

## Houghton Primary School

### Admissions

Our catchment area is defined as the villages of Houghton and Wyton. All places are allocated by the Local Authority Admissions Team and not by the school itself.



School Catchment Area: The villages of Houghton and Wyton

### Reception Class

If your child was born between 1st September 2012 and 31<sup>st</sup> August 2013, they can start school in September 2017. Choosing your child's school is an important decision for all families. We strongly advise parents to visit the schools in their local area. Please give us a call and arrange a visit.

### The admissions process for Reception children

Information about the admissions process can be found on the Local Authority Website [www.cambridgeshire.gov.uk/admissions](http://www.cambridgeshire.gov.uk/admissions). The process for applying for a place in the Reception class in September 2017 will begin in the Autumn 2016. We hold a number of 'visit' mornings during the autumn term. We ask new Reception parents to phone the school office to book a place on one of the 'visit' mornings.

### Admission to other year groups

The Local Authority Admissions team also allocate school places for children who move school during their Primary Education, for example, if a family move house. If parents need to move their child 'mid-phase' they will have to complete an 'In Year' Application Form. This is available on the admissions website:

[http://www.cambridgeshire.gov.uk/info/20059/schools\\_and\\_learning/363/apply\\_for\\_a\\_school\\_place/6](http://www.cambridgeshire.gov.uk/info/20059/schools_and_learning/363/apply_for_a_school_place/6) Part 1 of the form is completed by parents and Part 2 by the headteacher of the child's current school. When completed it should be sent into the Admissions Team who will consider the application.

If parents have any questions, please do not hesitate to contact either the school or the Local Authority Admissions Team.

#### Cambridgeshire Admissions Team

ELH 1505, Castle Court, Castle Hill, Cambridge, CB3  
0AP

Email: [admissions@cambridgeshire.gov.uk](mailto:admissions@cambridgeshire.gov.uk)

Website: [www.cambridgeshire.gov.uk/admissions](http://www.cambridgeshire.gov.uk/admissions)

Telephone: 01223 699662 (In Year Admissions)

01223 699200 (Transfer Groups)

Office Hours: Mon-Thurs 8.45am – 5.20pm

Friday: 8.45am – 4.20pm

All parents of prospective pupils are warmly invited to visit the school— please telephone the school office for an appointment 01480 463398.