



The Federation of Holy Trinity C of E Schools
Church Lane
Ripon
North Yorkshire, HG4 2ES
01765 602858
www.htceschools.co.uk
headteacher@htceschools.co.uk

Thursday 12th June 2025

Amalgamation of Holy Trinity Infants School and Holy Trinity Junior School

Application for School Place At Holy Trinity Church of England Primary School

Dear Parents

We are writing to you today with important information regarding your child's school place following the upcoming amalgamation of Holy Trinity Infant School and Holy Trinity Junior School. As you may be aware, these two schools will officially merge to form Holy Trinity Church of England Primary School from September 1, 2025. This amalgamation is an exciting development that will bring enhanced educational opportunities and resources to our students.

LDLT who are the Admission authority were informed yesterday that due to amalgamation, all current students of Holy Trinity Infant School must formally apply for a place at the newly formed Holy Trinity Primary School for the academic year 2025/2026.

We understand that this application process may bring feelings of anxiety or concern but it is a necessary procedure to ensure accurate enrolment numbers, appropriate class placements, and to facilitate a smooth transition for all students into the new school structure. We want to assure you that **all current pupils on roll at Holy Trinity Infant School who re-apply will be guaranteed a place at Holy Trinity Primary School**. This includes those who were allocated a Reception place at Holy Trinity Infant School for September 2025 prior to its closure as part of the formal amalgamation process (this applies to in-year applications submitted post-closure).

Key Information and Instructions for Application:

1. Who needs to re-apply?

- ✓ All students currently in Reception and Year 1 at Holy Trinity Infant school.
- ✓ All students who have been allocated a Reception place for September 2025.

2. How to Re-apply:

- Please complete the re-application admission request form that has been attached to this email.
- Alternatively, you can navigate to the form by visiting the School's [website](#) and looking under the '[Admissions](#)' or '[Amalgamation Information](#)' section.
- A printed copy of the form can be collected from the School Office.





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3. Important Deadlines:

- The deadline for all re-applications is **Thursday 26th June 2025**.
- Please return your completed form to the School Office at admin@htceschools.co.uk or return directly to the School Office.
- **It is crucial that you submit your application before this deadline to avoid delays in processing.**

Support and Assistance:

We understand that you may have questions or require assistance with the re-application process. We would like to offer parents the opportunity to come into school on Wednesday 18th June from 3.30pm to 5pm to complete the admission request form with admin support. If you have any general enquires regarding the amalgamation or admission process, please email admin@htceschools.co.uk or call 01765 602 858. Please do not hesitate to contact the school and we would be happy to help.

We are committed to making this transition as smooth as possible for our students and their families. We appreciate your understanding and cooperation in completing this essential step.

Yours sincerely

Sue Sanderson
Executive Headteacher

