



**Solihull**  
METROPOLITAN  
BOROUGH COUNCIL

# Applying to start full-time school in September 2020

For children starting reception  
and born between  
1 September 2015 and 31 August 2016





## How to apply?

Apply online at [www.solihull.gov.uk/pp](http://www.solihull.gov.uk/pp).

You will need an email address to create your account. We will send you an email to acknowledge receipt of your application.

You will need to remember your login details on offer day. Make a careful note of exactly how you entered them, e.g. if you used capital or lower case letters.

Closing date: 15 January 2020

Offer day: 16 April 2020

## Applying for a reception place in school

If your child was born between 1 September 2015 and 31 August 2016 you must apply now for a place in full-time school. This first year is called reception. You must apply even if your child already goes to the school nursery. If you live in Solihull you should apply online at [www.solihull.gov.uk/pp](http://www.solihull.gov.uk/pp).

You can apply for up to five schools including faith schools and academies. They can be in Solihull, or in another council area. You must rank the schools in order of preference. The school you name first should be the one you would most like your child to go to.

If you live outside Solihull you should apply to your home council even if you want to apply for a place in a Solihull school.

If a school receives more applications than places available, we use the admission criteria to decide who is offered a place. You can find the admission criteria for each school on our website.

We strongly recommend that you apply for five local schools and include your catchment-area school among your preferences, even if it is your lowest preference. You can find out your catchment-area school at [www.solihull.gov.uk/onlinemaps](http://www.solihull.gov.uk/onlinemaps)

Living in the catchment area does not guarantee that you will be given a place, but you will have a high priority. If we cannot offer your child a place at any of the schools you have applied for, you will be offered a place at the nearest school with a vacancy after all the other places have been offered. Your catchment-area school is likely to be full with applicants who did apply.

If you live outside the catchment area and you are offered a place, there is a risk that younger siblings will not be offered a place. If it is important that your children go to the same school your best chance is at your catchment-area school or your parish school.

Find out if the school you are applying for needs any supplementary information and send it to the school. For example, some faith schools need you to fill in an extra form, or provide a certificate of baptism or proof of your attendance at church. You can find out this information from the school or online.

Priority is given, at some Solihull schools, for some exceptional social or medical reasons. You should look online for more information or phone School Admissions.

Most schools do not give priority to children in their nursery. Your child may have got a place in nursery but because more children apply for reception it means it is harder to get a place.

You can find more information about the process online. You can see how to make a realistic application, how places have been offered in previous years and each school's admission criteria at [www.solihull.gov.uk/admissions](http://www.solihull.gov.uk/admissions).

You can find your catchment-area school and measure your distance from your home to a school at [www.solihull.gov.uk/onlinemaps](http://www.solihull.gov.uk/onlinemaps)

If you are offered a place in an 'infant' school your child is guaranteed a place in year 3 at the linked 'junior' school provided you apply on time.

## **What if my application is late?**

Applications received after the closing date are late and will not be processed until after offer day. Applying late will affect the offer you can expect to get.

## **What happens if I move house?**

If you are moving house you should apply on time to your home council. Apply for school(s) in the area you are moving to as well as your local school.

When you have moved into your new home and sent us documents to prove your move we will update your application. We will use your new address if we can, but once the allocation has started in February it becomes more difficult as offer day approaches. If it is too close to offer day we will use your new address after the places have been offered.

If you move house after your child has been offered a place and there are children on the waiting list with a higher priority, your child's offer of a place will be withdrawn.

If your child moves into the home of a friend or relative, or you change address temporarily to improve your priority for a school place, we will not use that address.

## **Can I change my application?**

If you want to change your application you can email us with the details. We will send you an email confirming your changes. You cannot make changes online after you have submitted your application. Any changes we make for you will not be seen online. Your online outcome, on offer day, will show your changes.

If you make changes to your application involving schools outside Solihull the details will be sent to the relevant council to be dealt with by their rules.

## **What happens if the information I give is not correct?**

The law says that a school place can be withdrawn after a child has started at the school if the place was gained by fraud.

It is important that the information you provide is accurate and honest. If we find that any information in your application is false and you are not entitled to the place you have been offered it will be withdrawn.

If you know anyone who is using an incorrect address you should contact us and we will investigate.

## **Your right of appeal**

You can appeal if you are unhappy with your offer. You will receive more information with your outcome.

## Contact details



admissions@solihull.gov.uk



0121 704 6693



School Admissions, Solihull Council, Manor Square,  
Solihull, B91 3QB

## More information

[www.solihull.gov.uk/admissions](http://www.solihull.gov.uk/admissions)

[www.solihull.gov.uk/onlinemaps](http://www.solihull.gov.uk/onlinemaps)

## Apply online

[www.solihull.gov.uk/pp](http://www.solihull.gov.uk/pp)

Closing date: 15 January 2020

Offer date: 16 April 2020



**Solihull**  
METROPOLITAN  
BOROUGH COUNCIL