

## We recommend you read the guidance and then apply online because:

- it is quick, easy to use and secure
- all the information you need is in one place
- you will receive an e-mail confirmation that we have received your application
- you can check or change your application, right up to the closing date
- it saves time and paper
- you will receive your decision by e-mail on the day the decision letters are posted, rather than having to wait for the post
- receipts will not be issued for paper forms.



Fill in your online application details here:

User name (email address):

Password:

6963 Brighton & Hove City Council Communications Team

# Starting Infant, Junior or Primary School

You **must** apply even if you already have children at the school



## Contacting us

If you are unable to apply online and require hard copy of the guidance and/ or preference form, or have a query about applying for a school place, please contact the School Admissions team – details below.

**Please note we will not send you a guidance booklet unless you request one.**

**e-mail** [schooladmissions@brighton-hove.gov.uk](mailto:schooladmissions@brighton-hove.gov.uk)  
**Phone** 01273 293653  
**Web** [www.brighton-hove.gov.uk/schooladmissions](http://www.brighton-hove.gov.uk/schooladmissions)

**Closing date for applications is 15 January 2021**

Apply online at [www.brighton-hove.gov.uk/schooladmissions](http://www.brighton-hove.gov.uk/schooladmissions)

## How to apply online for an infant, junior or primary school place

This leaflet explains how to apply for:

An infant or primary school place for children born between

**1 September 2016** and **31 August 2017**.

Or a junior school place for children born between

**1 September 2013** and **31 August 2014**.

Apply online at [www.brighton-hove.gov.uk/schooladmissions](http://www.brighton-hove.gov.uk/schooladmissions) by 15 January 2021.

To find all the information you need, please visit our website [www.brighton-hove.gov.uk/schooladmissions](http://www.brighton-hove.gov.uk/schooladmissions) where you will find a pdf version of the admissions guidance booklet. This explains the admissions arrangements for all the maintained schools in Brighton & Hove and gives information about the application process. You are advised to read the guidance carefully before making a decision and completing the online application process.

If you do not have internet access at home, you can use the internet at any Brighton & Hove library. Alternatively, you can use an internet café.

## Timeline:

**September 2020 onwards**

Application process for starting in Reception or Year 3 in a Junior school begins.

**15 January 2021**

Closing date for completed online applications or paper forms to be received by the School Admission Team or the first listed preferred school on your application.

**9 March 2021**

Applications received late **with good reason** up to this date **which we agree are late with good reason** will be considered as on time.

**February/March/April 2021**

Applications analysed.

**16 April 2021**

'National Offer Day'

Online applicants will be notified by e-mail. Decision letters posted first class to only those parents/carers who have requested a hard copy. No decisions will be issued by telephone.

**Late April 2021**

Waiting lists established.

**June 2021 onwards**

Independent Appeals Panels meet to consider appeals from parents/carers who are unhappy with their school allocation.

**September 2021**

Children start school full or part time. Children can defer admission until the start of the summer term or until they are five if this is earlier.

