

Applying to Secondary



In this briefing, we hope to share some information that will help you with applying for a secondary school place for your child. We are sure there are many things that have been missed out here and we recommend you look closely at the official guidance on completing your application for more details.

If you have any questions about secondary school applications and which schools would be a good fit for your child, you can make an appointment with Mr Eggleton to talk this through.

Deadline
31st October



Applications



Shortlisting Schools



School Visits

- Do you stream for subjects?
- What are the homework expectations?
- What extracurricular activities?
- How do students and teachers work?
- What languages are on offer?
- Do you do early entry for GCSE?



Offer Day...and after

Applications

**Deadline
31st October**



The deadline for applications is 11.59pm on 31st October.

It is important to not miss the deadline! Unless there is an exceptional reason why you are making a late application, late applications will not be considered until after initial school offers have been made on 1st March.

Application Form

Applications are online via eAdmissions

Choose up to 6 schools and put them in order of preference (1st preference, 2nd preference etc.)

Schools will let the admissions authority know whether your child meets their criteria and has a provisional place

On 1st March, you will be offered 1 school for your child. This will be the highest ranked school on your preference list where your child has a provisional place

You are not guaranteed to be offered a place at a school on your list

MEET THE DEADLINE – 31st October

The application procedure for secondary is different from primary. All applications are done online through eAdmissions. The application window opens on 1st September and the deadline for completion is 11.59pm on 31st October.

Each school sets its own admissions criteria, so you will need to look in the secondary school brochure booklet (see later slides) or on the school website (look for admissions arrangements) to find out what these are for the schools you are interested in.

You are effectively applying to six different schools using one form. The schools do not know where you have ranked them. You can apply for any 6 six schools anywhere in London, but you should think about the admissions criteria used when offering places as this may mean you may have no chance or only a very low chance of getting into some schools and a very high chance of being offered a place at others.

The school will tell the admissions team whether or not you have been provisionally given a place and then admissions will look at your preference list and offer you the highest school on the list which has offered you a place. i.e. if your no2 and no3 schools both offer you a provisional place, you will be offered your no2 school by the

local authority on 1st March.

Any schools that have offered your child a place but are lower down your list will be released so they can be offered to others. You will automatically go on the waiting list for any schools higher on your list. So, in our example above, you will be offered your no2 school, go on the waiting list for your no1 school and the provisional place at your no3 school will be offered to another child on their waiting list.

Application Information

Southwark Council

<http://www.southwark.gov.uk/schools-and-education/school-admissions/secondary-admissions>

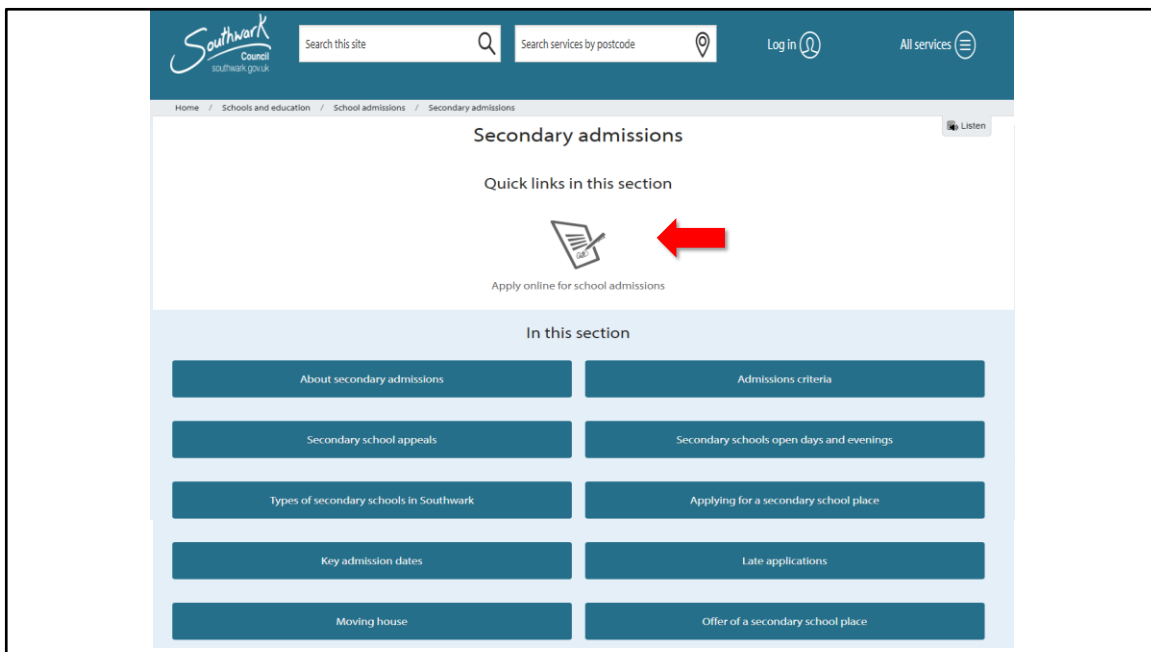
Lambeth Council

<https://www.lambeth.gov.uk/school-admissions>



Your first to look for information should be the local authority admissions webpages. If you live in Southwark, this will be the admissions team you will have most contact with. If you live in Lambeth, you will be dealing mostly with the Lambeth admissions team.

