



South Gloucestershire  
Council

Department for Children and Young People

Parents/Carers of all existing pupils

Date: August 2009  
Your Ref:  
Our Ref: SAS/CM  
Enquiries to: Children&YoungPeople Information Service  
Tel: (01454) 868008  
Fax: (01454) 868596  
E-mail: AdmissionsAndTransport@southglos.gov.uk

Dear Parent/Carer

**ADMISSION TO INFANT/PRIMARY SCHOOL SEPTEMBER 2010**

**Do you have a child who was born between 1 September 2005 and 31 August 2006?**

**If yes, now is the time to apply for a school place for September 2010. All parents/carers should apply for a place for their child, including those who have older brothers/sisters already at school.**

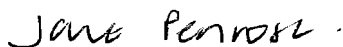
You need to complete the South Gloucestershire application form which is available as an on-line form at [www.southglos.gov.uk/admissions](http://www.southglos.gov.uk/admissions) or the paper form included in the information booklet for parents. Please ensure you have submitted your completed application to reach the Authority by the closing date. For on-line forms you will need to click the 'submit' button to send your application. Paper forms should be returned directly to Student Access & Support, South Gloucestershire Council, Department for Children and Young People, Riverside Court, Bowling Hill, Chipping Sodbury, South Gloucestershire, BS37 6JX.

**The closing date for applications is 4.30pm on Friday, 23 October 2009.**

Admissions Booklets including the application form are now available from all South Gloucestershire Community, Voluntary Controlled and Voluntary Aided Infant/Primary Schools, on the South Gloucestershire website [www.southglos.gov.uk/admissions](http://www.southglos.gov.uk/admissions) and from Student Access & Support, telephone (01454) 868008.

**You must ensure you receive, complete and return the form to Student Access & Support, at the above address, by 4.30pm on Friday, 23 October 2009, in order to make a formal application. If you make a late application your child will not normally be considered for a school place when initial allocations are made and consequently, all available places at your preferred school may have already been offered.**

Yours sincerely



**Jane Penrose  
Student Access & Support Manager**

Therese Gillespie, Director for Children and Young People, South Gloucestershire Council, Bowling Hill, Chipping Sodbury, South Gloucestershire BS37 6JX Tel: (01454) 868008 Fax: (01454) 863263