**What happens if I change address?**

If you move to a new house and your catchment area changes, we may ask to see proof of the move.

A main residential address is where your child lives at time of application and admission. We cannot consider informal living arrangements unless there are very special circumstances for which we will need to see proof.

For applications for entry into Reception, Junior transfer and Year 7.

What happens if:

* **I move before the closing date.** If you move before the closing date and can provide proof that you were resident at that address before the closing date, your application will be assessed from that address.
* **I move after the closing date but before National Offer Day.** If you move after the closing date but before National offer day, we will initially re-assess your application from your old address to see if you would still have been offered this place. Once the decisions have been made on National Offer Day we will update your address for waiting list purposes if we haven’t been able to offer you your preferred school.
* **I move to a new address after National Offer Day.** If you change address after the National Offer Day but want to keep the place at the school we have offered you, we will re­assess your application from your new address to see if you would still have been offered the place and let you know the decision. **IMPORTANT:** We measure distances from home to school by straight line using national Ordnance Survey Set Points, if you move further away than the last person offered, we may have to withdraw the school place.
* **I own more than one property.** If you also own a property within 20 miles of the school(s) stated on your application form, the property closer to the school may not be accepted even if the other property is rented out to somebody else. If this information is insufficient, or inconclusive, the Council can request further information.
* **I am new to the City?** If you move into the city and cannot show proof as above, the residency will be calculated using the furthest point to the city boundary from the school applied for.
* **Applications from Overseas** Parents can apply for a school place at a Derby school whilst still living overseas but need to give the overseas address the child is living at the time of the application and not an address where the child is expected to live at. Parents then need to advise us when the child has arrived to take up permanent residence in the UK and let us know the new Derby address. It is the responsibility of parents to check that their children have a right under their visa entry conditions, to study at a school. Schools are required to see evidence at the time of enrolment and will advise what documentation they will need to see. Those moving to Derby mid-term during the school year, need to apply about three weeks before the school place would be needed.

[Read more in our full policy](Derby%20City%20Council%20Maintained%20School%20Admission%20Arrangements%202022-23.docx)