

# *Greenslade Primary School*

## *Admissions Statement for Parents and Carers*

### *September 2023*

We follow the Local Authority procedures and policies for admissions to our school. Admissions to Reception Class through to Year 6 are dealt with by Royal Borough of Greenwich School Admissions. Please visit the Royal Borough of Greenwich Admissions website for full details of how to apply for a place at Greenslade Primary School.

[https://www.royalgreenwich.gov.uk/info/200286/apply\\_for\\_a\\_school\\_place/458/apply\\_for\\_a\\_primary\\_school\\_place](https://www.royalgreenwich.gov.uk/info/200286/apply_for_a_school_place/458/apply_for_a_primary_school_place)

We will support parents and carers in every way we can to help them make the right decisions in the choice of school for their child. The Headteacher is always keen to show parents and carers around our school and regular tours are arranged for Nursery, Reception and "in-year admissions". Please contact our school office for a list of dates and times of these visits.

#### **September Admissions to Reception Class**

Once you have been informed by Royal Greenwich Admissions that your child has been allocated a place in our Reception class, you will be contacted by the school with information regarding the starting procedure. We have a very supportive integration programme which includes a range of visits and meetings during the Summer Term. Our procedure includes visiting families at home, which starts to form a vital bond between children and our staff.

#### **In-Year Admissions**

If you have been informed by Royal Greenwich Admissions that your child has been allocated a place at our school, the school will contact you to arrange a visit, where you can meet with the Headteacher and class teacher and have a look around the school. We believe that this is a vital meeting so that we can share as much information about each other as possible. The more we know about your child and the more you know about the school, the smoother the transition and integration is. It is an opportunity to discuss any specific requirements and anything that we need to put into place.

We try to support new children joining us "mid-year" as much as we can, and our aim is to admit children as soon as it is appropriate to do so. We will support you in completing the appropriate admission forms.

#### **Nursery Admissions**

We organise our own admission arrangements into our Nursery. We have one session each day, in the morning, with up to 25 children in the session. Admission to our Nursery happens at various points throughout the year and we use the same admissions criteria as the Local Authority use for our Reception Class.

We ask parents and carers to fill out our Nursery Application for Admission form when a child is two and half years old and their names are then added to our waiting list. Usually, children start with us in the term after their third birthday. We offer places using the admissions criteria, as and when spaces become available.

We hold "stay and play" sessions for children and their parents and carers before the children join, which really support integration into our Nursery.

We are very aware of how important starting at a new school is so please come and talk with us if you need any clarification about this process.

Our Admissions Procedures will be reviewed in September 2024