

Children's Services
Admissions and Transport Team
School Road
Off Sheffield Road
Chesterfield
Derbyshire S41 8LJ

All Secondary Schools

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Email	admissions.transport@derbyshire.gov.uk
Ask for	Admissions & Transport Team
Our ref	SI-A-MW
Your ref	
Date	September 2021

Dear Headteacher

Transfer to Secondary Education - September 2021

Transfer information for all Year 6 pupils will be distributed during the week commencing 6 September 2021.

Parents will receive a leaflet summarising the application process and encouraging them to make their application online. Applications open on 13 September 2021.

The timescale for the September 2022 transfer process is available on SchoolsNet.

The following information can be viewed at www.derbyshire.gov.uk/admissions

- ❖ Applying for your child's secondary school place 2022-23 - a summary
- ❖ How to apply for a place at Secondary School - a guide for parents. This document contains full information on the application process.

We prefer parents to apply online at www.derbyshire.gov.uk/admissions. For those parents without access to the internet, they can apply by phone by ringing Call Derbyshire on 01629 533190. We are pleased that in recent years 99.9% of parents applied using these facilities. It would be appreciated if you would publicise these facilities at your open events. Parents who prefer to complete a paper application can obtain one from the Admissions and Transport Team by emailing admissions.transport@derbyshire.gov.uk or by ringing 01629 537499.

You will be able to see the number of preferences for your school as they are recorded on the Admissions System on the School Access Module (SAM).

Should you receive any enquiries direct from parents please refer them to Admissions and Transport Team on 01629 537479

Yours sincerely

School Admissions and Transport Team