

nurturing enquiring minds...



Parent Information

Admissions

Year 1-6

If space permits KCC Admissions admit pupils at any time in the school year through their Casual Admissions Procedure.

Year R

Burham CE Primary School admits 4 and 5 year olds into Reception, the admissions process having been finalized in the Summer Term prior to starting in September of the same year. In year admissions will be subject to spaces and by application to the Local Authority. Full liaison is made with Pre-School agencies as appropriate e.g., Pre-Schools; Playgroups; Educational Psychology Service; Pre-School Health Service. The criteria for admission follow the County Guidelines.

In the case of over subscription places are allocated as follows in the following order:

- i Children in Local Authority Care and children who have been adopted from Care
- ii Current Family Association (sibling)
- iii Health, Social and Special Access Reasons
- iv Nearness of Children's Homes to School

(Please note that the criteria above are for guidance only and details and the current position are set out on the Admissions Application Form produced by Kent County Council.)

Children born between 1st September and 31st August will be eligible for a full-time place at the school.

Arrangements for Collecting Children

For many good reasons Parents need to make changes to the collection procedure for their child from time to time. It is essential that the school receive notification of this. This is particularly important for emergency arrangements made with people who have not previously collected your child.

Should the occasional emergency arise during the day when arrangements have to be altered parents should contact the school before 2.30pm where possible. Children who unexpectedly do not find their parents waiting for them are instructed to return to the school office.

Reception and Key Stage 1 children are taken to the parents waiting area at the end of the school day and are individually handed over to parents or carers. Key Stage 2 children leave their classrooms at the end of the day and walk around to waiting area. There is always a Key Stage 2 Class Teacher available on the gate at the end of the day.

Burham

Church of England Primary School

