Parent's Guide to Enrolling a Child in Public School

Practical information on basic education, finding a school, admission enquiries and supporting learning.

WHO THIS GUIDE IS FOR
Parents, guardians, caregivers and community members seeking public basic education for children in Ekiti State.

DOCUMENT TYPE
Public information guide

At a glance

- Basic education includes six years of primary and three years of junior secondary education.
- UBEC identifies typical age ranges of 3–5 for ECCDE, 6–11+ for primary and 12–14+ for JSS.
- Use the Ekiti SUBEB school directory, then confirm admission details directly with the school.
- Ask for clarification before paying any charge presented as compulsory for basic education.

About this guide

This guide is prepared to help the public understand basic education services and how to engage with schools and education authorities. It is an informational resource, not an admission letter, recruitment notice, legal instrument or official circular. Rules and procedures may change. Readers should confirm current instructions through Ekiti SUBEB, the relevant Local Government Education Authority (LGEA), the school or the official agency linked in the source list.

1. Every child deserves access to basic education

Education gives children opportunities to develop literacy, numeracy, practical skills, confidence and the ability to participate in society. Parents and guardians play an important role in ensuring that children are enrolled, attend school regularly and receive support throughout their learning. Ekiti SUBEB's mandate covers public basic education, while the national Universal Basic Education programme provides a framework for free and compulsory basic education.

UBEC describes the UBE programme as covering six years of primary education and three years of junior secondary education, with Early Childhood Care and Development Education (ECCDE) forming part of the wider programme. UBEC's published guidance identifies typical age ranges of 3–5 years for ECCDE, 6–11+ years for primary and 12–14+ years for junior secondary. These are general programme age ranges; a school or education authority should be consulted about an individual child's placement.

2. What stages are available?

Early childhood education helps young children develop language, early number skills, social habits, health routines and physical coordination before or as they begin formal primary learning. Primary education provides six years of foundational learning. Junior secondary education provides the next three years and completes the nine-year basic education cycle. Parents should ask the school about the classes it offers, whether it has an ECCDE section and the appropriate next step when a child completes Primary 6.

3. Finding a public school

Ekiti SUBEB's online school directory allows visitors to search for listed schools by name, Local Government Area and other available filters. Parents can use it as a starting point when identifying a school close to home. The directory is an information tool, not a guarantee that a particular class has a vacancy or that every school detail is current. Contact the school or the relevant Local Government Education Authority (LGEA) to confirm its location, class availability, opening arrangements and admission procedure.

When visiting a school, parents may wish to ask about the classes available, school hours, language of instruction, learning support, facilities, safety arrangements, attendance expectations and the process for transferring a child from another school. If the child has a disability or requires additional learning support, discuss the needs with the school and ask what reasonable support or referral arrangements are available.

4. How to approach enrolment

Admission procedures can differ by school, class and time of year. This guide therefore does not prescribe a universal Ekiti admission form or document checklist. Begin by contacting the headteacher or school administrator. Explain the child's age, previous school history (if any) and the class being sought. Ask whether the school is currently enrolling pupils and what documents, if any, are required. Follow the instructions given by the school or LGEA.

Where records are available, parents may be asked to provide information such as the child's name and date of birth, previous school details, transfer or academic records and parent or guardian contact information. This is an illustrative list, not a confirmed mandatory Ekiti SUBEB checklist. Do not delay making an enquiry simply because you do not have every possible document; ask the school what is required and how missing records can be addressed.

Basic education is intended to be free and compulsory. UBEC identifies tuition as a free UBE provision. Ekiti's published SUBEB information also reiterates the state's free and compulsory basic education policy. If a school requests a payment that appears compulsory, ask for the official basis and seek clarification from the LGEA or SUBEB before paying.

5. What parents should expect from school

A school should provide a learning environment in which children are treated with dignity and are able to participate safely. Parents should receive information about attendance, learning progress and significant concerns affecting their child. Schools use classroom activities, exercises, assignments, observation and tests to monitor learning. Parents can ask the class teacher how the child is progressing in reading, writing, numeracy and other subjects.

Regular attendance matters. Frequent absence can make it difficult for a child to follow lessons and develop confidence. Parents should notify the school when a child is ill or cannot attend, follow up on prolonged absence and discuss any difficulty that affects attendance, including transport, safety, disability, family responsibilities or access to learning materials.

6. How parents can support learning at home

Parents do not need expensive equipment to support learning. Reading a short story together, asking a child to describe the day, counting household objects, practising simple sums, discussing the weather or identifying plants can reinforce classroom learning. Encourage children to ask questions and complete age-appropriate tasks. Provide a regular time for homework where possible, praise effort and communicate with teachers when a child is struggling.

Parents should also support healthy routines: adequate sleep, personal hygiene, safe drinking water, nutritious meals where available and time for play and physical activity. A child who feels safe, encouraged and listened to is better placed to participate in school.

7. Working with the school and community

Parents can participate through parent meetings, School-Based Management Committees (SBMCs), school improvement discussions and other channels provided by the school. Community participation can help identify problems such as damaged classrooms, unsafe routes, inadequate water or sanitation, bullying and barriers to enrolment. Parents should raise concerns respectfully and use the school's or LGEA's established reporting channels.

8. Where to get help

Start with the headteacher or school administrator for admission and day-to-day questions. If the issue cannot be resolved, contact the Education Secretary at the relevant LGEA or Ekiti SUBEB through its official website. Use the SUBEB school directory to identify schools and the Board's contact page for enquiries. For general information about the national UBE programme, consult UBEC's official frequently asked questions.

Further information and official sources

The links below are provided so readers can check the underlying official information. Where a national document or another public agency's resource is used, it is identified as such and should not be mistaken for a document authored solely by Ekiti SUBEB.

• **Ekiti SUBEB – School directory** — https://ekitisubeb.ng/public/schools
Search public school listings by name and Local Government Area.

• **Ekiti SUBEB – Contact and enquiries** — https://ekitisubeb.ng/public/contact
Official public enquiry channel.

• **UBEC – Frequently Asked Questions** — https://ubec.gov.ng/faqs/
UBE stages, age ranges, free provisions and programme overview.

• **Ekiti SUBEB – Board profile** — https://www.ekitistate.gov.ng/executive-council/mdas/subeb
State Board mandate and free basic education information.

• **Ekiti SUBEB – 2026 enrolment campaign** — https://www.eksginfo.ng/2026/09/15/ekiti-subeb-flags-off-2026-enrolment-drive-urges-parents-to-enrol-children/
Statewide campaign encouraging parents to enrol school-age children.

Publication note: This guide is a public-facing explanatory resource compiled from published government and education-sector materials. It does not create new policy or replace official instructions.