

Due to the current exceptional circumstances the following dates and information are subject to change at short notice. Updates will added to our website www.sutton.gov.uk/admissions



Transfer to Secondary School September 2021

For children born between 1 September 2009 and 31 August 2010

Applying For a Secondary School Place

All parents and carers who would like their child to attend a secondary school in September 2021 **must** make an application through their home local authority before midnight on **31 October 2020**. Please visit your home Local Authority website, for Sutton residents this is www.sutton.gov.uk/admissions

This sheet is a summary of the information you need to apply for transfer to secondary school. We recommend you read the full guidance at www.sutton.gov.uk/admissions before applying

Open Evenings

All Sutton schools have replaced their traditional open evenings with virtual tours available from their websites. It is important that you also consider schools which are located outside Sutton, particularly if you live close to a borough boundary.

The following table gives the information currently available.

Open Evening Dates for Sutton Schools		Oaks Park High	Virtual
Carshalton Boys Sports College	Virtual	Overton Grange School	Virtual
Carshalton High School for Girls	Virtual	St Philomena's Catholic High School for Girls	Virtual
Cheam High School	Virtual	Sutton Grammar School	Virtual
Glenthorne High School	Virtual	The John Fisher School	Virtual
Greenshaw High School	Virtual	Wallington County Grammar School	Virtual
Harris Academy Sutton	Virtual	Wallington High School for Girls	Virtual
Nonsuch High School for Girls	Virtual	Wilson's School	Virtual

Selection Tests and Aptitude Assessments Some schools will require your child to sit tests or be assessed for all or some of their places.

In response to a range of Covid-19 related issues which make early autumn admissions testing undesirable and impractical, many schools which test for a child's ability or aptitude have decided to postpone admission tests until later in the autumn term. The schools affected in this Local Authority are Nonsuch High School for Girls, Sutton Grammar School, Wallington County Grammar School, Wallington High School for Girls, Wilson's School, Greenshaw High School (selective places only) Revised dates will be confirmed in the autumn term by the school(s) directly.

More information on these changes can be found at www.sutton.gov.uk/admissions

Despite these changes, parents should have still registered for the test by the 14th August 2020 and must make their common application by the national closing date, 31st October 2020.

Success in tests for any of these schools does not guarantee an offer of a place.

School	Assessment Type	Registration Deadline	School	Assessment Type	Registration Deadline
Carshalton High School for Girls	Sport and/or Music	25 September 2020	Glenthorne High School	Performing arts workshop	25 September 2020
				Banding test (All applicants)	31 October 2020

Supplementary Forms

In Sutton, the only other schools who require a supplementary form are St Philomena's Catholic High School for Girls and The John Fisher School which must be returned to the schools by the 31st October 2020.

Your child & Parent or carer's details

- We need your child's legal full name, date of birth and gender.
- An application can only be made from a single address and only a single application made for each child. The address used in an application must be that where an adult or adults with legal responsibility for the child live. Address information will be checked. **These checks may be made using council systems, agencies, fraud departments, other education settings, or other resources available to us.** Applicants may also be asked to provide additional evidence to support their application. Please refer to the Transfer to Secondary School booklet (www.sutton.gov.uk/admissions) for information about the address to be used on your application.
- Indicate if your child has an Education Health and Care Plan. If 'yes' you should contact your EHCP co ordinator to follow a different application process
- We also need your name and address. The person applying on behalf of the child should be the person with parental responsibility for the child. **Your contact details are vital**; please ensure you include an up-to-date telephone number and email address

Children looked after / Children in public care

- You need to state whether or not the child is, or has previously been, in the care of a local authority.
- If the child meets the criteria to be classified as a child in public care you must enclose a letter from the relevant local authority confirming the legal status of the child, a copy of the care order, special guardianship order or child arrangements/residence order.
- Please note that children adopted from outside of England are not classified as children in public care

Your secondary school preferences

- You may name up to **six** schools on the form. The schools do not have to be in Sutton, they can be in any borough.
- Please name any **sibling(s)**. You should check the admissions criteria for the school concerned as sibling rules may not be the same for each school, and not all schools give sibling priority.
- Medical or social priority (where a school has this criteria) will not be considered unless supported by **professionally written evidence** which should be attached to the online application.
- A number of schools give priority to **children of staff**, you must tick the box to confirm this eligibility.

How places are allocated

- Each admissions authority will have a set of criteria by which applicants are ranked and places offered. These are only relevant if the school has more applicants than places.
- Schools are not informed of your preference order, and rank applications based solely on their published criteria.
- Some schools will give higher priority within some of their criteria for those who live nearest to the school. You can find out information about where your local schools are and how far these schools have offered to in recent years by using the **distance checker** (past distances can be used as a guide only).

Declaration and form submission

- Please read the declaration carefully then submit the application.
- If you move home or your circumstances change after completing your application, you must inform us immediately via email suttonadmissions@cognus.org.uk

Other key dates:

1 September 2020	Parents/carers can apply online for a school place	10 December 2020	Sutton residents - Once you receive the results of the eligibility test, you may make changes to your application preferences (such as to add or remove a selective school) providing you notify suttonadmissions@cognus.org.uk by this date. Non Sutton residents must contact their home local authority for their policy on making changes.
31 October 2020	Closing date for Secondary school application	1 March 2021	National Offer Day. Online applicants will receive an email this evening giving their application outcome. All other applicants will be posted a letter 1st class today.

For all other enquiries relating to the school admissions process, please contact our School Admissions Team on: suttonadmissions@cognus.org.uk Postal Address: Cognus School Admissions Team, Civic Offices, St Nicholas Way, Sutton, SM1 1EA. Telephone: 020 8770 5000 www.sutton.gov.uk/admissions