

Co-ordinated Admissions Timetable **PRIMARY Schools**
September 2018 Admission

Week commencing Monday 4 September 2017	Letters to nurseries/schools
Friday 8 September 2017	Letters handed out to parents
Friday 8 September 2017	Online system available up until closing date
4.30pm Monday 15 January 2018 (National Closing Date)	Closing date for Primary applications. Online applications not available after this date.
Monday 22 January 2018	Details of preference data sent to VA and Academy Primary Schools
Tuesday 30 January 2018	Exchange preference data with other LAs
Wednesday 7 February 2018	Details received from other LAs to be sent to VA and Academy Primary Schools
Tuesday 20 February 2018	VA and Academy schools provide the Authority with list of offers/refusals
Friday 2 March 2018	Authority exchanges offers/refusals with other LAs
Tuesday 13 March 2018	LA to match the provisional offers of places against each parent's ranking
By Thursday 29 March 2018	Schools will be notified which pupils have been allocated places at their schools
Monday 16 April 2018 (National Offer Day)	'Primary 'Offer Day' notification sent to parents
Monday 23 April 2018	Deadline for parents to return acceptance slip for oversubscribed schools only
Monday 23 April 2018	Deadline for parents to request to place their child's name on a waiting list
Monday 23 April 2018	Deadline for parents to request an appeal form for Primary Schools
Friday 27 April 2018	Authority will allocate any places that have become available for oversubscribed schools
Thursday 26 April 2018	Appeal forms sent out where requested
Wednesday 2 May 2018	Where parents have not returned their acceptance slip for oversubscribed schools the Authority will withdraw the offer of the school place (Community Schools only)
Wednesday 23 May 2018	Deadline for appeal forms to be returned
By Thursday 24 May 2018	Appeal hearing notice sent to parents
From week commencing Monday 18 June 2018	Appeals to be heard
31 December 2018	No waiting list available after this date