The secondary school admission website for your local authority is where you can access the link to the eAdmissions online form, information on how to apply and also where you will find the information brochure about the schools in that borough.



This is the Southwark secondary admissions homepage.

You'll find the link to the eAdmissions website here, as well as the link to the 'Starting secondary school in Southwark 2022/23' information booklet.

If you haven't logged in to eAdmissions in the last 3 years, you will need to re-register as a first time visitor

Home Help and Information About Local Authority Details

Welcome to eAdmissions

First time visitors
Create a new account.
Register

Returning visitors
Sign into an existing account.
Sign in

Find schools
In your area.
Find

Important information

Apply here for a school place for the year starting September 2022. You can apply for a place in:

- A Primary school (Reception)
- A Junior school (Year 3)
- A Secondary school (Year 7)

In some areas you can apply for a place in:

- A Nursery class or school (Age 3+)
- A University Technical College (Year 10)

This website is funded and supported by 33 London authorities and Surrey County Council.

This is landing page for the eAdmissions website. The system has been updated since you used it for your primary application, so if you haven't logged in within the last 3 years, you will need to re-register as a first time visitor.



- Key Dates
- School Information
 - Admission number
 - Type of school
 - School website links
 - Oversubscription criteria
 - Contact Information
 - Map of Schools
- How to Apply – advice on registering for eAdmissions
- Advice & Useful Contacts

<http://www.southwark.gov.uk/schools-and-education/school-admissions/secondary-admissions>

This is some of the information you can find in the Starting Secondary School in Southwark booklet.

It contains lots of information about the application process, key dates, how to use the eAdmissions system, what the schools are in the Borough, details of the schools and their admissions criteria and information on what to do if you change address, want to appeal an offer etc.



THE SCHOOLS

Schools at a glance

Name of school	School type	DfE code	Gender	Published admissions received for number 2022	Applications received for 2021 intake	Sixth form	Supplementary forms (SIF)	Specialism
Ark All Saints Academy	Church of England academy	2101/4001	Mixed	120	379	x	x	N/A
Ark Globe Academy	Academy	6912	Mixed	180	392	✓	x	Maths and performing arts
Ark Walworth Academy	Academy	2101/6909	Mixed	180	393	✓	x	Arts and social sciences, financial literacy, life science, coding, and entrepreneurship.
Bacon's College	Church of England academy	2101/4005	Mixed	195	452	✓	x	N/A
Compass School Southwark	Free school academy	2101/4000	Mixed	120	271	x	x	N/A
Haberghaven's Aale's Bessing Academy	Free school academy	2101/4006	Mixed	180	714	x	x	N/A
Harris Academy Bermondsey	Academy	2101/6907	Girls	180	367	✓	x	N/A
Harris Academy Peckham	Academy	2101/6908	Mixed	180	222	x	x	N/A
Harris Boys' Academy East Dulwich	Academy	2101/6913	Boys	150	454	✓	x	Sport and enterprise
Harris Girls' Academy East Dulwich	Academy	2101/6908	Girls	150	522	✓ (mixed intake)	x	Sport, medical sciences and enterprise
Kingsdale Foundation School	Academy	2101/4265	Mixed	300	2,749	✓	✓ (scholarship applicants only)	Maths and performing arts
Notre Dame RC Girls' School	Roman Catholic	2101/5404	Girls	124	203	x	✓	Languages
Sacred Heart Catholic School	Roman Catholic academy	2101/5405	Mixed	120	817	✓	✓	N/A
South Bank University Academy	Academy	2101/4002	Mixed	150	263	✓	x	Science, Technology, Engineering and Maths (STEM) with the Arts (STEAM)
St Michael's Catholic College	Catholic academy	2101/5403	Mixed	150	715	✓	✓	Business and enterprise and modern foreign languages
St Saviour's and St Olave's School	Church of England	2101/4680	Girls	125	378	✓	✓	Science
St Thomas the Apostle School and Sixth Form College	Roman Catholic	2101/5402	Boys	152	455	✓	✓	Maths and computing
The Charter School North Dulwich	Academy	2101/4318	Mixed	192	1,251	✓	✓ (leap permits applicants only)	N/A
The Charter School East Dulwich	Free school academy	2101/4003	Mixed	210	1,201	✓	x	N/A
The City of London Academy (Southwark)	Academy	2101/6905	Mixed	240	771	✓	✓ (information technology, specialist applicants only)	Information technology and sport

In the brochure, you will find a useful summary of the schools in the Borough. This can help to narrow your choices.

