Children's Services
Admissions and Transport Team
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Email admissions.transport@derbyshire.gov.uk
Ask for Admissions & Transport Team
Our ref SI-A-CL
Your ref
Date November 2026

Headteachers of all Junior Schools

Dear Headteacher

Transfer to Junior Education – September 2027

Transfer information for all Year 2 pupils will be distributed to infant schools during the week commencing 2 November 2026. Our application facilities will open on 9 November 2026 so we have asked infant schools not to release transfer information until that date at the earliest.

Parents will receive a leaflet summarising the application process encouraging them to make their application online.

On SchoolsNet you will find a copy of the Admissions Timescale 2027/28 which we hope you will find helpful.

You can view the following information at www.derbyshire.gov.uk/admissions

Primary, infant and junior school admissions - Derbyshire County Council

Parents' guide to primary admissions - Derbyshire County Council

We strongly encourage parents to apply online at www.derbyshire.gov.uk/admissions It would be appreciated if you would publicise this facility at your open events. Parents without access to the internet should contact the Admissions and Transport by ringing 01629 537479 for advice on how to make an application.

Full information on the application process is included in How to apply for a place at Primary School – a guide for parents at www.derbyshire.gov.uk/admissions Parents requesting a hard copy of this guide should be referred to the Admissions and Transport Team, details as above.

You will be able to see the number of preferences for your school as they are recorded on the Admissions System on the School Access Module (SAM).

Should you receive any enquiries direct from parents please refer them to Admissions and Transport Team and ask them to email admissions.transport@derbyshire.gov.uk

Yours sincerely

School Admissions and Transport Team