



Checklist for Parents/Carers: How to Submit an In-Year Application

Action	Completed
<p>Read the relevant In-Year admissions criteria to check which categories you can apply in for your child.</p> <ul style="list-style-type: none">You can apply in as many categories where you meet the entrance requirements. <p>Junior-Dept-In-Year-Admissions-Criteria-2026-27.pdf Secondary-In-Year-Admissions-Criteria-2026-27.pdf</p>	
<p>Complete The King's (The Cathedral) School online In-Year Application Form.</p> <ul style="list-style-type: none">Please only submit the form once. If you make a mistake please contact admissions@kings.peterborough.sch.uk to confirm which submission is correct.Link to online In-Year Application Form: <p>In-Year Application for 2026-2027 Academic Year – Fill in form</p>	
<p>Faith Categories only</p> <ul style="list-style-type: none">Submit the relevant Supplementary Information Form (SIF) directly to the school. SIFs are available as a PDF download only from the school website. <p>Supplementary Information Form (SIF) for Junior In-Year Entry Supplementary Information Form (SIF A2) In-Year Entry Supplementary Information Form (SIF A5) In-Year Entry</p> <ul style="list-style-type: none">The SIF must be signed and stamped by your religious leader.You must return the completed SIF to the school for your child to be considered in one of the Faith categories.	
<p>Complete the Peterborough Local Authority In-Year Transfer form.</p> <ul style="list-style-type: none">Please note that if you are a Peterborough Resident you must also complete the LA Student Details form and submit it with your LA In-Year Transfer application. This a requirement of the LA. Please check their website for further information. <p>Moving schools (in-year) transfer Peterborough City Council</p>	
<p>Waiting Lists</p> <ul style="list-style-type: none">You may contact the School Registrar via admissions@kings.peterborough.sch.uk to request your child's waiting list position. Please state: Waiting List Request - Child's full legal name, DOB and current year group in the subject line.Please note that waiting lists are cleared at the end of each academic year. To ensure your child's name remains on the waiting list, you must reapply each year to both the School and the Local Authority. Failure to do so will result in your child being removed from the waiting list.The Local Authority typically clears waiting lists at the end of June and reopens applications for the new academic year at the start of July. For further information, please refer to the Local Authority website.	