



- a. Has been employed at the School for two or more years at the time of application; and/or
- b. Was recruited to fill a vacant post for which there was a demonstrable skill shortage.

For the avoidance of doubt, the above criteria apply to all children

## Deferred Entry to Reception Year

Children are entitled to a full-time place in Reception Year in the September following their fourth birthday. Children do not, however, reach compulsory school age until one of three prescribed days following their fifth birthday (or on their fifth birthday, if it falls on a prescribed day). These prescribed days are 31 December, 31 March and 31 August.

Parents who achieve a place for their child in Reception Year have a right to decide that they will defer the date that their child will start school until their child reaches compulsory school age, without losing the achieved place.

Parents who have a child born on a prescribed day cannot defer the date that their child will start school beyond the first day of the final term of the school year without losing the place that has been achieved, which will then be allocated to another child. Parents who have a child born on a day other than a prescribed day can defer the date that their child will start school until their child reaches compulsory school age (which is subject to availability of a place) or make a request for admission outside normal age group to Reception Year (which is at the discretion of the Trust Board).

## Part-Time Attendance in Reception Year

Parents have a right to decide that their child will attend school part-time until they reach compulsory school age. This right can also be exercised at the same time as deferred entry.

For example, a child born on 15 February will not reach compulsory school age until 31 March but is entitled to a full-time place in Reception Year. Parents can decide that their child will not start school until 1 January and will attend part-time until 1 April, when they will attend full-time.

## Admission of Children Outside their Normal Age Group

Parents have a right to ask for their child to be admitted to a school to a year group other than their normal age group. The Trust Board may agree or refuse the application.

Parents who want to delay their child starting school for one school year can ask for their child to be admitted to Reception Year rather than Year 1 at that time, one year below their normal age group.

Parents who want to request admission to a year group other than their normal age group should write to the School giving details of all relevant circumstances and attaching any relevant supporting evidence. The Trust Board will consider the request and make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the child's age, whether the child has previously been educated outside their normal age group, and whether they would have naturally fallen into a lower age group if they had not been born prematurely.

Parents should note that, where the Trust Board refuses a request for admission to a year other than their normal age group, the Trust Board will not be liable for any costs incurred by the parents in connection with the request. A decision as there is with the Trust Board's Complaints Policy. Where a request is refused, the Trust Board will write to the parents clearly setting out their reasons for doing so.

Where the Trust Board agrees a request in principle, they will write to the parents confirming their agreement. A request for admission outside normal age group is not an application for admission, and parents will need to submit a separate application for admission in the usual way at the appropriate time. Where a request for admission to a different year group has been agreed in principle, the letter from the Trust Board confirming this must be submitted with the application for admission.

The School operates a waiting list for each year group for the duration of the school year. The names of all children who do not achieve a place in Reception Year will be placed on the waiting list, and in the following order of priority:  
1. Children who have applied for a place in the year group for the following year and have not yet been offered a place in that year group.  
2. Children who have applied for a place in the year group for the following year and have not yet been offered a place in that year group following an unsuccessful application.

3. Children who have applied for a place in the year group for the following year and have not yet been offered a place in that year group following an unsuccessful application, as more applications are received from children with higher priority.

## Statutory Right of Appeal

Parents have a statutory right of appeal to an independent appeal panel in the event of a refusal of a place. Appeals are dealt with strictly in accordance with the School Admission Appeals Code 2012.

Information on the appeal timetable (including the deadline for requesting an appeal) will be available on the school website ([www.avanti.org.uk/avantihouseprimary](http://www.avanti.org.uk/avantihouseprimary)) on or before 28 February after the closing date for applications for that year. Information will also be included in the letter sent to parents notifying them of a refusal.

## False and/or Intentionally Misleading information

Parents should note that an offer of a place is likely to be withdrawn if it is found that it was made on the basis of fraudulent or intentionally misleading information provided by parents.