

WANDSWORTH BOROUGH COUNCIL

Children's Services Department

Reception and Junior Admissions – Timetable for 2020 Intake (Primary Schools and Junior) Incorporating Pan-London dates in bold

PLR = Pan London Register (i.e. the communication software which will transfer application and offer data between London LAs)

Activity	Proposed Date
LA brochure and forms issued	1 September 2019
LA sends supplementary documents to schools	Weekly, as received
Closing date for applications (on-line portal closes at midnight)	15 January 2020
Deadline for the transfer of on-time application information by LAs to the PLR	5 February 2020
Deadline for receipt of late applications from other LAs (for on-time processing)	11 February 2020
Application details sent to Wandsworth primary schools by Wandsworth LA (Preference Details)	By 14 February 2020
Schools cross-check supplementary forms with application data	By 26 February 2020
LA sends primary schools lists of applicants with distances for ranking (Rank Lists)	27 February 2020
Wandsworth primary schools send LA list of applicants ranked by criteria (Return of Rank Lists)	7 March 2020 (latest)
Deadline for the transfer of cross-borough offer information from LAs to the PLR	20 March 2020
Process to eliminate cross-borough offers	21 – 27 March 2020
Deadline for LAs to send final ALT offer information to the PLR	27 March 2020
Deadline for LAs to send final online ALT offer information to the PLR	14 April 2020
LA sends final offer list to schools	16 April 2020
LA sends outcomes to residents	16 April 2020
LA constructs waiting lists of those without a higher preference offer	16 April 2020
Online application outcomes visible on website	16 April 2020

Activity	Proposed Date
Deadline for parents to return acceptance	30 April 2020
LA informs schools of acceptances / declines	Weekly from 30 April 2020
Date by which LAs are requested to exchange acceptance/decline of places at each other's schools	7 May 2020
LA offers places from waiting lists as soon as vacancies arise. Parents are given up to 7 days to respond. Previously held (lower) offers are reallocated from waiting lists	16 April 2020 onwards
Schools are informed of new offers, acceptances & declines periodically	30 April 2020 onwards
LA receives late applications from residents or via other LAs (non-residents). Either offers place or sends refusal letter and puts on waiting list (liaising with VA schools on ranking)	16 April 2020 onwards
Schools notify LA of any change received direct from parents as soon as it occurs	16 April 2020 onwards