

Admissions Team, Building 2, North London Business Park,  
Oakleigh Road South, London. N11 1NP  
email: admissions.team@barnet.gov.uk

**TRANSFER TO SECONDARY SCHOOL 2019****Reason for Late Application**

Applications received after 31 October 2018 will only be considered after all applications that were received by the closing date. If there are exceptional reasons why you could not return your application by 31 October, it may be considered as on time if it is received by **Wednesday 12 December 2018**. The Local Authority will consider your reasons and decide whether the application will be processed as on time or late.

All applications received after the 12 December 2018 will be processed after 1 March 2019 even where the Local Authority accepts that there are exceptional reasons for the late application.

---

Please fill in your details below and attach the completed form to your application together with evidence to support the reason for the late application.

**Application Ref No:****Child's Name:****Child's Date of Birth:****Parent / Carer's Name:****Reason**Death or serious illness of a close relative Moved to area after the closing date Other **Please give further information below**