



Secondary school choosing and applying for September 2023

26th September 2022

Please leave questions till the end.

Welcome

- ▶ Parents of Year 6
- ▶ The staff tonight are...
- ▶ We are here to help and guide but the responsibility is with you, parents



To consider...

- ▶ Catholic
 - two 'outstanding' Catholic secondary Schools in Lambeth
- ▶ co-ed or single sex
- ▶ 6th form
- ▶ specialist e.g. maths, music, languages
- ▶ special needs provision
- ▶ reputation
- ▶ league tables
- ▶ prospectus
- ▶ state school or 'grammar'/ independent/ private

To consider...

- ▶ admission criteria – is your child eligible?
- ▶ distance
- ▶ transport
- ▶ size of school
- ▶ fees – private school
- ▶ YOU choose
 - it is your parental responsibility
 - not the child
 - not other parents at the school gate



Private schools...entrance exams

- Be realistic about your child's ability – come and ask for advice
- Bursaries and scholarships
- Entrance exams – verbal reasoning
- non-verbal reasoning

Finding out about secondary schools

- Look at the school's website
- Contact the school for a prospectus
- Look at the latest OFSTED and Denominational Report (www.ofsted.gov.uk)
- Contact the school for information including information about opportunities to visit (remotely/virtually)



Visiting secondary schools

- ▶ Actual or virtual visits? – check school websites
- ▶ If attending in person and taking your child, please choose an evening visit
- ▶ Ask questions if possible – plan a few in advance
- ▶ Look at the facilities
- ▶ Look at environment
 - tidy, well looked after
 - pupils' work displayed
 - range of facilities

Common Application Form

The London-wide application system means that wherever you live, you can apply for a secondary school place in up to six schools using one single form from your council

Online at www.lambeth.gov.uk/eadmissions

If you are unable to apply online

- There will be a very limited amount of paper Common Application Forms (CAFs) available. These are only for use in previously agreed exceptional circumstances.
- Completed forms must be submitted to Lambeth School Admissions Team with the required proof of address and date of birth documentation.
- **By post:** If you choose to send your application by post, send it to: Lambeth School Admissions Team, London Borough of Lambeth, PO Box 734, Winchester S023 5DG
- **By email**
- The CAF and documentation (accepting full responsibility for its security) to schooladmissions@lambeth.gov.uk
- You can book an appointment at the [Lambeth Customer Service Centre](#) to use their scanning facilities to submit information to us.



Applying



- ▶ Begin applying now... Year 6 only
- ▶ Main booklet online www.lambeth.gov.uk/eadmissions
- ▶ Common Application Form (CAF)
- ▶ Borough that you *live* in
- ▶ Look carefully at closing date –
Midnight on Monday 31 October 2022
- ▶ First choice /second choice etc - up to six (not fee paying)
- ▶ List schools in order of preference
- ▶ Exceptional need – include evidence
- ▶ Be honest

Additional Documents

- Supplementary forms - check deadline for individual schools
- Priest's reference
- All CAF applications (online and paper) must include:
 - Proof of address for you - and your child
 - ✦ Parents - at least two documents to confirm your name /address
 - ✦ Child - one document to confirm child's name /address
 - ✦ Online - scan and attach to CAF document
 - ✦ Paper - see previous slide
 - ✦ Midnight on Monday **31st October 2022**



References (1)

Priest's reference for Catholic schools

Required for applications to Catholic secondary schools

Talk to your parish priest as soon as possible.

References (2)

References commonly ask for the following information:

- Attendance / punctuality and exclusions
- Comment:
 - *ability*
 - *achievement*
 - *behaviour*
 - *attitude*
 - *homework*
 - *any special needs*
- Hobbies and activities - clubs and responsibilities in school
- SATs – predicted outcome

Positive but honest and we include the Year 5 school report.
DR



Entrance exams and testing

- Entrance exams at private schools
- Initial testing at state schools
 - *Balanced intake*
 - *Grouping for abilities*
 - *SATs predictions and teacher assessments*

Help from St Mary's

- ▶ Discuss with teachers what might suit your child
- ▶ Help with any difficulties filling in CAF or supplementary forms
- ▶ Paper forms - fill in with pencil or photocopy first
- ▶ Contact the school, should you need any further advice or support



Important dates

Lambeth

- ▶ 31st October 2022– application deadline
- ▶ 1st March 2023– National Offer Day
- ▶ 15th March 2023 – Acceptance deadline
- ▶ 29th March 2023 – Check appeals deadlines:
 - Community Schools & Voluntary Controlled Schools
- April – July 2023 – Appeals heard

Q&A

Advice from parents who've been through it...

Documents to provide

The parent or carer who makes the application must provide:

- two documents confirming their address
- one document confirming their child's address
- one document confirming their child's date of birth.
- **Confirming your address**
- You can either provide:
- **two** documents from Section A
- or
- **one** document from Section A and **one** document from Section B.

