



06 October 2017

Dear Parent/Carer

### **Capping School Intake to 60 per year**

Swallowdale Primary School is capping the Intake to 60 per year from September 2016. This will prevent classes rising to over 30 per class in the future. This is the only change to our Admissions Policy. We will continue to use Leicestershire Local Authority as our Allocations Body. This means parents will continue to apply for a Reception place for their child either on line or using the pink form as they have always done.

The criteria for allocation of a place will continue to be set by the Local Authority as has always been the case.

The main reason for capping the intake numbers to 60 is to protect our school from overcrowding in the future.

These arrangements were determined by the Full Governing Body on 16 March 2015.

Yours sincerely

Philippa Plant