

Transfer to Secondary School 2024 – timeline of events & key dates

DATE	EVENT
8 September 2023	Online applications open and information to parents / carers
9 October 2023	Generic reminder letters sent via schools for parents of primary/ junior school children, advising of the need to apply for a Year 7 place. Email sent to schools for them to remind parents of the need to apply
31 October 2023	Closing date for applications (Statutory) Late applications, ie those received after 31 October 2023, will not be processed until the additional rounds of allocation (see below)
24 November 2023	West Northamptonshire Council (WNC) - sends applications to other Local Authorities (LAs) and Own Admission Authority (OAA) schools
12 January 2024	Own Admission Authority schools send ranked lists to WNC
9 February 2024	WNC applies agreed Scheme for West Northamptonshire schools, informing other LAs of offers to be made to their residents
15 February 2024	EHC Team to have informed the School Admissions team about any pupils with an EHC Plan, and details of the named school (Statutory)
28 February 2024	Secondary schools informed by WNC of provisional allocations, which may include offers made to pupils living in other LAs
1 March 2024	National Offer Day - offers made to parents/carers by WNC (Statutory).
By 4 March 2024	Schools final allocation lists (ATFs) uploaded onto the S2S secure site
From 18 March 2024	Start to share late applications with other LAs
31 March 2024	Cut off date for consideration for inclusion in first round of reallocations
17 May 2024	Cut off date for consideration for inclusion in second round of reallocations
28 June 2024	Cut off date for consideration for inclusion in third round of reallocations
15 April 2024 3 June 2024 8 July 2024	Additional rounds of reallocations will start on these dates
19 July 2024	Places allocated to children living in the West Northamptonshire area, currently in primary school and who have not submitted an application for a place in Year 7. Letters sent to parents to advise of the places offered
1 September 2024	In Year co-ordination commences

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