

## ADMISSIONS

Westfield Primary School follows the guidelines laid down by the Government and Halton Council. At the present time the statutory age for entering school is the start of the term following their fifth birthday (Reception Class). We also admit children into later years if we have places available. Our standard intake number is set at 25 for new admissions.

We conduct Home Visits for new Reception children in May and hold a Welcome Meeting for new children and their Parents/Carers in June. This is to enable us to exchange information and ensure procedures are in place so that children have a smooth transition into Westfield.

Parents who are interested in sending their children to Westfield Primary School at other times during the year are invited to make an appointment to visit the school with their child (preferably in school hours so that you can meet children and staff). Although parents may enroll their child at more than one school it is helpful if they keep us informed of their intentions. Application forms are available from the Local Authority. The Local Authority will make a formal offer of a place or advise parents that they must choose another school.

In the case of over-subscription at Westfield Primary School, the following criteria are used:

- Current family association (an elder brother or sister) in the school at the time of entry.
- Health reasons. On admission it would be helpful if you could let us know about any health problems your child may have (asthma, allergies, etc.) and a contact telephone number in case we need to speak to you.
- Nearness of children's homes and ease of access to school.