**Gateshead Council Community and Voluntary Controlled Primary Schools Admission Policy 2017/18**

**The LA** allocate places at Community Primary, Infant and Junior Schools using the policy below and co-ordinate admissions to Gateshead schools using the co-ordinated admission scheme.

The policy is as follows:

Your child will start school at the beginning of the academic year in which they will reach the age of five. (An academic year lasts from 1 September in one year to 31 August the following year). Children are entitled to a full time place as soon as they start school, however in most schools, the first term will include an induction period.

From **Friday 9 September 2016** you can apply for a place in a reception or junior class for admission in September 2017 by applying on-line at www.gateshead.gov.uk. You must submit your application by no later than **Sunday 15 January 2017**. Alternatively parents wishing to submit a paper application form must ensure that they request a copy in sufficient time and return it to The School Admissions Team, Dryden Centre, Low Fell, Gateshead, NE9 5UR by the closing date.

**Offer Date**

The offer day is **Tuesday 18 April 2017**. A letter will be sent to Gateshead residents informing them of the school they have been offered for their child on or around this date. Gateshead residents who apply on-line will also receive an email on **Tuesday 18 April 2017**.

**General Information and definitions**

For information on our admission arrangements and definitions of the terms used in this policy please refer to our “Admission to Primary School” booklet for 2017 available at www.gateshead.gov.uk. The co-ordinated admission scheme and catchment areas referred to in this policy can also be viewed at The Dryden Centre, Evistones Road, Gateshead, NE9 5UR and on the website above.

**If you would like to look around our reception class and meet the team please contact 01914104571 to arrange a visit.**