Please complete this form if you wish your child to be considered for delayed entry into Primary 1.

1. If your child’s date of birth is during **January or February 2014** please complete only **Section A.** Return the form to your Early Learning and Childcare Setting of your Choice.
2. If your child’s birthday is **between 1 September and 31 December 2013** you should complete both **Section A and Section B and**
3. Return the form to the Head Teacher of the Primary School where you intend to enrol your child for Primary 1. The Head Teacher will complete **Section C**.

**SECTION A: To be completed for all children**

# PLEASE COMPLETE IN BLOCK CAPITALS

If you have difficulty with this form, please contact the Early Learning and Childcare Setting where you obtained the form.

**Child’s First Name(s)** ………..…………...….………. **Child’s Surname** ………..………………………………..…..

**Address** ……………………………….………………………………………………………………………………….

………………………………………………….……… **Post Code** …….…...………………………………...……….

**Child’s Date of Birth** ………………..………..……… **Child’s Gender: Male Female**

*please circle*

**Parent/Carer Name** …..…………………………………………………………………………………………………..

**Address *(if different from child)*** …………..……………………………….……………………………………………

………………………………………………………… **Post Code** ………...……………………………………….….

**Day Time Tel** …………………………..…………….. **Relationship to child** …….…………………………………...

**Email address** …………………………..……………..

|  |  |
| --- | --- |
| Name of setting your child currently attends |  |
| **Is this where you wish to access a delayed year?** *(please circle yes or no)* | **YES NO** |
| **If NO, where do you wish to access a delayed year?** |  |
| **Is your child’s birth date between 1 September & 31 December 2013?** | YES COMPLETE SECTION B  **NO COMPLETE, SIGN AND DATE THE FORM BELOW** |
| PARENTS/CARERS OF CHILDREN BORN DURING JANUARY & FEBRUARY 2014  **Parent/Carer Signature** ……………………………………….……………………………………………………  **Date** …………………………………………………………………………………………………………………... | |

**SECTION B: To be completed by parents/carers of children born between**

**1 September and 31 December 2013**

**Child’s Name** ………………………..……….……………………. **Date of Birth** ……….….……………………..

|  |
| --- |
| **1. Please provide information on why you feel an additional year of Early Learning and Childcare would be more beneficial for your child than entry to Primary 1.** |

|  |  |  |
| --- | --- | --- |
| **Are there other agencies involved with your child, for example Social Work or Health Visitor, who would support your request for a delayed year? If yes, please give the contact details below to allow the information to be shared.** | | |
| Name and Agency  (including designation) | Telephone number | Address |
|  |  |  |

|  |
| --- |
| **Please list any information/reports you are enclosing in support of your application** |

|  |
| --- |
| DECLARATION: PARENTS / CARERS OF CHILDREN BORN BETWEEN 1 SEPTEMBER  & 31 DECEMBER 2013   1. I confirm that I wish my child’s entry to Primary 1 to be delayed for an additional year 2. I confirm that I have discussed my child’s learning & development with the Head Teacher of the Primary School where I intend to enrol my child for Primary 1 3. **I confirm that if I have given the contact details of other agencies above.**   **Parent/Carer Signature** ………………………………….…………………………………………………………  **Date** …………………………………………………………………………………………………………………… |

**SECTION C: To be completed by Head Teacher for children born**

**between 1 September and 31 December 2013**

**Pre-School Setting**

**Child’s Name** ………………………..……….……………………. **Date of Birth** ……….….……………………..

**For children born between 1 September and 31 December 2013**

It is important that all decisions about delayed entry are made in the context of a professional dialogue with parents and take full account of children’s entitlement to access their Early Level Curriculum. Please ensure that you discuss the request to delay this child’s entry to primary school with both the parent/carer and the member/s of early years staff most closely involved with the child. This will involve, in some cases, direct communication with a partner provider setting and/or your Principal Teacher (Early Years). **Please note that you must detail the evidence you are presenting in support of this application. Incomplete applications will be returned for further information which may delay the allocation of any places.**

1. **If there are recommendations regarding the child’s placement from a SAAP or MAAP meeting, the Record of Single/Multi Agency Meeting and Action plan, together with Sections A and B of the Delayed Entry Request Form, should be forwarded to** [**earlyyears@aberdeenshire.gov.uk**](mailto:earlyyears@aberdeenshire.gov.uk) **by16th February 2018. The report below need not be completed.**

**Or**

**2**. Where there is **no** Record of Multi Agency Meeting and Action Plan, the report

below must be completed along with sections A and B of the Delayed Entry Request Form and sent with completed professional reports and any additional supporting documents (e.g care plan) to [earlyyears@aberdeenshire.gov.uk](mailto:earlyyears@aberdeenshire.gov.uk) by 16th **February 2018.**

**Consider each of the elements to the extent they are appropriate in the circumstances. You do not need to comment on every element. Wherever possible, base comments on evidence, not just opinion, and indicate what your evidence is.**

**HOW I GROW AND DEVELOP: a summary of strengths and needs**

|  |  |
| --- | --- |
| 1. Being healthy: | 2. Learning to take responsibility: |
| 3. Learning and achieving: | 4. Becoming independent, looking after myself: |
| 5. Being able to communicate: | 6. Confidence in who I am: |
| 7.Enjoying family and friends: |  |

**WHAT I NEED FROM PEOPLE WHO LOOK AFTER ME: a summary of strengths and needs**

|  |  |
| --- | --- |
| 1.Every day care and help: | 2.Keeping me safe: |
| 3.Being there for me: | 4.Play, encouragement and fun: |
| 5.Guidance, supporting me to make the right choices: | 6.Knowing what is going to happen and when: |
| 7.Understanding my family’s background and beliefs: |  |

**My Wider World:a summary of strengths and needs.**

|  |  |
| --- | --- |
| 1. Local Resources: | 2. Enough money: |
| 3. Support from family, friends and other people: | 4. Settings: |
| 5. Comfortable and safe housing: | 6. Work Opportunities for my family |
| 7.Belonging: |  |

**Summary and Conclusions of Report including strengths, needs and risks if Delayed Entry (Priority 2) is not agreed.**

|  |
| --- |
|  |