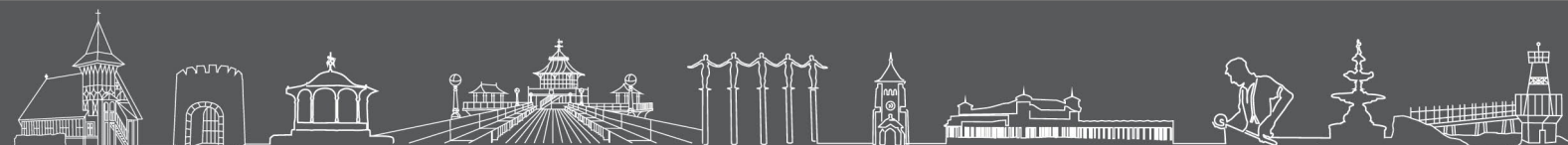


How to apply online

If you complete an online application, you **do not** need to submit a paper application. You will receive an email acknowledging that North Somerset Council has received your online application safely. This email is your proof that you have made your application. In the unlikely event that you do not get an acknowledgement, please contact the School Admission Team for further advice.

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Register an account



Citizen Portal

Home

Sign in Register Cymraeg

If you haven't used the Portal before, you will need to register.

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

Required fields are marked with a red asterisk *

Email address *

Email address is empty

Password *

 Show

Password is empty

Forgot your password?

Sign in

Welcome to North Somerset Council's Citizens Portal

There are occasions when the system needs to back-up when it might not be available, this usually happens between 20:00 and 20:30.

If you already have an account please enter your email address and password to login. If you are a new user please click on Register.

You need to first register with us in order to apply for a School Place 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.

Required fields are marked with a red asterisk *

Email address *

Confirm email address *

Password *

 Show

Title *

Forename *

Surname *

Sex *

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

Find address *

 Postcode 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

Complete the registration form with your details and click 'submit'.

If you live at a different address to your child, put your address here this section.

Submit

Nearly done...

We've sent you an email containing a link. You'll need to click the link to confirm your email address as your new username.

Thank you for registering with the Citizen Portal.

To activate your account we need you to confirm your email address is valid. To do this click on the link below this will take you to a page where you can enter your password and login.

<https://vm2008x64r2/CitizenPortal/Account.Mvc/CompleteRegistration/>

Please note: if you are unable to click on this link, carefully copy and paste the text into your Internet browser.

Kind Regards, Portal Administrator

Important - Please do not reply to this email as this account is not monitored.

 Home

Thank you for registering

Thank you for confirming your email address. Your registration is now complete. When you sign in, use your email address as your username.

You will receive a registration email. Click on the link to complete the registration.

Log in

 Home

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

Email Address

Password

Login

[Forgotten your password?](#)

You can log in once you have registered.

Welcome to North Somerset Council's Citizen Portal

You can use our Citizen Portal to apply for Free School Meals or School Places. You must only apply if you have parental responsibility for the child.

Please click on the relevant button below for the type of application you are making. There are occasions when the system needs to back-up when it might not be available, this usually happens between 20:00 and 20:30.

Once logged in click on 'School places'.


 Free school meals


 School places


 Messages


 My family

Adding a child to your account

Children with an Education, Health and Care Plan (EHCP)

Please do not apply through this Portal for a school place if your child has an EHCP. If your child has an EHCP please contact your SEN Case Officer if you have one, to arrange a school place. Any school place application submitted through this Portal with an EHCP will be discarded.

If your child has an EHCP **DO NOT** apply through the portal.

September 2025 bulk entry applications

For bulk entry applications only, the application must be made to the applicant's home Council regardless of where the schools being applied for are located.

You are advised to read the relevant [parent guide](#) before making your application. These contain important information about the application process, such as: important dates, pupil projections, how to apply, Supplementary Information Forms (SIF), who can apply, home address rules, deferring and delaying, appeals, oversubscription criteria for each school and details of how places were offered for previous intakes. If you are applying for a school outside of North Somerset please check that Local Authority's web page for their parent guide.

