

Barnet School Admissions Team
Barnet Education and Learning Service
2 Bristol Avenue
London NW9 4EW

To parents of Year 6 children
attending a Barnet primary school

contact: Barnet Admissions Team
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Dear Parent

TRANSFER TO SECONDARY SCHOOL IN SEPTEMBER 2023

The information that you have been given by your child's primary school explains how to apply for a secondary school place.

Before you begin your application, please visit our website at www.barnet.gov.uk/schooladmissions for further guidance. Here, you can also view and download the booklet 'A Guide to Secondary Education in Barnet 2023', which will give you all the information you need to know about the secondary transfer process.

If your child has an Education, Health and Care Plan (EHCP), you will need to complete a different secondary transfer form. You should receive a copy of this with supporting information from your Local Authority's Special Educational Needs and Disability (SEND) Team.

When you are deciding which schools to apply for, do take time to look at the admissions criteria for each school, as these are the rules that will be used to decide how places will be allocated. If you think that your application will be considered under a distance criterion, you should check to see if your home address falls within the usual allocation area to determine the likelihood of an offer. We also recommend that you attend the open events for the schools you are interested in to help you decide which schools you prefer. A schedule of open evenings has been published in our Guide to Secondary Education, but you should check individual school websites for last-minute changes and additional information.

You must submit **one** application to your home Local Authority, and list all your preferred schools (except private schools) on the single application form, whether the school is within or outside your home borough. If you live in London, your application must be made at www.eadmissions.org.uk. If you live in Hertfordshire or another borough outside London, you should check your Local Authority's website for details on how to apply.

The deadline for submitting your application is **Monday 31 October 2022**. If you submit your application after the deadline, it will be considered after school places have first been allocated to all applicants who applied on time and you will not receive an outcome email on National Offer Day, 1 March 2023. However, if there is an exceptional reason as to why you could not return your application by 31 October, it may be considered as if received 'on time' providing it is submitted by **9 December 2022**, and the reason for the late submission is communicated to and accepted by your home Local Authority.

Some schools, usually faith schools or selective schools, will require you to complete a Supplementary Information Form (SIF) in addition to the main application form. These forms are available to download from the individual school's website. For further information, please refer to the school pages in Barnet's secondary guide and to the guides published by other local authorities as applicable.

If you are applying for a place at a school that requires pupils to take ability or aptitude tests, please check the school's website for the latest information.

Please remember to submit your application by 31 October 2022.

Yours sincerely

School Admissions Team