

Director of Education & Skills
Barnet with Cambridge Education
2 Bristol Avenue
Colindale
London NW9 4EW

To parents of children due to start
in Reception classes in the year
beginning September 2020

contact: School Admissions Team
tel: 020 8359 7651
e-mail: school.admissions@barnet.gov.uk
date: September 2019
our reference: CR/2020

Dear Parent

ADMISSION TO RECEPTION 2020/21

We are writing to you because you have a child who was born between 1 September 2015 and 31 August 2016 and is therefore due to start in a Reception class during the academic year that begins in September 2020. The leaflets you have been given explain how to apply for a Reception class place online.

If you need help and support to complete your application form, please telephone the School Admissions Customer Contact Centre on 020 8359 7651.

Before you begin your application, please download the booklet '*A Guide to Primary Education in Barnet*' from 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.

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

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 the size of the relevant offer areas will vary from year to year according to demand.

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 are **not** given a higher priority than other children.

You must submit an application no later than **Wednesday 15 January 2020**. 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, Thursday 16 April 2020**. In previous years 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. If there is an exceptional reason why you could not return your application by 15 January, it may be considered as 'on time' if it is received by **Monday 10 February 2020** and the reason for the lateness is fully explained on the Reason for Late Application form and accepted by the Local Authority.

Some schools, usually faith schools, will also require you to complete a Supplementary Information Form (SIF) in order to provide additional information such as a priest's reference. These are available directly from the school, please check school websites for details. Further information will be, please refer to the individual school pages in the booklet and to the booklets published by other local authorities if applicable.

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 .

Yours sincerely

Liz Ferrie
Admissions Team Manager

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