

# Alton Infant School

*Sowing the seeds of learning*



## **In-Year Admissions Information for Alton Infant School.**

A parent can apply for a place for their child at Alton Infant School, at any time throughout the year. Hampshire School Admissions, in partnership with Alton Infant School, coordinate in-year applications for the school.

Parents will not be refused the opportunity to make an application or be told that they can only be placed on a waiting list rather than make a formal application. Upon receipt of an in-year application, Hampshire School Admissions and/or the school, aim to notify the parents of the outcome of their application in writing within 15 school days. Where an application is refused, Hampshire School Admissions must also set out the reason for refusal and provide information about the right to appeal.

If Hampshire School Admissions informs a parent of a decision to refuse their child a place at Alton Infant School, they must include the reason why admission was refused; information about the right to appeal; the deadline for lodging an appeal and the contact details for making an appeal. Parents must be informed that, if they wish to appeal, they must set out their grounds for appeal in writing. Parents can also add their child to the school's waiting list if a place is refused.

Where an applicant is offered a school place at Alton Infant School following an in-year application, and the offer is accepted, arrangements will be made for the child to start school as soon as possible, particularly where the child is out of school. Parents must then take up the offered place within four weeks.

Should parents wish to apply for a place at Alton Infant School outside of the normal admissions round they should: -

- Apply on-line at <https://www.hants.gov.uk/educationandlearning/admissions>
- Or apply in writing via the application form on our website. Please click [here](#) to access the application form.