



**St Mary's Church of England Primary Academy**

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Northants

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### **How to apply for a primary school place**

Dear Parent / Carer,

If your child's 4th birthday falls between 1st September 2021 and 31st August 2022, you will need to apply for their primary school place to start in September 2023, if you haven't already.

#### **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 opens in September 2022 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 who may be contacted on:

- Email: [Admissions.ncc@northnorthants.gov.uk](mailto:Admissions.ncc@northnorthants.gov.uk)
- Telephone: 0300 126 3000

You may also download a copy of the composite prospectus from our website; 'Applying for a Primary School Place in North 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 15th 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.northnorthants.gov.uk/admissions](http://www.northnorthants.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

Mrs E M Holt

