Applying for a Primary School place in Coventry.

Primary schools in the city serve children between the ages of 4 and 11 years. In most areas one school will provide for all primary age pupils; in one area there is a separate school for Infants (aged 4-7 years) and Juniors (aged 8-11 years). Some schools also have Nursery Classes, which admit children in the academic year before they are due to start school.

Coventry children may be admitted to primary schools at the beginning of the school year after their fourth birthday provided they have reached the age of four by the 31 August. However, children must start school at the beginning of the term following their fifth birthday.

When can my child start school?

In Coventry children start infant and primary school the September following their fourth birthday. The law says all children must start school at the beginning of the term following their fifth birthday. If a child attends an infant school, they will transfer to a junior/primary school in the September following their seventh birthday.

What if I feel that my child is not ready to start school?

Some parents do feel that their child is young for their age, or there may be other reasons for wanting to delay entry to school. In these cases you may be able to defer your child's entry or a child can attend part-time until the child reaches compulsory school age. However this should be discussed with the head teacher of your preferred school before submitting your application. Children must, by law, start school full time by the beginning of the term after their fifth birthday.
**When should I apply for a school place?**

The first year of school is called Reception Year. You will need to apply for your child's school place in September of the year before your child starts school. The online application process starts from 1 September 2015 for children born between 01/09/11 and 31/08/12 who are starting school in September 2016. All applications must be made by 15 January 2016.

**How do I apply?**

An online application form is available at [www.coventry.gov.uk/schooladmissions](http://www.coventry.gov.uk/schooladmissions). Supplementary forms for Leigh, St Bartholomew's and St John's Church of England Schools and Seva School can also be downloaded from the above website but these can only be returned in the paper format. Help is available from the Admissions and Benefits Team in making your application. Alternatively they can provide a paper form for you to complete. If you apply using a paper application form this application will be acknowledged within 14 days.

**It is your responsibility to contact School Admissions if you do not receive an acknowledgement.**

**If I register my child at a school, does this guarantee them a place there?**

No. You will only be considered for a place at a primary, infant or junior school if you apply for a school place online at [www.coventry.gov.uk/schooladmissions](http://www.coventry.gov.uk/schooladmissions) or if you complete a paper application form and return it to the Admissions and Benefits Team.

**If my child currently attends a nursery class in one of my preferred schools, will they be guaranteed a place in the reception class?**

No, the nursery your child attends does not affect the application you make for reception class. The law does not allow for this as some parents/carers decide not to send their children to nursery but are entitled to the same chance of sending them to a primary school that they want.
Also the policy of the city council is for nursery classes to service a wider area than a single school's catchment area. This means that the number of places in the nursery class is often greater than the number of places in the reception class in the same school.

Your application will be considered in the same way as those for children who do not attend the nursery, and it is vital that you make a new application to apply for a reception place either online or by completing the application form.

**How do I find out how far away I live from my preferred school and which is my catchment area school?**

You can find out details of your catchment area school (which is not always your nearest school) and the distance from an address to a school via [www.coventry.gov.uk/schoolcontactdetails](http://www.coventry.gov.uk/schoolcontactdetails) or by contacting the Admissions and Benefits Team on 024 7683 1613. You will need to give a postcode and a house number. The names of roads in each catchment area are on the website.

**Does the Council offer help with the costs of uniform?**

No, we do not operate uniform grants scheme. Individual schools may be able to offer support depending upon your financial circumstances. Please also contact the Citizen’s Advice Bureau on 024 7625 2052.