



**St Catherine's Catholic Primary School and Kindergarten**

Cutlers Place Colehill Wimborne Dorset BH21 2HN

Tel: 01202 883763

Headteacher: Sarah Sparks

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Website: [www.stcatherinescolehill.co.uk](http://www.stcatherinescolehill.co.uk)



17<sup>th</sup> September 2018

Dear Parents,

The process for admissions to secondary schools for September 2019 is underway.

The meetings for St. Peters will take place on Thursday 20<sup>th</sup> September, and Tuesday 25<sup>th</sup> September, at 6pm. Both evenings are for parents and children to see the school, talk to staff and students and provide any religious certificates for copying to the Admissions Officer.

The Open Evening for St. Edwards is also on Thursday 20<sup>th</sup> September from 5:30pm to 8.00pm.

The government is promoting the on-line system of application and therefore paper applications and booklets will not be automatically supplied to each parent as in previous years. Any parent having difficulty with this please let us know and we will obtain a paper application for you or you may contact the Dorset Admissions Team on 01305 221060 to request an application or Guide for parents. If you do not have access to the internet or a computer please contact the school to arrange access to a school computer.

The closing date for receipt of all applications by Dorset County Council is midnight **Wednesday 31<sup>st</sup> October 2018**. Any applications received after the closing date will not be considered until March. To ensure that your application form is considered in the first wave we advise that you complete the application as soon as possible to ensure you receive confirmation that your application has been received well before the 31<sup>st</sup> October. If you have not received confirmation you cannot assume that your application has been received and it will be in your best interests to contact the admissions team for confirmation. Could we please remind you to make sure all supporting documentation is sent direct to St. Peter's before the 31<sup>st</sup> October.

We have attached to this letter details of the process given by the Admissions Department. Should you have any queries about any part of the process please do not hesitate to contact me.

Yours sincerely,

A handwritten signature in black ink that reads 'Sarah Sparks'.

Sarah Sparks  
Headteacher

A family united in God's love,  
learning in faith together for a compassionate tomorrow.



Dear Parent/Guardian

### Children due to start Secondary or Upper school in September 2019

According to our records, your child is due to start or transfer to a Secondary or Upper school in September 2019. You must apply for a Secondary or Upper school place through the local authority where you live.

#### If you are a Dorset resident:

Please read the Parents' Guide before making your application. The Parents' Guide contains lots of useful information on how the school admissions process works, how to apply and what evidence you may need to supply to support your application. Some schools have their own admissions policies which will detail what evidence they may require and how places are allocated at their school. You can read or download the guide and the schools admissions policies on our website [www.dorsetforyou.com/school-admissions](http://www.dorsetforyou.com/school-admissions).

**Apply online** at our website [www.dorsetforyou.com/school-admissions](http://www.dorsetforyou.com/school-admissions) via a smart phone, tablet or computer. You can create an account and then complete the application which should take no longer than half an hour. You will receive a confirmation email once you have submitted your application. If you cannot access the internet, please call 01305 221060 to discuss alternative ways of applying.

**Apply by the closing date** this will give your child the best chance of being offered a place at one of your preferred schools. If you post anything to us, such as copies of evidence, please use the address at the top of this letter. The Post Office can provide you with a proof of posting receipt. If you would like us to confirm receipt of your copies of evidence, please enclose a stamped self-addressed envelope.

Important Dates			
Child's Date of Birth	Type of Application	Closing Date	Offer Date
1 September 2005 – 31 August 2006	Starting Upper School	31 October 2018	1 March 2019
1 September 2007 – 31 August 2008	Starting Secondary School		

If you move house between now and when your child starts school please let us know. We can then assess your child's transport entitlement and ensure the outcome letter is posted to the

correct address. You can advise us of your change of address by emailing [admissions@dorsetcc.gov.uk](mailto:admissions@dorsetcc.gov.uk).

**If you are not a Dorset resident:**

If you do not live in Dorset you should contact your own local authority for information on how to apply for a school place and not complete a Dorset County Council application form. This includes those living in Bournemouth and Poole who should apply through their home authority.

If you need any further information or help please contact School Admissions on **01305 221060**.

Yours sincerely

*Ed Denham*

Ed Denham  
Sufficiency School Places Manager