Children's Services
Admissions and Transport Team
The Quad
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Chesterfield
Derbyshire S40 2GQ

Tel 01629 537479
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Email admissions.transport@derbyshire.gov.uk
Ask for Admissions & Transport Team
Our ref SI-A-AAT
Your ref
Date September 2026

All Secondary Schools

Dear Headteacher

Transfer to Secondary Education - September 2027

Transfer information for all Year 6 pupils will be distributed during the week commencing 7 September 2026.

Parents will receive a leaflet summarising the application process and encouraging them to make their application online. Applications open on 7 September 2026.

The timescale for the September 2027 transfer process is available on SchoolsNet.

The following information can be viewed on the Admissions page of the Derbyshire County Council website.

- Applying for your child's secondary school place 2027-28 - a summary
- How to apply for a place at Secondary School - a guide for parents. This document contains full information on the application process.

We strongly encourage parents to apply online through the Admissions area of the Derbyshire County Council website. It would be appreciated if you would publicise this facility at your open events. Please note the telephone service previously provided by Call Derbyshire for applications is no longer available. Parents without access to the internet should contact the Admissions and Transport by ringing 01629 537479 for advice on how to make an application.

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-email admissions.transport@derbyshire.gov.uk or telephone 01629 537479.

Yours sincerely

School Admissions and Transport Team