



EDUCATING CHILDREN OUT OF THEIR CHRONOLOGICAL YEAR GROUP POLICY

This policy advises on Little Willows process regarding educating pupils outside of their chronological year group. This relates to children where a request is received for them to be educated outside of their normal age range year group; that is that they are educated in the year group below their chronological age, or the year group above, of their chronological age.

All formal requests for children to delay/defer their entry into Reception year for whatever reason must adhere to the following protocol:-

- A formal request for a delayed/deferred entry should be made to the Admissions Service in the autumn term of the year **before** the child is chronologically due to start school. For example, for a child who is due to start in school in September 2020, the request for delayed/deferred entry should be made by no later than 1st December 2019. Please refer to the Guidance Notes relating to the education of children outside of their chronological year group on the Warwickshire County Council School Admissions Service website at www.warwickshire.gov.uk/admissions. The "Request For Deferred Entry To School" can be found at www.warwickshire.gov.uk/admissions.

You must consult with the schools you would like to consider applying for if your request for your child to be educated out of their chronological year group is agreed. You may obtain agreement for deferment from a maximum of six schools.

You must contact the schools you are interested in prior to submitting this request form and explain to them your reason(s) for requesting your child to be educated out of year group. Each school must be given a copy of the page that includes the "School(s) Agreement or Refusal of Request" which must be completed and signed by the Head Teacher.

There is no guarantee that the Local Authority will agree to the request and no school is legally obliged to agree to such a request.

The approved request for delayed/deferred entry must be submitted to Little Willows Pre-School, together with the School's agreement to the request with the Head Teacher's signature.

All requests for delayed/deferred entry will then be considered by the Pre-School's Board of Trustees. There is no guarantee that the Board of Trustees will agree to the request. Only "Requests for Deferred Entry to School" that have been approved by Warwickshire County Council will be considered by the Board of Trustees.

Warwickshire County Council advise that there are significant implications for a child who is educated out of year group, and parents need to consider the long term view of their child's educational needs.

Little Willows Pre-School are required to discuss all potential delayed/deferred children with the Statutory Assessment Team. Parents/Carers should be aware that

it is a requirement for all children to be assessed in the summer term of the academic year in which they turn five years old. This will be carried out by the Pre-School.

- An application for the child to start school **must** also be completed and sent with the request. This ensures that the child can still be considered for a school place which is relevant to their chronological age group, if the request for the deferred entry is denied. If the request is approved, then the application will be withdrawn and a new application must be made for the following year of entry, in line with the co-ordinated admission arrangements for that particular year of entry. The application "To Start Reception" can be found at www.warwickshire.gov.uk/admissions

Whilst parents are entitled to defer their child's Entry to Reception year, they should be aware that, when they reapply the following year, it will be for a place in Year 1 and not Reception Year.