



**West
Northamptonshire
Council**

West Northamptonshire Council
The Guildhall, St Giles Square
Northampton
NN1 1DE
0300 126 7000
www.westnorthants.gov.uk

School Admissions Team
0300 126 7000
Admissions@westnorthants.gov.uk
4+ 2024
14th September 2023

Parent/Carer

Dear Parent / Carer,

Applying for place in Reception in primary and infant schools for September 2024

We are writing to you at the address above as our records show that there may be a child living here who will be eligible to start school in September 2024. If your child's 4th birthday falls between 1 September 2023 and 31 August 2024, you will need to apply for their primary school place, if you haven't done so already.

How to apply

It is quick and easy to apply online at **www.westnorthants.gov.uk/admissions**.

The application process opened on 8 September 2023 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 2024/25'. 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 that require you to complete a SIF can be found on our website. These 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

The closing date for submitting your application is **15 January 2024**. If your application is late, this may affect your chances of obtaining a place for your child at one of your preferred schools.

Further help

You will find helpful information in relation to making your application throughout our webpages - **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