

To all Primary and Junior Schools  
Year 7 Transfer Round 2026

Date: 1<sup>st</sup> September 2025  
Contact: School Admissions Service  
Phone: 0116 305 6684  
Contact: [Contact Form](#)

Dear Parent/Carer,

**IMPORTANT NOTICE TO PARENTS  
2026 11+ TRANSFER CYCLE PROCESS (SECONDARY)**

Your child is due to transfer to a new school at the beginning of the Autumn Term 2026.

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](http://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'](#)

It is essential that you submit your application **online** at [www.leicestershire.gov.uk/admissions](http://www.leicestershire.gov.uk/admissions) by the **closing date of 31st October 2025**. 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** (received after 31st October) will be processed after all on-time applications, which may significantly reduce the chances of securing a preferred school.

You will be able to view the school place decision will be available online on **National Offer Day**, which falls on **1st March** (or the next working day).

If you change address before the start of the Autumn Term 2026, 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.

Please refer to the reverse of this letter for important information regarding **school transport eligibility**.

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 Services

### **Important Notice – Home to School Transport Entitlement:**

School transport is only provided to the ‘nearest’ or ‘nearest Leicestershire’ school where it is over the statutory walking distance. **Transport is not provided to the admissions catchment school\* or feeder school** (\* except for 3 secondary schools that remain ‘frozen’ in Melton District: Long Field Academy, John Ferneley College and Belvoir Priory Academy - see below and Appendix 4 FAQs of our policy for the most up-to-date list).

Leicestershire County Council implemented its Home to School Transport policy in September 2015. The full policy, Frequently Asked Questions (FAQs) and other details can be found on our website at:

[www.leicestershire.gov.uk/education-and-children/school-transport/mainstream-school-transport-for-5-to-16-year-olds](http://www.leicestershire.gov.uk/education-and-children/school-transport/mainstream-school-transport-for-5-to-16-year-olds)

- **The council uses an industry standard mapping tool, to identify your nearest qualifying school and the distance to it.** Other mapping tools, e.g. Google Maps™ are not approved for assessing entitlement.
- Please **do not assume** that because free transport may have previously been provided from your area to the school you wish your child to attend, that this will still be the case, as it may not.
- Parents with older children who currently receive free transport need to be aware that any younger children **may not qualify** for free transport to the same school under the current policy.
- If transport is an important consideration for you when choosing your child’s school, you must apply to your nearest schools now in order for the Council to assess your child’s transport eligibility once school places are offered. Admissions ranking data will be used to assess whether your child could have been offered a place at **your nearest schools.**
- If you are not allocated your nearest school, transport will only be considered to the next nearest school where there was no opportunity to secure a place. If you do not apply to your nearest three schools, transport may not be provided. All scenarios are subject to the distance criteria outlined below.
- We recommend that you contact the Transport Assessments Team (contact details below) for an accurate indication of the nearest school and eligibility to school transport before making your application for secondary school places.

Please also note that if **any** Leicestershire school with available space is within walking distance via an available route (2 miles for primary aged children and 3 miles for secondary aged children) transport will **not** be provided **irrespective of the school to be attended.**

Schools’ Admissions Policies for allocating places and School Transport Policy for transport eligibility assessments have very different criteria. In brief, free home to school transport will be provided as follows:

- To the nearest or nearest Leicestershire school (note: for addresses around the borders of Leicestershire the nearest school may be in another local authority area). For pupils aged between 4 and 16 years - where walking distance is over the statutory minimum, (2 miles for primary age and 3 miles for secondary age children). Distance is measured from home to the nearest pedestrian entrance.
- Where there have been no changes to catchment areas or age ranges since May 2012 (‘frozen’ area schools) to continue to provide free transport **only** to the admission catchment school in those areas. This now only applies to the Melton area schools, noted above.

There are exceptions to the above and therefore you are strongly advised to read the Council’s Home to School Transport policy before submitting your application for school places.

**Please check our FAQs at:**

[www.leicestershire.gov.uk/education-and-children/school-transport/mainstream-school-transport-for-5-to-16-year-olds](http://www.leicestershire.gov.uk/education-and-children/school-transport/mainstream-school-transport-for-5-to-16-year-olds) (Appendix 4 of the policy document)

**Email:** [TransportAssessments@leics.gov.uk](mailto:TransportAssessments@leics.gov.uk) (sending personal information via this method is at your own risk)

**Phone:** 0116 305 0002

**Post:** Transport Assessments Team, Passenger Transport Services, Department of Environment & Transport, Leicestershire County Council, County Hall, Glenfield, LE3 8RA