

Grasmere Primary School Parent Briefing: Secondary Transfer

Essential information:

- Deadline for application is **midnight on 31st October 2023.**
- You must not start applications just before this deadline as they may fail to be processed.

Useful information for support:

Information for parents

Hardcopy guide - Apply for a Secondary School Place 2023

Website – education.hackney.gov.uk/secondaryguide

Email: secondary.transfer@hackney.gov.uk

Telephone: 020 8820 7000 (Option 3)
Mon, Wed & Fri, 9am - 5pm
Tues 1pm - 5pm, Thurs 9am - 1pm

In person: Tuesday 9am - 12pm and Thursday 1pm - 4pm at the Hackney Service Centre, 1 Hillman Street, E8 1DY



Common misconceptions:

Listing only one preference will increase the chance of an offer.

This is **not true!**

Parents should list more than one school. You should include schools that might not be your top choice and include schools closest to your home. If you don't apply for a school your child will not be considered.

Common misconceptions:

Hackney residents get priority for Hackney schools.

Not true... but distance is a factor.

A family's nearest school may be in a neighbouring borough. Parents apply via their home Local Authority and list schools in Hackney and schools in other boroughs amongst six preferences.

Common misconceptions:

Places are offered to those who list the school as their first preference and then lower preferences are offered.

Not true...

Schools cannot give priority to families who list them as first preference. It's illegal under the Admissions Code and also they are not given preference rank.

Listing a school as first preference does not increase the chance of being offered a place.

Common misconceptions:

Children in the same street should all qualify to go to the same school.

Not true...

Home-to-school distance of the last child offered a place will change every year.

The number of children offered under each criterion changes every year. e.g. some years have more siblings and this leaves fewer places to offer under the distance criterion.

Key messages:

Before applying you should:

- Visit potential school's websites/go to an open day.
education.hackney.gov.uk/openevents
- Find out what the admissions criteria are and what criterion your child will be considered under. e.g. sibling, distance etc.
- Find out you home-to-school distance and the cut-off distance in previous years – do you live too far away to qualify for a space?
education.hackney.gov.uk/cutoffdistances

Key messages:

- Each school is given equal consideration regardless of where it is ranked in the preferences.
- Schools rank all the applications they receive according to their admissions criteria. It is the admissions criteria alone that determine who has priority.

Key messages:

Parents can list schools they want the most higher up in their preferences even if the chance of getting a place is small and they still have an equal chance at getting a place at lower preference schools.

So what should parents do?

Parents should list the school they want the most as their first preference (even if the chance of getting a place is small). Their second preference should be the school they prefer if they don't get their first preference .. and so on down their list of preferences.

Applying online:

Two stage process

1. Register parent details and **confirm email address.**
2. Enter child details and preferences. **SUBMIT.**

Was there a confirmation email?

application reference number 204-2023-09-W-123456

Changing the application:

make changes until **midnight on 31st October 2023**

SUBMIT – a confirmation email is sent each time.

Applying online

eAdmissions website for all London families

- Use any device with internet access
- Email address:

Parents need an email address to apply.

Confirmation of the application will be sent via email.

- Trouble with computers/internet:

Please seek support from a
relative/friend/child/**child's teacher/school**

eAdmissions Applications

- Twins – make separate applications and tick the “multiple birth” question.
- **IMPORTANT** info collected on the form – you must indicate...
 - looked after/previously looked after child
 - siblings – all schools
 - Medical/social priority – some schools
 - Children of staff – some schools
- **NOT collected** on the form – parents must tell Hackney Learning Trust directly of child protection plan – parents/schools must email.
- **Strongly recommend logging application number and login details!**