Delayed entry to primary school



- Parents of a summer born child (born between 1 April and 31 August) may request delayed entry
- Delayed entry starting reception the following academic year (Reception instead of Year 1)
- Deferred entry starting later in the same academic year (no later than the summer term)

Process



- Request in writing to the Local Authority
- LA consults with headteacher
- Decision
- Agreed apply the following year for school/s that have agreed
- Refused no right of appeal; school or LA complaints procedure if unhappy

Potential issues



- Nursery place
- SEND support in nursery
- SEND assessment
- No guarantee of a place at preferred school/s

LA process flowchart



Family express interest in delayed entry - Professional signposts family to the webpage and leaflet (insert Link)

School Organisation Team (SOT) receives request for consideration of delayed entry from Family Between September of pre-school year and no later than January 15th of pre-school year.

SOT check with Early Learning and Childcare (ELCC) SEN Lead and Special Educational Needs and Disability (SEND) Team Early Years Manager if the child is known to either team. ELCC / SENDS to respond within 15 days.

If child known to ELCC

SOT contact the schools of parental preference and ask them to consider the evidence

ELCC arrange a meeting at nursery inviting: Parents, nursery, all schools within 3 weeks

Schools then respond to SOT within 15 days of the meeting.

Family consider if they want to continue

If child not known to ELCC

ELCC to contact the nursery to find out more about the child's needs.

If child doesn't need to be known signpost to Quality Team and Raising Attainment Team for setting support If child needs to be known, suggest an EY Inc 4 referral to ELCC and Targeted Support Worker visit will be arranged.

ELCC feedback to SOT within 3 weeks

SOT to contact the schools and ask them to consider the evidence. Schools to respond within 15 days.

SOT to update ELCC and SENDS

Decision to be sent to Family (no later than 16th April)

Family to respond to SOT within 2 weeks.

Confident Place, Confident People.

Contacts



- School Organisation Team
 Audrey Guest (486036) / Darren Stanley (486027)
- Early Years
 Joanne Keenan (828915)
- SEND Shona Formby (486230)

Advice and guidance



Information sheet for parents

https://www.wigan.gov.uk/Resident/Education/Schools/School-Admissions/Primary-schools.aspx

DfE guidance

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/389448/Summer_born_admissions_advice_Dec_2014.pdf

School Admissions Code 2014

https://www.gov.uk/government/publications/school-admissions-code--2