



September 2026
Dear Parent or Guardian

How to apply for a Secondary School Place

Your child is due to transfer to secondary school in September 2027 you will need to apply online at www.telford.gov.uk/admissions. The online application system is now available.

The closing date for applications is **31st October 2026**. Applications submitted after this date will be treated as late and could affect the outcome of your application.

Please remember that you must apply to the local authority where you and your child live, regardless of which schools you wish to apply for.

We advise that you apply to four schools, including your catchment or nearest school, to improve the likelihood of securing a school place. Schools should be listed in order of preference with the school you want most as your first preference. The schools you list on your application will be considered in line with the admission arrangements and oversubscription criteria for each school. Listing more schools on your application does not reduce the likelihood of being offered a place at your most preferred school.

You can find more information, including the Guide to Secondary School Admissions, details of admission arrangements and oversubscription criteria, at www.telford.gov.uk/admissions.

We recommend that you read the admissions guide carefully before submitting your application. The guide also contains information about opening evenings at all our secondary schools.

If you do not have access to a computer or the internet, facilities are available at your local library.

Yours faithfully,

TELFORD & WREKIN SCHOOL ADMISSIONS TEAM
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