

**To all Primary and Junior Schools
Year 7 Transfer Round 2027**

Date: 1st September 2026
Contact: School Admissions Service
Phone: 0116 305 6684
Contact: [Contact Form](#)

Dear Parent/Carer,

IMPORTANT NOTICE TO PARENTS - 2027 SECONDARY TRANSFER

Your child is due to transfer to a new school at the beginning of the Autumn Term 2027. Please note that school place allocation is not automatic. Every parent or carer must apply to the **local council where they reside and pay council tax**, even if the preferred school is located in a different local authority. If you are unsure which council, you fall under, you can check at www.gov.uk/find-local-council.

You will be able to apply for **up to five school preferences**, and we strongly recommend using all five options, as there is no guarantee that your first preference will be allocated.

For detailed information about schools in Leicestershire, please refer to the local authority's guide: ['Your Guide to Secondary Education'](#).

The preference order is an important part of the admissions process; it is essential you carefully consider the final preference order of your schools before submitting your applications online at www.leicestershire.gov.uk/admissions by the **closing date of 31st October 2026** as it may not be possible to change. Once submitted, you will receive a confirmation email. If you do not receive this, please check your junk/spam folders. If no confirmation is received, you will need to resubmit your application.

Late applications (applications received after 31st October)

Will be processed after all on-time applications are processed, which may significantly reduce the chances of securing a preferred school.

You will be able to view your decision through the parent portal on **National Offer Day** (or the next working day if it falls on Bank Holiday/Weekend).

If you change address before the start of the Autumn Term 2027, this may affect your application outcome. Please notify us by completing the [Contact Form](#), and we will advise you on the next steps if necessary.

Your child's eligibility for school transport will be assessed automatically by the Assisted Transport Service. You will be contacted if assistance can be provided. There is no need to contact the Assisted Transport Service directly. Important transport information is available overleaf or online [here](#).

If you require further assistance, please use the [Contact Form](#) available on our website.

Yours faithfully,



Gurjit Singh Bahra
Service Manager School Admissions and Pupil Services
Children and Family Service

Important Information: Home to School Transport

We want parents to have the information they need to make informed decisions regarding their school preferences dependent on their own priorities and circumstances in relation to school transport.

What parents need to know

Applying for school places

- Parents must apply to their nearest schools if they wish to be considered for free transport, but you can apply to schools in any preference order.
- The Council provides transport when children are attending their nearest secondary school with space available, where this is 3 miles or more from their home address.
- If you apply to all of your nearest schools, we can see whether your child would have been able to get a space there, based on their ranked position against admission criteria.
- If a space would not have been available at the nearest school, transport will be provided to the next nearest school, if you applied to it and were allocated a space.

Nearest School

- The nearest school is identified using industry standard measuring software.
- It measures in accordance with the method set out in the Home to School Transport Policy. This is either the shortest available walking route (for distances up to 3 miles) or the shortest available driving route (for distances 3 miles or more).
- Other measuring tools and methods will not be considered in the assessment of transport eligibility.
- You can check which school is your nearest by using our contact form (detailed below). We will ensure these are answered in time for you to apply for your school place.

Some additional information

- The Council's Home to School Transport Policy is available on its website here: [Home to School Transport](#) We strongly encourage parents to read this if school transport is a priority.
- Leicestershire County Council provides transport to the nearest or nearest Leicestershire school. There are small number of schools that remain 'frozen' and for which the catchment area is assessed. These schools are John Ferneley College, Long Field Spencer Academy and Priory Belvoir Academy.
- Except for the schools noted above, catchment and feeder schools are not considered in the assessment of transport eligibility.
- If you have a neighbour or an older child who has received school transport, please do not assume that your younger child will. Transport may have been available in previous years under policy transition arrangements, or other policy criteria. Transport is an individual assessment made at the time of applying for school places.
- Suitable school does not mean most suitable school in the assessment of transport eligibility. Unless a child has educational needs that are formally documented by the local authority, their nearest school will almost always be suitable for them.

How to contact us

- We encourage parents to use the information in this letter and on the Council's website to answer their questions.
- If you do need to contact us, please use our online contact form below. At busy times, particularly during the summer, it may take up to 5 weeks for us to respond to your enquiry.

- In relation to nearest school enquiries, please submit these by 9th October to ensure we can advise you before the school admissions closing date of 31st October.
- Please look out for school transport representatives at your secondary school open events.

[Transport Contact Form](#)