



## **SUMMER BORN BABIES POLICY FOR DELAYED ADMISSION TO RECEPTION YEAR GROUP**

### Public Sector Equality Duty

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We have carefully considered and analysed the impact of these policies on equality and the possible implications for those with protected characteristics, as part of our commitment to meet the Public Sector Equality Duty (PSED) requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.

Approved by SWC February 2026  
Ratified by FGB March 2026  
Due for review February 2029

**The Policy for responding to requests for admission to a year group different to that determined by date of birth, including delayed admission to reception for summer born children.**

## **INTRODUCTION**

St Peter's School is its own Admission Authority and this policy document sets out the process and criteria for considering requests to delay/defer admission to St Peter's School. This policy applies to all pupils with the exception of those holding or undergoing assessment for a statement of special educational needs/Education Health & Care Plan whose parent(s)/carer(s) should contact the Borough's Special Educational Needs Team for advice. All other application forms should be submitted direct to the Local Authority School Admissions Team.

## **ADMISSION OF CHILDREN OUTSIDE THEIR NORMAL AGE GROUP**

It is St Peter's School policy that children attending school be educated for the majority of time with their age peer group. Parents/carers do however from time to time seek places for children in a lower or higher age group and such requests can be made for a variety of reasons, for example where a child has missed a significant amount of schooling due to a move to the area from abroad, or has missed schooling due to illness or has a marked talent or ability.

Requests to admit a child outside of their normal age group should be made in writing to:

The Admissions Officer, St Peter's School, St Catherine's Road, Bournemouth BH6 4AH for the attention of The Governing Body.

The Governing Body will make their decision about the request based on the circumstances of each case and in the best interests of the child. In addition to the views of the Head teacher, including the Head teacher's statutory responsibility for the internal organisation, management and control of the school, they will also take into account the views of parents/carers and of medical and education professionals as appropriate.

## **ADMISSION OF CHILDREN BELOW COMPULSORY SCHOOL AGE & DEFERRED ENTRY**

The School Admissions Code requires school admission authorities to provide for the admission of all children in the September following their fourth birthday. Parents/carers may defer the date at which their child, below compulsory school age, is admitted to the School, until later in the school year but not beyond the point at which they reach compulsory school age. Any part-time arrangement for entry should not last longer than the point at which the child reaches compulsory school age.

Many parents/carers will have concerns about a child starting school in September and before requesting deferred entry are encouraged to speak to the School. Parents/carers should make an appointment to discuss their child's needs and the School will assist them in understanding the nature of early school life and to secure the best start for their child.

**Process for consideration of parental requests for Summer Born children to be admitted to Reception a year later than their chronological age group admission:**

1. If a parent/carers expresses an interest in applying for delayed entry to Reception, the school/academy should suggest that they arrange a meeting with the Head teacher(s) to discuss their options.
2. If, after discussion with the Head teacher(s), parents/carers still wish to pursue an 'out of year' admission, they will be asked to submit a letter of application together with supporting evidence. They should submit this to The Admissions Officer, St Peter's School, St Catherine's Road, Bournemouth, BH6 4AH for the attention of The Governing Body.
3. The letter of application should include basic information about the child and the following information should be provided:
  - Confirmation that they have read and understand the policy
  - Clear reasons for the request
  - Information from the child's current nursery or pre-school (if applicable)
  - Assessments provided by the pre-School Provider or Health Visitor
  - from issues raised at the 2 year old check (if available)
4. In addition, they may be asked to provide specific information or documentation such as:
  - Early Years reports and assessments (where available)
  - Existing professional reports and assessments e.g. educational psychology reports (where available)
  - Health information
  - Other relevant information and documentary evidence
5. If approved, any existing applications will be cancelled, and parents/carers will need to re-apply for a place in Reception for the following year. This application must be submitted prior to the closing date of 15 January the following year. **At no time will they be able to hold school offers for their child in two year groups.**
6. Any applications made the following year will not be given special priority over applications for children falling naturally in that year group and the admissions criteria, as set out in the School's admissions policy for the ranking of applications, will be applied.
7. If the request for delayed admission is submitted after an offer of a school place in the child's chronological age group has been made, and if it is subsequently approved that the child can delay admission the original offer will be withdrawn and offered to the next child on the waiting list.

## **THE DECISION-MAKING PROCESS**

Where requests for out of year admissions are made the Governing Body will ensure that the case is considered and that a decision is made and parents/carers informed within one month of receipt of the request. The Governing Body will consider evidence relating to all aspects of the child's development and needs in coming to a decision and this will include the following:

- in the case of children born prematurely, the fact that they may have naturally fallen into the lower age group if they had been born on their expected date of birth;
- whether delayed social, emotional or physical development is adversely affecting their readiness for school;
- the needs of the child and the possible impact of them entering Year 1 without having first attended the reception class;
- relevant research into the outcomes of summer born and premature children including advice, guidance and legislation from the Department of Education.

Meeting one or more of the above criteria is not in itself confirmation of agreement to the request to delay entry.

On occasion there may be insufficient evidence for the Governing Body to reach a decision. In this instance they may request additional information or a meeting with the parent(s)/carers(s).

## **RIGHT OF APPEAL FOLLOWING THE DECISION**

Parents/carers do not have a right to appeal if they have been offered a place and it is not in the year group they would like. However, parents/carers can make a complaint through the School's complaints procedure.