

Timelines for Coordination for 2019-20

1) Timetable of coordinated scheme for primary, junior and middle schools

KEY EVENT	DATE
National statutory deadline for receipt of all applications	Tue 15 Jan 2019
Deadline for the transfer of application information by the Home LA to the PAN London Register (PLR), ADT file.	Tue 5 Feb 2019
Details of applications available to Hertfordshire own admitting authority schools/academies.	Fri 1 Feb 2019
Last date for 'late to be considered on time'/'address change' reasons.	Fri 1 Feb 2019
Deadline for the upload of "on time" late applications to the PLR.	Mon 11 Feb 2019
Checking of application data.	Tue 12 – Tue 26 Feb 2019
Foundation/VA schools and academies provide LA with ranked lists of applicants.	Fri 1 Mar 2019
Closing date for late applications.	Mon 4 March 2019
Deadline for the transfer of potential offer information from the Maintaining LA's to the PLR (ALT file).	Thu 21 March 2019
Final ALT file to PLR.	Thu 28 March 2019
Checking of offer data.	Fri 29 March – Wed 10 April 2019
Deadline for on line ALT file to portal.	Thu 11 April 2019
Confidential information of allocations available to primary schools.	Mon 15 April 2019
Primary Allocation Day. Offers made.	Tue 16 April 2019
Date by which parents/carers may confirm whether they have rejected offers (deadline for receipt of acceptances).	Tue 30 April 2019
Deadline for return of appeal forms.	TBC
Deadline for transfer of acceptances to maintaining LA's.	Tue 7 May 2019

Holiday periods: Spring half-term Mon 18-Fri 22 February 2019; Easter break Mon 8-Mon 22 April 2019 inclusive

2) Timetable of coordination for secondary, upper, studio schools and university technical colleges.

KEY EVENT	DATE
National statutory deadline for receipt of all applications	Wed 31 Oct 2018
Deadline for the transfer of application information by the Home LA to the PAN London Register (PLR), ADT file.	Tue 13 Nov 2018
Details of applications available to Hertfordshire own admitting authority schools/academies.	Thu 6 Dec 2018
Last date for 'late to be considered on time'/'address change' reasons.	Tue 4 Dec 2018
Deadline for the upload of "on time" late applications to the PLR.	Wed 12 Dec 2018
Checking of application data.	Thu 13 Dec 2018 - Wed 2 Jan 2019
Foundation/VA schools and academies provide LA with ranked lists of applicants.	Fri 4 Jan 2019
Closing date for late applications.	Wed 30 Jan 2019
Deadline for the transfer of potential offer information from the Maintaining LA's to the PLR (ALT file).	Fri 1 Feb 2019
Final ALT file to PLR.	Thurs 14 Feb 2019
Checking of offer data.	Fri 15 – Fri 22 Feb 2019
Deadline for on line ALT file to portal.	Mon 25 Feb 2019
Confidential information of allocations available to secondary/current schools.	Thu 28 Feb 2019
Secondary Allocation Day. Offers made.	Fri 1 Mar 2019
Date by which parents/carers may confirm whether they have rejected offers. (Deadline for return of acceptances)	Fri 15 Mar 2019
Deadline for return of appeal forms.	TBC
Deadline for transfer of acceptances to maintaining LA's.	Fri 22 Mar 2019

Holiday periods: Spring half-term Mon 18-Fri 22 February 2019; Easter break Mon 8-Mon 22 April 2019 inclusive