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Our Ref: 7+ 2025  
Date: 12<sup>th</sup> September 2024

**To Parents / Carers of pupils in year 2  
at an Infant School**

Dear Parent / Carer,

**Applying for a Year 3 place in Junior School for September 2025**

Your child is due to move on to Junior School in September 2025 having completed the infant phase of their education and you now need to apply for a Junior School place for your child.

**How to apply**

The easiest and quickest way to apply is online at [www.northnorthants.gov.uk/admissions](http://www.northnorthants.gov.uk/admissions). The application process opened on 10<sup>th</sup> September 2024 and you will need to register using an email address. Alternatively, you may wish to complete a paper application form which you can request from the School Admissions Team (contact details above).

You may also download a copy of the composite prospectus from our website; 'Applying for a Primary School Place in North Northamptonshire 2025/26', and you are advised to read this carefully before making your application.

In addition to your application form, some schools will also require you to complete a supplementary information form (SIF). The list of the schools for which you need to complete a SIF can be found on our website. SIFs must be returned directly to the school. For schools requiring a SIF, your application will not be complete unless you complete and return both the application form and the SIF by the closing date.

**Closing date for applications**

Your application form must reach us by **15<sup>th</sup> January 2025**. Failure to do this may affect your chances of obtaining a place for your child at your preferred schools.

**Pupils with an Education, Health and Care Plan (EHC Plan)**

If your child has an EHC Plan, you do not need to apply for a school place using the process explained above. Instead, you will receive a letter from the EHC Team seeking details of your school preference.

**Pupils living outside North Northamptonshire**

If your home address is outside North Northamptonshire (even if your child attends a North Northamptonshire infant school), you should apply to the local authority where you live (your home local authority), not North Northamptonshire Council. Contact details of neighbouring local authorities can be found on our website.

Yours faithfully,

School Admissions Team