



Parents' Guide

Applying for a school place online for addresses
that fall within the Coventry City boundary

Online Admissions

Before starting your application, please make sure you have the following to hand:

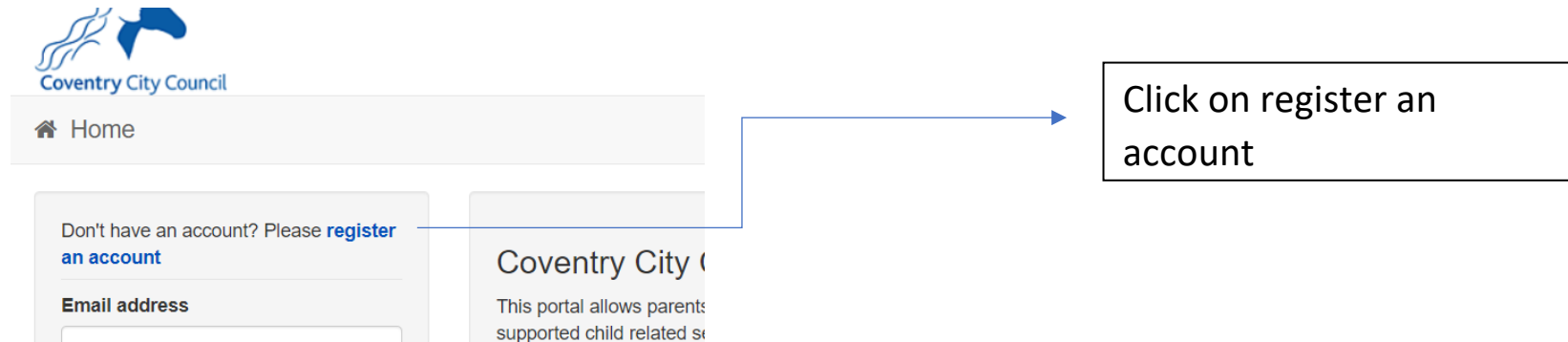
- Your Home Postcode
- If you are going to apply for a Catholic School, you will need to supply the baptismal certificate direct to the school. If you do not have this information speak to the parish priest or to the school direct. **Please note:** If your child is not baptised you will be considered under a lower admissions criteria.
- Your Council Tax customer reference number
- Have read the '[Making a realistic application](#)' section of the admissions website
- Somewhere to make note of the email and password you use to create an account

To log into the Coventry Education Services Portal page, please click this link or copy and paste the address into your browser:

[https://emsonline.lea.coventry.sch.uk/CitizenPortal LIVE/en](https://emsonline.lea.coventry.sch.uk/CitizenPortal_LIVE/en)

Registration

If you are accessing the portal for the first time you will need to register to create an account. Please select the register button as below to get you started, you will then see the following screen;



Complete your security and personal details and select submit at the bottom of the page



Register an account

You need to first register with us in order to apply for a School Place or for 2 year old funding for your child(ren). This screen will guide you to enter the necessary information required for registration process. Please hover the mouse over each field to see what information you will need to enter for this purpose. **Please note if you are registering via a mobile device or tablet you are required to input your full address into the 'Find Address' field and then search from the addresses listed. However, if you are applying via a computer/laptop/desktop entering your postcode should bring back your address.**

* Required fields are marked with a red asterisk

Email address *

Confirm email address *

Password * [Show](#)

Title *

Forename *

Surname *

Gender *

If you need help with your address, use the Post Office's [Postcode Finder](#).

Find address [Search](#)

Provide a phone number where you can be contacted during normal office hours, if necessary

Home phone number

Mobile phone number

Work phone number

[Submit](#)

Once you have submitted this registration form you will receive a verification email (Please allow up to 10 minutes for this email to arrive). This email will contain a link verifying your account. Once you have clicked the link, you will be taken back to the login page, where you can log in and complete your application for a school place for September.

Important: you must verify your account before you can apply for a school place.

Once you have followed the link from your email this is the page you will see. You can now log in, as you will already be registered. Please use the same email and password you have created for this account.

