

Dear Parent/Carer,

**Re: Applying to Schools for entry to Reception Classes - September 2025**

I would like to welcome you to Christ Church New Malden Primary School and hope that this is either the start of, or the next step of, your journey with us.

Once you have decided upon the schools you would like to apply for, here is some practical information to help you:

**How to Apply to a Kingston School**

If your child was born between 1<sup>st</sup> September 2020 and 31<sup>st</sup> August 2021 then they will start school in September 2025. If you live in the Royal Borough of Kingston you apply online through Kingston's website [www.kingston.gov.uk](http://www.kingston.gov.uk) or through [www.eadmissions.org.uk](http://www.eadmissions.org.uk). You can apply for up to 6 schools. More information can be found through Achieving For Children's website - <https://kr.afcinfo.org.uk/pages/community-information/information-and-advice/school-admissions>.

**How to Apply to Christ Church**

Do use the full name of the school "Christ Church New Malden C of E Primary School", as there is another school called Christ Church Primary School in the Royal Borough of Kingston located in Surbiton. If you are a frequent attender of a Christian church and intend to apply under Church Criteria (see our Admissions Policy on our website for the definition), **a supplementary form needs to be signed by your priest/minister/pastor and then returned to you to hand in to the school office.** The form can be found on our website under Admissions, or you could collect one from the school office.

**Timeline for Applications**

The closing date for applications to the Local Authority and the return of Supplementary Church Forms to schools is **Monday, 15th January 2025**. On the evening of **Tuesday, 16<sup>th</sup> April 2025** you will be sent an email advising you of the result of your application. After you receive this email, you will be able to log in and view your application result online.

Do not hesitate to contact us or the Local Authority if you have any queries or would like to find out more.

Yours sincerely



***Becoming the people God made us to be***

Headteacher: Mr Neil Meehan

Neil Meehan  
Headteacher