Phase	Year of intake	Applications open by	On time applications close at 23:59pm on
Reception	0	12 September 2024	15 January 2025
Infant to Junior school	3	12 September 2024	15 January 2025
First to Middle school*	5	12 September 2024	15 January 2025
Year 6 to Secondary school	7	12 September 2024	31 October 2024
Middle to Upper school*	9	12 September 2024	31 October 2024
UTC*	10	12 September 2024	31 October 2024

(*North Somerset schools do not have this intake, however, schools in other local authorities may have.)

If you miss the deadline for on time applications you can make a late application, which will be processed in subsequent rounds. To do this you must submit a paper application form, which is available on our [website](#).

Changing school – in year transfer

If your child already attends a school, but you would like them to move to a different one, you can apply to change schools.

In year transfer applications will not normally be considered until 21 days in advance of the date the place is required, excluding families of UK service personnel with a confirmed posting, or crown servants returning from overseas.

In year transfer applications for admission in September can be applied for from 1 June.

Some schools may require additional information to support your application, for example, a Supplementary Information Form (SIF) and Baptism Certificate. This will be indicated in the school's Admissions Policy which is available on the schools' website.

Applications are normally processed within ten school days of receiving a complete application. School days do not include holidays, bank holidays or weekends. You will be emailed the outcome of your application once it has been processed.

It is the responsibility of the parents of foreign national children to check that their children have a right under their [UK entry conditions](#) school before applying for a place. More information is available at [School applications for foreign national children and children resident in England](#).

Read all the information before you begin.

If you already added your child, they will show in this section. Otherwise, click on 'Add child'.

Make a new application

Back

Add child

Add child

Add child

Required fields are marked with a red asterisk *

Forename *

Middle name

Surname *

Sex *

Gender Identity

Gender Identity Description

Date of birth *

Relationship to child *

Your relationship to this child

Parental responsibility * Yes No

Do you have legal responsibility for this child?

Use previous address

Find address *

Cancel

Add child

Complete the form and click on 'Add child' when finished.

- Use all your child's legal names.
- If you live at a different address to your child, put your child's address in this section.
- You must have Parental Responsibility in order to apply.

Making an application

School Admissions

Children with an Education, Health and Care Plan (EHCP)

Please do not apply through this Portal for a school place if your child has an EHCP. If your child has an EHCP please contact the SEN Team, or your SEN Case Officer if you have one, to arrange a school place. Any school place application submitted through this Portal for children with an EHCP will be discarded.

September 2025 bulk entry applications

For bulk entry applications only, the application must be made to the applicant's home Council regardless of where the schools being applied for are located.

You are advised to read the relevant [parent guide](#) before making your application. These contain important information about the application process, such as: important dates, pupil projections, how to apply, Supplementary Information Forms (SIF), who can apply, home address rules, deferring and delaying, appeals, oversubscription criteria for each school and details of how places were offered for previous intakes. If you are applying for a school outside of North Somerset please check that Local Authority's web page for their parent guide.

Phase	Year of intake	Applications open by	On time applications close at 23:59pm on
Reception	0	12 September 2024	15 January 2025
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UTC*	10	12 September 2024	31 October 2024

(*North Somerset schools do not have this intake, however, schools in other local authorities may have.)

If you miss the deadline for on time applications you can make a late application, which will be processed in subsequent rounds. To do this you must submit a paper application form, which is available on our [website](#).

Changing school – in year transfer

If your child already attends a school, but you would like them to move to a different one, you can apply to change schools.

In year transfer applications will not normally be considered until 21 days in advance of the date the place is required, excluding families of UK service personnel with a confirmed posting, or crown servants returning from overseas.

In year transfer applications for admission in September can be applied for from 1 June.

