



# Moving up to Junior School

For parents applying for a Y3 place at a Junior School for September 2023. For children born between 01/09/2015 and 31/08/2016

This leaflet gives you some information about your child's move from infant school to junior school, or sometimes a combined school that takes extra children into Year 3.

There are 32 combined schools in Buckinghamshire that take additional children into Year 3. You can find a list of these schools on our website **[buckinghamshire.gov.uk](https://www.buckinghamshire.gov.uk)**

You will be able to apply for a Year 3 place at other combined schools from 8 May 2023 (you cannot apply before this date). This will be an in year application for a place in September 2023.

You must make your application for a junior school place to the Council or Local Authority (LA) in whose area you live. If you live in Buckinghamshire you will be able to list up to six schools located in any area on your application. If you do not live in Buckinghamshire you must make your application to your home council. All councils share preference information with each other where necessary.

## What should you be doing now?

Visit our website for information about moving up to Junior school  
**[buckinghamshire.gov.uk](https://www.buckinghamshire.gov.uk)**

The 'Find my child a school place' service on the website has additional information about our junior schools  
**[buckinghamshire.gov.uk](https://www.buckinghamshire.gov.uk)**

Check the website of the schools you are interested in to see when they are holding their parent events. Check to see which is your nearest or catchment junior school to see if they could meet your child's needs.

## How are places allocated

Sometimes schools have more applications than there are places available. If this happens, we use admission rules to decide which children should be offered a place. Information about admission rules is available on our website. You should check the admission rules as different schools can have different rules. If you want to apply for a school in another area you should check their rules.

Some schools have a supplementary form for you to fill in. You must check the School Directory for more information **[buckinghamshire.gov.uk](http://buckinghamshire.gov.uk)**

We use distance to help us work out who can be offered a place. Most but not all Buckinghamshire schools use straight line distance, you need to check this.

Buckinghamshire LA operates an Equal preference scheme. This means that the preference number you have given each school (1st - 6th) does not affect how likely it is that your child will get a place. If, during the allocation process, we can offer your child more than one school, we offer the place at the school you listed highest on your application.

You should list the schools on your application in the order you would like them.



## How to apply – Buckinghamshire residents only

Please read the timeline in this leaflet.

You can apply online using a laptop, desktop, smart phone or tablet. Our system is safe and easy to use. Set up a username (your email address) and a password. You can then fill in your child's details and list up to six junior school preferences.

Apply online from 11am on 4 November 2022 at  
**[buckinghamshire.gov.uk](https://www.buckinghamshire.gov.uk)**

Once we have received your preferences, we will send an automatic email to confirm which schools you have applied for.

You can log back in to change your application at any time before the deadline. Please remember to re-submit your application if you make any changes.

**It is important that you use the same email address and remember your password. We will use your email address to contact you throughout the process, so it is important that you let us know if you change it.**

If you cannot apply online, please contact your child's school and they will let you have a paper form.

Make sure you apply by the deadline of 15 January 2023. We ask you to send in evidence of where you live when you apply. See the website for a list of documents that you can choose from.

If you apply online, you will know which school we have offered your child a day early. You can log onto your account on 17 April to accept the school offer. You will also get this information in an email.

If you apply with a paper form, you will not know the outcome of your application until 18 April.



## Home to School Transport

Make sure you think about how your child would get to school and that you read and understand the rules about free home to school transport. We provide free transport to eligible children. To be eligible for free school transport your child must:

1. Attend their nearest suitable school. The nearest suitable school is determined at the point places are allocated
2. The nearest suitable school must be over the statutory walking distance of 3 miles

For your child to be considered for free transport you must include your child's nearest school as a preference on your application. It does not have to be the highest preference. If your child's nearest school is not listed as a preference on your application, then we will not consider providing free transport to a school further away.

## More important information

Our website not only covers all the topics in this leaflet in more detail but also includes –

- What evidence we need to see if you are moving house
- How to apply for a school place and things to think about before you do this
- How to respond to the offer of a school place
- What you can do if we cannot offer the school you would like.
- Information about Transition Day in July 2023, when children usually spend the day at their new school

Visit our website **[buckinghamshire.gov.uk](https://www.buckinghamshire.gov.uk)**

## What you can find on our website

Information about Moving up to Junior School including making an application.

You can search for your nearest school using the 'Find my child a school place' service – enter your child's date of birth and postcode.

The School Directory gives you details for all of the schools in Buckinghamshire.

Allocation statistics will help you understand what has happened in previous years. You can view the statistics on our website.

## Timeline - What happens when?

You need to know these important dates if you live in Buckinghamshire.

### Autumn Term 2022

Learn about schools in Buckinghamshire using the School Directory in the 'Find my child a school place' service on our website. Visit schools' websites too.

### 4 November 2022

Make your application online [buckinghamshire.gov.uk](https://www.buckinghamshire.gov.uk)

### 15 January 2023

Application Deadline.

### 17 April 2023

We offer junior school places. Parents who applied online will receive an email and can log on to accept the school offered.



## How to contact us

If you have a question that is not answered on our website, please fill in the Contact Us form at **[buckinghamshire.gov.uk/contactadmissions](https://www.buckinghamshire.gov.uk/contactadmissions)**

You can write to us at the address below, but our preferred method of contact at this time is via the contact us form using the link above.

Admissions & Transport Team,  
Children's Services,  
Buckinghamshire Council,  
Walton Street Offices, Walton Street,  
Aylesbury, HP20 1UA

Office Hours:  
9am – 5.30pm Monday to Thursday  
9am – 5pm Friday