Don't be put off by the large number of applications received relative to the admissions number (number of places available). Remember, most parents are applying for more than one school for their child, not everyone will have that school as their no1 choice and not all the children applying will qualify for a place under the admissions criteria.

Haberdashers' Aske's Borough Academy



Haberdashers' Aske's Borough Academy	
Free school academy (mixed)	Age range: 11- 18 (sixth form opening in September 2024)
Headteacher: Mr Declan Jones	Published admissions number: 180
DfE number: 210/4006	Nearest stations: Borough, Southwark, Waterloo East and London Bridge
Address: 94B Southwark Bridge Road, SE1 0EX	Bus routes: 344, 381 and RV1
Phone: 020 3764 1321	Supplementary information form required: No
Website: www.habsborough.org.uk	Specialisms: N/A
Email: boroughadmission@haaf.org.uk	
Accessibility: Total wheelchair access	

**Oversubscription criteria 2022 (summary)
contact academy for full criteria**

If the school is oversubscribed, first priority will be given to children with an education, health and care plan or statement of special educational needs naming the school followed by children who meet the following criteria, in priority order:

1. Looked after children (LAC) and children who were previously looked after (PLAC) but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order. Children as internationally adopted previously looked after children (IAPLAC)
2. Children with exceptional medical or social needs
3. Siblings of pupils attending the school at the time the application is received
4. Pupils who live nearest to the school on the basis of a straight line home to Academy distance.

This is an example of the information that is published for each school in the brochure.

You will find helpful information on how to contact the school, their website (where you will find useful information about open days, the school approach and so on), the transport links for getting to and from school and their admissions criteria.

As you can see from the previous slide, all schools are oversubscribed in Southwark (i.e. there are more applications than places) so each school will be using the oversubscription criteria to decide who they offer places to.

Children with EHCP plans or who have a statement of special educational needs that names a particular school get first priority.

Then all other children are ranked in priority order. Common criteria for this are:

- Looked after or formerly looked after children (children who are or have been in council care)
- Children with exceptional medical or social needs (this will need to be evidenced

by a medical or social care professional)

- Children of staff members
- Siblings of existing pupils (their brother or sister will need to be on the school role on the day they start school, so if you have a child about to leave secondary school at the end of the current year, you will not be eligible for a sibling place if you are applying for the following school year)
- Children transferring from a feeder school
- Children who live nearest to the school (distance)

Some faith schools may also have a practicing religion requirement.

Some schools may offer preferential places to children who meet certain aptitude test or scholarship requirements (see slide on scholarships)

Application Form Tips

Put in order of preference (...but having a school as No1 doesn't make it more likely to get in)

Have a 'Sure Thing' School on your list

Start early & save your changes

Look out for Supplementary Information Forms (SIF)

Are there scholarship opportunities?

MEET THE DEADLINE – 31st October

When you are completing your form, bear in mind that there are falling pupil numbers in many schools in the Borough, so the catchment areas for schools may be larger than they have been in the past.

Make sure you rank the schools on your list by the order in which you would accept them if they offered you a place i.e. your favourite as no1, 2nd favourite as no2 and so on.

It is fine to have some schools on your list that you like a lot but have only a small chance of getting offered a place – but you also want to have at least one school on the list that you have a very high change of being offered a place at.

This is because there is no requirement to offer you a school on your list. If all the schools on your list are ones where you have a low chance of getting in, the chances are you won't get any of them and will instead be offered a completely different school that you have not requested.

You can amend your application form any time up until the deadline. It is best if you get logged in early (don't leave it to the last minute as you don't want to run out of

time). If you make changes to your application form, be sure to save them!

Take a close look at the admissions criteria for the schools you are interested in. Are there any supplementary information forms you need to submit (i.e. for faith schools you may need to show proof of regular worship). Make sure you submit these on time as without them your application will not be valid.

Also, are there any places offered to children for scholarship or aptitude in certain topics (academic, music, art, language etc.). Applying for these may increase your child's chances of being offered a place in that school.

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Secondary school admissions for next academic year

Find out about applying for a Year 7 place for September 2022. For 2022 entry, this is for children born between 1 September 2010 and 31 August 2011.

[Apply for a secondary school place for 2022 - 23](#)

[Proof of address and date of birth documents for school admission application](#)

[Apply for a school place in Lambeth borough](#)

Starting secondary school in Lambeth 2022/23

Information for applicants of children born between 01/09/10 and 31/08/11, or aged 10 to 16 in 2022 during the 2022/23 academic year, will be available from primary to secondary schools in September 2022.

Before you apply


It's important to know how the secondary school transfer process works and what you need to do and when.

Please read our booklet for full information about the admissions process and criteria, and open days for each Lambeth state school.

