

September 2023

Our Ref: JS/KS

Dear Parents/Guardians

Year 7 Admissions September 2024

As you consider the choice of secondary school for your children, I warmly invite you to attend an Open Event at Bishop Stopford School in October. We know this is an exciting time, but also one which needs careful consideration. Our events will provide you with the information you need to help you to come to a good decision about the right school for your child next year.

All the information you need regarding making an application for Year 7 at our school can be found on our website and we are here to support you through the decision-making process. Please don't hesitate to contact us over any issues if you require further information. We have a dedicated admissions email address: admissions@bishopstopford.com.

To make the process of visiting our school as convenient as possible, we have arranged a series of Open Mornings where you can visit school when it is in session, as well as our Open Evening. You are welcome to attend either or both, but pre-booking for the Open Mornings is essential as places are limited. [Click here](#) to complete the online booking form.

Open Mornings

Monday 9th, Tuesday 10th or Wednesday 11th October 2023, 9.45am – 11.45am

Open Evening

Thursday 12th October 2024, 5.30pm – 8.00pm
(Headteacher presentations at 5.45pm and 6:30pm.)

We would be delighted to receive an application for a place in Year 7 2024 for your children. Should you choose to apply to our school, the Key Information document attached gives full details on the application process and the Open Events, including booking information.

Yours faithfully



Miss J Silverthorne
Headteacher

Year 7 Admissions September 2024

Key Information

Open Events

Open Mornings (Monday 9th, Tuesday 10th or Wednesday 11th October 2023, 9.45am – 11.45am)

You are welcome to attend with your child. We will begin with presentations¹, and you will then be able to see a normal school day in progress, visiting Key Stage 3 lessons and touring our site with students.

Open Evening

The presentations given on Open Mornings will be repeated. You will also be able to spend time in each subject area and take part in activities, as well as talk to students and staff.

Pre-booking for these events is essential as places are limited. Please [click here](#) to complete the Open Morning Booking Form to reserve your place/s.

Parking

We can only accommodate disabled visitors' parking on our school site for Open Events. However, we provide a complementary bus service on Open Evening from the Cornmarket car park on London Road (Postcode NN15 7QA). It will run every 20 minutes from 5.10pm and throughout the evening. We strongly recommend all visitors use this service - or walk - to ensure the Headlands does not become unsafe. (For information, the Kettering Fire Station is situated next door to our school, therefore a clear access route is critical.)

If you still decide to park in the vicinity of school, please be aware of our neighbours and do not inconvenience them in any way.

Applications

If you do choose to apply to, please remember that you have **two** application forms to complete:

1. North Northants Council Application Form (which can be found on the North Northants Council Website)
2. Supplementary Information (A1) Application Form (returned to Bishop Stopford School)

Applications to join Year 7 in September 2024 must be received by the school by 5pm on **Tuesday 31st October 2023**. All applications received after this date will be treated as late applications. It is strongly advised that you talk to your faith leader before completing your Supplementary Information (A1) Application form.

We issue receipts for all A1 Forms received:

- If you hand deliver your A1 Form, a receipt will be issued by our Reception Team.
- If you post your A1 Form, we ask that you enclose a **stamped addressed envelope** if you wish to receive a 'hard copy' receipt so that it can be sent to you. Alternatively, a receipt will be sent by email to the email address provided.
- If you do not receive a receipt, email admissions@bishopstopford.com.
- **It is the applicants' responsibility to ensure the receipt is issued to them and kept**

¹ Presentations on Open Mornings and Open Evening are the same, so if you attend both events, you will not need to listen to the presentations for a second time, leaving you more time to look around our school.

Offers of places for Year 7 are made via Northamptonshire County Council on Friday 1st March 2024. A right of appeal exists for those whose applications are unsuccessful.