

### In-year applications (1 September 2022 to 31 August 2023)

If you would like to change schools, or if you are moving into the area for example, you can apply for a school transfer, by making an in-year application.

The Red Kite Learning Trust and its Harrogate schools are part of the North Yorkshire Council In-Year Co-ordination Scheme.

### How to apply

Parents and carers may apply at any time for an in-year school place. Application forms are provided and processed by North Yorkshire Council.

You can apply for a place online using the North Yorkshire Council in-year application form at: [Changing schools and in year applications | North Yorkshire Council](#)

If you have moved to a new house, please upload evidence of the move with the online application.

Parents and carers will be notified in writing by North Yorkshire Council, within 15 school days of the school's decision to admit or not.

If the school is unable to offer a place, this will be confirmed in writing by North Yorkshire Council with an explanation of the reasons for non-admittance.

Where a family has moved into the area from abroad, another part of the country or city, and the child is effectively out of education, the application will be considered for an immediate start in the school, if there is a place available.

Where parents and carers simply wish for their child to change schools, the application may be considered for an admission date that would be at the start of the following term.

Applicants not currently living in North Yorkshire, requesting a place at a North Yorkshire school, should contact their home authority and complete the in-year preference form.



## Appeals

If your in-year application is unsuccessful, you will have the right of appeal against the school's decision.

Appeals are arranged by North Yorkshire Council and you can find the appeal form and information at: [Appeal for a school place | North Yorkshire Council](#)

The appeal panel is independent of the school and council and the decision is legally binding. Appeals against a decision for an in-year application can be submitted at any time during the school year.

## Fair Access Protocol

As part of the Co-ordinated Admissions Arrangements with North Yorkshire Council, the school may accept hard to place learners onto the school roll from time to time in accordance with the In-Year Fair Access Agreement. These are special cases arranged outside the boundaries of this Admissions Policy.