Section A and B – see following slides

Section A

- Council Tax statement or letter - This must be supplied if you are the council taxpayer and must be for the current financial year
- Tenancy agreement - Must be current and include the pages that show the names of the tenants. If this is a new address, you must supply a letter from a solicitor confirming exchange of contracts. If child is named on this, it can be used as a proof of address for the child if no other child documents are available.
- Benefit letter or Universal Credit notice - Must be for the current financial year.

Section B

- Income Support or benefit letter or Universal Credit notice (if not used above) - Must be for the current financial year.
- TV licence - Must be for current year.
- Utility bill - Must not be more than three months old. Mobile phone bills will not be accepted.
- Driving licence - Must be current.

Confirming your child's address

You must provide one of the following documents to confirm your child's name and address:

- Child Tax Credit Award or Universal Credit notice - Must be for current financial year. Please copy all pages of the letter to include the home address, parents name and child's details.
- Child Benefit letter - Must be for current financial year. All pages of the letter to include the home address and child's name. HMRC will provide you with a confirmation letter of this on request.
- Child NHS registration card - Must show child's name/address.
- Medical letter or prescription - Not be more than 12 months old.
- Immigration documents - Must show address.
- Letter signed by 'No recourse to public fund' team - Must state child and parent/carer's name and address.
- Letter signed by social services if child is a looked after child - Must state the child and carer's name and address.
- Copy or screenshot of the most up-to-date Childcare Service Application Summary pages from your HMRC Government Gateway Account regarding your child's 30-hour free childcare funding (Reception starting in the next academic year only) - Must contain parent/carer and child's details, including address and child's date of birth and show date accessed.

Confirming your child's date of birth

You must provide one of the following documents to confirm your child's date of birth:

- Birth certificate - Must be a full copy.
- Passport - Must be current.
- EU National Identity Card - Must be current.
- Prescription or medical letter - Must have the child's name and date of birth printed on it.

If none of the documents can be provided

- If you can't provide any of the documents above, a sworn affidavit, statutory declaration or affirmation must be provided.
- It must state the parent and child's full name, address, the date you started living at that address and the child's date of birth.
- The document must be signed by a solicitor holding a current practising certificate issued by the Solicitors Regulation Authority.
- Please note that Lambeth Council can't contribute towards the cost of obtaining this documentation.

Lambeth Website

<https://beta.lambeth.gov.uk/schools-and-education/school-admissions-and-appeals/secondary-school-admissions/apply-secondary-school-place-2023-24>

Open Days

<https://beta.lambeth.gov.uk/schools-and-education/school-admissions-and-appeals/secondary-school-admissions/apply-secondary-school-place-2023-24/lambeth-school-open-days>

Contact us

If you need advice regarding the required documentation for applying for a school place, you can contact Lambeth.

- Email: **schooladmissions@lambeth.gov.uk**
- Phone the school admissions call centre: **[020 7926 9503](tel:02079269503)**

Information on schools St Mary's
pupils have transferred to
follows on the next slides

Secondary Schools attended by St Mary's leavers 2022

Catholic

LAMBETH

- Bishop Thomas Grant
- La Retraite

OTHER

- The London Oratory
- Cardinal Vaughan
- Wimbledon College
- St Philomena's
- Ursuline High School
- St Thomas More RC Language College
- Sacred Heart Camberwell
- Saint John Bosco College
- Saint Cecilia's
- Saint Michael's
- Saint Gabriel's

Non Catholic

- The Elms Academy (Formerly Lambeth Academy)
- Greycoats Hospital

Independent

- James Allen Girls School

Secondary Schools attended by St Mary's leavers 2021

Catholic

LAMBETH

- Bishop Thomas Grant
- La Retraite

OTHER

- The London Oratory
- Cardinal Vaughan
- Wimbledon College
- St Philomena's
- Ursuline High School
- St Thomas More RC Language College
- Sacred Heart Camberwell
- Saint John Bosco College
- Notre Dame School

Non Catholic

- Graveney
- Greycoats Hospital
- Harris Academy
- Chestnut Grove

Independent

- Alleyns
- James Allen Girls School
- Streatham and Clapham High School
- Royal Alexandra and Albert
- Dulwich College

Secondary Schools attended by St Mary's leavers 2019

Catholic

LAMBETH

- Bishop Thomas Grant
- La Retraite

OTHER

- The London Oratory
- Cardinal Vaughan
- Wimbledon College
- St Philomena's
- Ursuline High School
- St Thomas More RC Language College
- Sacred Heart Camberwell
- Saint John Bosco College
- Notre Dame School

Non Catholic

- Graveney
- Greycoats Hospital
- Harris Academy, Battersea
- Chestnut Grove

Independent

- Alleyns
- James Allen Girls School
- Streatham and Clapham High School
- Stonyhill College
- Dulwich College