[Starting secondary school in Lambeth 2022/23 booklet](#) →

You may find it useful to read our summary guide:

[Brief guide to starting secondary school in Lambeth 2022/23 booklet](#)



For those parents living in Lambeth, this is the Lambeth admissions website – again, you will find the link to the eAdmissions website here and also the Starting Secondary School in Lambeth booklet

Shortlisting Schools



Below are some resources that you might find helpful when looking into which schools to apply to.

If you haven't already done so, you can **make an appointment to speak with Michael Eggleton** who can give detailed information on local schools and help guide you on which schools might be the best fit for your child.

Resources

Southwark Council

<http://www.southwark.gov.uk/schools-and-education/school-admissions/secondary-admissions>

Lambeth Council

<https://www.lambeth.gov.uk/school-admissions>

School Websites

Ofsted

<https://reports.ofsted.gov.uk>

Government Performance Tables

<https://www.gov.uk/school-performance-tables>

SchoolGuide.co.uk

<https://www.schoolguide.co.uk/>

Make an appointment with Mr Eggleton for advice on which schools are a good fit for your child

It can be difficult to decide on which schools to choose, so it's helpful to know where you can find out more information.

The Southwark or Lambeth Council website is a good place to start. This is where you can access the online form and also where you will find information about the schools in the borough.

School websites are also good sources of information about curriculum, extra curricular activities and details of any scholarship opportunities. You may get an idea from the website about what the culture of the school is and what they focus on, but it's always good to back this up by going on a school visit.

If you like to look at external data sources, then both the Ofsted (School inspectors) website and the Government performance tables may be of interest. However, bear in mind that because of covid, many schools haven't been inspected for a long time and the information in the performance tables is from 2019.

You may also find third party review sites like schoolguide useful. This has some information for free but some that is paid for. Be aware that the majority of the paid

for data is available for free from other sources (like the government performance tables).

Ark Globe Academy

URN: 135584

Harper Road, London, SE1 6AG

Inadequate

Requires
Improvement

Good

Outstanding

Click to show map

[▶ How long until the next inspection?](#)

Activity, reports and ratings

Get email alerts when we publish a new report

05 October 2018

↓ [Short inspection](#)

PDF – Published 15 November 2018

23 October 2014

↓ [Full inspection: **Good**](#)

PDF – Published 19 November 2014

30 March 2011

↓ [Full inspection: **Good**](#)

PDF – Published 06 May 2011

11 May 2010

↓ [Monitoring visit](#)

PDF – Published 08 June 2010

Pupils

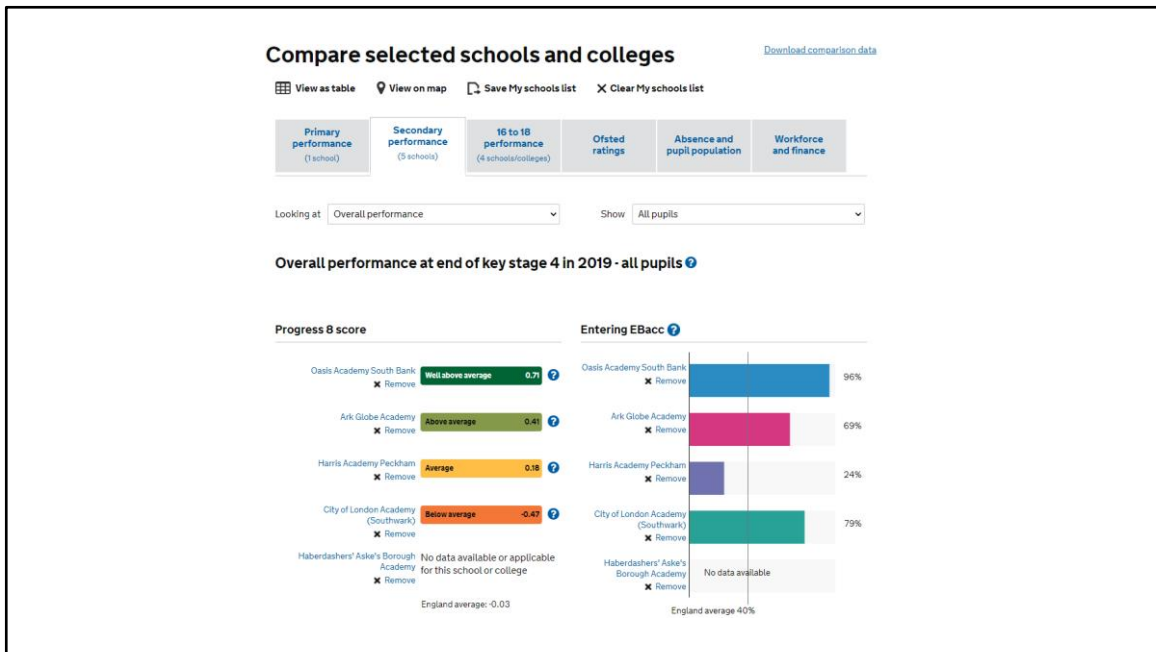
Age Range	3 - 18
Gender	Mixed
Number of pupils	1294
School capacity	1645

Details

Principal	Mr Matt Jones
Boarding provision	No
Type	Academy
Religious character	Does Not Apply
Local authority	Southwark
Region	London
Telephone	02074076877
Fax	02074038922
Website	https://arkglobe.org/

<https://reports.ofsted.gov.uk>

Ofsted – Make sure you check out the date of the last inspection – the older the report is, the more the school may have changed in the meantime.



