Date: July 2023

To Parent/Carer

Children, Skills & Early Years
School Admissions, Level 8,
Civic Centre, West Street,
Oldham

OL1 1UT
Tel: 0161 770 4213
Email: ecs.pupils@oldham.gov.uk

Dear Parent/Carer

Re: Applying for a Secondary School place for September 2024

Your child is due to start secondary school in September 2024. This is a very exciting and important time. I am writing to make you aware of how and when you need to apply and where to access information to guide you through this process.

You will need to complete an application using the online application system available on the Oldham Council website. It's quick and easy and ensures school offers can be made efficiently via e-mail. If you do not live in Oldham, please apply to the local authority that you pay your council tax to.

The online system will open on **1 August 2023** and close at **5pm on 31 October 2023**.

We recommend that a **minimum** of three preferences are made for any application.

If you don't have access to the internet, there are computers in all Oldham's libraries and at the Civic Centre – Access Oldham.

For faith schools you will need to fill in a supplementary form or provide documentation in addition to the application you make to us. Supplementary forms are available from and returned to the relevant school.

To enable you to have a look at what is on offer, all Oldham secondary schools will be holding open evenings during the autumn term. You will be able to access further information, a guide, and links to school websites by logging onto www.oldham.gov.uk/admissions

Should you have any initial queries please do not hesitate to contact the Admissions Team on the below telephone number.

Yours sincerely,

School admissions team
Telephone 0161 770 4213
Email: ecs.pupils@oldham.gov.uk