

# Transfer to Secondary School

September 2022

*Updated June 2021*

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# Who is eligible to apply?

If your child was born between 1 September 2010 and 31 August 2011 you **MUST** apply by **31 October 2021**.

**What if my child has an Education, Health and Care Plan or Statement?**

- You must not apply online, please contact your case worker or the SEND team at Croydon Council for a form.

## How do you apply?

Apply online at [www.eadmissions.org.uk](http://www.eadmissions.org.uk)

You will find the 'Admission to Secondary schools' booklet, which includes a list of

all the Croydon secondary schools and information about the application process on Croydon Council's website:

<https://www.croydon.gov.uk/education/schools-new/school-admissions>

## Before completing the form

- Attend secondary schools' open evenings (could possibly be virtual events, please check schools' websites)
- Read schools' admissions criteria

- Find out how places were allocated at each school last year

## Overview of allocations – September 2021 entry

	LAC	Medical/ Social	Feeder	Staff	Ability / Aptitude	Banding	Faith	Faith siblings	Siblings	Open Places	Distance /Non faith	Number allocated SEN (	Furthest Distance (M)
Archbishop Tenison's	3	0	27	N/A	N/A	N/A	59	29	10	22	N/A	0	1.097 (Open Places)
Ark Blake Academy	1	0	N/A	0	N/A	N/A	N/A	N/A	11	N/A	165	3	1.017
Coloma Girls' Convent	0	2	N/A	N/A	N/A	N/A	121	32	N/A	N/A	N/A	0	N/A
Coombe Wood School	6	1	90	5	18	N/A	N/A	N/A	22	N/A	28	10	0.643
Harris Academy Purley	1	0	N/A	N/A	N/A	123	N/A	N/A	61	N/A	N/A	5	N/A
Harris City Academy Crystal Palace	5	N/A	N/A	1	18	107	N/A	N/A	49	N/A	N/A	0	N/A
Harris Invictus Academy	1	N/A	N/A	N/A	N/A	179	N/A	N/A	N/A	N/A	N/A	0	N/A
Harris Academy South Norwood	2	N/A	N/A	N/A	N/A	284	N/A	N/A	N/A	N/A	N/A	2	N/A
Meridian High School	1	0	N/A	N/A	N/A	N/A	N/A	N/A	44	N/A	64	0	7.245
Norbury Manor Business	1	0	15	N/A	N/A	N/A	N/A	N/A	50	N/A	181	3	2.353
Oasis Academy Arena	0	0	N/A	N/A	N/A	N/A	N/A	N/A	12	N/A	27	0	4.973
Oasis Academy Coulsdon	1	2	N/A	5	N/A	N/A	N/A	N/A	45	N/A	123	4	2.721

Oasis Academy Shirley Park	1	0	29	1	N/A	N/A	N/A	N/A	32	N/A	110	0	4.013
Orchard Park High	0	1	N/A	0	N/A	N/A	N/A	N/A	26	N/A	89	1	3.721
Riddlesdown Collegiate	5	1	N/A	4	N/A	N/A	N/A	N/A	146	N/A	163	9	1.424
St Joseph's Boys' College	1	N/A	N/A	N/A	18	N/A	30	25	N/A	N/A	64	3	N/A
St Mary's Catholic High	0	N/A	N/A	N/A	N/A	N/A	15	N/A	N/A	N/A	47	0	N/A
Shirley High School	0	0	N/A	0	N/A	N/A	N/A	N/A	28	N/A	87	1	3.506
The Archbishop Lanfranc	0	2	N/A	N/A	N/A	N/A	N/A	N/A	26	N/A	102	3	6.975
The Quest Academy	1	4	N/A	0	N/A	N/A	N/A	N/A	36	N/A	118	3	4.531
Thomas More School	0	N/A	N/A	N/A	N/A	N/A	22	5	18	N/A	46	0	5.141
Woodcote High School	1	N/A	N/A	2	N/A	N/A	N/A	N/A	78	N/A	154	5	1.51

## Completing the form

<https://www.croydon.gov.uk/schools-and-education/schools/find-school-near-you/secondary-schools#>

- You can select up to 6 preferences

- Always list the schools in your order of preference
  - The schools can be in Croydon or outside Croydon
  - Apply directly to independent schools
- Completing the form cont...**



- **Children in care (LAC) or Previously in care (PLAC)** – Please ensure you tick the relevant box on your application and submit confirmation that the child is or was ‘looked after’
- **Medical** - If you wish to be considered under the medical criterion please ensure you tick the relevant box on the


application and submit supporting documents before the closing date.

## Completing the form cont...

- **Siblings** – Please ensure you tick the relevant box on your application if there is a sibling at the school you wish to apply to.

- **Multiple births** – Please ensure you make a separate application for each child.
- Remember to **submit** your application – once submitted you will receive an application reference number.
- Remember to complete **supplementary information forms** where required and return them directly to the schools.

### **Supplementary information form**

A Harris supplementary form should only be completed by those needing a concession in the test (a concession is related to a student having special educational needs). The supplementary form can be obtained on request from and returned to the admissions officer at [Harris City Academy Crystal Palace](#). 

**Please note:** The completion of a supplementary form for Harris City Academy Crystal Palace does **not** constitute an application to the academy. You must complete the common application form, naming the school as one of your preferences.

# Closing date for applications

31 October 2021

- Applications received after this date will be treated as late and will not be considered until after 1 March 2022.

## **Changes to your application after you have submitted it (before and after the closing date)**

- Changes to preference schools
- Changes to addresses

9 December 2021 is the latest date any changes may be considered.

Changes after 9 December 2021 will be considered after 1 March 2022.

## **How will I know the outcome of my application?**

- 1 March – You will be notified of the outcome of your application.

- You will receive an email/text message on 1 March asking you to log in to your eadmissions account to view the outcome of your application.

## **Accepting/Declining your offer**

- Respond to your offer online.
- 15 March - deadline to accept or decline your offer.

# Waiting Lists and Appeals

- Automatically placed on waiting list for any unsuccessful higher preference schools. (please advise LA if you do not want your child to be on the w/l)
- Requests to go on waiting list for lower preferences, if first preference offer made, only allowed in exceptional circumstances



- Right of appeal – contact schools
- Waiting lists maintained by secondary schools – contact them for waiting list position (end of April)

## Summary

- Read Booklet / Admissions Criteria
- Attend schools' open days and evenings

- Apply online before **31 October 2021**
- Complete SIF(s) if necessary
- Submit all supporting documents

