

SECTION 1: Key dates for the admissions process

This brochure is only intended for parents applying for children who are eligible for September 2022 transfer into Reception at a primary or infant school, or Year 3 at a junior school, as part of the normal admissions round which ends on 31 August 2022. You should read the guide in full for information on the process and your responsibilities as the applicant.

If you want to apply to transfer your child into Reception or Year 3 at a junior school **after 31 August 2022**, or you want to apply for your child to transfer into Years 1 to 6 at any time, please read the separate In Year transfer brochure available on [the Richmond Council website](#) for information on the application process.

Key dates for the admission process for September 2022 entry

2021

Wednesday 1 September Online applications are open via www.eadmissions.org.uk.

2022

Saturday 15 January Closing date for receipt of online and paper applications, including supplementary forms.

Wednesday 9 February Final date for applications to be considered as on-time where due to exceptional circumstances they could not be made by 15 January 2022, and for people who moved after 15 January 2022 to evidence habitual residency in the borough.

Tuesday 19 April (National Offer Day) All on-time applicants will be sent an email during the evening informing them of the result of their application.

Wednesday 4 May Date by which parents must accept or decline their offer.

Monday 16 May Further offers will be made from the waiting lists from this date onwards, subject to places becoming available.

Friday 20 May Closing date for submission of appeals to be heard in the main round for schools in Richmond and Richmond using the Richmond Independent Appeals Service. This date may vary for academies and free schools who organise their own appeals.

July Main round of admission appeals are heard.

September Start of the autumn term.