

Buckshaw Primary School



Chancery Road • Astley Village • Chorley • Lancashire • PR7 1XP

Headteacher: Mrs K A Stephens www.buckshaw.lancs.sch.uk

Admissions Procedures for Reception Class

Children are admitted into school at the beginning of the school year in which they become five years of age. Legally, however, children are not required to enter school until the term following their fifth birthday. Parents seeking admission of a child to the school should apply straight to the Local Authority. All applications for school places are through the Local Authority, with on-line applications due in usually in the January of the year they start school. In the event of an application for a place being turned down, or a parent being a late applicant, they should contact the Area Education Office to obtain details of how to appeal. (01772 531797)

The Local Authority has agreed with the School Governors to admit no more than 30 pupils to any year group. The school operates a number of 'Open Days' during the previous October so that parents can make an informed decision as to which school to apply to. Parents may also wish to ring the school to arrange a 'guided tour' with the Headteacher if she is available. Once a place has been offered, all children start on the first school day in September.

During the academic year preceding a child's entry into school, there will be several invitations both to parents and children, to attend various functions aimed at providing an easy transition into school life. These functions will enable the child and his/her parents to meet members of staff, to become familiar with the school building and pupils and to experience some of the many activities and facilities provided for our children. An additional booklet, specially aimed at the Early Years and what parents can do to help their children before they start school, is available and is usually given to parents during their first meeting.

Nursery Class admissions

Our Nursery Class opened in September 2015 their teacher is Miss Gregory. We have room for thirty eight 3 year olds and eight 2 year olds each morning and afternoon. Applications and payments are made through Miss Deane in the school office.

Mid-Year admissions

Parents moving into the area should contact the school in the first instance to see if there is a space in a particular year group for their child/children. Should we be full we will offer parents the phone number of Pupil Access (01772 531797) who should be able to inform them of the nearest local school with a space for their child/children.

If in doubt, please ring school and ask for the school's Business Manager, Miss Chloe Deane on 01257 418862 or bursar@buckshaw.lancs.sch.uk

Karen Stephens, Headteacher

June 30, 2017



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