

## Reception Admissions – Timetable for September 2021 Applications

| <b>Date</b>                   | <b>Activity</b>   |
|-------------------------------|---|
| 1 September 2021              | Online portal opens for reception applications  |
| 15 January 2021               | Closing date for on time applications and to submit any changes of preference   |
| 22 January 2022               | Last date parents can attach documents to their online applications   |
| 5 February 2022               | Information sent to other LA's regarding applications for out borough Schools   |
| 8 February 2022               | Information received from other borough's regarding applications for Enfield Schools  |
| 8 February – 12 February 2022 | Information about applications available on SAM for own Admission Authority (AA) schools to download to enable draft admission lists to be drawn up |
| 10/12 February 2022           | Sibling lists sent to schools for verification where appropriate  |
| 4 March 2021                  | Verified sibling lists returned to Admissions   |
| 10 February – 8 March 2022    | AA schools Governing Bodies meet to prioritise admissions   |
| 9 March 2022                  | Admission lists returned from AA schools  |
| 10 March – 18 March 2022      | Auto Allocation process run by Admissions for allocations in Enfield  |
| 19 March – 26 March 2022      | Enfield exchanges details with other local borough's regarding offers until a steady state is reached   |
| 30 March 2022                 | Final date by which any offers can be exchanged with other boroughs – DFE Regulations   |
| 13 April 2022                 | Details of offers uploaded to the online portal   |
| 16 April 2022                 | Details of offers are emailed to parents after 7 pm by the online portal  |
| 16 April 2022                 | Any letters will be sent on this date by 1 <sup>st</sup> class post   |
| 30 April 2022                 | Closing date to accept a place online   |
| 3 May 2022                    | Earliest date that any further offers will be made from waiting lists   |
| 19 August 2022                | Online portal closes for late applications – parents will need to contact admissions to arrange to apply in a different way.                        |
| 20 July 2022                  | CI Forms ready on the website/sent for parents to apply to stay on the waiting list for the next academic year                                      |