

**My ref:** Transfer to Junior School  
**Contact:** School Admissions  
**Email:** [admissions@n-somerset.gov.uk](mailto:admissions@n-somerset.gov.uk)  
**Website:** [www.n-somerset.gov.uk/school-admissions](http://www.n-somerset.gov.uk/school-admissions)



School Admissions Team  
North Somerset Council  
Town Hall  
Walliscote Grove Road  
Weston-super-Mare  
BS23 1UJ

Dear Parent/Carer,

### **Transfer to Junior School in September 2025**

We are writing to you as your child is due to transfer to Junior school in Year 3 in September 2025.

Applications open **by 12 September 2024** and close on the National Deadline at **11:59pm on 15 January 2025**. Please ensure we receive your completed application before the National Deadline.

Any applications that are received before the National Deadline have a higher chance of being offered a place at their preference schools than those received after the National Deadline. This is due to the fact that schools are usually full after the first round of allocations.

Before you complete your application form, please read the Parents' Guide to Starting School and Transferring to Junior School, which will be available by 12 September at: <https://n-somerset.gov.uk/my-services/schools-learning/school-admissions/apply-school-place/parent-guides>. The guide details the oversubscription criteria for each North Somerset school, dates of further allocation rounds and information you will find necessary in order to complete your application.

You can submit your application on our online application service which is available at: <https://n-somerset.gov.uk/my-services/schools-learning/school-admissions/apply-school-place>. The online application service is secure, and you will receive an e-mail receipt once your application has been submitted. If you have previously registered on the online service, you can login using your existing e-mail address and password. Make sure that all details listed under 'My Account' are up to date, if you have moved address since you last made an application, update the address for you and your child(ren).

Alternatively, you can submit a paper application form. The application form is also available from the same link above.

You can name up to three preferences on your application form, the schools can be inside or outside North Somerset. Using all three preferences will not reduce the chance of being offered a place at your first preference school. For more information, please read the Parent Guide referenced above.

Outcomes for on time applications will be available on 16 April 2025.

- If you applied online you will receive an email with your outcome.
- If you applied using a paper form (by post or by emailing a Word version of the application form to us) and included an email address you will receive an email with your outcome.
- If you applied using a paper form (by post or by emailing a Word version of the application form to us) and did not include an email address an outcome letter will be posted to you on 16 April by second class post and could take several days to be delivered.

Please check schools' websites for the details of open days/evenings.

If you have any questions regarding the application process, please check our website and the parent guide before contacting the School Admissions Team.

Yours sincerely

*School Admissions Officers*

School Admissions Team  
North Somerset Council