Some schools may require additional information to support your application, for example, a Supplementary Information Form (SIF) and/or a Baptism Certificate. This will be indicated in the school's Admissions Policy which is available on the schools' website.

Applications are normally processed within [ten school days](#) of receiving a complete application. School days do not include school holidays, bank holidays or weekends. You will be emailed the outcome of your application once it has been processed.

It is the responsibility of the parents of foreign national children to check that their children have a right under their [UK entry conditions](#) to study at a school before applying for a place. More information is available at [School applications for foreign national children and children resident outside England](#).

Make a new application

Can apply now

John Smith

Date of birth: 01/09/2020

School place offer published here

Actions

- Start new application

Click on 'Start new application'. If you already have an application, there will be additional options here, such as 'continue' or 'change application'.

Select a transfer group

You can submit the following types of application

Starting School 2025

Changing schools during the school year

Back

Select the relevant application phase.

- **Starting school** – if your child is starting reception in September.
- **Junior transfer** – if your child is transferring from an infant to a junior school.
- **First to middle transfer** – if your child is transferring from a first to a middle school.
- **Secondary transfer** – if your child is transferring from a primary or junior school to a secondary school.
- **Middle to upper transfer** – if your child is transferring from a middle to an upper school.
- **Changing schools during the school year** - everything else.

Additional child's details

Required fields are marked with a red asterisk *

Does your child have an Education, Health and Care Plan (EHCP)? **If yes, please do not apply through this Portal for a school place.** If your child has an EHCP please contact the SEN Team, or your SEN Case Officer if you have one, to arrange a school place. **Any school place applications submitted through this Portal for children with an EHCP will be discarded.**

Is the child in the care of a Local Authority or was previously in Care, but was then immediately either adopted, became subject to a Child Arrangements Order or a Special Guardianship Order? - If the child is in the care of a Local Authority, then this application **MUST** be completed and submitted by the child's social worker. - If the child was previously in care then please provide evidence of this. You can do this by uploading document(s) within the next few pages of the online application.

Care
authority *

Select care authority

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

Back

Complete any relevant sections and click on 'Next'.

- If your child has an EHCP **DO NOT** apply through the portal.
- As an example, a foster child is a 'child in care'.
- As an example, a 'child previously in care' was adopted or has a special guardianship order.

Next

Address details

You have previously indicated that John's current address is **Avon And Somerset Constabulary Cast, 1, Tickenham Clevedon, North Somerset, BS21 6FW, UK**. If this is not John's current address, please update this via [My family](#). If updated, please navigate back to School Places and select to 'Continue this application'. It is important that we know your correct current address for John because if any of your preferred schools are oversubscribed, the distance between your home address and the school may be used when considering your application. If a child obtained a school place based on fraudulent or intentionally misleading information, North Somerset Council may withdraw any offer of a school place. Please see the relevant parent guide for more information (<https://n-somerset.gov.uk/my-services/schools-learning/school-admissions/apply-school-place>).

Make sure your child's address is where they actually live. Click on the link to 'My family' to edit your child's details if needed.

Moving house?

Required fields are marked with a red asterisk *

Will this child's address change before starting school?

It is important that this information is completed accurately. The distance between your child's home address and the school will be taken into account when considering your application.

Please Note: If you are entering a new address, please keep your current address under the My Family section. You must provide independent confirmation of your new address by the closing time and date.

You must inform North Somerset Council if you change address as soon as possible or you risk any offer of a place being withdrawn. This happens after the Closing Date and time (but before the start of term 1), and independent confirmation is submitted by the closing date considered in the first round of allocations.

Examples of independent confirmation of a change of address are:

- a solicitor's letter confirming the exchange of contracts with a completion date,
- a tenancy agreement signed by both parties,
- a utility bill dated within three months prior to submission.

