

Children's Services

Registration of Infant Beginners in Primary Schools

Session 2023/2024

Children who reach 5 years of age between 1 March 2023 and 29 February 2024 inclusive should be registered for education in their catchment school as follows:-

You must register your child in only one school, either the denominational or non-denominational school for your area. If you need information on schools for your area please telephone 0300 300 0170 or visit our website www.renfrewshire.gov.uk and search "find it on the map".

Registration will be live online from 1st - 4th November through the above website. For those unable to register online we request that you telephone your local catchment school to make an appointment to attend in person during these dates.

Parents/carers must provide satisfactory documentary evidence of the age of their child and that their family reside within the catchment area of the school. This evidence includes:

1	Child's full Birth Certificate
2	Most recent Council Tax Notice or if not currently resident in the property either a concluded missive or a signed and witnessed tenancy agreement/lease.
3	Child Benefit Statement. In the event that a Child Benefit Statement is not available, a Driving Licence or a Bank Statement/utility bill showing transactions over the most recent 3 months and the applicant's address may be accepted. Or If appropriate to current circumstances – Court Order/Looked After Child/Foster Carer document(s).
4	Roman Catholic Baptismal Certificate (if applicable)

The list above is not exhaustive and the Council retains the right to ask for further information when proof of residency is not satisfied. **Original documents must be produced upon request.**

If you want your child to go to a different school you require to register at your catchment school and thereafter make a placing request. The online Placing Request Form is available to complete on our website above and search "Change schools" or by telephoning 0300 300 0170 or your catchment school.

Steven Quinn,
Director of Children's Services



Renfrewshire
Council