



**West  
Northamptonshire  
Council**

**West Northamptonshire Council**  
Angel Street  
Northampton  
NN1 1ED  
0300 126 7000  
[www.westnorthants.gov.uk](http://www.westnorthants.gov.uk)

School Admissions Team  
0300 126 7000  
[Admissions.ncc@northnorthants.gov.uk](mailto:Admissions.ncc@northnorthants.gov.uk)  
4+ 2022  
24<sup>th</sup> September 2021

Dear Parent / Carer,

### **Applying for place in Reception in primary and infant schools for September 2022**

Our records show that there may be a child living at the above address who will be eligible to start school in September 2022. If your child's 4<sup>th</sup> birthday falls between 1<sup>st</sup> September 2021 and 31<sup>st</sup> August 2022, you will need to apply for their primary school place to start in September 2022, if you haven't already.

### **How to apply**

The easiest and quickest way to apply is online at **[www.westnorthants.gov.uk/admissions](http://www.westnorthants.gov.uk/admissions)**. The application process opened on 10<sup>th</sup> September 2021 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 West Northamptonshire 2022/23', 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 **5 p.m. on 15<sup>th</sup> January 2022**. Failure to do this may affect your chances of obtaining a place for your child at your preferred schools.

### **Further help**

You will find helpful information in relation to making your application throughout our webpages - **[www.westnorthants.gov.uk/admissions](http://www.westnorthants.gov.uk/admissions)**. Alternatively, if you have any queries, you may contact us using the email address or telephone number above.

Yours faithfully,

School Admissions Team