

HOW TO APPLY FOR A SECONDARY SCHOOL PLACE

- Apply online – it's quick and easy and was the preferred method with around 80% of parents choosing the online application form for admissions.
- Website address <http://www.cheshireeast.gov.uk/schools/admissions/admissions.aspx>
- For a paper application form call **0300 123 5012**.

All applications for secondary school and primary school places must be made on your 'home' authority's application form, i.e. the authority where you live. This means that even if you want to apply for a Cheshire East school, if you are not resident in Cheshire East you must include the school as one of your preferences on the form provided by your 'home' local authority. (This applies to residents in English local authorities only).

Before commencing with your online application, you are advised to take some time to read the information provided on the website about the process for applying for school places.

Create your online account

Before proceeding with your online application, you must create an account by providing your name, address and e-mail account. Please use the button at the top of the web page.

Once you have created an online account you may wish to view the status of your application. You can do this by logging on using your User Name and Password but once you have submitted your preferences to the Local Authority they cannot be changed without a genuine reason for doing so, for example, if you have recently moved address. For further information on this, please contact School Admissions on 0300 123 5012.