<https://www.gov.uk/school-performance-tables>

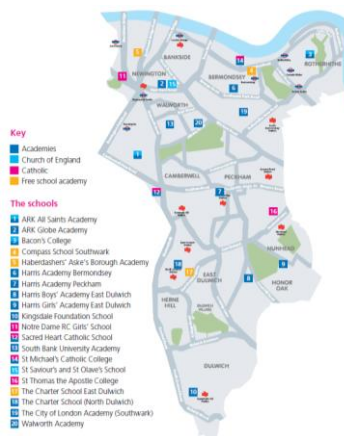
On the performance tables website you can select a number of different schools to compare results for. It will give you information on how much children progress at the school (i.e. their results at GCSE compared to their results at the end of primary), the number of children taking the Ebacc (see below), the results for English, Maths etc..

Ebacc is a set of subjects at GCSE that keeps young people's options open for further study and future careers. It consists of:

- English language and literature
- Maths
- The sciences
- Geography or history
- A language

Schools...

Haberdashers' Borough Academy
Oasis Academy Southbank (Lambeth)
Kingsdale Foundation School
ARK Globe Academy
Harris Academy Bermondsey
Harris Academy Peckham
City of London Academy
St Saviour's & St Olave's
Bacon's Academy
Compass School Southwark
London Nautical School



Historically, these are some of the other schools that CDPS children attend. Haberdashers' Borough Academy is the school that the majority of CDPS children went to last year. Haberdashers is part of a larger academy chain.

As you can see from the map (which is the schools map in the Southwark brochure), most of the schools attended by CDPS children are in Southwark.

Oasis Academy is in Lambeth but this is a school many of our families are in the catchment area for.

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How offers were made for Lambeth secondary schools on National Offer Day (1 March 2021)

Please see the below attachments regarding Lambeth state schools and how offers were made for secondary transfer 2021 – 22.

The information in these documents relate to applications that were made on time and are broken down by the schools admissions criteria and banding (where used).

Please note that there is no breakdown for schools that had vacancies or allocations made on 1 March 2021. This is because all applicants received a place at the school of a higher preferred offer.

We hope that this information will assist you in knowing why an offer could not be made at a school you applied for.

If you are viewing this information in relation to a secondary school application for other years, the details on this page only relate to 2021-22 intake and children applying will vary each year. Therefore this information cannot be used to guarantee an indication of how offers will be made for future intakes.

[Ark Evelyn Grace Academy](#)

[Archbishop Tenison's School](#)

[Bishop Thomas Grant Roman Catholic School](#)

[City Heights E-ACT Academy](#)

If you are considering a Lambeth school, you may find the information on their website about how secondary school offers were made last year useful.

<https://beta.lambeth.gov.uk/schools-and-education/school-admissions-and-appeals/secondary-school-admissions/how-offers-were-made-lambeth-secondary-schools-national-offer-day-1-march-2021>

[How offers were made for Lambeth secondary schools on National Offer Day \(1 March 2021\) | Lambeth Council](#)

This shows how offers were spread across the different criteria, number of siblings, distance of pupils etc. and may help you decide if this is the school for you. This does not show children who came off the waiting list.



Secondary Transfer 2021 National Offer Day (01/03/21) details of offers

Oasis Academy South Bank

Number of on time applications received – 737

PAN – 120

Criteria	Number of offers
LAC	1
Sibling	29
Medical/social	0
Staff Children	2
Children at Oasis Johanna	11
Pupil Premium	6
Distance	66
Total	115
SEND	5
Grand total	120
Last distance offered on NOD	1777.55

From the breakdown, you can see the order in which places were offered under the oversubscription criteria. SEND admissions are shown separately as children with EHCP plans or a named school are given first priority.

As you can see, in 2021 around a quarter of places were offered to siblings, 10% of places went to children at the Oasis Johanna feeder primary school, and just over half to children based on distance from the school.

...More schools

Other Southwark Schools

ARK All Saints Academy

The Charter School North Dulwich/ Charter School East Dulwich

ARK Walworth Academy

Other Councils

Westminster Academy (Westminster)

The Grey Coat Hospital (Westminster)

Graveney School (Wandsworth)

St Olave's Grammar School (Kent)

Southwark Catholic Schools

Notre Dame RC Girls' School, Sacred Heart Catholic School,

St Michael's Catholic College, St Thomas the Apostle College

These are some other schools you may have heard talked about and are occasionally schools that CDPS children attend.

