

Timeline for applying for a **reception school place** for September 2023

1 September 2022

Parents/carers can apply for a school place

Online

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

Paper

Application Form is contained
in Section 5 of this booklet

15 January 2023

Closing date for on time applications

- **Paper applications** to be returned to: School Admissions, Cheshire West and Chester Council, Wyvern House, The Drummer, Winsford, Cheshire, CW7 1AH. Paper applications must be received by this date to be considered as **'on time'**
- **Online applications** must be submitted to the Council by this date.

20 February 2023

Deadline for supporting information

- Any information received by this date will be considered for the initial allocation of school places, for example, change of address, change in circumstances, reasons for the council to consider a late application/change of preference as on time
- Any information received after this date cannot be included in the initial allocation of school places, however will be considered later in the process following the 17 April 2023

17 April 2023

Notification of offers

- Offer letters notifying parent/carers of school place offered sent out by post to parents/carers who have applied using a paper application.
- Online offers made available for parents/carers to view, emails sent to parents/carers who have applied online notifying of the school place offered.

18 May 2023

Closing date for on time appeals

Appeals received by this date will be heard by **20 July 2023**.

Apply online visit: www.cheshirewestandchester.gov.uk/admissions