

Starting School in September 2018

Useful information for Parents and Carers

If your child was born between 1st September 2013 and 31st August 2014 they will be due to start school in September 2018.

Contact for questions or support:

School Admissions Email: 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

***** We 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 2018** – Relates to starting school in Reception

If your child has an Education Health and Care plan you don't need to complete an application form for a school place. A new proposed plan 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

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:

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| 13th November 2017 | -The application process starts. |
| 15th January 2018 | - Closing date for applications at 12 noon. |
| 16th February 2018 | - Late applications / changes cannot be dealt with after this date. |
| 16th April 2018 | -You can view your offered school online or the letter will be posted today. |
| 4th May 2018 | - You must accept / refuse the offer by this date. |
| 14th May 2018 | - Closing date for changes, revised or late applications for 2 nd round of allocations. |
| 21st May 2018 | -This is the week in which any late applications will be offered a school place by post. Revised applications will also be offered a place where possible. |



Applications will continue to be accepted and processed up to the end of August 2018

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 please contact your

Early Years Specialist Teacher either:

Rachael Brian 07899 067663

Sara Louth 07825 658179

Diane Ingham 07824 545262