ARK All Saints (in Camberwell) and ARK Walworth are both part of the ARK academy family (along with ARK Globe).

The Charter Schools are part of the same trust family of schools as CDPS. However, there is no preferential treatment given to children from CDPS when applying. They use a distance criteria and catchment areas are relatively small as they are both popular choices.

The Grey Coat Hospital school – based in Pimlico, a number of children from local schools attend Grey Coats. Grey Coats is a girls faith school and has a minimum of 116 religious places, where offers are based on church of worship and demonstrated regular attendance and linked to how children perform in non verbal banding test (25% from the top band, 50% from the middle band, 25% from the lower band). However, it does also offer up to 20 open places where no religious criteria apply and it has up to 15 places that are offered for children demonstrating language aptitude. No previous knowledge of a foreign language is expected or required.

Graveney School – this is a Wandsworth school. Up to 70 places are offered on the basis of how well children perform in the Wandsworth test (verbal and non verbal reasoning). If you are thinking of applying for a Wandsworth school, keep an eye out for the deadline for signing your child up for the Wandsworth test, which alongside being the basis of selection for Graveney is used for banding purposes across all Wandsworth schools that have banding as part of their admissions criteria. This year the deadline was mid August but it has been as early as July in previous years.

St Olave's Grammar School in Orpington (via train from London Bridge) is an academically selective boys school. Entry is based on performance in the school's own entrance test. The application window for applying for the test (the supplementary information form) is done online via the school website and is usually available to complete between mid June and the beginning of July. If you are interested in your child applying to this school, keep a close eye on the website for the deadline.

Southwark Catholic Schools – there are a number of catholic schools within Southwark. These all have faith based criteria as part of their admissions oversubscription criteria, and to have a reasonable chance of admission, you will need to be able to demonstrate regular worship (Catholic children are prioritised above other Christian or other faith children) and places may be prioritised for feeder school children.

Scholarships/Aptitude

Kingsdale – 15% of admissions
Music, Sport, (Art & Maths post offers)

COLA – up to 24 places (10%)
Aptitude for information technology scheme

Holland Park – 24 places (10%)
Art Aptitude – application for 2022 closed

Camden School for Girls – 8 places
Musical aptitude (3), musical aptitude & ability (5)

Graveney School - 70 places
Based on score in Wandsworth test

Grey Coat Hospital School – 15 places
Language aptitude (no experience of speaking languages needed)

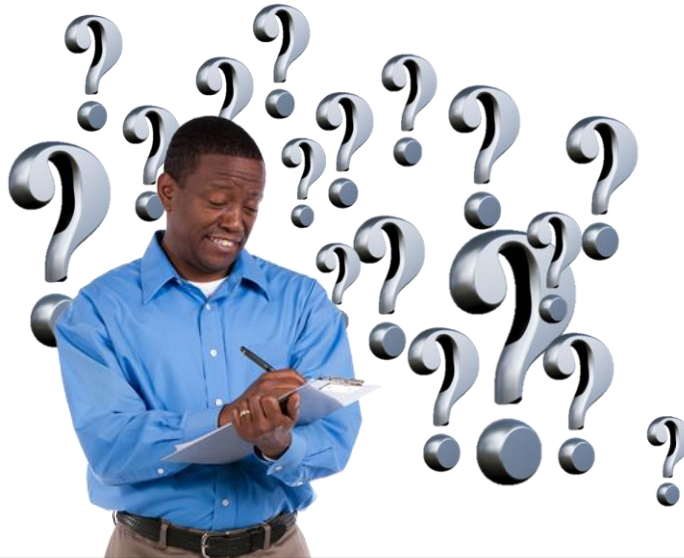
Independent Schools

For schools you are very interested in, look to see if there are any scholarships or aptitude linked places offered that increase your child's chances of being offered a place.

The schools listed are all state schools where children from CDPS have gained places in the past under their scholarship/aptitude test schemes.

In addition, some independent (fee paying) schools offer up to 100% scholarships/bursaries for children who perform well in their admissions tests – i.e. City of London (boys), Dulwich College (boys), City of London Girls, James Allen's Girls' School, Alleyns (mixed) etc. Applications to Independent schools are always directly to the school.

