

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

To All Secondary Schools

Telephone	01629 537479
Ext	01629 537479
Fax	01246 221326
Minicom	01629 585400
Email	Admissions.transport@derbyshire.gov.uk
Ask for	Admissions and Transport Team
Our ref	
Your ref	
Date	July 2023

Dear Headteacher

Transfer to Secondary Education – September 2024

A breakdown by primary school of the number of Year 6 pupils (from September) resident in your School's normal area will be available shortly on the Perspective Lite Secure Portal.

Please note that only the headteacher or delegated member of staff will have access to this portal. Your Perspective Lite Secure Portal username and password (i.e. personal school email username and password) are required to enter this site.

This information is never definitive due to the nature of pupil mobility, but it will provide you with sufficient information for prospectus distribution purposes. In some cases, the numbers may not include all Derbyshire pupils attending out of county schools due to differing LA timescales in data transfer. These numbers also include pupils who are baptised catholic and who will come within the area of their local catholic school.

Please note the areas for catholic schools are not at present plotted, so the above information is not available for these schools.

Secondary transfer information for parents will be in primary schools during the week commencing 4 September 2023, and primary schools will be asked to distribute it by Friday 8 September 2023 at the latest. Can you please therefore make arrangements to have your prospectuses available to tie in with this.

Last year 99.9 % of parents who applied for a secondary school place did so via our online facility. We are sure you are already planning publicity and activities for prospective parents of year 7 pupils for the 2024-25 academic year, and it would be appreciated if you would again help promote our online application facility.

It would also be appreciated if you will provide links from your school website to www.derbyshire.gov.uk to assist parents in making their applications.

We will send you full information on the application process shortly. If you do however any queries on the process before then please don't hesitate to contact us.

Yours sincerely,

School Admissions and Transport Team