

## Applying For a Junior School Place

All parents and carers who wish their child to attend a Junior school must apply online at [www.sutton.gov.uk/admissions](http://www.sutton.gov.uk/admissions) or complete an Application for Junior School form, via their home Local Authority, by **15 January 2024**.

Many Junior schools give priority to children attending a linked Infants' school, however, please note you must complete and submit an application, regardless of whether your child is in a linked Infants' school. If you do not make an application, your child will not be considered for a place.

Some schools may also require you to complete a supplementary form. You are advised to contact the schools to see if this will be necessary. In Sutton, the only schools which require a supplementary form are Holy Trinity CofE Junior School, St Mary's Catholic Junior School and The Federation of St Elphege's Catholic Junior School.

## Completing the Application Form

You must complete the application for the Local Authority where you live, regardless of where your preferred Junior schools are situated. This may be an online or a paper form, depending on the borough in which you live.

The address used in the application must be the permanent residence of the child. This may not be a temporary address, or that of a relative, childminder or business.

**Please ensure the application only names Junior schools.** If you wish to apply for an all-through primary school, this must be done on a separate In Year Application Form and these will be considered in June 2024.

The online form and the application form contain notes for completion, so please read these carefully. The closing date for applications is **15 January 2024**. If you apply after this date, the Junior school may already have allocated all its places.

## How Places Are Allocated

Each admissions authority will have a set of criteria by which applicants are ranked and places offered. These are only relevant if the school has more applicants than places. Some Junior schools give priority to children who attend a linked Infants' school; however, this is not always the case.

If the school has more places than applicants, each child will be offered a place. If a child is only eligible for one school within the listed preferences, this will be the offer made. Where a child can be offered two or more of their preferred schools, the offer made will be for the highest preference school. Any lower preferences will be automatically withdrawn.

## Waiting Lists

Your child's name will automatically be added to a waiting list of any higher preference school than the school offered. The letter or online response giving the outcome of your application will give you more details of this based on the circumstances of your case.

## Appeals

The letter or online response giving the outcome of your application will give you more details on the appeals process where applicable.

## Sutton Junior Schools

**Cheam Common Junior Academy**  
Kingsmead Avenue, Worcester Park, Surrey,  
KT4 8UT Tel: 020 8337 1844

**Harris Junior Academy Carshalton**  
Camden Road, Carshalton, Surrey,  
SM5 2NS Tel: 020 8647 7324

**Holy Trinity CofE Junior**  
Bute Road, Wallington, Surrey,  
SM6 8BZ Tel: 020 8647 7496

**Robin Hood Junior**  
Thorncroft Road, Sutton, Surrey,  
SM1 1RL Tel: 020 8642 4292

**St Elphege's Catholic Junior**  
Mollison Drive Roundshaw, Wallington  
Surrey SM6 9HY Tel: 020 8669 6306

**St Mary's Catholic Junior**  
Shorts Road, Carshalton, Surrey,  
SM5 2PB Tel: 020 8647 4342

**Stanley Park Junior**  
Stanley Park Road, Carshalton, Surrey,  
SM5 3JL Tel: 020 8647 7497

[www.sutton.gov.uk/admissions](http://www.sutton.gov.uk/admissions)

email [suttonadmissions@cognus.org.uk](mailto:suttonadmissions@cognus.org.uk) or  
call 020 8770 5000

## Frequently Asked Questions

**If my child is in an Infants' school, will they automatically get a place in a linked Junior school?**

Many Junior schools, but not all, give priority to those attending a linked Infants' school. You must apply to be considered for a place.

**Do I have to name three Junior schools?**

No. You may name up to three Junior schools. Please do not name Sutton Primary schools on this form, as they will not be considered. However, some Surrey Primary schools do allocate additional Year 3 places in the Junior round. Please see their website for details.

**What happens if I am not offered a place at the Junior school I want?**

You will be held on a waiting list and the Local Authority may offer you an alternative place. If that happens, we recommend you accept it, as this will not affect your waiting list position for a preferred school. You may also consider all-through Primary schools as additional options.

**Can I also apply for Sutton Primary schools in case I don't get the Junior school I want or if I don't want to apply for a Junior school?**

You can do this, but not at the same time. You should await the outcome of your Junior school application on 16 April 2024. Primary school applications for Year 3 September 2024 are normally considered from June 2024 onwards.

**If my child is in Primary school in Year 2, can I apply for a Junior school?**

Yes, you can make an application by 15 January 2024. You should note that some Junior schools give priority to children attending a linked Infants' school, which may affect your chances of success. If you are offered a Junior school place, you will have two weeks to decide whether to accept that offer.

**If I don't live in Sutton, how do I apply and how does a Sutton schools get my application?**

All Local Authorities have an application form to apply for a Junior school. Please check your Home Local Authorities website or contact them direct. Application details are exchanged electronically between Local Authorities so that applications can be considered for schools in other areas.

**For all other enquiries relating to the school admissions process:**

email [suttonadmissions@cognus.org.uk](mailto:suttonadmissions@cognus.org.uk)  
or call 020 8770 5000, or contact:

London Borough of Sutton  
Cognus School Admissions Team  
Cantium House, Railway Approach  
Wallington  
SM6 0DZ

[www.sutton.gov.uk/admissions](http://www.sutton.gov.uk/admissions)



## School Admissions

### Applying for Junior School

## September 2024

For children born between  
1 September 2016 and 31 August 2017

Apply online at  
[www.sutton.gov.uk/admissions](http://www.sutton.gov.uk/admissions)