Don't have an account? Please [register an account](#)

Email address

Password

Show

[Forgot your password?](#)

Sign in

Coventry

This portal allows you to access a range of services.

You can apply for

- All :
- Two

[Read our guide](#)

If you are **new**

We will use th

Select the sign in button to enter the account

HOME PAGE

To apply for a school place select the School Places Blue button

Welcome to the Coventry Education Services Portal

- You can apply for a school place by using the "School Places" button below.
- For more information about EHC assessments click on the EHC Assessment and Review button. You can also view a guidance video through [this link](#)
- If you have a child who is two years old or nearly two, you could be eligible for support with childcare funding. Use the 'funded early education for two year olds' button below to apply for a two year old funding code.

If you require further information, please use the [Contact us](#) link at the bottom of this page.



1. School places



2. EHC Assessment and
Review



3. Two-year-old funding



Messages



My family

School places

For help on completing an online application, please download our [userguide](#)

Only to be completed by Coventry residents

Before you start your application please go to 'My Account' and confirm your contact details are correct for both you and your child.

It is important you read the information below before starting your application

Coventry City Council would like to take the opportunity to advise parents applying for Secondary School places in September 2027 that this is an **extremely high birth year** and competition for places will be high. We strongly recommend you include 3 preferences in your application, 1 being your catchment area school. For Primary School Applications, although the birth year is lower, we still advise you to put 3 preferences, with 1 being your catchment area school.

To find your catchment area school - please go to the following link - <https://www.coventry.gov.uk/catchmentareas> Alternatively, please contact School Admissions on 02476 975445

Before starting your application, please make sure you have the following to hand:

- Your home postcode
- If applying for a place at a Catholic school, your child's place and date of Baptism

If you are making a new application for admission to Primary, Junior, Secondary or Year 10 school please select: 'Add child'.

If you have already started or submitted an application, please select: 'Change application' or 'View application'

You may continue to edit and re-submit your application until the following dates:

- for admission to Secondary School in September 2027 until midnight on 31st October 2026.
- for admission to Primary or Junior school in September 2027 until midnight on 15th January 2027.
- **Year 9 applications for WMG Academy Young Engineers Coventry:** Parents and carers should apply via the WMG academy website using the online Applica application platform. [WMG Academy for Young Engineers \(Coventry\)](#) Application deadline is 1 November 2026; applications received by this date will be classed as "on time" and will be considered first. Parents and carers will be notified of the outcome of their child's application on 8 January 2027.
- [Waveley Studio College](#), Birmingham for Year 10
- **IMPORTANT!** If you go into 'change application' for any reason even if you make no changes, **it is essential that you re-submit** otherwise your application will **not** be considered.

There is a button at the bottom of the page to add a child.

Add child

Adding a child

Please input your child's details, include your relationship with them. To proceed to the next page, you will also need to click on the address.

Add child

Add child

Required fields are marked with a red asterisk *

Forename *

Middle name

Surname *

Sex *
Please select

Gender Identity
Not known

Gender Identity Description

Date of birth *
dd/mm/yyyy

Relationship to child *
Please select

Parental responsibility *
☐ Yes
☐ No
Do you have legal responsibility for this child?

