Cumberland Council

Moving from infant to junior school in September 2027

Information for parents/carers

Please note: Attendance at an infant school does not guarantee admission to its associated junior school.

Is your child in Year 2 at an infant school?

If so, they will be moving from infant school to a junior school in September 2027. This leaflet explains what you must do if you want to ensure that your child has a place in Year 3 in September 2027.

What do I need to do?

1. Please read the "Transfer from infant to junior school in Cumberland - September 2027" booklet carefully before making an application. This booklet gives you all the detailed information you need to help you apply for a junior school place. It is available on the Local Authority website at www.cumberland.gov.uk or, if you need a hard copy, by contacting the School Admissions and Appeals Team. Copies are also available to view at all infant and junior schools, academies and public libraries within the local authority of Cumberland.

2. Complete the online application form. This can be found on the council's website at www.cumberland.gov.uk and will be available from 2 September 2026. This form asks you to express a preference for **three different** schools. More information about junior schools within the Local Authority of Cumberland can be found in the booklet. The advantages of applying online are:

Your application will be acknowledged by email.

We will send an email to you to tell you which school your child has been offered by **9.00am on National Offer day.**

If you are unable to apply online, you can download a form (SA2) from our website at www.cumberland.gov.uk ask your current school for a form or contact the School Admissions and Appeals Team and we will send a form to you. Please return your completed form to your child's current school.

Types of schools and their policies

There are different types of school: community, voluntary controlled, voluntary aided, foundation, free schools and academies. Cumberland Council coordinates admissions as part of the junior transfer process for September Year 3 places at all of these schools.

Each sch has an **admissions policy**. This states the number of pupils that will be admitted to each school. It also includes the criteria that will be used to decide which pupils should be admitted if the school is oversubscribed. **Admissions policies are not the same for all schools**. The Local Authority (LA) decides the admissions policy for community and voluntary controlled schools. For other schools the governing body/academy trust decides the admissions policy and arrangements. Copies of these policies can be found on the council's website, or the school's website, and summaries can be found in the booklet.

The LA is not responsible for allocation decisions made by voluntary aided, foundation and free schools and academies.

Frequently asked questions

Where can I find out more detailed information about the schools I am considering?

A list of schools is available on the council's website. Each school may produce a prospectus which may help you to decide your three preferences. Most schools also hold open evenings. You may want to contact your preferred schools about these events.

Prospectuses are usually available on schools' own websites and the Ofsted Reports for all schools are available at ofsted.gov.uk You can also find out information about an individual school's performance at education.gov.uk/schools/performance.

I am not sure which is my catchment school. How do I find out?

If you need to find out which catchment area you live in, please contact the School Admissions and Appeals Team who will be able to tell you (contact details below). Please note that we cannot guarantee a place at a school even if you live within the catchment area. **Please see the booklet for more information about catchment areas**.

What do I need to do if my child has special educational needs?

If your child has an Education, Health and Care Plan or you would like more information on Special Educational Needs. **Please see the booklet for more information**.

What about home to school transport?

A summary of the home to school transport policy is included in the booklet.

Where can I find out more about free school meals or uniform grants?

If you have previously received a school clothing grant and continue to receive one of the qualifying benefits, your child's free school meals will also continue once they go into year 3. If you have not previously claimed but are now in receipt of one of the qualifying benefits listed on cumberland.gov.uk, you can complete an application form online.

Where can I find more information about school admissions?

Cumberland Council's School Admissions and Appeals Team can be contacted on: **01228 221582** or by emailing school.admissions@cumberland.gov.uk

You can find a copy of the booklet "**Transfer from infant to junior school in Cumberland - September 2027**" and other useful information at: www.cumberland.gov.uk

Important information:

- **Get your application in on time**. If it is received after **15 January 2027**, it will not be considered with the applications received before the deadline unless there are exceptional circumstances that you confirm with us by 9 February 2027. It will be dealt with **after** all applications that were made on time have been allocated places. This could severely reduce the chances of you securing a place at one of your preference schools. More information about late applications can be found in the booklet.
- **Put three different preferences of school**. Try to make sure they are realistic. If you only name one school, or name schools that could potentially be oversubscribed or are a long way from where you live, and you cannot be allocated a place at any of these schools, the LA will allocate a place at, the nearest school with a place available regardless of if hat school is faithbased. This will only happen **after** all other applications have been processed.
- If a school that you are naming as a preference requires additional information, such as a copy of a baptismal certificate, make sure this is sent to the school by **15 January 2027**.

Myth-busters about applying for a Junior school place.

