

Schools and Families

Schools Regulatory Services,
Bootle Town Hall,
Oriental Road,
Bootle. L20 7AE

Date: September 2021
Our Ref: Year 7 2022
Your Ref:

To: Parents/Carers of Year 6 Children

Please Contact: Admissions Section
Contact Number: 0151 934 3590
Fax No: 0151 934 3122
e-mail: admissions@sefton.gov.uk

Dear Parent/Carer

Admissions to Secondary Schools – September 2022

For all children in Year 6 it is now time for you to apply for your child's place at a secondary school for Year 7, September 2022 entry.

For parents/carers of children who live in the Sefton area: If you have not already done so, you **MUST** now make your application online using the Citizen Portal (Sefton's online application facility). The portal is quick, convenient and secure and is easily accessible on all devices including mobile phones.

The portal can be accessed via Sefton's website at www.sefton.gov.uk/admissions. You can choose to receive your school place offer by email on national offer day in March. You will need to register with a valid email address, before adding your child's details and making an application to choose your three preferred schools.

Sefton's online application for secondary schools is open from 1 September 2021 until the **national closing day of 31 October 2021** for you to submit your application.

Parents can also view/download detailed admissions guides online, including 'A Guide for Parents 2022-23' and 'Sefton Schools Admissions Information 2022-23'. These guides set out important information regarding the admissions process including deadlines and the admissions criteria for all Sefton schools. We would strongly advise you to read these guides before completing your online application. The guides can be accessed via Sefton's website at www.sefton.gov.uk/admissions.

For parents/carers of children living outside of Sefton in another local authority area:

You will need to apply for a secondary school place via your home Local Authority. Please check the website of the appropriate local authority for advice on how to submit an application. You can still apply for a secondary school within Sefton if you wish to do so, however you **MUST** apply to the authority where you are resident, to comply with current law.

If you have any queries please contact the Admissions Team directly. Contact details are at the top of this letter.

Yours sincerely

**School Admission Team
Schools Regulatory Services**

<https://sefton.gov.uk/sharepoint.com/sites/ns-schools-regulations/Shared Documents/ADMISS/2022 Primary to Secondary Admissions/Letters to schools 2022/Parent Carer Sept 2022.docx>