Address
Coventry City Council
Little Park Street
COVENTRY
West Midlands
CV1 5RS

Use previous address

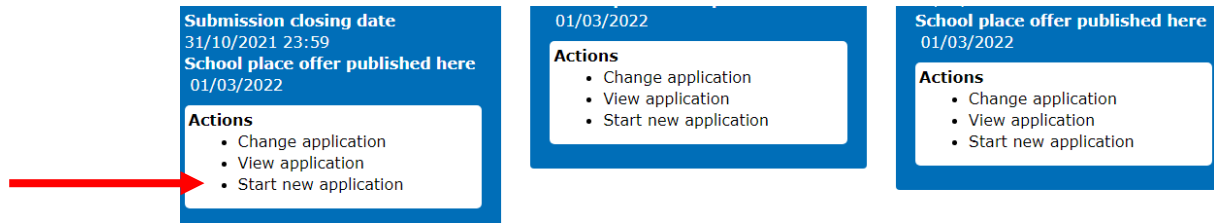
Cancel

Add child

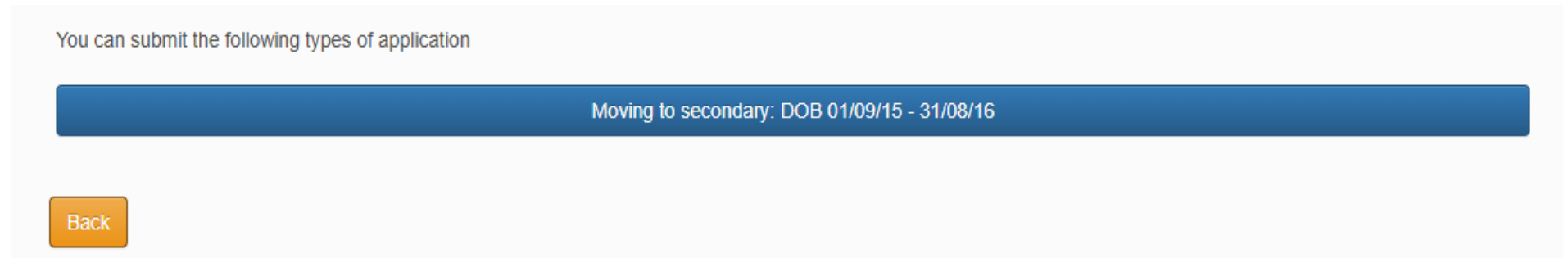
If you are applying for multiple children, you will need to complete this for each child.

ADDING AN APPLICATION

For each child, there will be blue box with their name.



Click on start new application then click on the blue box that appears showing the relevant transfer group.



If you are seeing this message, it may be because your child is not the correct age to apply for a Primary, Secondary or Year 10 place for September 2027; or the admissions process for the relevant school year has closed.

Please check your child's date of birth against the relevant age range below:

Secondary: 1 September 2015 to 31 August 2016

Primary: 1 September 2022 to 31 August 2023

Year 10: 1 September 2012 to 31 August 2013

Application closing dates for September 2027:

Secondary and Year 10: 31 October 2026

Primary: 15 January 2027

Additional Child Details

Additional child details

Required fields are marked with a red asterisk *

☐ If your child has an education, health and care plan then please contact the Statutory Assessment and Review Team (START) on 024 7683 1614, or email SEN@Coventry.gov.uk about agreeing a school placement rather than continuing with this application.

☐ Changes to the admissions process require the Admissions Team to ask if a child you are making an application for has ever been in public care (looked after by a local authority) This applies whether your child was:

-
-
-

Important Clarification: A child being cared for in a local authority nursery or by a childminder during the day does not count as being "public care." The dropdown is in alphabetical order.

Care
authority *

Select care authority ▼

☐ Is your child a twin, triplet, part of any other type of multiple birth?

Council Tax reference

Please enter the council tax reference for the property your child will be living at when they attend their new school. Providing a council tax reference is not mandatory, however can help Coventry City Council confirm your address.

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Please input details if your child has been Looked After.

The Council tax information is not mandatory but would be useful.

Moving To A New House

If you are moving to a new house during the admissions process this is your opportunity to tell school admissions. It is your responsibility to inform school admissions once you have moved to your new address.

Moving house?

Required fields are marked with a red asterisk *

☐ **Will this child's address change before starting school?**

If you are moving address before 31st October 2026, you can update your new address on your online application.

If you move after the 31st October 2026 but before the 31st of December 2026, you must inform school admissions on 02476 975445.

A change of address may affect your original preferences and your criteria.

After making your changes **YOU MUST RE-SUBMIT** your application and you will then receive an email confirmation with your changes. Please ensure you check that all details are correct.

Moving date *

dd/mm/yyyy

Use the Post Office's [Postcode Finder](#) if you don't know your postcode.

