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13th Spetember 2019

Year 6 – Transfer to Secondary Education. PLEASE RETAIN THIS INFORMATION THIS YEAR

Dear parents and carers of Year 6,

Kent County Council have produced a helpful guide to the application process for secondary education. Please read through this leaflet carefully to familiarise yourself with the application process (which is online) and the key dates you will need to know throughout this year. Here are some other helpful tips you may need to know for the forthcoming year:

- Go to the open evenings / days of the schools you are interested in, research their website for information applicable to you, particularly their admissions criteria (some schools have special requirements i.e a church affiliation).
- Speak to the school staff, especially on the issues that are most important to you and your child.

NB Visits to schools are 'educational' and therefore are an authorised absence.

- When naming schools on your application – you have the option to put 4 school preference down – **make sure you put four down to ensure control of your preference of school.** Secondary schools DO NOT find out your order of preference, they rank only on their admissions criteria.
- Ensure your preferences are realistic according to a school's admissions criteria. For example, if you live in Ramsgate, you are unlikely to get your first school preference if you put a school in Birchington!
- On National Offer Day on 2nd March, emails will be sent from 4pm onwards, so please do not worry if you do not hear until later in the day. You can login to the application portal from 5pm to view your child's school place.
- If you are happy with your school allocation, accept it ASAP – this must be done by 16th March 2020.
- If you are unhappy, waiting list information is available when you receive your school place by post. waiting lists are only for the schools that you put as one of your four original preferences. **We advise you to ACCEPT the allocation, so that your child at least has a school place.**
- Waiting list places are reallocated through May, June and July. A preferred school place may become available due to appeals but it is not a guarantee, so in order to ensure a school place you must accept the place you were originally given.

For God so loved the world that He gave His only begotten Son, that whoever believes in Him should not perish but have everlasting life.

John 3v16



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Kent Test and Grammar Applications (only applicable if your child has taken the Kent Test)

Kent Test Results will be emailed from 4pm on 17th October 2019

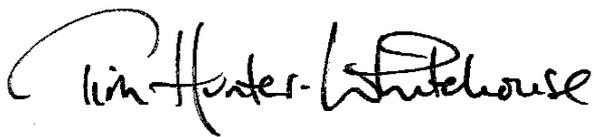
- You will simply get a G for Grammar, an H for High School.
- Those who receive a G, are free to name grammar schools on the secondary application form and a grammar place will be offered on 2nd March.
- On offer day if you are unhappy with your grammar school allocation, it's the same process as mentioned above – accept the place offered and apply for waiting list places.

Kent Test parent appeals

- We recommend that if you intend to appeal for a grammar place, on your secondary application you name one grammar school and three high schools as your preferences. Our advice is to name one high school and one grammar as the first two preferences, however the order should not be important as schools and appeals panels DO NOT know the order you rank on your application, NOR SHOULD THEY ASK.
- You will be allocated a place at a high school – YOU SHOULD ACCEPT THIS.
- Grammar appeal paperwork is sent by post along with your school place on National Offer Day 2nd March 2020.
- Complete and submit this by 27th March 2020.
- Appeals meetings are held in June and July. Parents attend and outline why they believe grammar is more suitable for their child. St. Peter's can give you supporting evidence to take.
- Appeal decisions are communicated 10 working days following the appeals meeting.

If you have any further questions, please get in touch with the office.

Your Sincerely,

A handwritten signature in black ink that reads "Tim Hunter-Whitehouse". The signature is written in a cursive style with a large initial 'T' and 'H'.

Mr Hunter-Whitehouse, Headteacher

Mr Irwin, PESE Coordinator