



# Shirley Community Primary School Shirley Pre-School

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Deputy Headteachers: Diane Mitchell & Suzanne Wernham

18<sup>th</sup> September 2020

Dear Parents and Carers,

## SECONDARY TRANSITIONS 2021

The portal is now open for your year 6 student to apply for Secondary school for September 2021.

Admissions will not be sending out the UID letters as they have in previous years. The process to apply for secondary school for next September 2021 is now open and will close on the 31<sup>st</sup> October 2020. Parents will receive their offer on the 2<sup>nd</sup> March 2021. Any late applications received after the 31<sup>st</sup> October will be allocated on the 27<sup>th</sup> April. **It is important to make applications on time to ensure the best opportunity of obtaining one of your 3 school preferences.**

You will need to log into the Citizen Portal to make an application for your child. Parents must apply via their home local authority (where they pay their Council Tax to) for transferring from Primary to Secondary school.

This is the link to the Cambridgeshire online application process:-

<https://www.cambridgeshire.gov.uk/residents/children-and-families/schools-learning/apply-for-a-school-place/secondary-school>

If you do not wish to make your application online, paper application forms are available on request if you call 0345 045 1370. Any students that have deferred places must apply via a paper application as the portal will not accept their date of birth for this transfer group.

If you have any questions about the application or online processes please refer to the booklet on the county council website "**Next Steps - Starting Secondary School; a guide for parents 2021-22**" or contact the Admissions Team.

Yours faithfully,

Shirley School Office

