



September no shows – Reception and Year 7 reporting reminder

02 Sep 2025

Welcome back! We hope you had a restful and enjoyable break.

As you prepare for your new Reception and Year 7 intakes, please be aware that any pupils expected to start but who do not arrive should be reported using the form attached:

This form allows you to report multiple no shows at once, saving time compared to individual children missing education (CME) referrals. Please complete it once you've carried out reasonable enquiries for each pupil.

- Deadline: Friday 26 September 2025
- Nil returns: If you have no non-arrivals, please send a brief email stating this.
- Email subject line must be: September no show return – [Your school name]
- Send to: cme@ealing.gov.uk

Once we've reviewed your submission, we'll confirm when you can release the places. Please ensure your Admissions and CME staff are aware of this process and are using the updated form (attached).

If you have any questions, feel free to get in touch or visit [September no show returns for Reception and Year 7 | Ealing Grid for Learning](#)

Kind regards

Attendance and CME Team

Ealing Council



[September no shows return form.xlsx \(xlsx\)](#)

Related content

[Children missing education \(CME\)](#)

[Attendance](#)

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Contacts

School attendance service

attendance@ealing.gov.uk

Children missing education

cme@ealing.gov.uk

020 8825 5517

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