

## ADMISSIONS PROCESS

We welcome you to Borough Green Primary School.

Mrs Sandberg, Headteacher, will be delighted to meet prospective parents and accompany you on a tour of the school. Please ring 01732 883459 or email the [school.office@bgpschool.kent.sch.uk](mailto:school.office@bgpschool.kent.sch.uk) to make an appointment.

You may also wish to complete a form to register an interest with our school which will enable us to contact you regarding open days. The form which is on our website, can be collected from school or sent to you.

We would recommend that you also come to one of our Open Events. We are holding an Open Evening for parents/carers and children on Tuesday 19<sup>th</sup> October, 7.00pm – 8.30pm. Our Open Morning will take place on Thursday 18<sup>th</sup> November, 9.30am – 10.45am. You are more than welcome to attend both events.

Attending an open event will give you and your child the opportunity to meet the teachers, chat informally to staff and governors and find out more about applying for a place. Online applications can be made by going to [www.kent.gov.uk/ola](http://www.kent.gov.uk/ola).

Borough Green Primary is a Foundation school and as such our governors determine the school's Admission Policy. This policy, which can be viewed via the 'ADMISSIONS' drop-down list on our website, contains details of the over subscription criteria showing how priority will be applied. Further admissions guidance, published by Kent County Council (KCC) can be found at:

[www.kent.gov.uk/educationandlearning/schooleducation/applyingforaschoolplace/primaryschoolplaces.aspx](http://www.kent.gov.uk/educationandlearning/schooleducation/applyingforaschoolplace/primaryschoolplaces.aspx)