



MONTBELLE
PRIMARY SCHOOL

*Learning
Together for
Life*

Secondary School Transfer Meeting



If your child was born between 1st September 2009 and 31st August 2010, they will transfer from primary to secondary school in September 2021.

This is not an automatic process and so you will need to apply for a Year 7 place for your child.

The admissions process began on **1st September 2020** and **the deadline for submitting your application is 31st October 2020**. We strongly recommend, however, that your application is submitted by 24th October 2020.

You will be able to apply online 24 hours a day, seven days a week on the eAdmissions website.

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

www.royalgreenwich.gov.uk/admissions

To register, you will need a valid email address, phone number and your council tax reference number.

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Secondary school admissions process for entry in September 2021

Secondary school admissions process for entry in September 2021	
Application stage	Date
Admissions application period starts	1 September 2020
Closing date for applications	31 October 2020
Results of applications (letters posted first class) People who have applied online will be able to view the results online on the day instead of waiting to receive a letter	1 March 2021
Deadline for accepting the offer of a place	15 March 2021
Appeal hearings	May and June 2021
Induction day at secondary school	7 July 2021

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Secondary Schools
in Royal Greenwich
2021/2022

Closing date for applications:
31 October 2020

royalgreenwich.gov.uk/admissions

Contact the School Admissions
Service

Email:
[school-admissions
@royalgreenwich.gov.uk](mailto:school-admissions@royalgreenwich.gov.uk)

020 8921 8043 (Contact Centre)

- Good info on bus routes and rail stations.
- Open event dates
- Admission criteria
- How to apply

www.royalgreenwich.gov.uk/admissions

[https://edition.pagesuite-
professional.co.uk/html5/reader/production/d
efault.aspx?pubname=&edid=2c0a6ba1-5472-
4a70-8576-5dbe557f6259](https://edition.pagesuite-professional.co.uk/html5/reader/production/default.aspx?pubname=&edid=2c0a6ba1-5472-4a70-8576-5dbe557f6259)



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You can apply for up to **six secondary schools**, listing them in order of preference.

Consider each school's admissions policies and previous years' application rates to see whether your child is likely to be offered a place.

Check their secondary school offers map:

https://www.royalgreenwich.gov.uk/info/200286/apply_for_a_school_place/1400/secondary_school_offers_interactive_map

Your preference schools can be in Royal Greenwich or in other areas, but they can't be independent (fee paying) schools.

You don't have to list six schools, but the more schools you list, the better your chances of being offered a place at one of them.



Tips on using your preferences wisely

Your preferences are up to you, but do be realistic. There's no guarantee you'll be offered a place at a preference school but here are some of our recommendations:

- don't 'waste' a preference by naming a school where your child is unlikely to be offered a place
- don't name a school that you'd not wish your child to attend - any preference may be offered
- don't list the same school more than once as duplicates will be deleted
- include schools nearest to your home address - otherwise, your child may end up being allocated to a school much further away.

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How to apply

You can apply for schools in any area. If you live in Royal Greenwich you need to apply through us. If you live in another borough, you need to apply through your home authority even if you wish to apply for a place in a Royal Greenwich school.

If you have an older child or children already attending the school, you must **make this clear on your application.**

Apply online

The easiest way to apply is through the eAdmissions portal - it's quick, easy and secure - and it's the fastest way to hear the results.

Please make sure that you rank your preferences in the order you genuinely want them to be considered. Any changes you wish to make to your preferences after the closing date will only be considered when all applications, including those submitted late, have been processed.



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If there are more applications than there are places available at a school, the admission authority for the school will use its admission criteria to decide which applicants should be offered a place.

Decisions about offers of places in **community** and **voluntary controlled** secondary schools are the responsibility of the Royal Borough of Greenwich. Decisions about admitting children to academies, free schools, voluntary aided schools, and Catholic places (St Paul's Academy / St Thomas More) are made by the school's governing body or academy trust.

