

REQUEST FOR OUT-OF-YEAR ADMISSION

Request for admission outside the normal age group

The Council believes that in general children should be educated within their correct chronological year group, with the curriculum differentiated as necessary to meet the needs of individual children, and that they should only be placed outside their normal age group in very limited circumstances.

However, parents may apply for out-of-year admission, either in a higher or lower year group. This may be appropriate, for example, if the child is gifted and talented or has experienced problems such as ill health. Requests for admission outside the normal age group will only be agreed in exceptional circumstances.

To apply for out-of-year admission to any other year group you must:

1. Submit an application for the correct year group (full details of how to apply are on our website at www.barnet.gov.uk/school-admissions)
2. Complete and submit the form below
3. Provide supporting evidence (this must include the views of the current school)

Request for summer-born child to enter a Reception class in September 2026

The parents of summer-born children can choose to delay their child's entry to school until the following year when the child reaches statutory school age and may request that their child be admitted to Reception rather than Year 1 at that time.

To apply for delayed entry to a Reception class in 2026 you must:

1. Submit an application for a Reception 2025 school place at www.eadmissions.org.uk by 15 January 2025
2. Complete the form below and attach it to your eAdmissions application by 15 January 2025
3. Attach any supporting evidence to your eAdmissions application by 15 January 2025 (for example, you may wish to include the views of the child's nursery or early years setting)

Before completing this form please read the guidance on delayed entry and out-of-year admission in our primary admissions guide at www.barnet.gov.uk/school-admissions

Parents should fully consider the impact of their child being educated with children of a different age, both within primary school and at transition to secondary school when out-of-year admission cannot be guaranteed and another request for admission outside the normal age group will be required, i.e. for admission to Year 7 rather than Year 8.

For Barnet community primary schools, all requests will be considered by the Council's Deferred Entry Panel.

For all other schools (including academies, free schools, foundation schools and faith schools) the decision will be made by the governing body for the school.

Requests for delayed admission to a Reception class at a school outside Barnet will be forwarded to the relevant local authority.

Decisions will be reached based on the individual circumstances of the child and, in the case of summer born children, evidence of their particular circumstances will be expected rather than general factors which relate to a wider group of children born at the same time.

In reaching a decision the following will be taken into account:

- the parent's views
- information about the child's academic, social and emotional development
- in the case of summer-born children, whether developmental delay is adversely affecting their readiness for school
- the child's medical history, where relevant, and the views of a medical professional
- whether the child has previously been educated out of their normal year group
- whether the child would have naturally fallen into a lower age group if it were not for being born prematurely
- the needs of the child and the possible impact of then entering Year 1 without first having attended the Reception class

The views of the head teacher will be an important part of this consideration

REQUEST FOR OUT-OF-YEAR ADMISSION APPLICATION FORM

Request for admission outside the normal age group including summer-born children
(to be completed by parent)

Child's Details

Child's First Name(s)

Child's Surname/Last Name

Child's date of birth

/ / **Boy** **Girl**

Child's
Home
Address

Postcode

You must submit an application for the normal age group before completing this form.

Application Reference No:

Parent/Carer's Details

Title (please tick)

Mr

Mrs

Miss

Ms

Other

First Name

Surname

Relationship to child (please tick)

Mother

Father

Step Parent

Foster Parent

Social Worker

Other*

Home Tel No.

Mobile No.

Email

Application Details

This is a request for:

Admission outside the normal age group

Year group requested?

Summer-born child to enter a Reception class in September 2025

Reason for Request

Please list your reasons for applying for out-of-year admission/delayed entry to Reception. This may include:

- Information about child's academic, social and emotional development
- Relevant medical history and views of a medical professional
- Previous experience of education outside of the child's normal age group
- Premature children who would be in a lower age group if not born prematurely.

Parent's statement - please use a separate sheet if required

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Please list any documents you have attached.

Parent/carer's signature

Date

Print parent/carer's
name

For requests to enter a Reception class in 2026, please attach the completed form to your [eAdmissions](#) application by 15 January 2025.