**Deferred Entry to Primary School**

Session 2020/2021

**What is deferred entry to primary school?**

Early Learning and Childcare (ELC) provision in Aberdeen City is designed to offer children a continuum of early learning experiences from ELC into Primary 1. Children who will be 5 years old between 1 March 2019 and 28 February 2020 usually start primary school in August 2020. However, all children mature and develop at different rates and it may be beneficial for some children to have an additional year in ELC.

**If I choose to defer entry to Primary One, am I entitled to an ELC place?**

Children whose birthdays are in January or February are guaranteed additional time in ELC should their parents or carers wish them to have this. Children whose birthdays fall between the beginning of the school term in August and the 31 December may request an additional year in ELC. The Local Authority has the discretion to agree to these requests. Applications are considered by a multi-agency panel.

**Making the decision**

The decision to apply for a deferred entry to Primary One should be taken during the year before the child would normally start school. Discuss the reasons you wish to request deferred entry with the staff at your child’s ELC Setting who can submit an application with you to the Deferred Entry Panel. Applications can also be made by your child’s health professional should your child not attend an ELC Setting. When making this decision you can think about the following questions. These should not be used as a checklist but may help you to think about your child’s strengths and areas for development.

**Is your child able to:**

* Communicate in their own language with adults and children?
* Follow instructions e.g. tidy up, take a friend’s hand?
* Listen to and respond to a story?
* Express needs and talk about experiences?
* Play with rhyming words and simple songs?
* Match and sort objects?
* Show an interest in the world of print and mark making?
* Cope with small changes in their routine?
* Form relationships, and be confident and happy?

Consider the long term implications of your child starting school later than their peers. Children can legally leave school at 16 and if they have been deferred this means they can choose to leave school before they have taken their qualifying examinations.

Deferred Entry Application and any supporting paperwork must be returned to the Early Years Team by 15th January. Applications should be emailed to [eyadmissions@aberdeencity.gov.uk](mailto:eyadmissions@aberdeencity.gov.uk)

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| **EARLY LEARNING AND CHILDCARE – DEFERRED ENTRY REQUEST**  (To be completed for children with **August 2015 to December 2015** dates of birth) | |
| Child’s name |  |
| Child’s date of birth |  |
| Parent/Guardian’s name |  |
| Child’s address |  |
|  |
| Post Code |
| Currently attending…………………………….  Started at this setting on………….  List any previous EL&C experience with start/leaving dates  Which setting do the child’s parents intend to apply for? | |
| On the following page please provide information on the child’s progress within the early levels of the Curriculum for Excellence (Please use as much space as you require)  Comment on strengths and areas for development.  You should consider   * Ability to manage emotions * Social Skills * Concentration * Self help Skills * Emerging literacy and numeracy skills * Fine and gross motor skills * Communication (listening and sharing their experiences)   NB Children who would benefit from Deferred Entry generally have difficulties in more than one area. | |
| How will the extra year in an EL&C setting benefit the child’s development? | |
| What will the EL&C environment be able to provide that P1 won’t be able to provide? (apart from higher staffing ratio) | |
| What potential problems might this child experience in Primary One? | |
| Person supporting the request  Position in ELC Setting  \*Please Print |  |
| Signature |  |
| Who else is involved in supporting his child?  Specify name and agency |  |
| Parental comments: |  |
| Copy of this report given to parents (mandatory) | Please tick here |

Please return to:

Early Years Team

2nd Floor North

Marischal College

Broad Street

Aberdeen

AB10 1AB

Email [eyadmissions@aberdeencity.gov.uk](mailto:eyadmissions@aberdeencity.gov.uk)



**Early Learning and Childcare Application Privacy Notice**

Aberdeen City Council collects and records information about you and your child on this application form as part of the process of providing you with Early Learning and Childcare. We will keep this information for no more than 6 years from the date of receipt. This information is kept in paper and electronic format.

If your child’s Health Visitor contacts us to ask if you have made an application on behalf of your child or to ask for an update on the status of your child’s application, we will share this information.

Aberdeen City Council does not use an automated process for making decisions about Early Learning and Childcare admissions.

**Your Data, Your Rights**

You’ve got legal rights about the way the Council handles and uses your data, which include the right to ask for a copy of it, and to ask us to stop doing something with your data. Please contact the Council’s Data Protection Officer by email: [DataProtectionOfficer@aberdeencity.gov.uk](mailto:DataProtectionOfficer@aberdeencity.gov.uk) or in writing at: Data Protection Officer, Business Hub 6, Level 1 South, Marischal College, Aberdeen, AB10 1AB.

More information about all of the rights you have is available on our website at: <https://www.aberdeencity.gov.uk/your-data>.

You also have the right to make a complaint to the Information Commissioner’s Office, ([www.ico.org.uk](http://www.ico.org.uk/)). They are the body responsible for making sure organisations like the Council handle your data lawfully.

**Our Legal Basis**

Aberdeen City Council is the Data Controller for this information about you. Wherever the Council processes personal data, we need to make sure we have a legal basis for doing so in data protection law. The Council understands our legal basis for processing personal data in as Article 6(1)(e) of the General Data Protection Regulation. This is because providing the entitlement to Early Learning and Childcare is part of our public task under the Children and Young People (Scotland) Act 2014.  In carrying out this task, the Council is also likely to process special categories of personal data. The Council understands our legal basis for doing so as Article 9(2)(g) of the General Data Protection Regulation, because processing is necessary for reasons of substantial public interest.