

Tower Hamlets Transition Support Programme

# **Secondary Transition Workshop**

## Welcome to you all!

Today we will be discussing the following points:

What is the Tower Hamlets Transition Support Programme and what do we do?

Key dates for secondary application

Admission criteria

What to do pre-application

Visiting schools

Making the application

Notification of outcome and subsequent steps

# Tower Hamlets Transition Programme

**Tower Hamlets Transitions Project**

**Parents and carers  
Do you need support with...**


- Visiting schools?
- Applying for a reception place?
- Applying for a secondary place?
- Support with completing school application forms?
- Bullying?
- Support with admissions appeals?
- Applying for a secondary place?
- Understanding different schools admissions policies?
- Finding out which school will best suit your child's needs?
- Support with in-year admissions?

**Our transitions support officers are here to help**

**Drop In Sessions:**  
Tuesday 9:30am-3:30pm (Term Time Only)

**Parents Advice Centre**  
30 Greatorex Street, Whitechapel E1 5NP

**For More Information Please Contact:**  
Altafur Rahman: 020 7364 6460  
Aleha Khanam: 020 7364 4784  
Email: [transitions@towerhamlets.gov.uk](mailto:transitions@towerhamlets.gov.uk)

**Parent and Family Support Service** 

# Ready for Secondary School 2019

A short film has been created in partnership with Transition Support and Pupil Services and is available to watch on the LBTH website.

[http://www.towerhamlets.gov.uk/ignl/education\\_and\\_learning/schools/school\\_admissions/secondary\\_school\\_admissions.aspx](http://www.towerhamlets.gov.uk/ignl/education_and_learning/schools/school_admissions/secondary_school_admissions.aspx)

# KEY DATES

**September:** Secondary transfer booklet received by parents from primary school

**September – October:** School open days/evenings

**September 1<sup>st</sup>:** Online applications can be made

**October 31<sup>st</sup>:** Statutory deadline for receipt of applications (closing date)

**March 1<sup>st</sup>:** Notification of outcomes

**April/May/June:** Appeals heard by independent panel

# **Activity**

Things to consider

# PRE-APPLICATION

## What should you do and think about before you make your application?

Talk to your child, find out what their interests are and consider which schools would be suitable for them. Does your child like science, sports, maths, business, art etc.

Research the schools that would best suit your child's interests. There are schools in TH which specialise in specific areas.

Do your research - visit school websites.

[http://www.towerhamlets.gov.uk/lgn/education\\_and\\_learning/schools/secondary\\_schools.aspx](http://www.towerhamlets.gov.uk/lgn/education_and_learning/schools/secondary_schools.aspx)

Look at information available online such as OFSTED reports and league tables.

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

Think about how your child would go to and from school everyday. Do you want a local school or would you consider a school outside of your local area?

<http://www.tfl.gov.uk>

# VISITING SCHOOLS

## Sept - Oct

Visit as many schools as possible and take your child (authorised absence) with you as it *will* be your child who attends the school

You cannot know what a school is like unless you go and see it. Check out the classrooms and other facilities

Talk to staff at the school as they will be the ones educating your child

Do not rely on opinions of family, friends or others.

***Go and visit and make up your own mind!***

# **VISITING SCHOOLS**

What kind of questions could you ask when you and your child visit secondary schools?



# Tower Hamlets Admissions Oversubscription Criteria

- Children with statement of SEND or Education and Health Care Plan
  - Looked after children
- Children with a strong medical or social reason this can include a parent/carer/or other family member's medical or social reason
- Children living nearest the school who are 'first born' (single sex school) or eldest child (mixed school)
  - Sibling Priority (including half siblings)
    - Shortest walking distance

**Bishop Challoner, Canary Wharf College 3, London Enterprise Academy, Sir John Cass, St Paul's Way and Wapping High have different admissions criteria compared with TH community schools.**

**Please check their criteria on their page in the brochure/online.**

# MAKING YOUR ONLINE APPLICATION

Online applications can be made from **September 1<sup>st</sup>** onwards

Select **six** schools in order of preference

Changes can be made to your application right up until the deadline date  
(**end of October**)

Applicants are notified via email and can find out the outcome on **March 1<sup>st</sup>** rather than  
to having to wait for a letter of notification

An email address is required to use E-Admissions

Feedback from parents is 'it's really simple, easy and quick to use'

<https://www.eadmissions.org.uk/eAdmissions/app>

# Banding

- Year 5 assessments
- Bands A, B, C and D
- $\frac{1}{4}$  of the total number of school places allocated to the four bands
- To ensure cross sections of ability in schools

# SIF and Out of Borough

Additional supplementary forms are required for **Sir John Cass, Bishop Challoner and Canary Wharf College 3** (obtained from and returned to the school)

If you wish to apply outside of Tower Hamlets check with the school if you need a SIF and check their admissions criteria

If you wish apply for an out of borough school you still apply through Tower Hamlets

Contact out of borough schools to check if any additional information is required or if any additional forms need to be completed

Contact the Local Authority of that school and ask for a transfer booklet

# Changes to your preferences

- You can make changes online up until midnight on 31 October
- **After 31<sup>st</sup> October – you must call the pupil services team on 0207 364 4304 to make any changes**
- Schools outside of the borough – check with individual local authorities

# NOTIFICATION & APPEALS

Applicants receive an email on offer day (**March 1<sup>st</sup>**) and can log into their account straight away. They will also receive a letter within 2-3 days

Rights of appeal and appeal form are sent out with offer letters

Parents Advice Centre hold appeal information workshops - find out when they are taking place

Appeal forms must be completed and sent back to Pupil Services along with any supporting evidence

Appeals will be heard by an independent panel in summer term before September start

You can ask to remain on the waiting lists for any higher preference school than the one you have been offered

# Action Plan

1. Watch the Tower Hamlets transition video with your child
2. Start your schools research
3. Set up e admission account

# **For more information contact:**

**Tower Hamlets Transition Support Programme:**

**0207 364 4784/6460**

**Pupil Services:**

**0207 364 5006**