



## Northamptonshire County Council

**Parent / Carer**

Please ask for: School Admissions  
Tel: 0300 126 1000  
Our ref: 4+ 2019  
Date: 7<sup>th</sup> September 2018

Dear parent / carer,

### **Applying for a primary school place for September 2019**

Our records show there may be a child living at the above address who will be eligible to start school in September 2019. If your child's 4<sup>th</sup> birthday is between 1<sup>st</sup> September 2018 and 31<sup>st</sup> August 2019, you will need to apply for their primary school place for September 2019.

### **How to apply**

The easiest and quickest way to apply is online at [www.northamptonshire.gov.uk/admissions](http://www.northamptonshire.gov.uk/admissions). Applications open on 10<sup>th</sup> September 2018. 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 2019/20 booklet from our website. Please read the booklet before making your application.

Alternatively you can apply using a paper preference form. You can request one from the School Admissions Team (contact details below).

Some schools require you to complete a supplementary information form (SIF). There is a list of the schools that this applies to on our website. SIFs should be returned directly to the school.

### **Closing date for applications**

Your application must reach us by **5pm on 15<sup>th</sup> January 2019**. Failure to do this will affect your chances of obtaining a place for your child at your preferred schools.

### **Further help**

We are holding a series of School Admissions Application Events where you can ask any questions you have about the process and receive help to apply online. The dates of these are on our website.

Alternatively you can contact us using the email address or telephone number below.

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  
e. [admissions@childrenfirstnorthamptonshire.co.uk](mailto:admissions@childrenfirstnorthamptonshire.co.uk)

