

Children's Services
Admissions and Transport Team
The Quad
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To All Infant Schools

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Email: admissions.transport@derbyshire.gov.uk
Ask for: Admissions & Transport Team
Our ref: SI/A/MW
Your ref:
Date: April 2024

Transfer to Junior Education – September 2024

The junior allocation process for the Y3 intake in September 2023 is now complete. Apologies for the delay in completing allocations, this is due to late notification of offers for Derbyshire children from neighbouring authorities which has an impact upon our final allocations.

Details of where children from your School will be offered places on National Offer Day (16 April) will shortly be available on the Schools Access Module (SAM) via SchoolsNet. May I take this opportunity to remind you that this information must remain **strictly confidential** until after National Offer Day to ensure that all parents receive the offer of a school place at the same time. Parents who gave an email address on their application will be informed by email of the outcome of their application. Parents who applied by telephone, on a paper form or gave no email address or made no application at all will be sent a letter second class on 16 April 2024, so please allow for these letters to be delivered.

Any changes to the destinations of individual children will be notified via SAM. You are advised to check the "View Leavers" screen in SAM on a regular basis to ensure that you know the up-to-date information on each child's transfer destination.

If you have any queries relating to the transfer process, please contact the Admissions and Transport Team by email admissions.transport@derbyshire.gov.uk

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