School Visits



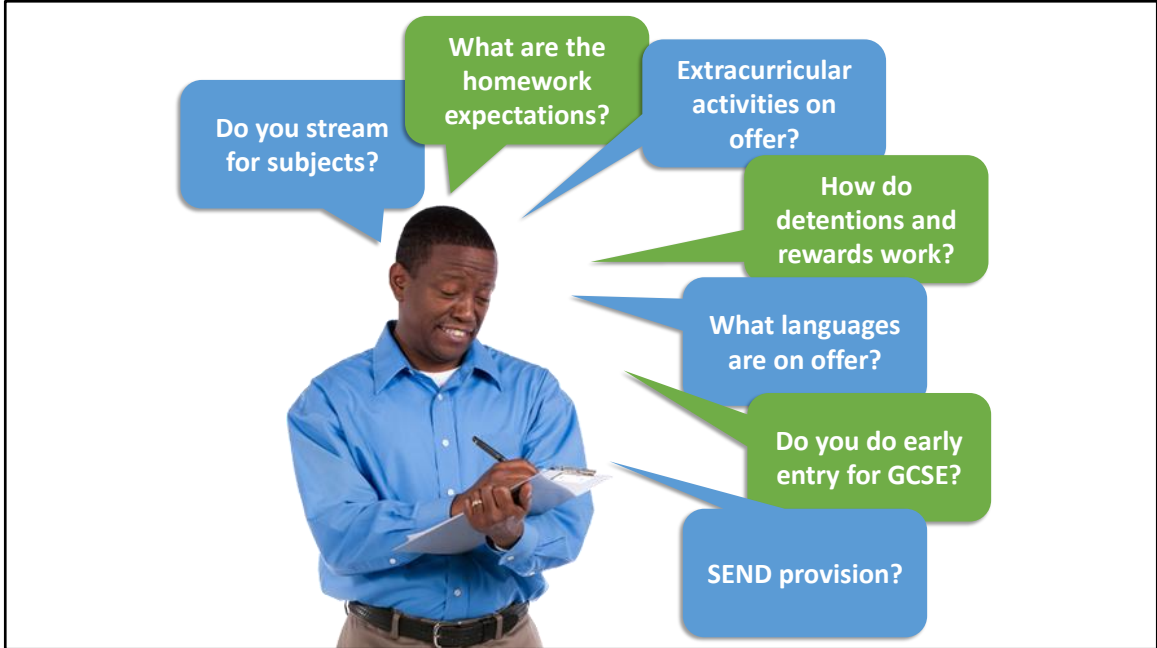
School visits are your best opportunity to ask questions of staff and pupils and to look round the school.

Your experience and impression of a school may be very different from that of other people you are speaking with. Remember, what is right for your child may also be very different from what would best suit their child.

Dates of school visits are published on the council website. Due to covid restrictions, these may be subject to change, so also check on the website of the school. School open days/evenings are in September and early October.

Fitting in lots of visits can be tough, so it is helpful to do some research in advance so you focus on visiting the schools you are most interested in and/or most likely to get an offer of a place in. Remember that what they look like on paper may be different from how they are in reality, so if in doubt, try and visit.

Year 5 parents are welcome to attend school open days and this sometimes takes the pressure off when your child is in year 6 and you are trying to fit everything in to the short application window.



Above are some questions you might want to ask on your visit to find out more about the school and whether it is a good fit for your child

Do they stream certain subjects by ability?

Do they set lots of homework that might interfere with other commitments your child has?

Do they offer a broad range of extra curricular activities that would appeal to your child, and how do they ensure fair access to these?

What is the approach to pastoral care – does the school offer counsellors, how is the behaviour policy enforced (detentions/rewards/school ethos)?

What subjects do they offer – particularly languages if you have a specific language in mind that you want your child to learn

Do they offer early entry for GCSE so children can split the load or take more subjects?

What is the SEND offer, do they have any areas of specialism or focus?

If your child has SEND needs, see if you can also meet with the SENCO on a school visit to find out more about the support they offer.

What is important to you and your child?

What are you looking for in a school?

How does it compare?

Size
Pastoral
Sports
Arts
Sibling Policy
Transport
Subject Options

Before you visit schools, think about what is most important to you and your child. You might want to discuss this with your child to get their input.

Is your child keen on performing arts? Do you want all your children at the same school? How do you feel about travelling and will travel time get in the way of activities your child does out of school? (Some children thrive on the independence that comes with travelling to and from school).

After a school visit, discuss the school and see how it rated against what was important for you and your child. This may help you put your school choices in order. Try and keep a note of what you really liked about each school so you can revisit it when you come to make your final choice.

Be aware that the uncertainty around the application process – which schools you like, which school you might get offered, whether they'll be with their friends etc. can be unsettling for your child, so they may need reassurance through the process.

