To view an offer through the online portal parents need to do the following steps:-

- 1) Go to <u>Starting secondary school | North Yorkshire Council</u> and click on 'Apply online or log in to your account'
- 2) This will bring up the log in screen

*		🔿 Sign In
NORTH YORKSHIRE C	hildren and young people services	
	Apply for a School Place	
	You must be signed in as a Citizen in order to apply for a school place. Please sign in or sign up for a new account to continue.	
	Sign In or Create Account	

3) Sign in using the email address and password used when making your application

4) Alternatively, if you have the link to SynergyWeb saved, you will see the page below. Click on 'School admissions' to be taken to the sign in page



5) Once signed in click on the 3 lines in the top right of the screen



6) Click on Account Management



7) Click on Applications

NORTH YORKSHIRE COUNCIL Children and your	пд реор	le servic	es
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Account Info	<u>Applic</u> Notific	ations ations	Documents
Go to My Details			\$

8) Under 'Go to' select 'Admissions' /

NORTH YORKSHIRE COUNCIL Children and you	ng people service	es
ر Ma	Account nageme	ent
Account Info	Applications Notifications	<u>Documents</u>
Go to Admissions		¢

9) Status will show 'Outcome Available'. Click on 'View'

Admissions

All of your admissions applications are listed below. You may continue an existing application from where you left off, unsubmit an existing application which hasn't yet been processed by the Local Authority, or respond to completed applications.

Outcome Available
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1

10) The Application Review page shows the offer summary

Offer Summary

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The outcome of your application is detailed below:

- 1st Northallerton School & Sixth Form College Waiting List
- 2nd Bedale High School Offered