



APPLYING FOR A RECEPTION CLASS PLACE – SEPTEMBER 2019

Log onto www.cornwall.gov.uk

Click on 'Education & Learning':

The screenshot shows the 'Education and learning' section of the Cornwall.gov.uk website. It features a dark navigation bar with categories: Education and learning, Environment and planning, Health and social care, Housing, Jobs and Careers, and Leisure and culture. Below this is a yellow header for 'Education and learning' with a book icon. A dark bar contains six main service links: 'Apply for a school place', 'Find out about school transport', 'Apply for free school meals', 'Find term and holiday dates', 'Apply for an adult education course', and 'Apply for college transport'. A light grey area below lists various services with right-pointing arrows: Adult and community education, Cornwall childrens trust, Grants, Special educational needs, disability and inclusion, Child protection and safeguarding, Early years and childcare, Moving to services for adults, Virtual school for children in care, Children's psychology service, Education library service, Out of hours learning, and Schools and colleges.

Click on 'Apply for a school place':

The screenshot shows the 'Apply for a school place' page. At the top, it has a breadcrumb trail 'Home / Education and learning /' and the page title 'Education and learning'. There is a language selection dropdown and a 'Powered by Google Translate' notice. Below the title, it says 'Last updated: 19/12/2018' and provides links for 'Print page', 'Email page', and 'Subscribe'. A vertical list of five items with right-pointing arrows is shown: 'Apply for a school place', 'Apply for free school meals', 'Find term and holiday dates', 'Apply for an adult education course', and 'Apply for school transport'. At the bottom, there are two columns of content. The left column is titled 'Schools and colleges' and contains the text: 'Apply for a school place, school transport or free school meals. View term dates and see a list of all the schools in Cornwall.' The right column is titled 'The SEN file' and contains the text: 'Information and advice relating to Special Educational Needs and Education, Health and Care Plans'.



Click on 'Apply for a school place for September 2019':

School Admissions

Select Language Powered by Google Translate

Last updated: 18/09/2018

Print page Email page Subscribe

[Live chat: Agents are available with no wait time.](#)

Please note: when our lines are busy it may take some time to get through to one of our advisers. Please read the detailed information on these web pages to see if your question is answered or email us at schooladmissions@cornwall.gov.uk and we will get back to you as soon as possible.

Finding the right school place for your child is an important concern as a parent/carer. The admissions pages aim to provide you with all the information you need in order to apply for a school place. If you need further advice, please use the contact details on this page.

Please note that although a number of private organisations provide information on the availability of school places, you should always contact the School Admissions Team for reliable and up to date information.

Applying for a school place for September 2019

For children born between the following dates:

1 September 2014 - 31st August 2015 - Starting Infant/Primary School

1 September 2011 - 31st August 2012 - Starting Junior School

1 September 2007 - 31st August 2008 - Starting Secondary School

Changing school

Apply to change school during the school year - making an 'in-year' application

Click on the green button 'Starting infant/primary school':

Apply to Start School or Transfer to Junior, Secondary or KS4 school in September 2019

Select Language Powered by Google Translate

Last updated: 01/11/2018

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[Live chat: Agents are available with no wait time.](#)

Please note: when our lines are busy it may take some time to get through to one of our advisers. You can always email us at schooladmissions@cornwall.gov.uk or take a look at our [Frequently Asked Questions](#) page where you might find an answer to your question.

Starting school or transferring to a junior, secondary or KS4 school is an important step for your child and we want to make the process of applying for a school place as easy as possible. Please follow the links below for further information and details of how to apply.

Starting infant/primary school - September 2019

If your child was born between 1 September 2014 and 31 August 2015 you will need to apply for a school place for September 2019. **The deadline for applications is 15 January 2019.**

[Starting infant/primary school](#)



Click on green button 'Register and apply for an infant/primary school place':

Starting School September 2019

Select Language Powered by [Google Translate](#)

Last updated: 10/12/2018

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Live chat: Agents are available with no wait time.

Was your child born between 1 September 2014 and 31 August 2015? If so, you will need to apply for a school place for September 2019. **The deadline for applications is 15 January 2019.**

All of the information you need to consider when applying and what happens next can be found in our booklet:

[Download or view the 'Starting School - September 2019' booklet](#)

Please read this information before applying for a place. This will ensure that you understand how the admissions process works. It also includes information on how places will be allocated. You may also find the following links useful:

- [Frequently Asked Questions](#)
- [Admissions Mythbuster](#)

How do I apply?

Register with the Citizen Portal and apply online using the link below.

[Register and apply for an infant/primary school place](#)

Nansledan School

If you wish to apply for the **new primary school in Newquay**, there is a separate application form. This must be completed **in addition to** the Citizen Portal application. More information and how to apply separately for this school can be found on the [Nansledan School](#) page.