Find address *

Postcode

Search

Questions on this page are only relevant for families of service personnel (for example army personnel) or Crown servants (for example diplomats)

☐ **Is [your child](#) a member of a service or Crown servant family, who are returning or moving to the address selected to take up duties?**

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Additional Questions

School Admissions can only communicate, to the individual who is making the application, this screen is the opportunity to nominate another person (Spouse, parent, guardian, social worker) who may wish to contact school admissions also.



Coventry Education Services Portal

 [Home](#) [Applications](#) ▾

 [My account](#)  [Cymraeg](#)  [Sign out](#)

School place admissions

Additional questions

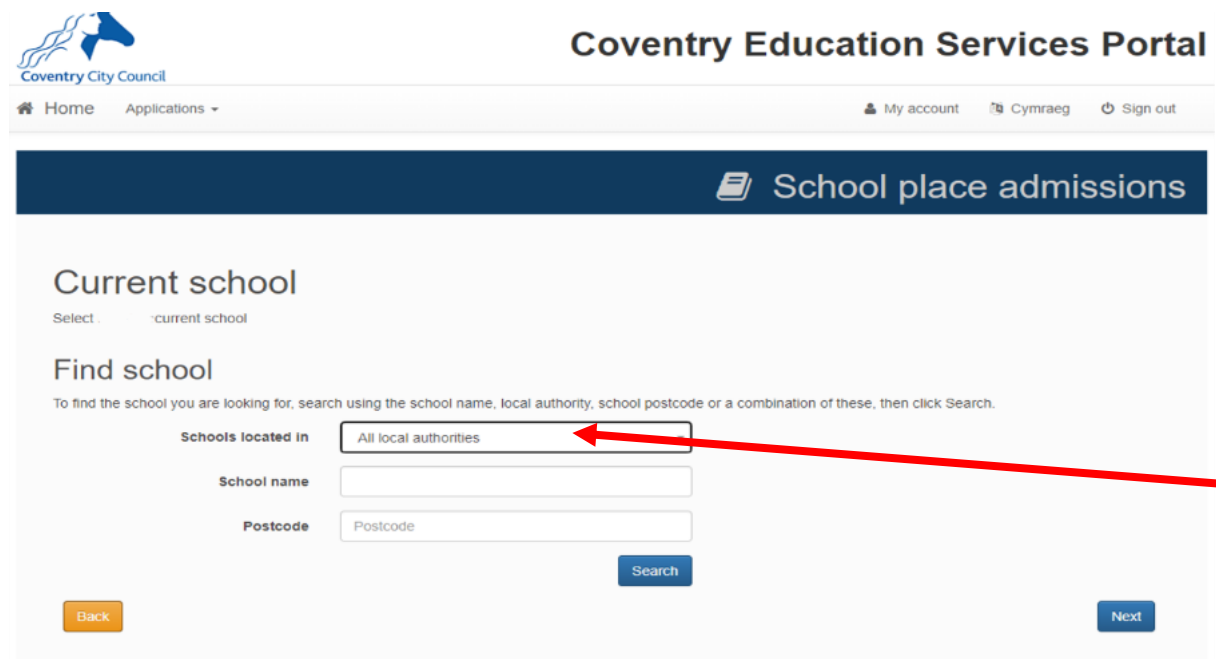
- ☐ **Additional Adult Details** Please note that Coventry CC can only communicate with the person named on this application, so please state any other parent/carer/representative who may call School Admissions. Name - Address - Relationship - Email Address - Phone Number -

[Back](#)

[Next](#)

Current School

If you are applying for a Reception School place, this field is not mandatory, however if you are applying for a Year 7 Secondary School place, you cannot proceed without inputting the Primary school your child is currently attending.



The screenshot shows the Coventry Education Services Portal. At the top, there is a header with the Coventry City Council logo and the text 'Coventry Education Services Portal'. Below the header, there is a navigation bar with links for 'Home', 'Applications', 'My account', 'Cymraeg', and 'Sign out'. The main content area is titled 'School place admissions' and contains a section for 'Current school'. This section has a dropdown menu labeled 'Select current school'. Below this, there is a 'Find school' section with instructions: 'To find the school you are looking for, search using the school name, local authority, school postcode or a combination of these, then click Search.' There are three input fields: 'Schools located in' (with a dropdown menu showing 'All local authorities'), 'School name', and 'Postcode'. A red arrow points to the 'Schools located in' dropdown menu. Below the input fields is a 'Search' button. At the bottom of the form, there are 'Back' and 'Next' buttons.

