

Director of Education & Skills  
Barnet with Cambridge Education  
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To parents of children due to start  
in Reception classes in the year  
beginning September 2018

contact: School Admissions Team  
tel: 020 8359 7651  
e-mail: [school.admissions@barnet.gov.uk](mailto:school.admissions@barnet.gov.uk)  
fax: 0870 8896799  
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our reference: CR/2018

Dear Parent

### **ADMISSION TO RECEPTION 2018/19**

We are writing to you because you have a child who was born between 1 September 2013 and 31 August 2014 and is therefore due to start in a Reception class during the academic year that begins in September 2018. The leaflets you have been given explain how to apply for a Reception class place online.

You must submit **one** application to your home council to apply to all schools (except private schools) whether the school is within or outside Barnet. The application must be made online at [www.eadmissions.org.uk](http://www.eadmissions.org.uk)

If you need help and support to complete your application form, please telephone the School Admissions Customer Contact Centre on 020 8359 7651. We will also be holding regular Admissions Surgeries at Burnt Oak Library to help parents, further details will be available on our website soon at [www.barnet.gov.uk/schooladmissions](http://www.barnet.gov.uk/schooladmissions).

Before you begin your application, please download the booklet '*A Guide to Primary Education in Barnet*' from [www.barnet.gov.uk/schooladmissions](http://www.barnet.gov.uk/schooladmissions). The guide will give you all the information you need to know about the application process. In particular you should look at the admissions criteria for each school, as these are the rules that will be used to decide how places will be allocated. If you want to apply for any schools outside Barnet, you will need to look at the relevant council's website for details of the individual schools' admissions criteria.

If you think your application will be considered under a distance criterion, you should check to see if your home address lies within the usual allocation area. However, please bear in mind that London boroughs have experienced a high demand for Reception class places in recent years so the size of the relevant offer areas may be different next year.

An application must be submitted for your child even if s/he has an older brother or sister already attending your preferred school. Parents should also be aware that children attending the nursery class at any community school, and most other schools, are **not** given a higher priority than other children.

You must submit an application no later than **Monday 15 January 2018**. If you submit your application after the deadline, it will be considered after all applications that were received by the closing date and you will not receive an outcome email on **National Offer Day, Monday 16 April 2018**. In previous year the high demand for places meant that some siblings were **not** offered places in the second round of offers because their applications were late and there were no surplus places. It is, therefore, really important that you submit your application on-time. Please refer to the Guide to Primary Education in Barnet for more information about late applications.

If you have any queries about the process, please contact the School Admissions Customer Contact Centre on 020 8359 7651 or send an email to [school.admissions@barnet.gov.uk](mailto:school.admissions@barnet.gov.uk) .

Yours sincerely

**Liz Ferrie**  
Admissions Team Manager

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