If you are moving in with a friend/relative/partner you must provide proof of their address as above and a letter/email from the friend/relative/partner confirming the situation, including moving dates, and proof that you have/are leaving the current/previous address, such as notice to quit the tenancy or proof that your property has sold.

If your child is from a family of a Crown Servant or of UK Service Personnel, please provide a letter from the MOD, FCO or GCHQ declaring a return date and residency area.

Please provide proof of your new address to the School Admissions Team. You can do this by uploading a document to your application within the next few pages or by e-mailing it to admissions@n-somerset.gov.uk including your child's full name and date of birth with the documentation.

We reserve the right to ask for additional information and/or evidence if we feel it is required.

Please enter the date manually.

Moving date *

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

Find address *

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

Please tick if John is a child of service personnel with a confirmed posting, or crown servants returning from overseas?

Tick if relevant.

Click on 'Next' when ready.

Current school

School name

Address

Provide John's current school, or skip if John does not currently attend school

Complete this section if you wish to update your child's current school.

Click on 'Next' when ready.

Preference school search

Please enter the names, **in order**, of any schools that you would like your child to attend.

Whilst you may give reasons for your preference(s), only the oversubscription criteria will be used to determine who should be offered places if a school receives more applications than there are places available.

We recommend that you enter up to three preferences, to maximise your chances at gaining a place at one of your preferred schools. North Somerset Council operate an 'equal preference system'. This means that all your preferences are considered equally regardless of whether it is your first, second or third preference. In the event you are unsuccessful at gaining a place at one of your preferences, your application will not be treated less favourably for the other preferences.

If your child qualifies for a place at more than one of your preferences, we will offer the highest preference that you qualify for and the lower preferences will become no longer required.

If you are looking for schools within North Somerset, change 'Schools Located in' to 'North Somerset'.

Find school

Select a school to include in your application

Schools located in

School name

Postcode

Search for the school you wish to apply for as your first preference. You can add up to three preferences, add them one at a time.

• Tip: to find all the relevant schools in North Somerset, set 'Schools located in' to North Somerset, from the drop down menu and click on 'Search'.

Find school

Select a school to include in your application

Schools located in

School name

Postcode

Schools that match your search

Showing 1 to 10 of 59 results

Ashcombe Primary School (Mixed)	<input type="button" value="Select school"/>
Ashcombe Primary School, Earlham Grove, Weston-Super-Mare, North Somerset, BS23 3JW	
Banwell Primary School (Mixed)	<input type="button" value="Select school"/>
Banwell Primary School, West Street, Banwell, North Somerset, BS29 6DB	
Becket Primary School (Mixed)	<input type="button" value="Select school"/>
Becket Primary School, Tavistock Road, Weston-Super-Mare, North Somerset, BS22 6DH	
Birdwell School (Mixed)	<input type="button" value="Select school"/>
Birdwell School, Hollis Close, Long Ashton, North Somerset, BS41 9AZ	
Blagdon Primary School (Mixed)	<input type="button" value="Select school"/>
Blagdon Primary School, Bath Road, Blagdon, North Somerset, BS40 7RW	
Bournville Primary School (Mixed)	<input type="button" value="Select school"/>
Bournville Primary School, Selworthy Road, Weston-Super-Mare, North Somerset, BS23 3ST	

Once you have found the school you wish to apply for, click on 'Select school.'

Preference reasons: Sibling

You will be asked to provide reasons for applying to **Bournville Primary School** on the next pages

Does your child have a brother or sister attending this school? If you select this box, the following page will require additional details about your child's brother or sister. For any North Somerset schools, there is additional information in the [Parent Guide for Starting School and Transferring to Junior School](#), which explains the appropriate sibling link is.

Back

Tick this section if your child has a sibling at the school you are applying for.

Click 'Next' when ready.

