

Co-ordinated Admissions Timetable SECONDARY Schools
September 2023 Admission

Week commencing Monday 5 September 2022	Letter sent to Primary Schools
Friday 9 September 2022	Letters handed out to parents
Friday 9 September 2022	Online system available up until closing date
Monday 12 September - Friday 7 October 2022	Open Evenings with prospective year 7 pupils
4.30pm on Monday 31 October 2022 (National Closing Date)	Closing date for Secondary applications. Online applications are not available after the closing date.
Friday 11 November 2022	Details of preference data to be sent to VA and Academy Secondary Schools
Friday 11 November 2022	Exchange preference data with other LAs
Friday 25 November 2022	Details received from other LAs to be sent to VA and Academy Secondary Schools
Monday 9 January 2023	VA and Academy schools provide the Authority with list of offers/refusals
Wednesday 18 January 2023	Authority exchanges offers/refusals with other LAs
Friday 27 January 2023	LA to match the provisional offers of places against each parent's ranking
By Friday 17 February 2023	Schools will be notified which pupils have been allocated places at their schools
Wednesday 1 March 2023 (National Offer Day)	Secondary 'Offer Day' notification sent to parents
Friday 10 March 2023	Initial deadline for parents to return acceptance slip for oversubscribed schools only (reminder letters to be sent)
Friday 10 March 2023	Deadline for parents to request to place their child's name on a waiting list
Friday 10 March 2023	Deadline for parents to request an appeal form for Secondary Schools
Wednesday 15 March 2023	Authority will allocate any places that have become available for oversubscribed schools
Thursday 16 March 2023	Appeal forms sent out where requested
Friday 31 March 2023	Where parents have not returned their acceptance slip for oversubscribed schools the Authority may withdraw the offer of the school place (Community Schools only)
Friday 28 April 2023	Deadline for appeal forms to be returned
By Monday 15 May 2023	Appeal hearing notice sent to parents
From week commencing 5 June 2023	Appeals to be heard
31 December 2023	No waiting list available after this date

**Co-ordinated Admissions Timetable PRIMARY Schools
September 2023 Admission**

Week commencing Monday 5 September 2022	Letters to nurseries/schools
Friday 9 September 2022	Letters handed out to parents
Friday 9 September 2022	Online system available up until closing date
4.30pm Monday 16 January 2023 (National Closing Date 15 January 2023)	Closing date for Primary applications. Online applications not available after this date.
Monday 23 January 2023	Details of preference data sent to VA and Academy Primary Schools
Tuesday 31 January 2023	Exchange preference data with other LAs
Wednesday 15 February 2023	Details received from other LAs to be sent to VA and Academy Primary Schools
Tuesday 28 February 2023	VA and Academy schools provide the Authority with list of offers/refusals
Friday 10 March 2023	Authority exchanges offers/refusals with other LAs
Monday 20 March 2023	LA to match the provisional offers of places against each parent's ranking
By Friday 31 March 2023	Schools will be notified which pupils have been allocated places at their schools
Monday 17 April 2023 (National Offer Day 16 April 2023)	Primary 'Offer Day' notification sent to parents
Tuesday 25 April 2023	Initial deadline for parents to return acceptance slip for oversubscribed schools only (reminder letters to be sent)
Tuesday 25 April 2023	Deadline for parents to request to place their child's name on a waiting list
Tuesday 25 April 2023	Deadline for parents to request an appeal form for Primary Schools
Wednesday 26 April 2023	Appeal forms sent out where requested
Thursday 27 April 2023	Authority will allocate any places that have become available for oversubscribed schools
Thursday 4 May 2023	Where parents have not returned their acceptance slip for oversubscribed schools the Authority may withdraw the offer of the school place (Community Schools only)
Tuesday 23 May 2023	Deadline for appeal forms to be returned
By Friday 26 May 2023	Appeal hearing notice sent to parents
From week commencing Monday 19 June 2023	Appeals to be heard
31 December 2023	No waiting list available after this date