This takes you through to the 'Citizen Portal' where you will need to register to continue or login if you have made a school application before via this route – then follow the instructions. You can apply for up to THREE existing primary schools.



Citizen Portal

Home

Login Register English/Cymraeg

Don't have an account? Please [register](#)

Email Address

Password

[Login](#)

[Forgotten your password?](#)

Welcome to Cornwall Council Citizen Portal

Please enter the email address you used when registering

If you have forgotten your password, please use the [Forgotten your password](#) facility. If you have not used the Citizen Portal before then please [register](#) to create an account.

School Place Applications for September 2019

From **3 September 2018**, parents and carers resident in Cornwall will be able to use this website to complete a school place application for September 2019.

The application system for September 2019 entry is for children born between the following dates:

- 1st September 2014 - 31st August 2015 - Starting Infant/Primary School
- 1st September 2011 - 31st August 2012 - Starting Junior School
- 1st September 2007 - 31st August 2008 - Starting Secondary School

Before applying for a school place please refer to the detailed [supporting information](#) on the Cornwall Council website.



You THEN need to return to the School Admissions – 'Starting School September 2019' page where you clicked the green button to access the Portal. But now you need to click on the 'Nansledan School' link in the pale blue text box:

Starting School September 2019

Select Language

Powered by Google Translate

Last updated: 10/12/2018

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All of the information you need to consider when applying and what happens next can be found in our booklet:

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Please read this information before applying for a place. This will ensure that you understand how the admissions process works. It also includes information on how places will be allocated. You may also find the following links useful:

- [Frequently Asked Questions](#)
- [Admissions Mythbuster](#)

How do I apply?

Register with the Citizen Portal and apply online using the link below.

[Register and apply for an infant/primary school place](#)

Nansledan School

If you wish to apply for the **new primary school in Newquay**, there is a separate application form. This must be completed **in addition to** the Citizen Portal application. More information and how to apply separately for this school can be found on the [Nansledan School](#) page.



This takes you through to this page:

New primary school in Newquay

Select Language

Powered by Google Translate

Last updated: 18/09/2018

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A new primary school is due to open in Newquay in September 2019, subject to a Funding Agreement being signed by the Department for Education.

Nansledan School will open as part of the Duchy of Cornwall's new community on the outskirts of Newquay and will be run by the Aspire Academy Trust.

The school will initially take reception-age pupils in September 2019, gradually expanding to fill reception to year 6.

For more information visit the [Nansledan School website](#).

Applying for a place

If you wish to apply for a reception place at Nansledan School for September 2019 you will need to complete a separate application form using the link below.

[Apply for a school place at Nansledan School](#)

Please note: Before you complete the Nansledan School application form you must have applied for schools that are already open through the [online admission system](#) (or request a paper form from the School Admissions Team).

The reason for this is that, until the Funding Agreement has been signed for Nansledan School to open in September 2019 we will only be able to make provisional offers of a place for eligible children. We will offer you a place at the highest preference school at which your child is eligible for a place. If this is Nansledan School, this will be a provisional offer, alongside an offer of a school that is already open, until the school's Funding Agreement has been signed.

Click on the green button 'Apply for a school place at Nansledan School':
This takes you through to the separate PDF Application Form:

Nansledan Primary School Application for a reception class place in September 2019

Deadline for applications: 15 January 2019



Before applying for a school place please refer to the detailed supporting information on the Cornwall Council website (www.cornwall.gov.uk/admissions) or on request from the School Admissions Team.

Before completing this application form you must have applied for schools that are already open through the [online admission system](#) (or request a paper form from the School Admissions Team).

The reason for this is that, until the Funding Agreement has been signed for Nansledan School to open in September 2019, we will only be able to make provisional offers of a place for eligible children. We will offer you a place at the highest preference school at which your child is eligible for a place. If this is Nansledan School, this will be a provisional offer, alongside an offer of a school that is already open, until the school's Funding Agreement has been signed.

Section A - Application Confirmation

Please tick to confirm that you have applied for schools that are already open through the online application system (or submitted a paper form), as instructed above. **Please do not proceed with this form until you can tick this box.**

Section B - Child's Details

Child's Surname	
Child's Forename(s)	
Date of Birth	
Gender	
Home Address	
If you are moving from the above address, please supply the date on which you will be moving and the new address. Evidence confirming that you are moving to this new address must be sent to the School Admissions Team by the exceptional circumstances deadline in order for it to be considered.	
Does your child have an Education, Health and Care Plan?	If 'yes', please note that an application form is not required - contact the Statutory SEN Service for more information 01872 324242

You need to download and print this out.

This form must be returned to: School Admissions Team, New County Hall, Truro, TR1 3AY.

If you would like confirmation they have received your application, include a stamped addressed envelope.