

My ref: Transfer to Secondary School
Contact: School Admissions Team
Email: admissions@n-somerset.gov.uk
Website: www.n-somerset.gov.uk/school-admissions



School Admissions Team
North Somerset Council
Town Hall
Walliscote Grove Road
Weston-super-Mare
BS23 1UJ

Dear Parent/Carer,

Transfer to Secondary School in September 2026

Your child is due to transfer to secondary school in Year 7 in September 2026.

Applications open by **12 September 2025** and close at **11:59pm** on the National Closing Date, **31 October 2025**. Please ensure we receive your completed application before the closing date.

Any applications that are received before the closing date have a higher chance of being offered a place at their preference schools than those received late. This is due to the fact that schools are often full after the first round of allocations.

Before you complete your application form, please read the Parents' Guide, which will be available by 12 September at: <https://n-somerset.gov.uk/my-services/schools-learning/school-admissions/apply-school-place>. The guide details the oversubscription criteria for each North Somerset school, dates of further allocation rounds and information you will find necessary in order to complete your application.

You can submit your application on our online application service which is available at: <https://n-somerset.gov.uk/my-services/schools-learning/school-admissions/apply-school-place/submit-your-application-school-place>. A guide on how to apply for a school place is also available on this website.

The online application service is secure, and you will receive an e-mail receipt once your application has been submitted. If you have previously registered on the online service, you can login using your existing e-mail address and password. Make sure that all details listed under 'My Account' are up to date, if you have moved address since you last made an application, update the address for you and your child(ren).

Alternatively, you can submit a paper application form, which will be available on the same website as above.

You can name up to three preferences on your application form, the schools can be inside or outside North Somerset. Using all three preferences will not reduce the chance of being offered a place at your first preference school. For more information, please read the Parent Guide referenced above.

Although most secondary schools in North Somerset operate with Catchment Areas, living in a Catchment Area will not guarantee you a place at a particular school. It will, however, give you a priority over children who do not live in the Catchment Area. To find out which Catchment Area your home address is in, please go to: www.n-somerset.gov.uk/secondaryschoolfga.

Outcomes for on time applications will be available on 2 March 2026.

- If you applied online you will receive an email with your outcome.
- If you applied using a paper form (by post or by emailing a Word version of the application form to us) and included an email address you will receive an email with your outcome.
- If you applied using a paper form (by post or by emailing a Word version of the application form to us) and did not include an email address an outcome letter will be posted to you on 2 March by second class post and could take several days to be delivered.

Please check schools' websites for the details of open days/evenings.

If you have any questions regarding the application process, please check our website and the parent guide before contacting the School Admissions Team.

Yours sincerely

School Admissions Officers

School Admissions Team
North Somerset Council