

Entry to Year R in September 2023 Key Dates

Year R applications are normally for children born between 1 September 2018 and 31 August 2019.

Completed applications for your child to start in Year R in 2023 must be submitted by Monday 16 January 2023.

Key Action	Scheme Date
Application for Primary Intake/Junior Transfer opens	Friday 4 November 2022
National closing date for application forms	Monday 16 January 2023
Final data for acceptance of on time changes to application details	Friday 10 February 2023
Summary of applicant numbers sent to all Kent Primary, Infant and Junior schools	Tuesday 14 February 2023
Full applicant details sent to all Kent Primary, Infant and Junior schools for ranking against their oversubscription criteria	By Thursday 16 February 2023 (In half term)
Ranked lists returned to Kent County Council by all schools. Deadline for school to inform Kent County Council of wish to offer in excess of PAN	By Friday 3 March 2023
Primary, Infant and Junior schools sent list of allocated pupils	By Friday 31 March 2023
National Offer Day: e-mails sent after 4pm	Monday 17 April 2023
Schools send out welcome letters no earlier than	Wednesday 19 April 2023
Deadline for late applications and waiting list requests to be included in Kent County Council's reallocation stage. Also date by which places should be accepted or declined to schools	By Monday 1 May 2023
Kent County Council will send schools reallocation waiting lists for ranking against their oversubscription criteria	Thursday 4 May 2023
Deadline for lodging of appeals	Friday 12 May 2023
Schools to send their ranked reallocation waiting list and acceptance and refusals to KCC	Thursday 11 May 2023
Kent County Council to reallocate places that have become available from the schools' waiting lists. After this point, schools will take back ownership of their waiting lists.	Wednesday 7 June 2023

On Offer day, Monday 17 April 2023 Kent County Council (KCC) will:

KCC will send an offer email after 4pm to those parents who have provided a valid email address and post an offer letter via first class post for all other parents. The offer notification will detail:

1. The name of the school at which a place is offered.
2. The reasons why the child is not being offered a place at any school named on the application as a higher preference than the school offered.
3. Information about the right of appeal against the decisions to refuse places at other named schools.
4. Information on how to request a place on a waiting list for schools originally named as a preference, if they want their child to be considered for any places that might become available.
5. Advice on how to find contact details for the schools where they were not offered a place, so that they can lodge an appeal with the governing body.

Appeals

- All parents have the statutory right to appeal against any decision refusing them a school place.
- Where parents have lodged an appeal against the refusal of a place and a place becomes available at the school, the place can then be offered without an appeal being heard, provided there are no other applicants at that time ranked higher on the school's waiting list.