



Applying for Secondary School September 2021

For Hillingdon residents only

Contact information

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Introduction

This power point will cover:

- Information regarding changes due to Covid19
 - The types of schools you can apply for
 - The deadline for applications
 - How to apply
 - When you will receive an offer
- Additional information for Children with Special Educational Needs
 - Additional support available when applying

Important deadlines

Year 7 and year 10 transfer

Year 7 – children born between
1 September 2009 and 31 August 2010

Year 10 transfer – children born between
1 September 2006 and 31 August 2007

Saturday 31 October 2020	Applications deadline
Saturday 31 October 2020 midnight	Online applications deadline
Monday 1 March 2021	Offer day
Monday 15 March 2021	Acceptance deadline



Stage One: Before Choosing the school.

1. Open days.

Every year schools hold open evenings for parents to provide information specific to their schools however, with the unforeseen impact of COVID-19, a large public event is currently no longer an option. That doesn't mean you can't explore the schools online as this year many schools are creating virtual information. Visit schools website. The majority of schools have created virtual information which may contain the following:

- Video message from the headteacher
- Tour of the school
- Q&A session

Please visit schools individual websites for further advice.

How to find virtual information

School	Virtual Information/Video on their website
Barnhill Community High School	https://www.barnhill.hillingdon.sch.uk/page/?title=Primary+Transition&pid=97
Bishop Ramsey CofE School	https://www.bishopramseyschool.org/page/?title=Virtual+Tour&pid=188
Bishopshalt School	https://www.bishopshalt.hillingdon.sch.uk/year-6-transition
The Douay Martyrs Catholic School	Coming soon
Guru Nanak Sikh Academy	https://www.gurunaksikhacademy.co.uk/page/?title=GNSA+Secondary&pid=2
The Harefield Academy	https://www.theharefieldacademy.org/page/?title=Transition&pid=270
Harlington School	Coming soon
Haydon School	https://www.haydonschool.com/page/?title=Year+7+Virtual+Transition&pid=141
Hewens College	Coming soon
Northwood School	https://www.northwood-school.org.uk/Virtual-Information-for-Parents/
Oak Wood School	https://www.oakwoodhillington.org.uk/Transition-Video/

Park Academy West London	https://www.park-aspirations.org/parents-information/transition/
Queensmead School	Coming soon
Rosedale College	Coming soon
Ruislip High School	Coming soon
Swakeleys School for Girls	https://swakeleys.hillingdon.sch.uk/school-calendar/year-6-transition/
Uxbridge High School	https://www.uhs.org.uk/page/?title=Moving+up+to+secondary+school&pid=265
Vyners School	Coming soon



Making the most of virtual information sessions

- If you are going to take part in a virtual tour, find a quiet place with a good internet connection.
- Make as many notes as you can. That way if there are any areas that may not have been covered, you will have the opportunity to get these answered afterwards.
- You can email the school office if you wish to obtain specific information.





Before Choosing Your Child's School

2. School website

What to look for in the school website:

The school's approach to homework, uniform, curriculum coverage and other key aspects of school life.

Recent exam results, including the percentage of 16 year olds who achieved grade 4 or above in both English and maths.

Old grades	New grades
A*	9
A	8
	7
B	6
	5 STRONG PASS
C	4 STANDARD PASS
D	3
E	2
F	1
G	
U	U



Before Choosing Your Child's School

3. League Tables

A list of how schools have performed in examinations, rated from highest to lowest.

4. OFSTED report

Available on a school's website.

Remember, it is about getting an OVERALL picture of the school. Do not rely on just one source of information.

Overall performance at end of key stage 4 in 2019 - all pupils ?

Showing 34 schools

School name	Type of school	Number of pupils at end of key stage 4	Progress 8 ?		Entering EBacc	Staying in education or entering employment (2017 leavers)	Grade 5 or above in English & maths GCSEs	Attainment 8 score	EBacc average point score
			Number of pupils included in this measure	Score & description					
	Academy	105	92	Well above average 0.96 ?	68%	88% (49 of 56 pupils)	45%	52.9	4.72
	Academy	168	163	Well above average 0.84	51%	97% (166 of 172 pupils)	64%	56.5	5.04



Applying

Visit **www.hillingdon.gov.uk/schooladmissions** where you will find lots of useful information about schools admissions, plus a link to 'Apply Online' – this will take you to the eAdmissions website. This is where you apply for your child's secondary school place.

