

# Starting school for the first time?

If your child was born between  
1 September 2017 – 31 August 2018  
you must apply by **15 January 2022**

Apply online – don't miss the deadline!

[eastsussex.gov.uk/schools](https://eastsussex.gov.uk/schools)



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## Step 1 – Research schools

It's easy to find out about schools by going to our website [eastsussex.gov.uk/schools](https://eastsussex.gov.uk/schools)

Look at our webpages about schools in East Sussex for:

- a list of schools in your area;
- school websites; and
- Ofsted reports and school performance data.

You can use the internet at your local library.  
If you prefer we can send you a list of schools.

If you live in East Sussex (excluding Brighton & Hove) you must apply to East Sussex even if the schools you prefer are in another area.

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## Step 2 – Understand the admissions system

You should put up to **three** school preferences when you apply. It is important to put a second and third preference in case we cannot give you your first preference. **If you don't apply for any school place your child will not be allocated a school.**

- If a school has enough places, then everyone who applied will be given a place.
- If there are not enough places for everyone the 'admissions criteria' will decide which children will be given the places.
- Criteria changes from school-to-school so you will need to understand the rules for the schools you prefer.

**Summer born children** – If you are thinking about delaying your child's entry to school by an entire school year, you will need to request this at the same time as applying as if they are starting at the same time as their peers and by **15 January 2022**. We recommend discussing your options with your preferred school in the first instance.

The criteria for all schools can be found on our website [eastsussex.gov.uk/schools](https://eastsussex.gov.uk/schools)

## Step 3 – Apply by 15 January 2022

You can apply online at [eastsussex.gov.uk](http://eastsussex.gov.uk)

Step-by-step instructions will guide you through your online application.

Applying online means:

- your application is safe;
- you can be sure your application has been received; and
- a decision can be emailed to you.

You can access the internet at your local library.

If you prefer a paper form please email [admissions@eastsussex.gov.uk](mailto:admissions@eastsussex.gov.uk)



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## What happens when

### September 2021

Apply online or call **0300 33 09 472** for a form

**15 January 2022 (closing date)**

Online applications – midnight 15 January 2022

Paper forms must be received by the Admissions Team by 15 January 2022

*Please note: ensuring applications are returned on time is the responsibility of parents and carers.*

### 19 April 2022 – Decision day

Decisions are sent by email on the offer day. If we are unable to email you, we will post you the decision letter. Online applicants have the ability to view the decision online.

### June/July 2022

Appeals for parents who are unhappy with the decision.

### September 2022

Children start at their new school.

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## Need more information?

In addition to applying for a place, you can also find out about school life such as transport, meals, term dates, uniform etc at [eastsussex.gov.uk/schools](http://eastsussex.gov.uk/schools)

If you need specific advice on applying for a school place email the Admissions Team who will be able to answer detailed enquiries on the admissions process.

Email: [admissions@eastsussex.gov.uk](mailto:admissions@eastsussex.gov.uk)

You can find independent advice online by visiting Ace Education Advice [www.ace-ed.org.uk](http://www.ace-ed.org.uk)

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