Co-ordinated Admissions Timetable PRIMARY Schools
September 2025 Admission

Week commencing Monday 2 September 2024	**Letters to nurseries/schools**
Friday 6 September 2024	**Letters handed out to parents**
Friday 6 September 2024	**Online system available up until closing date**
4.30pm Wednesday 15 January 2025 (National Closing Date)	**Closing date for Primary applications. Online applications not available after this date.**
Monday 20 January 2025	**Details of preference data sent to VA and Academy Primary Schools**
Tuesday 28 January 2025	**Exchange preference data with other LAs**
Wednesday 12 February 2025	**Details received from other LAs to be sent to VA and Academy Primary Schools**
Tuesday 25 February 2025	**VA and Academy schools provide the Authority with list of offers/refusals**
Friday 14 March 2025	**Authority exchanges offers/refusals with other LAs**
Monday 24 March 2025	**LA to match the provisional offers of places against each parent's ranking**
By Thursday 10 April 2025	**Schools will be notified which pupils have been allocated places at their schools**
Wednesday 16 April 2025 (National Offer Day)	**Primary 'Offer Day' notification sent to parents**
Tuesday 22 April 2025	**Initial deadline for parents to return acceptance slip for oversubscribed schools only (reminder letters to be sent)**
Tuesday 22 April 2025	**Deadline for parents to request to place their child's name on a waiting list**
Tuesday 22 April 2025	**Deadline for parents to request an appeal form for Primary Schools**
Wednesday 23 April 2025	**Appeal forms sent out where requested**
Friday 25 April 2025	**Authority will allocate any places that have become available for oversubscribed schools**
Thursday 1 May 2025	**Where parents have not returned their acceptance slip for oversubscribed schools the Authority may withdraw the offer of the school place (Community Schools only)**
Tuesday 20 May 2025	**Deadline for appeal forms to be returned**
By Friday 23 May 2025	**Appeal hearing notice sent to parents**
From week commencing Monday 16 June 2025	**Appeals to be heard**
31 December 2025	**No waiting list available after this date**