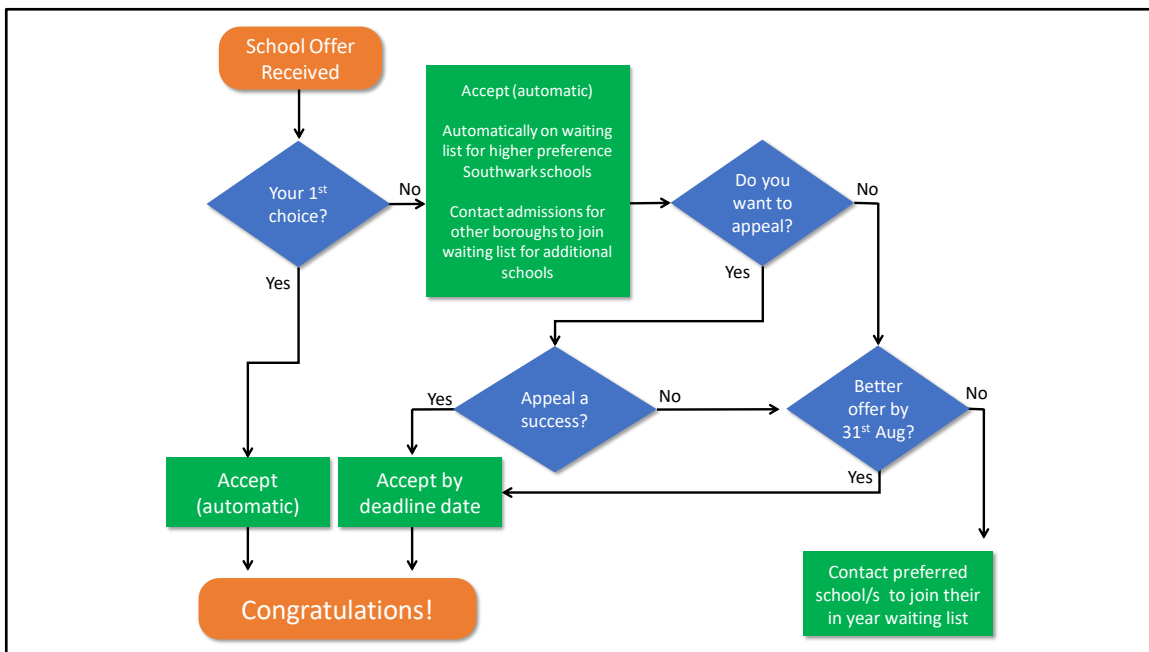
Offer Day...and after

Tuesday 1st March 2022 – email after 5pm



You will receive an email after 5pm on Tuesday 1st March 2022 with your school offer and information on the next steps.

If you don't receive the email, you can also log in to eAdmissions to see which school you have been offered.



This flowchart is for guidance only and is aimed at Southwark residents. For details of the process, see the brochure on Secondary applications for your Borough and the information in your offer letter on 1st March.

School offers come out after 5pm on 1st March 2022.

Accept the offer – if the offer is a school from your list, acceptance for Southwark residents will be automatic. Accepting the offer does not reduce your chance of getting a more preferred school from the waiting list or stop you appealing for a place in a school you had on your list but didn't get offered.

The school may let you know where you are on their waiting list and may be able to keep you updated. For Southwark, the waiting lists are managed by schools admissions until 31st August so schools are reliant on receiving information from them. **There is a lot of movement on the waiting list**, so you may get a school from your list before the deadline for starting school. If you've changed your mind and want to go on the waiting list for a school lower down your original list or to try for a school that wasn't on your list, contact admissions in the borough where the school is.

Once you have a school place, you will need to provide the school with documentation to confirm you are eligible.

- Child benefit documentation, or if you are no longer eligible to receive child benefit, a letter from the HMRC confirming that you were previously in receipt of child benefit.
- Council tax bill
- One other proof of address, e.g. TV licence, bank statement, credit/store card statement

You will need to be still living at the address that you used in your application on the first day of term when your child officially joins the school roll. If you have moved after 31st October, you will need to contact the admissions team at the local authority to request and complete a change of address form. Your child's new address will not be updated until after 1st March and the school where you have been offered a place will then rework their oversubscription criteria to see if you are still eligible. This may mean that your child will no longer be eligible for a place that was previously offered to them and you will have to then request that they go on the waiting list for other schools.

Appeals



You can appeal for any school on your preferred list

Look at the email of your offer for how to appeal (also guidance in the brochure)

Appeals forms available from schools

Appeal heard by Independent Appeals Panel

The council guide has a section giving an overview of how to appeal a place.

You will also get information on how to appeal on your offer letter.

Appeals can be made to any school you applied to but didn't get offered. The appeal will be heard by an Independent Appeals Panel/

Appeals

- Why your child deserves a place at the school
 - Social need
 - Academic need
 - Family need
- Why authorities haven't, in your opinion, followed the correct processes
- Any change of circumstance since your original application

You can appeal on the basis that the oversubscription criteria have not been applied correctly to your child.

You can also put forward arguments for why your child should have a place. These should centre on how that school best meets their social, academic or family needs.

At the appeal, you will get a chance to read a statement, be asked questions – and ask them of the admissions authority – and to give a summing up at the end. Be prepared and have clear arguments that you want to make.

Only around 4-5% of all admissions were heard by an appeals panel in 2021. Of these, around 20% were successful last year.



You can make an appointment with Michael Eggleton to discuss which school options will best suit your child