school for your child.**

To apply online visit: [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions)

## **Why do I need to choose three schools on the form?**

*It is really important to name more than one school on your application. If you name only one preference and the school is unable to offer your child that place, your child will then be allocated a place at the end of the process, after all those children that have named second and third preferences on their application.*

## **Important Dates for your diary:**

**14<sup>th</sup> November 2016** -The application process starts.

**15<sup>th</sup> January 2017** - Closing date for applications at 12 noon.

**17<sup>th</sup> February 2017** - Late applications / changes cannot be dealt with after this date.

**18<sup>th</sup> April 2017** -You can view your offered school online or the letter will be posted today.

**5<sup>th</sup> May 2017** - You must accept / refuse the offer by this date.

**Late and revised applications will continue to be accepted and processed up to the end of August 2017.**

Please note: It is not compulsory to attend school until the term after your child reaches the age of 5 years. However, even if you do not want your child to attend school from September, you still need to apply for a place at the normal time. You can ask your allocated school to defer entry for your child.

### **What are the advantages to apply online?**

- You will be able to see your offered school on the offer date and will not have to wait for the post
- You can change the details on your application up until the closing date.
- You can apply any time, any place, anywhere so you don't miss the deadline
- You will receive an email acknowledgement of receipt
- Your application will be received on the same day
- It is fast and secure
- The system will guide you through the completion of the application
- You can accept the place offered online
- If you are not happy with the offered school you can usually appeal online

Keep a note of your username and password as you will need this each time you go online, either to make any changes or view your offer of a place

Username\_\_\_\_\_

Password\_\_\_\_\_

**If you require access to a computer or support filling in the online admission form, St Helena's School office staff are more than happy to help or contact your Children's Centre Teacher.**