



22nd April 2020

Dear Parent/Guardian

I hope you are keeping well. If you have made an application to our Nursery Unit or Primary School for September 2020, the Education Authority will notify you by letter on the 29th April where your child has been placed.

As the post may take longer than usual, you will also be able to log in to the online portal (that you used to make your application) to view your child's placement. Guidance on how to access this will be available on the Education Authority's website.

The letter you receive will also advise how to accept or decline the place offered to your child.

Unfortunately, the Education Authority will not inform you if your child has been offered a morning or an afternoon place – just that they have been offered a part time place. We will notify you about this and about arrangements for induction at a later date.

Yours faithfully

Paula Cunningham