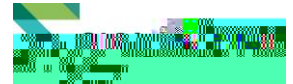
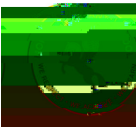


- 3.4 Parents can also request that their child attends part-time until the child reaches compulsory school age. Any parents interested in taking up a part-time place initially should contact the school/academy for further details as to what this might entail.
- 3.5 Where parents choose to defer entry, the school/academy may reasonably expect that the child would start at the beginning of a new academic term/half term.
- 3.6 Where a parent of a 'summer-born' child (1 April to 31 August) wishes their child to start school in the autumn term following their fifth birthday, they will need to apply for



distance between home and the Academy will be used as a tie breaker with those living closest to the Academy having highest priority.)<sup>5</sup>

- 5.1 All applications received will be considered in line with the Essex Fair Access Protocol. Please complete our application form; obtained directly from the Academy, downloading from the Academy's website: [www.monkwick-inf.essex.sch.uk](http://www.monkwick-inf.essex.sch.uk) or on request by emailing: [admin@monkwickinfant.school](mailto:admin@monkwickinfant.school). Alternatively, you may send a written request for the form to:

Monkwick Infant School  
School Road  
Colchester  
Essex  
CO2 8NN

- 5.2 In the event of multiple in-year applications and insufficient places, the oversubscription criteria will be applied. Following receipt of an in-year application, the Academy will notify the parents of the outcome of their application in writing within 15 school days.

Where parents want their child to be educated outside of their chronological age group, an application should be made in writing to the headteacher at the same time as the application for a place. This should explain why the parents wish for their child to be educated outside of their chronological age group and enclosing any evidence that supports it. The views of the headteacher will also be considered. Parents will be notified of the decision on the application, which will be based on the circumstances of the case and what is in the best interests of the child, in writing once it has been made. This decision is separate from the decision on whether a place is granted.

The Academy will maintain a waiting list until 31 December in the academic year of admission. Every time a child is added to the list, it will be re-ranked in accordance with the oversubscription criteria with no priority given to the date of the application.

In certain circumstances the Trust may decide to withdraw a place offered if one of the following circumstances occurs:

- Where a parent has not responded to the offer

