

Application to Junior School September 2024

8 September 2023

Dear Parent/Carer

Your child is due to transfer to junior school in September 2024 and you need to apply now for a place in year three.

Apply on-line at: www.gateshead.gov.uk/schooladmissions

On-line applications must be submitted by 15 January 2024. If you do not submit your form by this date, you will reduce your chances of gaining a place at your chosen junior school.

It is important that you look at the information in the 'Admission to Primary School' booklet and relevant school admission policies before you submit your application. The booklet is available on the council's website **www.gateshead.gov.uk/schooladmissions**.

If you live outside Gateshead - you must apply directly to your home local authority, even if the schools you want to apply to are in Gateshead. However, it is important that you read this letter and the information in our booklet to fully understand the admission criteria for Gateshead junior schools before you apply.

Unfortunately, children lose places every year because some parents provide false or inaccurate information on their application forms. We reserve the right to seek proof of address or other evidence required whenever necessary. You must provide any information the Council or school request by the relevant deadline. If you fail or delay in doing this, it may result in the refusal of a place.

If you change your address after the submission of your application form, you must inform The School Admissions Team immediately.

Please read the important information overleaf before you apply.

Yours faithfully

School Admissions Team

Tel: 0191 433 2756, 433 2757, 433 2109
e-mail: schooladmissions@gateshead.gov.uk

If you live in Gateshead apply on-line at: www.gateshead.gov.uk/schooladmissions

Before you apply, make sure you look at the 'Admission to Primary School' booklet which contains important information that will help you in making your child's application, including:

- admission policies and oversubscription criteria for Gateshead schools
- the number of applications received, and the number of places offered for previous years
- information on how places are offered
- You can only complete one application form and applications must be submitted by 15 January 2024.
- Check that all the details you enter on your on-line form are correct, including any older siblings your child may have already attending the school you apply to.
- You must complete the '**Faith Details**' section of the on-line application form if you apply to a Catholic junior school.
- How you rank your preferences is important. You must think carefully about the admission policy for each school you apply to and the likelihood of success.
- We cannot guarantee that your child will be offered a place at your chosen school, even if your child attends the linked infant school, as this will depend on the number of applications the school receive.
- If you rank a school outside Gateshead as one or more of your preferences, you must look at the admission policy for that school before submitting your application.
- You will find out what school you have been offered on or around 16 April 2024 via letter and email (if you apply on-line).
- If you do not have on-line access to apply or access the 'Admission to Primary School' booklet, please contact The School Admissions Team for a paper copy.