School admissions September 2021

School year

Reception

Infant and junior transfer

Year 7

Year 10 transfer

Children born between

1 September 2016 and 31 August 2017

1 September 2013 and 31 August 2014

1 September 2009 and 31 August 2010

1 September 2006 and 31 August 2007

The deadline for applications is October 31st 2020. Any applications received after the closing date will be treated as a late application and will not be processed until after offer day. This means there is a much greater chance that your child will not get a place at their preferred school(s), as these will have been allocated to those applying on time.



The process

You can apply online from Tuesday 1 September 2020 at www.hillingdon.gov.uk/schooladmissions, where you can continue to make changes to your application up until the closing date.

Applying

Apply now

Closing date for applications is Saturday 31 October.

To give your child the best possible chance of being offered their preferred school(s), please ensure your application is received on time. Hillingdon Council can not be held responsible for any delays in the post or problems with internet providers; we would therefore recommend you submit your application by Friday 23 October to ensure it is received on time.

Before applying, make sure you have an email address that you have access to and your choices ready in order of preference.



The process

<https://www.hillingdon.gov.uk/secondar>

eAdmissions Help FAQ

In this section

- School admissions home
- Information & Guidance
- Register to apply online
- Edit your account
- Login to your account
- Find your nearest school
- Local Authority details
- eAdmissions tutorials

Welcome to the eAdmissions website

This website will open on the 1st September 2018. You can apply for your child's nursery, reception, junior, secondary or university technical college placement for the school year September 2019/2020.

Choose one of the following options:

- [Create a new account](#)
- [Return to your existing account](#)
- [Forgotten your username and password](#)

Important information about email addresses
If you don't already have an email address, you will need to create one before you apply online.

School outcomes are sent by email during the evenings of 1 March 2019 (Secondary & UTC) & 16 April 2019 (Reception & Junior). In the past Yahoo, AOL, Hotmail and btinternet email providers did not deliver our outcome emails. To make sure you can receive notifications and your outcome, download the free ParentComms app. Go to [Apple AppStore](#), [Google Play](#) or [Windows Phone Store](#) and register using your eAdmissions username and password.

Get to know the eAdmissions website

Within the eAdmissions website, either 'Create a new account' or 'Login to an existing account'. If you have an existing account, once logged in, you will be asked to check your contact details before proceeding. Please update your details if they are incorrect.

If you create a new account, you will be emailed a username and password. You will then be able to log back in and begin filling in your choices.

Keep your username and password in a safe place. You will need this again in March to view your offer.



Stage Two: Making the decision

- If your child's name is not listed on the 'My school admissions' page, click on the 'Start application for new child' button. If your child's name already appears on the 'My school admissions' page, click on the 'Start new application' button below the child's name. This button will only be available for children whose date of birth falls within the relevant age range.
- Enter the requested details about the child you are making the application for on the 'Child details' page (or check existing details) and select the 'Save and continue' button.



Stage Two: Making the decision

1. Completing the application form.

From the drop-down menu, select the local authority where the school is located. You can apply for any maintained schools in the 33 London authorities, Surrey County Council, Hertfordshire Council and their neighbouring authorities. Select and add the schools you wish to apply for, making sure you put them in order of your preference. (Number 1 is your first preference)

IMPORTANT!

You have the option to list up to six preferences and it is highly advisable that you list as many preferences as possible – although, you do not have to choose six. We strongly advise you carefully consider the order of your choices – you may not get your first or even second choice!



Stage Three: The Application Process

Supplementary information forms

Please note some schools, such as faith schools, require the completion of a supplementary information form (SIF). This is so that they can decide which pupils should have the highest priority when making offers. SIFs are available directly from each school and their website. They must be returned to the school or to the address provided by the school by the specified deadline, which may differ between schools. If you do not return the SIF by the deadline, your application will not be considered.

The following schools require SIFs to be completed in order to process applications.

