



## Northamptonshire County Council

### To Parents / Carers of pupils in year 2 at an Infant School

Please ask for: School Admissions  
Tel: 0300 126 1000  
Our ref: 7+ 2020  
Date: 10<sup>th</sup> September 2019

Dear Parent / Carer,

### Applying for a Year 3 place in Junior School for September 2020

Your child is due to move on to Junior School in September 2020 having completed the infant phase of their education and you now need to apply for a Junior School place for your child.

### How to apply

The easiest and quickest way to apply is online at **[www.northamptonshire.gov.uk/admissions](http://www.northamptonshire.gov.uk/admissions)**  
The application process opens on 10<sup>th</sup> September 2019. You will need to register using an email address.

You can also download a copy of the 'Applying for a Primary School Place in Northamptonshire 2020/21' booklet from our website. Please read the booklet before making your application.

Alternatively, you can apply using a paper application form which you can request from the School Admissions Team (contact details below).

In addition to your application form, some schools may also require you to complete a supplementary information form (SIF). A list of schools that this applies to can be found on our website. SIFs must be returned directly to the school.

### Closing date for applications

Your application must reach us by **5pm on 15<sup>th</sup> January 2020**. Failure to do this may affect your chances of obtaining a place for your child at your preferred schools.

### Pupils with an Education, Health and Care Plan

If your child has an EHC Plan, you do not need to apply for a school place using the process explained above. Instead, you will receive a letter from the EHC Team seeking details of your school preference.

### Pupils living outside of Northamptonshire

If your home address is outside Northamptonshire (even if your child attends a Northamptonshire infant school), you should apply to the local authority where you live (your 'home local authority'), not NCC. Contact details of other local authorities can be found on our website.

Please contact the School Admissions team if you have any further queries.

Yours faithfully,

School Admissions Team

School Admissions, Northamptonshire County Council,  
One Angel Square, Northampton, NN1 1ED

w. [www.northamptonshire.gov.uk/admissions](http://www.northamptonshire.gov.uk/admissions)  
t. 0300 126 1000  
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