

**Co-ordinated Admissions Timetable **PRIMARY** Schools  
September 2024 Admission**

<b>Week commencing Monday 4 September 2023</b>	<b>Letters to nurseries/schools</b>
<b>Friday 8 September 2023</b>	<b>Letters handed out to parents</b>
<b>Friday 8 September 2023</b>	<b>Online system available up until closing date</b>
<b>4.30pm Monday 15 January 2024 (National Closing Date)</b>	<b>Closing date for Primary applications. Online applications not available after this date.</b>
<b>Monday 22 January 2024</b>	<b>Details of preference data sent to VA and Academy Primary Schools</b>
<b>Tuesday 30 January 2024</b>	<b>Exchange preference data with other LAs</b>
<b>Wednesday 14 February 2024</b>	<b>Details received from other LAs to be sent to VA and Academy Primary Schools</b>
<b>Tuesday 27 February 2024</b>	<b>VA and Academy schools provide the Authority with list of offers/refusals</b>
<b>Friday 8 March 2024</b>	<b>Authority exchanges offers/refusals with other LAs</b>
<b>Monday 18 March 2024</b>	<b>LA to match the provisional offers of places against each parent's ranking</b>
<b>By Thursday 28 March 2024</b>	<b>Schools will be notified which pupils have been allocated places at their schools</b>
<b>Tuesday 16 April 2024 (National Offer Day)</b>	<b>Primary 'Offer Day' notification sent to parents</b>
<b>Tuesday 23 April 2024</b>	<b>Initial deadline for parents to return acceptance slip for oversubscribed schools only (reminder letters to be sent)</b>
<b>Tuesday 23 April 2024</b>	<b>Deadline for parents to request to place their child's name on a waiting list</b>
<b>Tuesday 23 April 2024</b>	<b>Deadline for parents to request an appeal form for Primary Schools</b>
<b>Wednesday 24 April 2024</b>	<b>Appeal forms sent out where requested</b>
<b>Friday 26 April 2024</b>	<b>Authority will allocate any places that have become available for oversubscribed schools</b>
<b>Thursday 2 May 2024</b>	<b>Where parents have not returned their acceptance slip for oversubscribed schools the Authority may withdraw the offer of the school place (Community Schools only)</b>
<b>Tuesday 21 May 2024</b>	<b>Deadline for appeal forms to be returned</b>
<b>By Friday 24 May 2024</b>	<b>Appeal hearing notice sent to parents</b>
<b>From week commencing Monday 17 June 2024</b>	<b>Appeals to be heard</b>
<b>31 December 2024</b>	<b>No waiting list available after this date</b>