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**Information for Parent/Carers**

**Admission to the Reception Year 2023/2024**

As your child was born between 1 September 2018 and 31 August 2019, or your request for a delayed admission has been agreed, they have been offered a full-time school place to start September 2023 in the Reception Year class.

If your child was born between 1 September 2018 and 31 August 2019 and you do not wish to take up a full-time school place in September 2023 you have some alternative choices. Please complete and return the attached form to indicate your decision.

The choices are:

* Decide which term you would like your child to start full-time or part-time in the Reception Year class at school.
* The part-time option is only available until your child reaches Compulsory School Age (CSA), which is the beginning of the term after your child’s fifth birthday. At this stage your child must take up a full-time school place.
* Once your child has started to attend a Reception Year class at a state school, funded early education is no longer available in the private, voluntary, and/or independent sector. They can access either full or part-time education in the school they are attending.
* You can take up, or continue to access, a place in the private, voluntary, and/or independent sector and can arrange this by talking to your chosen provider of funded early education or to the Families Information Service (FIS) who will help you find local provision to suit your needs. The FIS can be contacted on 0345 60 800 33 or by emailing them at **Childcare.Planning@suffolk.gov.uk**

**Summer born children**

* For a child born between 1 April 2019 and 31 August 2019 (a summer born child) you could delay entry into school until September 2024. If this is your choice, it is important to understand that:
* Your child would begin school in Year 1 in September 2024 rather than joining the Reception Year class.
* Your initial offer of a Reception Year place at the school will be withdrawn and you must apply for a Year 1 place using the relevant application form (CAF2 or ADM1). For further information on which form to complete please visit our website **www.suffolk.gov.uk/admissions**.
* There is no guarantee that a place in Year 1 will be offered to your child in your preferred school. When you apply for a place in Year 1 the year group might already be full, meaning that your application for a place is unsuccessful.
* For more information regarding the options for summer born children including how to request a delayed admission to the Reception Year to start in September 2024, please contact the Admissions Team on 0345 600 0981.

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**Reply form: Admission** **to the Reception Year 2023/2024**

**To be completed and returned directly to the school as soon as possible please.**

**Child's name:**

**Child’s Date of Birth:**

Please indicate below to tell us when you want your child to take up their place and if this will be full-time or part-time, and which term you would like them to start.

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| --- | --- | --- | --- |
| **Your child’s date of birth is between …** | **Autumn Term, starting September** | **Spring Term, starting January** | **Summer Term, starting April** |
| 1 April 2018 – 31 August 2018 and your request for a delayed admission has been agreed  | Your child will be of compulsory school ageFull-time [ ]  |  |  |
| 1 September 2018 –31 December 2018 | (please indicate)Full-time [ ] Part-time\* [ ]  | Your child will be of compulsory school ageFull-time [ ]  |  |
| 1 January 2019 –31 March 2019 | (please indicate)Full-time [ ] Part-time\* [ ]  | (please indicate)Full-time [ ] Part-time\* [ ]  | Your child will be of compulsory school ageFull-time [ ]  |
| 1 April 2019 –31 August 2019 | (please indicate)Full-time [ ] Part-time\* [ ]  | (please indicate)Full-time [ ] Part-time\* [ ]  | (please indicate)Full-time [ ] Part-time\* [ ]  |

|  |  |
| --- | --- |
| [ ]  | Please tick this box if your child was born between 1 April 2019 and 31 August 2019 and you have decided to delay entry into Year 1 in September 2024 and that you will be completing the relevant CAF2 or ADM1 form. Please note that any full time Reception school place that has already been offered will be withdrawn. |

\*Please note that if you decide to take up a school place part-time any entitlement to school travel will change and you may be responsible for travel costs and arrangements to and from the school. For more information regarding this please contact the Passenger Transport Team on 0345 606 6173.

**Parent/Carer signature:**  **Date:**

**Contact Telephone Number:**