

Starting primary school

Children normally start primary school in August if their fifth birthday falls before 1 March of the following year.

Even if your child is already at a nursery class in a primary school you must register your child at the catchment primary school for your child's permanent home address.

As admission to nursery classes is not governed by the same arrangements for your primary school catchment areas, you should not assume that your child will simply transfer to the primary school in the same building.

Children who are starting primary school in August are normally registered at school before the end of January that year. Simply contact your catchment primary school and they'll let you know when to come along and register your child. All schools have catchment areas, so your child's permanent address will decide which school your child goes to.

You must still register your child at the catchment primary school even if you plan to make a placing request.

As a parent or someone with parental responsibility, you have to provide recent proof of residency to the school when you register your child. You can do this by producing two recent documents, for example, utility bill, Council Tax statement, housing rent card, child benefit documentation. If you do not supply these documents we cannot register your child for enrolment.

You may need in some cases to provide Child Benefit documents to show you have parental responsibility for the child. If you do not supply

this, we cannot register your child for enrolment.

Which school should you contact?

If you are not sure which school covers your address, you can check by calling Education Support Services. School catchment areas can also be checked online in the 'Catchment area checker' on the South Lanarkshire Council website - www.southlanarkshire.gov.uk

Pupil enrolment throughout the summer holiday period

If you want to enrol your child during the summer holiday period you should contact Education Support Services. You will be referred to your Local Learning Community Office who will arrange for your child to be enrolled.

Children born after 1 March

Some parents ask if they can send their child to school even though their birthday is just after the last entry date. You can get more information in another leaflet on early entry to school which is available from Education Support Services.

There has been a great deal of research which shows that children do much better throughout their school lives if they are a bit older when they start so our advice is that it is best to wait until they are the right age.

Children with additional support needs

If your child has additional support needs and you are not already in touch with us, call Education Support Services and we will arrange for you to discuss what the best

arrangements might be. Many children with additional needs go to local schools and we are working towards providing more specialist support in all local areas.

Transferring to secondary school

In South Lanarkshire your catchment secondary school will also be decided by where you live and your chosen denomination. In all instances we will expect your child to transfer to your catchment secondary school in the same denominational sector. If you want your child to go to another secondary school you will need to make a placing request in their last year at primary school (P7).

Placing requests

If you do not want to send your child to your child to your catchment school, you may make a placing request by filling in a placing request application. To do this please contact your catchment school or Education Support Services to request an application form. Online applications can also be made at www.southlanarkshire.gov.uk

Placing request decisions

As long as you send your placing request application for the next school session by the 15 March we will tell you our decision by 30 April. If you send us a placing request form after the closing date it will take about two months to process your application.

Transferring your child during the session

You may also make a placing request at any time during a school session. These requests can take up to two months to process.

If your child is experiencing problems at school, you should discuss the matter with the Head Teacher before you make a placing request.

Moving house

If you move house during the school session you can transfer your child at any time of the year to the catchment school for your new address. Alternatively, your child can stay at the school that he or she has been going to. The school your child currently attends should issue you with 'Request to Remain' paperwork for you to complete. Please note, if you choose this option we will not provide school transport.

If you are not sure which school covers your address, you can check by calling Education Support Services. School catchment areas can also be checked online in the 'Catchment area checker' on the South Lanarkshire Council website - www.southlanarkshire.gov.uk

Transport to school

We provide school transport for children who live

- one mile or more from their catchment primary school,
- two miles or more from their catchment secondary school.

You can get a leaflet and application for school transport from your catchment school or by calling Education Support Services. Online applications can be made in the 'School Transport' area of the South Lanarkshire Council website - www.southlanarkshire.gov.uk

Contact us

If you have any enquiries related to the information above please call

Education Support Services on
0303 123 1023

School catering

Your child can have lunch in the school cafeteria which is run by South Lanarkshire Council's Community Resources. The cafeteria provides nutritious snacks and meals and there are always vegetarian options available. If you prefer, your child can take a packed lunch. Free school meals are available if you are on a low income.

Uniforms/clothing

The school will advise you on what children normally wear to the school. We advise children to wear uniform. Some schools have specifically designed sweatshirts in the school colours. There are forms of dress which are unacceptable in all schools such as:

- the wearing of football colours
- clothing with slogans that may cause offence (anti-religious, symbolism or political slogans)
- clothing which advertises tobacco, alcohol or drugs
- clothing which can be deemed unsuitable in terms of health and safety grounds such as shell suits, combat style clothing, dangling earrings, loose fitting clothes particularly in practical classes

- articles of clothing that could inflict damage on other pupils or be used by others to do so
- footwear that may damage flooring

You can get footwear and clothing grants if you are on a low income.

Education Maintenance Allowance

Education Maintenance Allowance provides financial support for pupils in their fifth and sixth year of education.

If you have any enquiries related to the information above please call
0303 123 1015.

If you need this information in another language or format, please contact us to discuss how we can best meet your needs.

Phone: 0303 123 1015

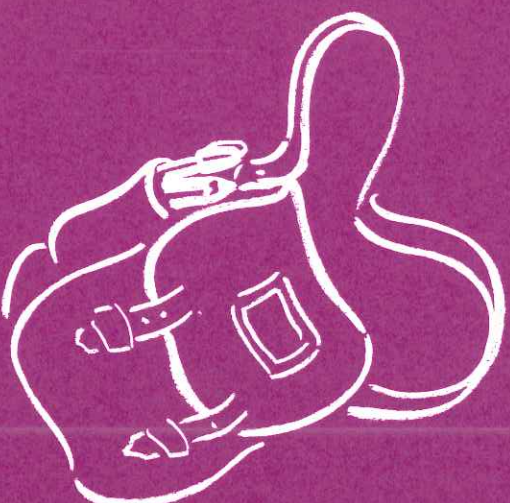
Email: equalities@southlanarkshire.gov.uk

www.southlanarkshire.gov.uk

Sending your child to

school

in South Lanarkshire



Education Resources

