



OUR LADY IMMACULATE CATHOLIC PRIMARY SCHOOL 2023/2024

Timetable for Admissions and Appeals for Children Starting Primary School in September 2024

15th January 2024

Closing date for applications.

This is the last day for receipt by the Local Authority (Essex County Council) of the Common Application Form, either paper or online.

Your Supplementary Information Form (SIF) with a Certificate of Practice from your Parish Priest (if applicable) must be sent directly to Our Lady Immaculate Catholic Primary School by this date.

Applications received after this date will normally be treated as late applications.

16th April 2024

National Offer Day

Offer letters are sent to all Essex residents by the Local Authority. An email will also be sent to those who applied online who requested it, confirming the outcome of their application.

If you DO NOT receive an email/letter by 23rd April 2024 you should contact the LA School Admissions Team at admissions@essex.gov.uk

15th May 2024

Deadline for Lodging an Appeal

Deadline by when appeals against a refusal of a place should be lodged if you want it to be heard before the end of the summer term.

An appeal form is available to download from the School website and must be returned directly to Our Lady Immaculate Catholic Primary School.

5th July 2024

Appeal Hearings

Appeals heard for those lodged by the deadline and where possible for late appeals. (Appeals for applications made within the normal admissions round will be held within 40 school days of the above deadline. Appeals for late applications will be heard where possible within 40 school days of the above deadline OR within 30 school days of the appeal being lodged.)

September 2024

Appeal hearings for any appeals not heard onwards before the end of the summer term

Waiting List

The waiting list for Our Lady Immaculate Catholic Primary School is maintained by the Local Authority until 31 August 2024. Following that date the waiting list will be maintained by Our Lady Immaculate Catholic Primary School.