

Timelines for Coordination for 2023/24

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

KEY EVENT	DATE
Application process opens	Tue 1 Nov 2022
National statutory deadline for receipt of all applications	Sun 15 Jan 2023
Last date for 'late to be considered on time' and 'address change' reasons.	Wed 1 Feb 2023
Deadline for the transfer of application information by the home LA to the PAN London Register (PLR), ADT file.	Fri 3 Feb 2023
Details of applications available to Hertfordshire own admitting authority schools and academies.	Thurs 9 Feb 2023
Deadline for the upload of "on time" late applications to the PLR.	Fri 10 Feb 2023
Checking of application data.	Mon 13 – Fri 17 Feb 2023
Foundation/VA schools and academies provide LA with ranked lists of applicants.	Wed 22 Feb 2023
Closing date for late applications.	Fri 3 March 2023
Deadline for the transfer of potential offer information from the Maintaining LA's to the PLR (ALT file).	Thurs 16 March 2023
Final ALT file to PLR.	Fri 24 March 2023
Checking of offer data.	Mon 27 March – Thurs 6 April 2023
Deadline for online ALT file to portal.	Wed 12 April 2023
Confidential information of allocations available to primary schools.	Fri 14 April 2023
Primary Allocation Day. Offers made.	Mon 17 April 2023
Date by which parents/carers may confirm whether they have rejected offers (deadline for receipt of acceptances).	Mon 1 May 2023
Deadline for return of appeal forms.	May 2023 (exact date TBC)
Deadline for transfer of acceptances to maintaining LA's.	Tue 9 May 2023

Holiday periods: Spring half-term Mon 13 - Fri 17 February 2022; Easter break Mon 3 – Mon 14 April 2023 inclusive

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

KEY EVENT	DATE
Application process opens	Thurs 1 Sep 2022
National statutory deadline for receipt of all applications	Mon 31 Oct 2022
Deadline for the transfer of application information by the Home LA to the PAN London Register (PLR), ADT file.	Mon 14 Nov 2022
Last date for 'late to be considered on time' and 'address change' reasons.	Fri 2 Dec 2022
Details of applications available to Hertfordshire own admitting authority schools and academies.	Wed 7 Dec 2022
Deadline for the upload of "on time" late applications to the PLR.	Mon 12 Dec 2022
Checking of application data.	Tue 13 Dec 2022 – Tue 3 Jan 2023
Foundation/VA schools and academies provide LA with ranked lists of applicants.	Wed 4 Jan 2023
Closing date for late applications.	Mon 30 Jan 2023
Deadline for the transfer of potential offer information from the Maintaining LA's to the PLR (ALT file).	Tue 31 Jan 2023
Final ALT file to PLR.	Mon 13 Feb 2023
Checking of offer data.	Tue 14 – Tue 21 Feb 2023
Deadline for online ALT file to portal.	Wed 22 Feb 2023
Confidential information of allocations available to secondary/current schools.	Tue 28 Feb 2023
Secondary Allocation Day. Offers made.	Wed 1 Mar 2023
Date by which parents/carers may confirm whether they have rejected offers. (Deadline for return of acceptances)	Wed 15 Mar 2023
Deadline for return of appeal forms.	March 2023 (exact date TBC)
Deadline for transfer of acceptances to maintaining LA's.	Wed 22 Mar 2023

Holiday periods: Spring half-term Mon 13 - Fri 17 February 2022; Easter break Mon 3 – Mon 14 April 2023 inclusive