First priority will go to children with a statement of special educational needs where the school is named on the statement. Remaining places will be given in the following order:

- 1) Looked after children and previously looked after children who have been adopted or become subject to a residence or special guardianship order immediately after having been looked after.
- 2) Children with a sibling living at the same address who already attends the school at the time the child will be admitted.
- 3) Children or an immediate family member with an acute medical or social need for a particular school.
- 4) Other children based on home to school distance. If two applicants live an equal distance from the school, the offer of a place will be decided by random allocation.



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Application is **NOT** an automatic process

If your child is in Year 6, you will need to make a secondary transfer application.

If the application is not received, you may not be offered one of your preferred schools **even if you have older children already attending.**

If you are a Greenwich resident and wish to apply for a state maintained school in Royal Greenwich **or in any other area**, you can apply online or complete the Royal Greenwich common application form

Residents of other boroughs must apply through their home authority even if they wish to apply for a place in a Royal Greenwich school

http://www.bromley.gov.uk/info/14/secondary_school_admissions/71/finding_a_secondary_school_place-making_a_school_application
www.bexley.gov.uk/admissions

Special Educational Needs: you will need to go through the normal school admissions process. This means that you will need to apply directly to the normal admission authority. Please contact the SEN Service on 020 8921 8426 for any further guidance.



Supplementary information forms

You'll need to complete a supplementary information form if you're applying for a place on grounds of faith at one of the schools listed below:

- St Mary Magdalene Church of England School
- St Paul's Academy
- St Thomas More Catholic School
- St Ursula's Convent School

These supplementary information forms can be downloaded from the above secondary school's website and must be returned to the school by the same date as the deadline for the main application form.

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Supplementary information forms

The following schools ask applicants to sit their own fair banding test registration forms which can be downloaded from the school's website:

- The Halley Academy
- Leigh Academy Blackheath
- Stationer's Crown Woods Academy
- Harris Academy Greenwich

You will need to complete a supplementary information form to register your child, and return it to the school as soon as possible after 1 September 2020, but by 31 October 2020. Please contact each school for further information.

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Get help applying for a primary or secondary school place

Royal Greenwich offers a service to parents and carers who need help understanding the school admissions process or need support making an application.

Visit the [admissions pages](#) for more information on how to apply for a primary or secondary school place.

Where?

Location to be confirmed

When?

The sessions are from 10am to 12pm, Monday to Friday on the following dates:

Secondary Admissions

Monday 26 October to Friday 30 October 2020 - further details to be confirmed

For further details, contact our [Families Information Service](#).

Telephone: [020 8921 6921](tel:02089216921)

Email: fis@royalgreenwich.gov.uk

Contact School Admissions Service

Telephone: [020 8921 8043](tel:02089218043)

Email: school-admissions@royalgreenwich.gov.uk

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The Families Information and Outreach Service offers support to parents and carers who may need help with the school admissions process.

The service is available to everyone and provides:

- A wide range of information on local secondary schools.
- Support in making informed and realistic preferences.
- Help in completing the relevant forms.
- Information about the appeals process.

If you have questions about which schools will best meet your child's academic and developmental needs, or require support in making your application, please contact the

**Families Information and Outreach Service at
fis@greenwich.gov.uk or
on 020 8921 6921**

<https://www.eadmissions.org.uk/eAdmissions/app?page=Tutorial&service=page>

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Year 6 Secondary Transfer Drop-in Sessions

Book an appointment through our school office if you require further support with your secondary admissions/ registration on the available dates and times listed below.

Thursday 24th September 3.30 – 4.30pm

Tuesday 29th September 8.30 – 9.30 am

Thursday 15th October (by appointment only)

You will need to bring with you a valid email address (and your password), phone number and your council tax reference number.

In addition, please make sure you have written a statement for each of your preferences stating why you wish your child to attend that school (friends, siblings, impressed with the curriculum on offer, nearby etc.)

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Frequently asked questions.

Do I have to list six schools?

No, but you are strongly encouraged to list as many as possible – up to six- as this will increase your chances of being offered a place on the 1st March 2021.