If you have not already included your child's primary school or Nursery base, you will be required to complete. Please narrow your search by first selecting the Local Authority where the school/Nursery is located, then enter the name. Please do not enter the postcode.

Choosing your Preference Schools

It is important you read the information on this page. This will provide details on the school preferences being made.

Applying for a School Place – Helpful Guidance for Parents and Carers

Need help? For help completing your online application, please download our User Guide.

-

Choose three realistic preferences

We recommend listing three different schools in your order of preference. Listing fewer schools does not increase your chances of getting a place and may mean your child is allocated a school further from home. Listing three realistic preferences gives you the best opportunity to be offered a place at a school you have chosen.

- **Include your catchment school**

If you want your child to attend their catchment school, you must include it on your application. We strongly recommend listing your catchment school, even as your third preference. There is no guarantee that you will be offered a place at your catchment school if you do not list it on your application.

Check your catchment school here: Coventry City Council – [Catchment Areas](#)

Check admissions criteria

Before making your choices, take some time to look at the oversubscription criteria for each school you are considering. This will help you understand the priority your application may receive if a school has more applications than places available. You can find the admission policy for each school on its website.

It can also be helpful to compare your likely priority and home-to-school distance with how places were allocated in previous years. This may give you an indication of how likely you are to be offered a place

Check the admission criteria for your preferred schools. You can also look at previous years' allocations in the Primary & Secondary Admissions booklet to help you make realistic choices.

- **Making an application for a faith school**

If your child is a baptised Catholic, you should provide the school/s requested with a copy of the baptism certificate, so that your child's application is considered under the school's catholic faith admission criteria.

If you are applying under the relevant faith-based admission criterion, for Blue Coat CE School, Seva School, Leigh CE or St John's CE Primary Academy, you also need to complete the school's Supplementary Form.

The above documents/forms are in addition to your main admissions application.

- **Important information**

If you list only one or two schools and are unsuccessful, your child could be allocated a school further from home.

If your child attends St Andrew's C of E Infant School and you are applying for Eastern Green Junior School, you only need to list this one preference.

Applications for private or independent schools must be made directly to the school.

If your child has a EHC Plan, please contact the Statutory Assessment and Review Team (START) at SEN@coventry.gov.uk before completing this application.

Before you finish

Check your confirmation email to make sure your preferences are in the correct order.

If you do not receive your outcome on allocation day, log in to your online account to see which school your child has been allocated.

Need advice?

The School Admissions Team can help with your application. 024 7697 5445

Find School

Find school

To find the school you are looking for, search using a postcode, local authority, school name or a combination of these, then click Search. Hover the mouse over your preferred school, clicking on the school name will take you to the next page.

Schools located in

All local authorities ▼

School name

Postcode

Postcode

Search

Back

To narrow down your search select the Local Authority the school is in and include the school's name (do not include the postal code).

Schools that match your search

Showing 1 to 1 of 1 results

Sidney Stringer Academy (Mixed)

2 Primrose Hill Street, Coventry, CV1 5LY

Select school

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Preference Schools

The following pages will be dependent upon which school you put down as a preference. For example, if you are applying for a Catholic or Blue Coat CE school and Seva, you will be asked to confirm your faith, & if your child attends a feeder school; where appropriate.

If you have included a Catholic school on your application and your child is a Baptised Catholic, you are required to forward a copy of your child's baptism certificate to each Catholic school you have requested; so that your application is considered under the appropriate criteria.

