

## Applying for Secondary Schools

- additional guidance for Year 6 parents and carers.

- Many secondary schools will organise open days and evenings early in September. Please check individual school websites or borough / local authority websites for details.
- Boroughs / local authorities may also organise meetings to inform you of the process.

For example;

Wandsworth- Wed 5<sup>th</sup> September and Thursday 6<sup>th</sup> September 2019 from 7pm- 8.15pm at the Civic Suite, Wandsworth Town Hall.

Lambeth- Monday 9<sup>th</sup> September 2019 from 6pm-7pm at Kings Avenue Primary School or Thursday 12<sup>th</sup> September 2019 from 6.30- 7.30pm at Julians Primary School

- You must complete an **application form for the borough / local authority in which you live** eg. if you live in Wandsworth you apply online at [www.eadmissions.org.uk](http://www.eadmissions.org.uk). If you live in another borough check the council website- they may ask you to apply in a different way. Each different borough / local authority will be able to inform you when the secondary schools that are in that borough / local authority have their open days and evenings.
- You must complete the application by midnight on 31<sup>st</sup> October 2019- I would recommend you **completing the form by Friday 18<sup>th</sup> October 2019-** you can begin the application process from 1<sup>st</sup> September 2019.
- You can use the application to apply to any secondary school in London.
- All councils recommend you apply online- you will then receive notifications and emails.
- If you apply online you will be notified of the results of your application by email from 5pm on 1<sup>st</sup> March 2020.
- There are a variety of types of schools (Academy, Voluntary Aided and Community)
- Different schools offer a range of school places and will have different admissions criteria (Selective, Non-selective, Specialist, Banding).
- Some schools in Wandsworth and in other boroughs require you to complete a **Supplementary Information Form (SIF)** which must be completed and submitted to each individual school before you apply. Please note that some schools will require you to complete and submit a SIF very early in September- please check individual school websites.
- All Year 6 children who attend a Wandsworth Primary School will sit a secondary Transfer Test in September. However, if you are applying to schools in other boroughs they may require you to sit their own test- please contact each school (if not in Wandsworth) and ask them when these tests will take place (normally on a Saturday towards the end of September).
- When selecting schools please **look at their website, attend open days / evenings, ensure you understand their admission criteria**, look at a map and find out where they are, check **what evidence is required** and if a **Supplementary Information Form** is needed. Before you include the school in your preference list make sure you fulfil the criteria.
- You can include up to six schools (please list at least 5) from any London borough. List these in order of preference- please be aware, individual secondary schools do not see this list.
- Do not include private schools on this list of preferences- many private or independent schools will have a completely different application process.

Please don't hesitate to ask if you are unclear about the process. Yours sincerely,

Mr Coultas  
Assistant Headteacher