



## Adopted Children or Children in the care of a Local Authority

Schools must give highest priority to looked after children and all previously looked after children, including those children who appear to have been in state care outside of England. Previously looked after children are those who were looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).

## Home to School Transport

Transport is only provided to your nearest or nearest catchment school subject to distance. You can find details of your catchment school at [www.wherelive.norfolk.gov.uk](http://www.wherelive.norfolk.gov.uk) or by contacting our Customer Service Centre on 0344 800 8020. Information on home to school transport can be found at <https://www.norfolk.gov.uk/education-and-learning/school-and-college-transport>

## For any further information

Please visit:

[www.norfolk.gov.uk/admissions](http://www.norfolk.gov.uk/admissions)

OR

contact us by email at: [admissions@norfolk.gov.uk](mailto:admissions@norfolk.gov.uk)

OR

call Customer Services on 0344 800 8020

Apply online at [www.admissionsonline.norfolk.gov.uk](http://www.admissionsonline.norfolk.gov.uk)  
By 31<sup>st</sup> October 2023

## Additional Guidance for Parents of children due to transfer to Secondary School in September 2024

### Important dates for you to remember

<b>11 September 2023</b>	Parents can start applying on-line or complete an application form available from our Customer Services Centre (☎0344 800 8020)
<b>31 October 2023</b>	<b>The closing date for you to make your application</b>
<b>1 March 2024</b>	National Offer Day – school place decisions are made available
<b>22 March 2024</b>	The closing date for parents to appeal against any refusal to admit to a preferred school.
<b>May – June 2024</b>	Appeals heard by the Independent Appeal Panels

If your child is in their final year at a Primary or Junior school your child is due to transfer to Secondary School in September 2024, and it is now time for you to apply for a school place.

Details of your catchment school(s) can be found on our website at [www.wherelive.norfolk.gov.uk](http://www.wherelive.norfolk.gov.uk)

If your address has recently changed, please use your new address to apply. We may ask you to provide proof of your move. Please be aware that if an incorrect address is given any offer of a school place will be withdrawn.

Apply online at [www.admissionsonline.norfolk.gov.uk](http://www.admissionsonline.norfolk.gov.uk)  
By 31<sup>st</sup> October 2023

You can apply online at [www.admissionsonline.norfolk.gov.uk](http://www.admissionsonline.norfolk.gov.uk) or you can contact 0344 800 8020 to request an application form but either way you must make sure your application is received by us by the closing date of **31 October 2023**.

### Key Points

- You can state up to 3 preferences and you are advised to check the individual over-subscription rules used to allocate places at your preferred school(s). (see the booklet 'Secondary Schools in Norfolk 2024/25' on our website or the individual school websites for further information on the admission rules used to prioritise applications).
- You can check catchment information at [www.whereilive.norfolk.gov.uk](http://www.whereilive.norfolk.gov.uk) or by contacting us.
- It is important that you make your application by the **31 October 2023**. Late applications have a lower priority than on-time applications.
- If one or more of your preferences is for a school outside Norfolk, you must still include this on the Norfolk application.
- Some academies, foundation schools, free schools and voluntary aided schools offer limited places on specialist or faith grounds. If you are applying for a place on these grounds, you need to check with the school to see if you need to complete a supplementary information form or if your child needs to undertake tests or auditions. You must ensure that any information required is made available to the school before **31 October 2023**.

Apply online at [www.admissionsonline.norfolk.gov.uk](http://www.admissionsonline.norfolk.gov.uk)  
By **31<sup>st</sup> October 2023**

- You should note that additional information in support of your preference(s) can only be considered where it confirms one of the stated over-subscription rules for the school.
- If you wish to revise your application, including a change of address, once it has been submitted online, you must email or write to us concerning this. Once your online application has been downloaded from the website, further changes you make will not be automatically processed.
- For those who apply online, decisions will be available on the website during the day on 1 March 2024. Letters will be sent by second class post to those who complete a paper application form.

### To help you make your decision

You are encouraged to read the admission rules, Parent's Guide to admissions to schools in Norfolk 2024/25 and find schools in your area. This information can be found on our website [www.norfolk.gov.uk/admissions](http://www.norfolk.gov.uk/admissions)

You can attend individual school open evenings and obtain a copy of the school's brochure either from the school or from their website.

### Children with an Education Health & Care Plan

If your child holds an Education Health & Care Plan, this will be reviewed shortly to recognise that your child is moving to secondary school. You will have been sent a form by the Education Health & Care Plan Co-ordinator which you should complete and return. You should not complete an application for the Admissions Team.

Apply online at [www.admissionsonline.norfolk.gov.uk](http://www.admissionsonline.norfolk.gov.uk)  
By **31<sup>st</sup> October 2023**