

My ref:  
Your

Date: 9 December 2020

Contact Admissions Team  
Direct 0345 045 1370

Fax no:

E Mail: [admissions@cambridgeshire.gov.uk](mailto:admissions@cambridgeshire.gov.uk)



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

To: Parents of Nursery Pupils who will be 4 by 31 August 2021

Box OCT1221  
Shire Hall  
Castle Hill  
Cambridge  
CB3 0AP

Dear Parent

If you have not already submitted an Application for your child for entry into primary/infant school in September 2021, please note that applications must be completed and returned to the Admissions Team by the closing date of **15 January 2021**.

There are two ways to make your application for your school place. It can be done either:

- Online via our website: [www.cambridgeshire.gov.uk/admissions](http://www.cambridgeshire.gov.uk/admissions)
- On a paper application, available by calling **0345 045 1370**. Please note that if you apply on paper, you will need to wait for your postal offer, and will not receive an email on the offer date.

Please note that if your child has a statement of Special Educational Needs, you should contact the Student Assessment Team (SAT team) on 01480 372600.

Any application made after **15 January 2021** will be considered as a late application. Any applications received after this time will be late and only considered in May 2021, after all "on-time" applications, so it is very important that you apply by the closing date.

If your application is late, it will likely mean that you will be much less likely to be offered a place at one of your preferred schools. If you have any questions about the Application or online process, please refer to the First Steps booklet or the frequently asked questions on our website.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Angela Williams", written over a horizontal line.

Angela Williams  
Admissions Officer (Transitions)