

Date: September 2022



To Parent/Carer

Children & Young People
School Admissions, Level 8,
Civic Centre, West Street,
Oldham
OL1 1UG
Tel: 0161 770 4213
Email: ecs.pupils@oldham.gov.uk

Re: Applying for a Primary School place for September 2023

Your child is due to start primary school in September 2023. This is a very exciting and important time. I am writing to make you aware of how and when you need to apply and where to access information to guide you through this process.

You will need to complete an application using the online application system available on the Oldham Council website. It's quick and easy and ensures school offers can be made efficiently via e-mail.

The online system will open on **1 September 2022** and will close at **5pm on 15 January 2023**.

We recommend that a **minimum** of three preferences are made for any application.

If you don't have access to the internet, there are computers in all Oldham's libraries and at the Civic Centre – Access Oldham. Help to complete the application is available at the Civic Centre – Access Oldham between 10.00 am and 12 noon every Tuesday and 14.00 pm and 16.00 pm every Thursday.

For faith schools you will need to fill in a supplementary form or provide documentation in addition to the application you make to us. Supplementary forms are available from and returned to the relevant school.

You will be able to access further information, a guide, and links to school websites by logging onto www.oldham.gov.uk/admissions

Should you have any initial queries please do not hesitate to contact the Admissions Team on the above telephone number.

Yours sincerely,

Andy Wood

Andy Wood
Education Provision Manager
Telephone 0161 770 4213
Email: ecs.pupils@oldham.gov.uk