

Timetable for processing main round Year 7 applications for September 2023

(The numbers in brackets refers to paragraphs of this guidance.)

w/c 5 Sep 2022	Schools send application advice to parents of Year 6 pupils via ParentMail (4)
12 Sep 2022	Applications open - Parents can apply online at http://www.hants.gov.uk/admissions (5a) or request a paper <i>Y7 Application form</i> from any Hampshire school (5b)
12 Sep – 31 Oct 2022	Schools date stamp, check and send electronically a copy of all paper application forms received to the Admissions Team on receipt (5c, 6) Primary/junior schools can view submitted applications for their Year 6 pupils on SOAP
w/c 17 Oct 2022	Schools remind parents of Year 6 pupils of the deadline date (7)
24 Oct – 28 Oct 2022 OCTOBER HALF TERM	
31 Oct 2022	National closing date for applications Parents must apply online by midnight or return a completed paper form to by this date. (9)
1 Nov 2022	From this date, any parent requiring a Year 7 place must make a late application either online at http://www.hants.gov.uk/admissions or by requesting a paper <i>Y7 Late application form</i> from the school (11)
2 Nov 2022	Schools to send final batch on-time paper Year 7 applications to the Admissions Team (6)
From 2 Nov	Schools date stamp, check and send electronically, a copy of all paper late application forms received, to the Admissions Team on receipt (11c)
19 Dec 2022 – 02 Jan 2023 CHRISTMAS HOLIDAY	
6 Jan 2023	Last day for changes to on-time applications (8, 10)
13 Feb – 17 Feb 2023 FEBRUARY HALF TERM	
1 Mar 2023	National notification date (12) Admissions Team sends application outcomes to parents: <ul style="list-style-type: none"> • by email to online applicants. Parents can also log into the online system to see their outcome • by letter (2nd class post) to parents who applied on a paper form <p>Schools to ensure all late applications received to date have been sent to the Admissions Team (11c) Primary/junior schools can view allocated school details for Year 6 pupils on SOAP</p>
9 Mar 2023	Late applications received before 1 March will be considered, together with any unsuccessful on-time applicants, for any available places, including those declined between 1 March and 8 March. Any on-time applications where evidence of a change of circumstances e.g. change of address, was provided after 6 January will be taken into account. Priority for places will be given in accordance with the school's published admission criteria
10 Mar 2023	Waiting lists established for oversubscribed schools to include all unsuccessful on-time applicants and late applicants (whose applications were received before 1 March) and ordered in accordance with the admissions criteria (14)
From 10 Mar – 31 Aug 2023	Late applications received on or after 1 March will be considered, in date of receipt order. Admissions team continue to offer places from the waiting list as they become available. Applications received by schools to be sent to Admissions Team, on receipt (11c)