If you have included Blue Coat CE Secondary School , SEVA School, Leigh CE or St John's CE Primary Academy, and applying due to your child's faith you are required to complete the school's supplementary information form; as below

Blue CE School: <https://www.coventry.gov.uk/downloads/file/45553/blue-coat-school-supplementary-information-form-2026>

SEVA school: <https://www.coventry.gov.uk/downloads/file/17246/seva-school-supplementary-form>

Leigh CE Academy: <https://www.coventry.gov.uk/downloads/file/17247/leigh-ce-supplementary-form>

St John CE Academy: <https://www.coventry.gov.uk/downloads/file/45555/st-john-s-ce-academy-supplementary-form>

You will be asked for all schools, if you have any siblings attending the school, or if you are a member of staff at the school.

☐ Does your child have a brother or sister who will still be attending the school when your child starts? If the answer to this question is yes, you **MUST** enter the details of the child who is currently attending your preferred school on your application to ensure that you will be given a higher priority. Failure to include this information may result in your child not being given a place. For definition of a brother or sister please see the schools' admissions policy.

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Other Reasons

There is a free text box, allowing you the opportunity to put in any other relevant details that you feel may be important in coordination with the schools admissions policy. Please note any information not relevant to the school's admissions arrangements will not be considered.

 School place admissions

Other reasons

Please confirm how you will be sending proof of your child's Baptism to your preferred schools in the box below. Please note it is **YOUR RESPONSIBILITY** to ensure that **ALL** Catholic schools you have requested have received the proof of Baptism by the closing date 31st October 2026. Failure to do so can result in your child not getting a place at your requested school.

Other reasons

Other reasons must be less than 3000 characters **3000** remaining

BackNext

When you click the next button, you will be shown the school you have placed as a preference. To add more schools, click the add preferred school button and follow the same process as on previous page. Coventry City Council advise you place **3 schools as preference**, with 1 being your catchment school. Details on how to find your catchment school are here.

www.coventry.gov.uk/catchmentareas

Your Preferred Schools

You can select up to 3 schools, and you can change your selection until 31/10/2026 23:59. There is no advantage in listing fewer than 3 schools, your application will be treated the same as all other applications.

Rank the schools in order of preference. Your most preferred school should be rank 1.

Rank	School name	Reorder		
1	Bishop Ullathorne Catholic School	▼	Edit	Remove
2	Barr's Hill School & Community College	▲	Edit	Remove

Add preferred school

Back

Next

Once you have completed 3 preferences your application will look like this and the add preferred school's button will be greyed out.

Your Preferred Schools

You can select up to 3 schools, and you can change your selection until 31/10/2026 23:59. There is no advantage in listing fewer than 3 schools, your application will be treated the same as all other applications.

Rank the schools in order of preference. Your most preferred school should be rank 1.

Rank	School name	Reorder		
1	Bishop Ullathorne Catholic School	▼	Edit	Remove
2	Barr's Hill School & Community College	▲ ▼	Edit	Remove
3	President Kennedy School	▲	Edit	Remove

Back

Add preferred school

Next

When you click the next button, you will be shown the final page for submitting your application.

This includes the terms and conditions, the privacy notice. Please note the default is via email. Please use this opportunity to also preview your application and confirm all the information is correct before submission.

Terms and conditions

It is important that the information you provide is accurate and honest. If we find that any information in your application is false and you are not entitled to the place you have been offered it will be withdrawn.

If you know anyone who is using an incorrect address you should phone us and we will investigate. Coventry Local Authority will check the information you have provided to prevent and detect fraud.

I agree that where more than one person has parental responsibility for this child, agreement over the preferences has been reached. I understand that failure to do so may result in a delay to this application and legal resolution may need to be sought.

Data protection

Data Protection

The data controller is Coventry City Council. The data you provide to the School Organisation Team will only be used to allocate a school place for your child or at a school appeal or in respect of any other of the Council's statutory functions. Coventry City Council in fulfilling its data protection obligations will treat all personal data, held manually and on a computerised administration database with due care, and will only disclose data in accordance with the Data Protection Act 2018 and the General Data Protection Act.

