Dear Sir/Madam,

RE: FIRST TIME SCHOOL ADMISSIONS AND INFANT TO JUNIOR SCHOOL TRANSFERS

Parents of children who will be four years old before 1st September 2019 will need to apply for their first school place at an infant or primary school.

First time admissions to school, and infant to junior school transfers, are not automatic. All parents need to apply – even for their child to attend the catchment area school for their home address. The closing date for applications is 15th January 2019. Applications received after this date will be considered as late and may not be offered a place at any of their preferred schools.

Please find enclosed some publicity material in relation to the first time admissions and infant to junior transfer process. I would be grateful if you would display this material in a prominent place in order to raise awareness about the need to apply and to inform parents of the closing dates.

Thank you for your help.

Yours faithfully

Gurjit Singh Bahra
Office of Director of Children and Family Services

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