



Lambeth

Transferring from nursery to primary school

Applying for a reception class place



This leaflet tells you what you need to know now about the transition from nursery provision at a Lambeth primary school or children's centre to the main school – reception class. The new Pan-London co-ordinated primary admissions process for applying for a reception class place will come into effect from September 2010.

Q When will my child start reception class?

A Your child will start reception class in the school year (1 September - 31 August) in which they turn five years old.

Q When do I need to apply for a reception place for my child?

A Common Application Forms (CAFs) are available from the middle of September of the school year (1 September - 31 August) they turn four. The deadline to submit completed CAFs will be 15 January in the same school year. Applications can only be accepted on year specific CAFs. If you apply late, ie after 15 January in the correct year, there is less chance of your child being offered a place at a school for which you have expressed as a preference on the CAF. Late applications will be processed, but many schools fill all their places on local offer day with those children whose applications were received on time. Schools that fill their places with children who apply on time can only offer further places if other parents/carers already offered a place refuse that offer and thereby create vacancies in the school.

Q Where do I get the CAF from?

A You can get the CAF from:

- i) The 'Starting primary school in Lambeth' booklet. The Lambeth booklet will be available from the nursery provision/children's centre your child may currently attend, Lambeth Libraries, Lambeth Town Hall and International House or call 020 7926 9503.
- ii) You can also find the Lambeth booklet and CAF or apply online at www.lambeth.gov.uk/eadmissions. Parents/carers must use the CAF for the borough where their child lives, even if you wish to apply for a school in a different borough. The 'Starting primary school in Lambeth' booklet details the new Pan-London co-ordinated primary admissions process and CAFs are inside each booklet for Lambeth residents. If you wish to apply for a Lambeth school, but live in a different borough, you must use your home borough CAF and list the Lambeth school(s) as preferences.



Q Do I need to complete an additional form at the school?

A Yes, in some cases. In addition to the CAF some religious schools and foundation schools, may require a Supplementary Information Form (SIF) to be completed. SIFs ask for additional information that the school needs to apply their admissions criteria. Lambeth SIFs can be obtained from the schools directly or via www.lambeth.gov.uk/eadmissions and should be returned to the school (not to the Council's Admissions Team) by the school's deadline.

Q My child attends the nursery class of a Lambeth primary school. Will they transfer automatically to the main school?

A No. Children who attend a nursery class in a primary school do not transfer automatically to the main school. You have to apply separately for the primary school reception class place using a CAF. You should look at the 'Starting primary school in Lambeth' booklet for the most up to date admissions criteria for schools. No children attending a Lambeth community school nursery or children's centre will get priority for a reception place. However, some voluntary-aided or foundation schools may do this. The reason most schools do not give priority to children already attending their nursery is so that children who attend different early year's provision or no provision at all have an equal chance of applying for a place at the school.

Q But my child is receiving good support from their nursery/children's centre and has made friends who may be going the main school; can this be taken in to account?

A Unfortunately schools cannot take this into account. It is important to note that all staff in primary schools are trained to support all new children that start attending the main school and will ensure they settle in quickly, whether or not they were in the school's nursery/children's centre before.

Q How can I find out what the schools near me are like and whether they will be right for my child? Also how do I find out if my child has a chance of gaining a place at a school?

A We would always advise that parents/carers visit schools and find out how good the school is for themselves, rather than only relying on reputation and what you hear from others. Lambeth primary school's admissions criteria and information on how places were offered in the previous year will be in the 'Starting primary school in Lambeth' booklet. This provides an indication of how places would be offered in your child's year. Similar information will be in booklets produced for other boroughs.



Q Where can I get help with this process and more information?

A You can talk to the office staff at the primary school/children's centre or contact:

- **Lambeth School Admissions Team**
International House
Canterbury Crescent
London SW9 7QE
- **Telephone:** 020 7926 9503
- **Visit:** www.lambeth.gov.uk/eadmissions
- **The CYPS One Stop Shop** at International House is open between 9.30am and 4.30pm Monday - Thursday, Friday 11am - 4.30pm
- You can also contact the **Lambeth Families Information Service:**
0845 601 5317

POLISH

Jeśli chcą Państwo otrzymać tę informację w języku polskim, prosimy zadzwonić na numer 020 7926 9503

PORTUGUESE

Se desejar esta informação noutro idioma é favor telefonar para 020 7926 9503

SOMALI

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SPANISH

Si desea esta información en otro idioma, rogamos nos llame al 020 7926 9503

If you would like this information in large print, braille, audio tape or another language, please contact 020 7926 9742