School place offer

If you choose to receive your school place offers by email, we will not send them to you by post

Your school place offers will also be available on this website on

☒ **Please ensure this box is ticked before you submit your application, this will allow Coventry City Council to send you an email informing you of the school place your child has been allocated on national offer day. (02/03/2026 for Secondary and Y10; and the 16/04/2026 for Primary and Junior)**

Warning Check your email junk or spam folders if you do not receive an email from us on offers day

Preview application

To see a printer friendly version of your unsubmitted application, click the Preview button.

Preview

Submit

Required fields are marked with a red asterisk *

You may still make changes until 31/10/2026 23:59 after you have submitted your application

Your application is ready to be submitted, you must agree to the terms and conditions before submitting. You can submit your application now, or you can return to it and submit it later. **must** submit it before 31/10/2026 23:59 to be sure a place will be allocated

* ☐ The details provided are correct to the best of my knowledge, and I agree to the terms and conditions

Return later

Submit

Back

Once you have clicked on submit you will receive an email confirmation with your school choices. If there is any school choices/preference missing please edit your application to add further preferences on your application. Please do not forget to re-submit any changes made to the online application.

Thank you for submitting your application for a school place.

Your application has now been submitted to Coventry City Council and does not require any further action by you in order for it to be processed. However, if additional evidence or information is required for the schools you have expressed preferences for e.g. medical/baptism certificates or supplementary forms, you will need to supply them before the closing date to all of the schools you have requested.

You have expressed preferences for the following schools in this order of priority:

Rank	School Name	Address
1	The Westwood Academy	Mitchell Avenue, Coventry, CV4 8DY
2	Finham Park Mathematics and Computing College	Green Lane, Finham, Coventry, CV3 6EA

If you wish to change the details of your application, you may do so by logging back into the School Admissions Service at any time until 23:59 on 31/10/2025.

If you can see a link below, you may click on this to open our service, otherwise please copy and paste the text into your Internet browser.

https://emsonline.lea.coventry.sch.uk/CitizenPortal_LIVE/

Notification of your school place offer:-

When you made your application, we gave you a choice about the way your school place offer will be communicated to you on 02/03/2026.

To change your chosen method, please contact us using the contact details below.

Kind regards,

Admissions Administrator

What Happens Next?

You can return to the Coventry Education Services Portal and at any time and change your application up until the closing date. **Please do not forget to re-submit any changes made to the online application.**

- For Secondary/Year 10 places the closing date is 31st October.
- For Primary/Junior places the closing date is 15th January.

An email will be sent on the dates below informing you of the decision that has been made on your application. You will also be able to log into your portal account to view the outcome.

- For Secondary/Year 10 places the national offer date is 1st March*.
- For Primary/Junior places the national offer date is 16th April*.

**Or the next working day*

Useful Links

Please ensure you read the following

- Ensure that you include 3 different preferences on your application – **There is no advantage in listing fewer than three schools or including the same school more than once; in fact, by not including 3 realistic preferences, it could result in your child being allocated a school some distance away**
- You must include your catchment area school if you want to apply for a place at that school as there is no guarantee you will get this later in the process. Information regarding the catchment area for your address can be found at www.coventry.gov.uk/catchmentareas
- Look at the **oversubscription criteria** for your preferred schools to work out which priority would be given to your application. [Policy details can be found by school.](#)
- Compare your priority and distance with how places have been offered in previous years this will give you an indication of how successful your application might be. There are further details on how places were allocated for each individual school in the Primary and Secondary Admissions 2027 booklet.
- The School Admissions Team are always available to help if you have not been through this process before or need some expert advice or call 02476975445

If you have included Blue Coat CE Secondary School , SEVA School, Leigh CE or St John's CE Primary Academy, and applying due to your child's faith you are required to complete the school's supplementary information form; as below

Blue CE School: <https://www.coventry.gov.uk/downloads/file/45553/blue-coat-school-supplementary-information-form-2026>

SEVA school: <https://www.coventry.gov.uk/downloads/file/17246/seva-school-supplementary-form>

Leigh CE Academy: <https://www.coventry.gov.uk/downloads/file/17247/leigh-ce-supplementary-form>

St John CE Academy: <https://www.coventry.gov.uk/downloads/file/45555/st-john-s-ce-academy-supplementary-form>