

Jeanette Richards
Executive Director Children and Young People



Our Ref
Your Ref GA/R
Date 1st November 2022
Please ask for Admissions Team
Direct Line 0161 253 6474
E-mail Admissions@bury.gov.uk

Department for
Children and Young People
Isobel Booler
Director of Education and Skills

Dear Parent/Carer

ADMISSION TO RECEPTION CLASS SEPTEMBER 2023

If your child was born between 1st September 2018 and 31st August 2019 then he or she will be due to start primary school in September 2023.

It is an easy process to apply online via Bury Council's website at www.bury.gov.uk/admissionsprimary. Also available online is an information guide, which will hopefully answer any questions that you may have with regards to making an informed decision about which school you would prefer your child to attend.

If you wish to apply for schools outside Bury you must make the school one of your preferences on your application to Bury and we will pass this on to the relevant local authority.

If you are applying for an aided (faith) school please ensure that you include any required additional information with your application and complete any supplementary forms. Details of required information can be found in the Guide to Starting Primary School and the Guide to Admission Policies located on our website.

The deadline for receipt of applications is **15th January 2023**. Anything received after this date will be treated as a late application. Changes to preferences can only be made up until 15th January 2023. **You must still complete an application if your child currently attends a school nursery or if you already have an older child at the school.**

Timetable for Admission to Reception Class 2023

Date	What happens
Sunday 15 th January 2023	Deadline for applications.
Monday 17 th April 2023	If you have applied online you will be sent an email and will be able to login to your account to view your results. If you have not applied online a letter will be posted second class on this date. (Please note this is the day your letter will be posted not when you will receive it).
April/May 2023	"Topping up" will take place where places are offered out if they become available due to withdrawals.
June/July 2023	Appeal hearings take place.
June/July 2023	Your allocated school will contact you directly with details of your child's induction.

Yours sincerely

G Appleton

MRS G APPLETON
ADMISSIONS OFFICER

3 Knowsley Place
Duke Street
Bury BL9 0EJ
www.bury.gov.uk