



# Longhoughton C of E Primary

Office use
Date received:
Intake date:

## APPLICATION FOR A PLACE EARLY YEARS AT LONGHOUGHTON

Your child will be eligible for admission the term following his/her third birthday. Please be aware that places are allocated in accordance with the admissions policy.

### **ON COMPLETION OF THIS FORM PLEASE RETURN IT TO THE HEADTEACHER**

1. Name of Child .....
2. Date of Birth .....
3. Home address .....
4. Parents/Carers:  
**Name** .....  
Occupation Full/Part time .....
- Home/work telephone number .....
- Contact email .....
  
**Name** .....  
Occupation Full/Part time .....- Home/work telephone number .....
- Contact email .....
5. Other children at home (please give names and date of birth) .....
6. Name & address of GP .....
7. Current arrangements for supervision of child during day .....
8. Please give details of any attendance at a playgroup, mother and toddler group, etc. ....
9. How would child get to and from Nursery? .....

If a place within Early Years at Longhoughton C of E Primary School is offered, the following conditions will apply:

1. There is no statutory right to a place. If places are oversubscribed the school will apply its own admissions criteria to determine which children to admit. If a child cannot be offered a place, there is no right of appeal against that decision.
2. Once allocated a place, that place will not be withdrawn until the child takes up a place in full-time education, or relinquishes that place. This right may be revoked by the Governing Body in exceptional circumstances.
3. The time for transfer to full-time education is at the beginning of the Autumn Term if the child is four by 31<sup>st</sup> August. In exceptional circumstances, transfer to Reception may be delayed to the beginning of the Spring Term by mutual agreement with the Head teacher.
4. Attendance in Early Years at Longhoughton C of E Primary School does not guarantee a place in Longhoughton C of E Primary School. Parents are to apply for school places in accordance with Northumberland County Council procedures.
5. Free 15-hour places are allocated as 5 x 3-hour morning sessions. It is expected that children will take up their full 15-hour entitlement with Early Years at Longhoughton C of E Primary School.

Date ..... Signature of Parent .....