Here are some facts about applying for a school place.

Myth - If I put one preference on my application form, then the council will have to offer my child a place at that school.

Fact - This is not true. If you only put one preference on your application form and we are unable to offer a place at that school, then your child will be offered a place at the nearest school with spaces available (this could be a school that is a number of miles from your home address or a faith-based school). We always advise parents to submit three preferences as this may reduce the chances of being offered a place at a school chosen by the council rather than yourself.

Myth - If I put a school down as my first-choice school, then this will improve my chances of getting a place there.

Fact - This is not true. All councils must use an "Equal Preference" scheme whereby all preferences for a school (whether first, second or third) are ranked in order of the school admissions oversubscription criteria irrespective of the preference order. For example, if you submit a first preference application for "School A" and you live three miles from the school, and someone else lists "School A" as a second preference application but live just two miles from the school, then in line with the admissions oversubscription criteria that child's application would be ranked higher than your child's application.

Myth - We live in the catchment area for this school, so we are guaranteed a place.

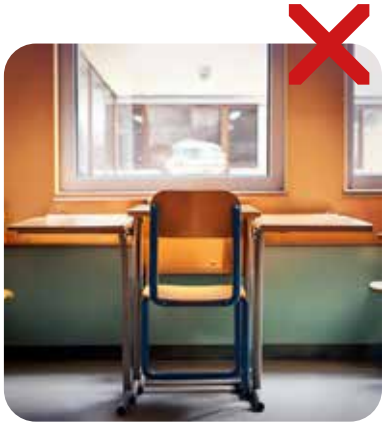
Fact - This is not true. If you have named your catchment school as a preference and that school is oversubscribed, then the oversubscription criteria will be used to allocate places. If you do not get a place at any of your preferred schools, you will be determined a place at the next nearest school with a place available this will include faith-based schools.

Myth - My child already attends the infant school attached to the junior school I wish to apply for, so I do not need to apply for a junior school place as they will automatically be offered one.

Fact - This is not true. Regardless of whether your child attends an infant school attached to a school you still need to apply for a year 3 Junior place.

Myth - I have just moved into the area and know you keep places spare for families in our situation.

Fact - This is not true. We do not keep places available on the off chance a family may move into the area in the future. All school places are allocated in accordance with the school's oversubscription criteria and if a school is oversubscribed then all places will be offered. If you move into an area and there are no places available at your preferred school, then you should add your child's name to the waiting list and ask about the school appeals process.



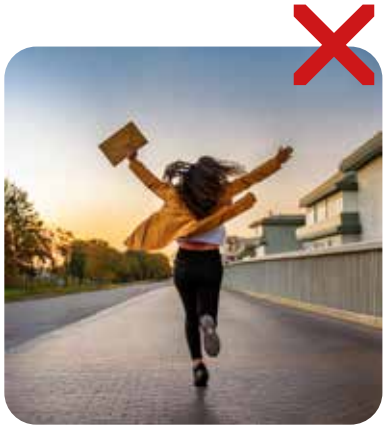
Myth - I can submit my application over the telephone.

Fact - This is not true. You cannot apply over the telephone. You must either submit an online application by using our Citizen Portal service or you can ask for a paper application form to be sent to you in the post or by email. Any application for a school place must be submitted in writing.

Myth - My child is on the waiting list so we will be offered a place at the school soon.

Fact - This is not true. Unfortunately, there is no guarantee a place will ever become available from a waiting list. By adding your child's name to a waiting list, you are waiting for other children who were originally offered a place at that school to give up their place. If a place does become available, it will be offered to the child who is at the top of the waiting list at that time. Waiting lists are not held on a first come, first served basis, and are ranked in the order of the school admissions oversubscription criteria for that particular school.

Myth - We submitted our application form as soon as the application process opened, so that means we will be one of the first to be offered a place.



Fact - This is not true. School places are not offered based on how early you apply, so if you submit your application form before the closing date it will be processed as on-time. It doesn't matter if it is submitted on the day the application process opens or the last day before the closing date, it will still be processed.

Myth - If my child attends a feeder primary/junior school, then this guarantees them a place at a secondary school.

Fact - This is not the case for schools that use our council's School Admissions oversubscription criteria as we do not have feeder schools. Some schools in Cumberland have their own admissions oversubscription criteria and this may prioritise feeder schools, however the council does not use this oversubscription criteria. Please check your preferred school's oversubscription criteria before you submit your application as this may give you an indication of your chances of being offered a place.

Remember the deadline: 15 January 2027