



Reception Admissions

We are a voluntary controlled school and the admission authority is Leeds City Council, who sets our admission policy every year.

You can read our school's admission policy at [Our school admissions policies \(leeds.gov.uk\)](https://www.leeds.gov.uk/our-school-admissions-policies)

How to apply for a September 2022 place

If you are applying for a reception place for September 2022, all applications are made in advance. Offers are made by the Local Authority on national offer day.

You must apply to the local authority who empties your bins. If this is Leeds, go to www.leeds.gov.uk/apply. The website is a composite prospectus for all Leeds schools and this includes:

- all of the steps you need to go through to make an application
- the key dates
- a search tool to see if your home address gives any higher priority for admission to any school(s)
- an explanation about how places are offered if there are more applications than spaces (oversubscribed)
- the online application portal - apply online and you'll be sent your offer by email
- a summary of each school's individual admission policy criteria
- data about who got a place in the last 3 years - this will help you work out if there is a reasonable chance of your child qualifying for a place.
- Information about applying under a specific admission criteria (such as your child being previously looked after). It is really important to ensure you submit all supporting evidence by the deadline to show you meet any such criteria.

The council's social media pages will also tell you about any Q&A sessions where you can ask questions.

You can also see information about our school, including previous admission data, on our school page on the Leeds City Council's website:

[Leeds City Council Website Link – St Bartholomew's C of E Primary School](#)

Admissions 2022



Application timetable - The below timetable applies to applications made to Leeds City Council. If you apply to another local authority, they may have different dates

PRIMARY

1 November 2021	Applications open. You can apply online at www.leeds.gov.uk/apply
15 January 2022	National deadline for applying for Reception 2022
12 February 2022	Deadline for making changes that will be considered as being on-time.
28 February 2022	Final date Leeds City Council uses for adding late applications or receiving change of address evidence. Any new applications received after this date will not be offered a school place until the first round of reallocations in May
19 April 2021	National offer day (first working day after 16 April)
2 May 2022	First cut off for waiting list requests
16 May 2022	Deadline for accepting offers and first cut off for appeal forms Leeds City Council arranges our appeals. All appeals received by this date will be heard before the summer holiday
May to August 2022	Any available places allocated from waiting lists
June to July 2022	Appeals heard by independent appeal panels
September 2022	Start primary school