

**Section 1 –
Details of the Co-ordinated Scheme for Entry to Year R**

This section details the Co-ordinated Scheme for Entry to Year R and Transfer from Infant School to Junior School (Year 2-3) in September 2019.

Year R applications are normally for children born between 1 September 2014 and 31 August 2015.

The Key Scheme dates are:

Key Action	Scheme Date
National closing date for application forms	Tuesday 15 Jan 2019
Summary of applicant numbers sent to all Kent Primary, Infant and Junior schools	By Monday 11 February 2019
Full applicant details sent to all Kent Primary, Infant and Junior schools for ranking against their over-subscription criteria	By Monday 18 February 2019 (In half term)
Ranked lists returned to Kent County Council by all schools. Deadline for school to inform Kent County Council of wish to offer in excess of PAN	By Wednesday 6 March 2019
Primary, Infant and Junior schools sent list of allocated pupils	Friday 29 March 2019
National Offer Day: e-mails sent after 4pm and letters sent 1st class post	Tuesday 16 April 2019
Schools send out welcome letters no earlier than	Tuesday 23 April 2019
Deadline for late applications and waiting list requests to be included in Kent County Council's reallocation stage. Also date by which places should be accepted or declined to schools	By Monday 13 May 2019
Kent County Council will send schools reallocation waiting lists for ranking against their over-subscription criteria	Friday 17 May 2019
Deadline for lodging of appeals	Tuesday 21 May 2019
<i>If your child is due to start primary, infant or junior school in 2019 you can appeal between 16 April and 13 May 2019 to guarantee that your appeal will be heard by 17 July 2019. For applications made in the normal admission round, appeals must be heard within 40 school days of the deadline for lodging appeals. For late applications, appeals should be heard within 40 schools days from the deadline for lodging appeals where possible, or within 30 schools days of the appeals being lodged.</i>	
Schools to send their ranked reallocation waiting list and acceptance and refusals to KCC	Friday 24 May 2019
Kent County Council to reallocate places that have become available from the schools' waiting lists. After this point, schools will take back ownership of their waiting lists.	Wednesday 12 June 2019