



**September 2017**

*nje/ew/year6openeveningoct17*

Dear Parents

### **Admission of Students to St John's Marlborough in September 2018**

As the parent of a child in Year 6, you will be considering which school to choose when the time comes to transfer to secondary education next September. It is one of the most important choices that you will make together and we will do all we can to help you.

One of our difficulties is limited places, we cannot admit every child who would like to come to St John's. Having a strong reputation as a caring Academy with very high academic standards is rewarding in many ways but it does cause anguish when an application for admission has to be turned down. For that reason we have a clear policy to guide our admissions procedure, a copy of which can be found on the St John's website:

<http://www.stjohns.wilts.sch.uk/html/policies/admissionsPolicy.html>

#### **IMPORTANT – please note the following dates with regard to the admission process:**

The Local Authority (LA) will send an application form to primary schools for every parent resident within the LA whose child attends a Wiltshire school and is in his/her last year of primary education. Applications can also be made on-line via the Local Authority website. [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

All application forms should be returned to the LA by **12 midnight on 31 October 2017**.

**1 March 2018** – National Offer Date – Notification of offers are dispatched to parents from the Local Education Authority for all applications submitted by 31 October 2017.

**15 March 2018** is the deadline for parents to accept the place offered. If you do not respond by this date it will be assumed that the place offered has been declined.

Guidance notes will accompany the Application Form from County Hall and there will also be an Admissions Helpline.

If you have applied for a place at St John's and have been unsuccessful, you will be notified of your right to appeal. Please note that the Appeals Panel will meet in **early June 2018**.

If you decide that St John's is the Academy for your child, and a place can be allocated to them, we will promise you an education second to none. The partnership between home and St John's that we set at the centre of our work begins before September and a range of events will begin to help the transfer process.

Yours faithfully

**Mrs N J Edmondson**  
Principal