Bishop Ramsey

The Douay Martyrs

Guru Nanak Sikh Academy

Swakeleys School for Girls operates a fair banding system to allocate places. The places within each band are based on year 6 students taking a Non Verbal Reasoning Test (NVRT). Please be aware that the form must be returned to the school direct by 25th September, 4pm. Please visit the schools individual website for supplementary forms and deadline dates..



Applying for grammar schools

You will find information regarding grammar schools using the link below:

<https://archive.hillingdon.gov.uk/article/34784/Grammar-school-information-for-September-2021>

There are no grammar schools in Hillingdon but there are grammar schools in some of our neighbouring boroughs – like all other out of borough schools, you still need to name the grammars as a preference on your Hillingdon application form.

Grammar schools select all or most of their pupils based on academic ability and require applicants to take the 11+ exams. We would advise parents to consider not using all 6 preferences for grammar schools however, we understand that this is parental choice. Please also be aware that even if your child passes their grammar test, this does not guarantee that your child will receive an offer for that school. The cut off score can vary yearly dependent on the calibre of scores received. Further information can be found on our dedicated grammar school webpage via www.hillingdon.gov.uk/schooladmissions. You can also visit the grammar schools websites to find further information relating to registration deadline dates, secondary transfer test dates and the outcome of test results including much more.



How your child's school place is determined.

Many schools receive more applications than there are places available. To decide which children to offer places to, each school's oversubscription criteria is used. Schools have different criteria, so it is important you check the admission arrangements for all the schools you apply for.

When a child can be offered more than one school that they have applied for, the ranked preference order will be used to determine which school to offer. This eliminates multiple offers and will result in your child being offered the highest possible preference listed on your application.



How your child's school place is determined.

Step 1

If the School Placement and Admissions team can meet your first preference, they will offer your child a place and decline all lower preferences.

Step 2

If the School Placement and Admissions team cannot meet your first preference, but can offer one of your lower preferences, they will offer the highest possible preference. Your child's name can be added to the waiting list for all schools above the preference school offered. All lower preferences will be declined.

Step 3

If the School Placement and Admissions team cannot meet any of your preferences, they will offer your child a place at a school with a vacancy near to your home address. Your child will be added to the waiting list for all schools you listed as a preference.



Stage Four: The Offer

Offer Day

National offer day is Monday 1st March 2021

If you applied online, you can view the result of your offer online from the evening of Monday 1st March 2021 (after 5pm)

You must **accept your offer** to secure your school place. If you do not log in and accept the offer, you will lose your place.



If you are not happy with the outcome

You should **accept the place offered** to ensure your child has a school place reserved for September 2021. **PLEASE DO NOT DECLINE THE OFFER IF YOU ARE NOT HAPPY WITH THE OUTCOME.** Your child will still be automatically added to the waiting list for any Hillingdon school that you listed as a higher preference when you accept.

Accepting the school you have been offered that is not your preference will have no effect on your waiting list positions and will not weaken your chances of being offered a higher preference school.



Stage Five: Making an Appeal

Under the School Standards and Framework Act 1998, you have the right to appeal against the refusal of a place at any of the schools for which you have applied. If you wish to appeal for a faith, foundation, academy, or free school, you must contact the school directly to obtain the appeal documentation.

If you wish to make an appeal to a community school, please contact the local authority. For schools not in the borough of Hillingdon, you must contact the authority in which the school is located.



Children with special educational needs

Education, Health and Care Plan

Urgent Notice for Children and Young people who have an EHCP* - Education And Health Care Plan or are undergoing an application for an EHCP assessment

* If your child has an EHCP, you do not need to complete the required Admission's form - as you will follow a different admissions process with your SEN caseworker via the SEND Team at the council.

If your child is undergoing the education health and care needs assessment process, but it is not yet complete, please tick 'No' and ensure you complete the application form and attach a note/letter to inform us that this is the case.

For more information, please call the SEN team on 01895 277088.

Mr Bhatt may also be in contact with you to support you through this process.

Please do not delay in making your application to The School Placement and Admissions because you are waiting for the outcome of any EHCP needs assessment of special educational needs; as this may restrict the options that may be available to you.



Additional information

<https://archive.hillingdon.gov.uk/secondary> - Here you will find information on how to apply for a secondary school place. You will also apply via this website.

vpy56wep@theparkfederation.org – Email address for Miss Grice (Years 5 and 6 Vice Principal).