

Learning Directorate
0-19 Place Planning and Organisation Service
Admissions Team

Box No: 1221
Shire Hall – The Octagon
Castle Hill
Cambridge
CB3 0AP

To the Parent(s) of (Name of Child)
attending:

(Name of School)

Dear Parent

ADMISSION TO SECONDARY SCHOOL - SEPTEMBER 2019

Your child is due to start secondary school next September and you should now be starting to think about which schools you wish to apply for . In order to help you with what can be a difficult decision we have enclosed an information leaflet entitled "**Starting Secondary School**". This leaflet will provide you with the basic information on how to go about making your application .

Last year the majority of parents chose to make their application for a school place online . To help you with the online application you have been provided with a unique reference code for your child, referred to as a UID. Using the UID will help you by filling in the online form with the details we already hold about you and your child .

Your child's UID for their 2019 application is: 87319**ZZZ0ZZZ**00

To help you, and to make clear the difference between letters and numbers in the UID, the letters are shown in bold type and underlined . They do not, however, need to be entered in this way . If you experience any difficulty using the UID or do not have it with you when you want to make your application, do not worry as you can still make the application online but you will need to select the "No UID" option .

If you do not wish to make your application online our full admissions booklet and paper application form are available on our website www.cambridgeshire.gov.uk/admissions or in hard copy upon request by emailing Admissions@cambridgeshire.gov.uk including your name and full postal address .

If you have any questions about the application or online processes please refer to the booklet "**Next Steps - Starting Secondary School; a guide for parents 2019-20**" or contact the Admissions Team .

Yours faithfully

Admissions Team