Next

Sibling details

You will be asked to provide reasons for applying to **Bournville Primary School** on the next pages

If your child has more than one sibling that attends this school, provide the details of the sibling whose age is closest to this child's age

Forename *

Middle name

Surname *

Sex * Unknown

Date of birth * dd/mm/yyyy

Use previous address

Use another address

Address

1
Avon And Somerset Constabulary Cast
Tickenham Road
Clevedon
North Somerset

Add the sibling's details here.

- Use their legal names.
- Make sure their address is correct.

Back

Click 'Next' when ready.

Next

Sibling school

Sibling's current school

School name Bournville Primary School

Address Bournville Primary School, Selworthy Road, Weston-Super-Mare

Update if needed.

The sibling's current school can impact this child's eligibility for a place at this school. Correct the sibling's current school if necessary.

Find school

Back

Click 'Next' when ready.

Next

Preference reasons

Select the reasons for choosing **Bournville Primary School** , if available, you can select appropriate reasons below. You will have the opportunity to tell us in your own words of any additional reasons, or more about your selected reasons, on one of the next pages.

If the school receives more applications than places available, the following oversubscription criteria will be used to determine who will be offered a place. Please see the admissions arrangements on the schools website for full details. The [parent guide](#) shows how places were offered for the previous five years of bulk intakes.

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (subject to a child arrangements order or special guardianship order) immediately following having been in Care.
2. Children whose sibling will be attending the school at the time of admission.
3. *Children who are eligible for the early years pupil premium or service premium who attend the preschool at Bournville Primary School at the time of application.
4. Children of Bournville School staff employed on a permanent contract by the school for at least two years at the time of application, or a member of Bournville School staff has been recruited to fill a post for which there is a demonstrable skill shortage. This does not include work on the school site for other employers.
5. Children living closest to the school.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

*If applying under criterion 3, please make sure you fill in and return the Supplementray Information Form [to the school](#). This is available on the schools website and in the [parent guide](#).

This section reflects each school's oversubscription criteria.

I am selecting this school because John is the child of a member of staff currently working there

Back

Next

Select any relevant option(s) for this school.

Click 'Next' when ready.

Other reasons

Whilst you may give reasons for your school preference, all school places will be offered using only the published oversubscription criteria. You can find details of the oversubscription criteria for North Somerset schools in the relevant Parents' Guide (<https://n-somerset.gov.uk/my-services/schools-learning/school-admissions/apply-school-place>). The system has an timeout period and, depending on the length of your reasons, you may wish to consider copy and pasting your reasons in to the text box below. **Bournville Primary School** .

Other reasons

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

You can let us know any other information or reasons for your preference, but only the school's oversubscription criteria can be used for allocating places. Any information given that falls outside of the school's oversubscription criteria cannot be considered.

Back

Next

Click 'Next' when ready.

Your Preferred Schools

You can select up to 3 schools, and you can change your selection until 15/01/2025 23:59.

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

Rank	School name	Reorder
1	Bournville Primary School	<input type="button" value="Edit"/> <input type="button" value="Remove"/>

You have added your first preference school to the application.

Add any further preference schools at this point.

Click 'Next' when ready.

Supporting evidence

Please upload any applicable evidence to support your application if it is required, such as an adoption certificate or proof of the address you are moving to. **Proof of your current address is not required.** North Somerset Council will use the data that they have to verify your current address. If this is not possible then the Council will contact you to provide proof of your current address.

Types of files: docx, pdf, jpeg, jpg, bmp, doc, png

A maximum of 5 files can be uploaded. Each file cannot be bigger than 10MB

Choose Files...

Back

Supporting evidence can be uploaded with your application, for example:

- adoption certificate / special guardianship order.
- year delay agreements
- proof of address if you / your child is moving home.
- any other evidence that is required **within the school's oversubscription criteria.** You must send any Supplementary Information Forms directly to the school and not to the Council through this application.

Click 'Next' when ready.

Next

Summary and submit

Application for John Smith (date of birth 01/09/2020)

Your application is ready to be submitted. You can submit your application now, or you can return to it and submit it later. You can also preview your application before submitting it.