Which schools can I list on the form?

You can list any community, foundation, free or voluntary aided school (usually Church of England or Catholic), or academy.

Schools in the independent sector (fee-paying) do not fall within the scheme.

Royal Greenwich does not have grammar (selective) schools. In the case of selective schools in other areas, there are additional requirements and you will need to contact the borough or council which maintains the school or schools for details of their procedures and timetables.

We will inform other admission authorities if anyone has applied for a place at their school or schools, we will tell that school or the appropriate local authority. If you have applied to a school in London but outside Royal Greenwich (for example, in Bexley, Bromley or Lewisham), we will inform those boroughs by uploading the information onto a central database managed on behalf of all London authorities.

I would like to apply online but am experiencing problems and/or have forgotten my password. What should I do?

If you experience any technical difficulties or forget your password, please contact the London Grid for Learning, which administers the eadmissions portal on 020 8255 5555 (Option 1).

I would like to apply for a place at a church school. Do I need to complete a different application form?

If you will be applying for a place as a foundation (faith) entrant at the schools listed below you will need to complete a supplementary information form - in addition to the application form:

St Mary Magdalene CoE

St Paul's Academy

St Thomas More Catholic School

St Ursula's Convent School

https://www.royalgreenwich.gov.uk/info/200286/apply_for_a_school_place/1937/apply_for_a_secondary_school_place

Use the link above and then click on the faith school to access the correct supplementary form

I feel that there are particular medical or social reasons why my child should be offered a particular school. What do I need to do?

If you feel that there is an acute medical or social reason why your child should be offered a particular school, please make this clear on your application and remember to attach supporting evidence. It is expected that a professional, such as a GP or consultant, will write any supporting statements.

I feel that there are particular medical or social reasons why my child should be offered a particular school. What do I need to do?

We don't consider moderate learning difficulties such as delayed speech and language or dyslexia as being a chronic medical or social care need. Work commitments and childcare arrangements are not considered as being a social care needs and so will not be considered by the panel. Contact the [Families Information Service](#) for help with childcare arrangements.

We can only consider a request for a place in a school's Designated Specialist Provision (DSP) if it's supported by our Special Educational Needs Service.

In your application you'll need to:

1. Give evidence of chronic medical or social care need, such as a professional medical diagnosis or a statement.
2. Give reasons why your child should attend a particular school, stating the consequences if they have to attend an alternative school.
3. Provide documentation from the relevant professional, such as a health or social care professional which supports your application to a named school on the grounds of a chronic medical or social care need.

Do I need to provide my child's ability band?

Some schools use a banding system to make sure that the school has, as far as possible, an even balance of pupils of different abilities.

You do not need to provide any information regarding your child's ability. We will work out this data for you.

Does the order in which I list my preferences affect my chances of getting a school place?

No, we will not pass on details to the school of where the school is ranked within your preferences. No school will be told about other schools you have applied for. The order of preference is only used where it is possible to offer you a place at more than one school. For example, if you list four schools and you could be offered a place at Numbers 2 and 4, you will be offered School 2 - the highest ranked on your list.

We are Greenwich residents but want to apply for Grammar or state schools outside the borough.

Applications for secondary transfer must be made through your home Local Authority. You should register your child for testing with the admission authority that the selective school is in.

The selection (grammar) test results are published after 31st October 2020, what can I do if I want to change my preferences?

A number of selection tests are taking place later in the first term because of the COVID-19 outbreak and results will not be available until after 31 October 2020.

If your child has taken a selection test and you wish to change your preferences because of the result, we will be able to accept your changes until 10 December 2020.

We will also need you to provide documentary proof that your child took the relevant selection test and has a result.

If you have not taken a selection test, you will need to provide documentary evidence demonstrating reasons why your changes are late with good cause.

