

Admission Arrangements

Admissions – Nursery class - Foundation Stage 1

All 3 year old children are entitled to 15 hours free Foundation Stage 1 Education

If you are intending taking up a free 30 hours Foundation stage 1 place, please contact the main office.

Visits and applications are welcomed from all prospective parents by contacting the school personally to register their child on a waiting list. Please return completed applications to school.

If you are interested in a place at Southmere Nursery then please contact the main school office to secure a place for your child on 01274 575178.

Children are accepted at any time in the year, after the child's third birthday. Children on the waiting list will be prioritised and offered a place (subject to the criteria below) when/if one is available following the child's 3rd birthday. Successful applicants will receive a written offer approximately 2 months before the appropriate new term. Parents will have 2 weeks to confirm acceptance of the offer. Those accepting the offer of a place will receive a written invitation to visit the nursery. Following this, a home visit will be arranged by one of the nursery staff and a starting date given. When a child first starts in the nursery they may require the reassurance of their parents spending some time with them until they have settled appropriately. Children in Nursery who are in receipt of Pupil Premium are entitled to an additional half day.

Children are allocated a nursery place having regard to the following criteria.

1. Looked after child
2. Any Special Educational Need or disability of the child.
3. Closeness of the child's home to school.
4. Child's age.
5. Consideration of policies in neighbouring schools.

Admissions – Reception class: Foundation Stage 2

The following criteria are applied to applications for a reception class place. Children on the waiting list held by Education Bradford are prioritised against the appropriate criteria.

1. Looked after child
2. Any Special Educational Need or disability of a child.
3. Whether there is a sibling already attending the school.
4. Closeness of the child's home to school.
5. Consideration of policies of neighbouring schools.

There is one admission time each year for the Reception classes in September, please note that these places are allocated by Education Bradford and not the school.

Reception place request forms and booklets for those pupils who would be eligible for a Reception place in the following academic year are available in October/November.

A Reception place request form needs to be returned to school by the date stated on the form. Request forms and booklets are available from school reception. Parents who are successful in gaining a Reception place for their child will receive the offer of a place in the April. You will have two weeks to confirm acceptance of the place offered. Those parents who have accepted places will receive information regarding further arrangements and starting dates. Prior to starting in the Reception class parents will have the opportunity to meet with staff as appropriate. Some pupils may need support in adjusting to being at school and the individual needs of pupils are always taken into consideration. If your child is due to start Reception in September please contact the main office on 01274 575178.

Admission Procedures in KS1 and KS2

All places are allocated by Bradford Council and not by the school. To request a place in school you may come to the main office and collect an ADMISSION FORM. You may return your form to school or directly to the Admissions Team.

School Admissions

Margaret McMillan Tower

Prince's Way

Bradford

BD1 1NN

Alternatively you can apply online for a place in school.

Apply for a place online

Please contact Bradford Council Admissions Team on 01274 439200 if you would like further information regarding school places.

We use Bradford Council to manage admission appeals. For guidance on admissions appeals go to the council website – link below

http://www.bradford.gov.uk/bmdc/education_and_skills/scho