Read the Terms and Conditions.

Terms and conditions

I understand that by submitting an application I am confirming that all the details I have given are to the best of my knowledge. I accept that admission authorities reserve the right to withdraw the offer of a school place that has been obtained by providing fraudulent or intentionally misleading information.

Parents of children who regularly live at more than one address are reminded to read the relevant [admissions arrangements policy](#) to ensure they are the appropriate person to make the application.

I confirm that if any of my preferences are for an own admission authority school, I have read the school's own [admissions arrangements](#). I have checked to see if a certificate, a letter from a Church/religious leader and/or supplementary form is required to support my application (to be submitted by the closing time and date for the first round of allocations) and have checked the address where it should be received.

I also confirm that I am aware of any deadlines that I need to meet regarding information to be submitted by a specific time and date and I have checked the address of where it should be received.

Read the Data Protection Statement.

Data protection

North Somerset Council is registered with the Information Commissioner's Office for the purposes of processing personal data.

The information you provide will be held and used in accordance with the requirements of UK and European data protection law. The information will form part of your School Admissions account, which will be held until the child leaves that educational stage (eg until they leave primary school, until they leave secondary etc).

Unless otherwise agreed with you, we will only collect the minimum personal data required to deliver the service, which includes child's name date of birth and home address, applicant name address and contact information. It does not include any special category personal information, or information relating to criminal convictions or offences.

The information will be used for the administration of School Admissions; our statutory duty under the School Admissions Code December 2021 (GDPR Article 6(1)(c)).

We will not use your personal information in a way that may cause you unwarranted nuisance. Failure to provide the information could result in the school application not being processed.

The information provided may be shared with schools, other council departments, other councils, North Somerset Community Partnership and Early Years setting (e.g. pre-schools), who have demonstrated that they have a lawful and legitimate interest in the information. The information will be used for the purposes of processing applications to schools, determining home to school transport entitlements throughout the time the pupil is at the registered setting, verifying the accuracy of the application, processing applications to schools in other councils, delivering School Nursing services, to confirm if an application has been submitted and so that the setting and school can communicate to ensure a smooth transition for your child and to fulfil our statutory duties under the School Admissions Code December 2021. At no point is your data shared or processed outside of the UK.

We may lawfully disclose information to public sector agencies to prevent or detect fraud or other crime, or to support the national fraud initiatives and protect public funds under the Local Audit and Accountability Act 2014. Under the conditions of the Digital Economy Act 2017, we may also share personal data provided to us with other public authorities as defined in the Act, for the purposes of fraud or crime detection or prevention, to recover monies owed to us, to improve public service delivery, or for statistical research. We do not share the information with other organisations for commercial purposes.

You have the right to see the personal data we process about you, as well as the right of objection, rectification, restriction and erasure in some circumstances. For details of how to make such a request, please [click here](#).

If you have any questions or concerns about the way we process your personal data, our Data Protection Officer can be contacted at DPO@n-somerset.gov.uk.

Tick to confirm that you understand the outcome will be emailed to you.

School place offer

If you choose to receive your offer by email, you will receive your school place offer on the national offer day. North Somerset Council will not send out your offer on paper, thereby saving valuable resources. If you choose to NOT receive your offer by email you will be informed by letter which will be posted second class on the national offer day. Your school place offers will also be available on this website on 16/04/2025

Please tick to confirm that you are aware the outcome of your application will be available on the National Offer Day. An e-mail will be sent to your e-mail address or alternatively, you can login to view the outcome of your application.

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

You can preview your application before you submit it.

Preview application

Preview your application

[Preview](#)

Read and tick the declaration.