Open Day Events

Coopers School: online from Friday 25th September 2020 for a tour of our school, a welcome by the Head of School, Ms Bessa, and a parent Question and Answer session.

www.onlineopenevening.co.yk/coopersschool

Stationers Crownwoods: <https://scwa.org.uk/virtual-open-event/>

Harris Academy Greenwich: Wednesday 30th September 18:00 – 20:00

<https://www.eventbrite.co.uk/e/harris-academy-greenwich-year-6-virtual-open-evening-tickets-120421238165>

Eltham Hill School Year 6 into Year 7 Open Mornings

Wednesday 23rd September 9am – 11am

Saturday 26th September 9am – 12pm

St Ursulas – Virtual open day Monday 21st Sept 4.30-6pm & Tuesday 29th Sept 9.30-11am

Ark Greenwich Free School – school video on website. Q & A with HT 23rd Sept 6-7pm & 24th Sept 6-7pm

Plumstead Manor – Virtual tour on website

St Thomas More – Virtual open evening Wednesday 23rd September.

Thomas Tallis – Nothing on website at the moment.

John Roan – Virtual/online event to be announced.

Halley Academy – Nothing on website at the moment.

Coopers – Year 6 welcome video and tour on their website.

Bullers Wood for Girls / Boys video on website with open evening to be advertised in due course.

11 PLUS INFORMATION - BEXLEY

<http://www.bexley.gov.uk/selectiontests> <http://www.bexley11plus.co.uk/>

Current Year 5 pupils.

No dates for Year 7 2021 admission have been issued as yet.

Below I have provided approximate timings based on this years 11+ registration.

Online registration (current Y5): 1 May to 7 July 2020 (approximate timings based from this year).

This Year's Test dates (current Y6)

Following the COVID-19 assessment processes for selective school admissions it is formally postponing its selective test dates from the 15th and 16th September to the **week commencing 2nd November**. Further details will be sent out to those registered to sit the test in due course.

It is the responsibility of our **current Y5** parents to ensure that registration has been completed by **7 July 2021** if they would like their child to sit the test. If you have any difficulty registering online, you can phone the School Admissions Team on 020 8303 7777 or email selectiontests@bexley.gov.uk for assistance.

Beths Grammar

Bexley Grammar

Chislehurst and Sidcup Grammar

Townley Grammar

11 PLUS INFORMATION - KENT

Current Year 5 pupils.

No dates for Year 7 2021 admission have been issued as yet.

Below I have provided an approximate timing based on this years 11+ registration.

Online registration (current Y5): 1st June to 1st July 2021 (approximate timing based from this year).

This Year's Test dates (current Y6):

Following the agreement of proposals to delay the Kent Test, assessments **will now take place on 17th October 2020** for children who go to school outside of Kent (amended from 12th September 2020).

It is the responsibility of our **current Y5** parents to ensure that registration has been completed by **1 July 2021** if they would like their child to sit the test.

<https://www.kent.gov.uk/education-and-children/schools/school-places/kent-test#tab-1>

Bromley: - Newstead Wood, St Olaves

Dartford Grammar, Wilmington Grammar for boys, Wilmington Grammar for Girls



Neighbouring authorities

Bexley School Admissions Team

Civic Offices, 2 Watling Street,
Bexleyheath DA6 7AT

schooladmissions@bexley.gov.uk
www.bexley.gov.uk
020 8303 7777

Bromley School Admissions Team

Civic Centre, Stockwell Close,
Bromley BRI 3UH

school.admissions@bromley.gov.uk
www.bromley.gov.uk
020 8313 4044
Monday to Friday
Middy to 3.00pm

Kent Fair Access Department

Sessions House, County Hall,
Maidstone ME14 1XQ

kentonlineadmissions@kent.gov.uk
www.kent.gov.uk/schooladmissions
020 8854 6259
Monday to Friday
9.00am to 3.00pm

Lewisham Admissions and Appeals Team

Laurence House, Catford SE6 4RU
schooladmissions@bexley.gov.uk
www.bexley.gov.uk
020 8314 8282
Tuesday to Thursday
9.00am to 1.00pm

<http://www.elevenplusexams.co.uk/schools/registration-deadlines>

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