



**OXFORDSHIRE
COUNTY COUNCIL**

Date: November 2016
Our ref: Primary School Admission
September 2017
P17/Parish

**School Organisation Planning
School Admissions
County Hall
New Road
Oxford OX1 1ND**

Parish Clerk

**Jim Leivers
Children, Education &
Families**

Dear Sir/Madam

**Entry to primary or infant school – September 2017
Children born between 1 September 2012 and 31 August 2013**

Please find school admissions poster enclosed. It would be appreciated if you could place this on your Parish Notice Board for the public to see. This poster is aimed at families who have a child due to start primary or infant school for the first time in the 2017/18 academic year.

We are attempting to reach as many parents as possible to ensure that applications for admission to school in September 2017 are made on time. If you publish a parish newsletter, it would also be very helpful if you could include the information below.

The most important dates in the admissions process are:

⌚ **15 January 2017** – closing date for on time applications

Parents/Carers must apply by this date, online at www.oxfordshire.gov.uk/admissions or on paper (forms available from the County Council website or a local school)

⌚ **18 April 2017** – letters offering places will be posted second-class. Those who applied on-line will receive an email and will be able to view the result of their application on-line.

Full details of the Admissions process are published on the County Council website.

Your help in advertising the need for parents to make an on-time application for a school place would be very much appreciated.

Yours faithfully

Neil Darlington
Admissions & Transport Services Manager

Direct line: 01865 815175

Email: admissions.schools@oxfordshire.gov.uk