Submit

Required fields are marked with a red asterisk *

You may still make changes until 15/01/2025 23:59 after you have submitted your application

Your application is ready to be submitted. You can submit your application now, or you can return to it and submit it later. You **must** submit it before 15/01/2025 23:59 to be sure a place will be allocated

I understand that by submitting an application I am confirming that all the details I have given are to the best of my knowledge. I accept that admission authorities reserve the right to withdraw the offer of a school place that has been obtained by providing fraudulent or intentionally misleading information. Parents of children who regularly live at more than one address are reminded to read the relevant admissions arrangements policy to ensure they are the appropriate person to make the application. I confirm that if any of my preferences are for an own admission authority school, I have read the school's own admissions arrangements. I have checked to see if the school that I am applying for requires additional evidence to be submitted to support my application. For example, a certificate, a letter from a Church/religious leader and/or Supplementary Information Form. I declare that I have checked the information given in this application and believe it to be correct. I declare that I have read and agree to the terms and conditions set out above. By submitting this application I give permission for the application outcome to be emailed to the email address registered with my account.

[Return later](#)

[Submit](#)

Submit the application or return later. Unsubmitted applications will not be processed.

You can make changes to your application (until 23:59 on the National Closing Date for bulk applications), but make sure you press 'Resubmit' You will receive an email to confirm it has been resubmitted.

Your application has been successfully submitted. You will shortly receive a confirmation email stating your application has been submitted listing your school preferences. Please ensure that if any additional information or evidence is required for the schools you have applied for, e.g. baptism certificates/Supplementary Information Forms. It is your responsibility to submit this directly to the school.

To see a printer friendly version of your submitted application, click the Preview button. [Preview](#)

You will see this confirmation and receive an automated confirmation email.

How to update your information



Citizen Portal

[Home](#) [Applications](#)


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

Log in and click on 'My account'.

Welcome to North Somerset Council's Citizen Portal

You can use our Citizen Portal to apply for Free School Meals or School Places. You must only apply if you have parental responsibility for the child.


Please click on the relevant button below for the type of application you are making. There are occasions when the system needs to back-up when it might not be available, this usually happens between 20:00 and 20:30.




Free school meals



School places



Messages



My family

My account

- Personal details
- [Contact details](#)
- [Change email address](#)
- [Change password](#)
- [Change circumstances](#)
- [Two step verification](#)
- [Consent history](#)
- [Withdraw consent](#)

Personal details

Required fields are marked with a red asterisk *

Title

Forename *

Surname *

Sex *

Last signed in date

Don't forget to save any changes you have made.

[Save](#)

You can update your information.

How to update your child's information



Citizen Portal

Home Applications ▾

My account Cymraeg Sign out

Welcome to North Somerset Council's Citizen Portal

You can use our Citizen Portal to apply for Free School Meals or School Places. You must only apply if you have parental responsibility for the child.

Please click on the relevant button below for the type of application you are making. There are occasions when the system needs to back-up when it might not be available, this usually happens between 20:00 and 20:30.



Free school meals



School places



Messages



My family

Log in and click on 'My family'.

My family



Address: 1, Avon And Somerset Constabulary
Cast, Tickenham Road, Clevedon, North
Somerset, BS21 6FW, UK

You can perform the following actions

- [Change circumstances](#)



John Smith

Date of birth: 01/09/2020

Address: 1, Avon And Somerset Constabulary
Cast, Tickenham Road, Clevedon, North
Somerset, BS21 6FW, UK

You can perform the following actions

- [Edit child details](#)
- [Remove child](#)

Click on 'Edit child details'.



Add child

Back

Change child details

Required fields are marked with a red asterisk *

Forename *

Middle name

Surname *

Sex *

Gender Identity

Gender Identity Description

Date of birth *

Current school *

Relationship to child *

Your relationship to this child

Parental responsibility * Yes
 No

Do you have legal responsibility for this child?

Use previous address

Use another address

Address

1
Avon And Somerset Constabulary Cast
Tickenham Road
Clevedon
North Somerset

Cancel

You can update your child's information.

Don't forget to save any changes you have made.

Save