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Applying for High School for September 2024



Information to families from OGPS sent Sept 2023





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Applying for High Schools:





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Children born between **1 September 2012 and 31 August 2013**
are due to start secondary school in September 2024.

Read or download guidance from LA Brent website: (for those who live in Brent only)
Residents of other boroughs - please refer to the admissions website for your own borough).

<https://www.brent.gov.uk/education-schools-and-learning/school-admissions/apply-for-a-secondary-school-place#planandprepare>

Brent High School Open Events found here:

https://legacy.brent.gov.uk/media/16420489/brent-secondary-schools-open-events-2024.pdf?_ga=2.17915513.1599967025.1694762881-2041616949.1684844539

eAdmissions online application guide found here:

legacy.brent.gov.uk/media/16420428/eadmissions-online-application-guide-2023.pdf

Apply online through the eAdmissions website: (all boroughs)

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





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Process

This is the application process

Plan and prepare -> **Apply** -> **Respond to your offer.**

PLEASE NOTE: If you do not live in Brent and you want a place in a Brent school, you will need to apply to the council that you live in.

Key Dates...

Applications Open - 1 September 2023

Applications Close - 31 October 2023

National Offer Day - 1 March 2024

Response Deadline- by 15 March 2024





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Next Stage of Process Key Dates...

(fingers crossed you don't need to know these!)

Deadline for Applications/Changes Second Round- 15th March 2024

Second Round Offers - week ending 29th March 2024

Second Round Response Deadline Day – 5th April 2024

Deadline for Applications/Changes Third Round – 3rd May 2024

Third Round Offers – Week ending 24th May 2024

Third Round Response Deadline Day- 31st May 2024





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Find out about a school



It is important to find out more about the schools you are interested in before you apply. Here are some tips to find a suitable school:

- **MOST IMPORTANTLY...**Visit the school **WITH** your child
- Read the school prospectus
- Ask other parents what they think about the school
- Check the school's admission criteria - this sets out how schools choose which children to offer a school place to – **NOTE: SCHOOLS HAVE DIFFERENT CRITERIA or ORDER FOR CRITERIA!**
- Download the secondary school admissions guide (we have emailed the Brent guide with this powerpoint)
- Work out the distance from your home to schools using schoolfinder.direct.gov.uk



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Find out about a school



- Consider travel implications – travel is free but what is right for your child?
- For some schools you will/might need to complete a supplementary information form **in addition to** the application form (e.g. for faith schools, some sports and arts schools e.g. Claremont High School)
- Find out how the school can support your child if your child has special educational needs (SEND)
- Read the school's Ofsted reports...but remember this doesn't tell you the whole story!
- Look at school league tables...but remember this doesn't tell you the whole story!
- ***ABOVE ALL...VISIT THE SCHOOL AND SEE, FEEL WHAT IT IS LIKE, TALK TO STAFF & CHILDREN....***



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What you need to know

- ❖ It is easy and safe to apply online.
- ❖ You can make up to six school choices on your application.
- ❖ Applications from children who most closely meet the admissions criteria for each school will be considered first.
- ❖ Be realistic about your expectations – many Brent schools are oversubscribed and the demand for school places can be very high.
- ❖ Once you have submitted your application, you will receive an email confirming the receipt of your online application with an application reference number. **Do make sure you keep this safe; it is your proof of applying!**
- ❖ You can make changes to your online form up to the 31st October and update these changes online before submitting the form.



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MYTH BUSTING (From the Brent Guide)

Myth	The facts
My child has a right to a place at one of my preferred schools.	The local authority must offer your child a place at the highest preference school they qualify for. If your child does not qualify for any of your preferred schools (e.g. because your preferences were unrealistic), they will normally be allocated a place at the nearest school to your home with a vacancy.
I have an older child already at the school so I do not need to apply.	Everyone must apply for their child even if they have a brother or sister already at the school. Most schools give priority to siblings, but if you don't apply you could miss out on a place.
Listing one school will mean that you will have to offer me that school.	Listing only one school does not increase your child's chances of being offered a place. If your child does not qualify for that school, then they will normally be allocated a place at the nearest school to your home with a vacancy.
Listing the same school six times will improve my chances of being offered a place.	Your child can only be considered once for a school and any duplicated preferences will be deleted.
I live nearer to the school than the last child offered under the distance criterion last year so I'm guaranteed a place.	Although the information listed on page 16 can give you an idea of how likely it is that you will be offered a place at your preferred school, the 'last distance' will change every year. We cannot guarantee any child will be offered a place at any school.
Children in my road go to the school so my child will too.	The number of pupils offered under each criterion at each school can change every year so just because you know pupils living near you go to a certain school, it does not mean that your child will be offered a place there.



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MYTH BUSTING (From the Brent Guide)

If I apply to a school in another borough, their residents will have priority over me.	An admissions authority cannot give preference to its own residents and published admissions criteria cannot include the borough of residence. Brent does not discriminate between applicants who live in the borough and those who do not.
It does not matter if my form is late.	If you apply after 31 October 2023 we will look at your application after all those who applied on time and it is very unlikely that you will be offered one of your preferred schools.
I can only apply for Brent schools.	You can apply for both Brent and out of borough schools by listing them on the Brent application form.



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Criteria for allocating places when a school is over subscribed:

It is important to remember that if schools receive more applications than places, then they will need to consider each application in line with their **published oversubscription criteria**.

Therefore, you need to check what criteria your child meets to see how likely it is your child will be offered a place. You can find more information from the Brent Guide to Applying for a High School or from each school's website.





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Criteria for allocating places when a school is over subscribed:

Note: Oversubscription Criteria for different schools may be in a different order to those listed below or may not apply!

Do check the guide and individual schools for details!

- ☐ Children who are or have been in the care of the local authority.
- ☐ Most secondary schools give higher priority to children who have a brother or sister at the school. This includes step-brother or sisters, adopted or foster siblings so long as they live at the same address.
- ☐ Pupils with Special Educational Needs or Disabilities (SEND) or medical needs.
- ☐ Some secondary schools have a set of primary feeder schools and children who attend these feeder schools will have priority when applying for places at these schools. This also applies to all through schools such as Preston Manor or Ark Academy.
- ☐ Distance between the school and the child's home, with priority given to those who live nearest; this is measured by a straight line from school to home. Be aware that catchment areas change annually!
- ☐ Children of staff in schools if they have worked there for two years or more or they filled a vacant position related to a subject with a skills shortage.
- ☐ Faith schools use alternative faith-based criteria to determine how many places should be offered.
- ☐ Some schools also allocate places for music or sporting aptitude (note this doesn't necessarily mean gradings or qualifications – contact schools early (*start of Y5*) to find out more!)



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It is VITAL you submit the application and get a confirmation email by 31st October 2023.

Late Applications

If you miss the deadline, you will still be able to submit an application. However, the application will be considered as a late application and once submitted, you will not be able to make any further changes via the online system. Late applications are dealt with last!





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Tips and Hints!

- Order your six school choices carefully as you will only be offered one school place at a time.
- If two of your preference schools are able to offer your child a place, you will be offered the highest preference school.
- It is recommended that you apply to at least one school which is very near to your home just in case you do not get one of your six preferences.
- To work out the likelihood of your child being offered a place in a particular school - see how school places were allocated last year.
- Think about travel implications for children and whether this is right for your child.



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Can I apply for schools in other London Boroughs/Local Authorities?

You are entitled to apply for schools in other boroughs. **To do this, you need to apply directly to the Local Authority that you are living in at the time of application**, regardless of the borough in which the school is in. For example, if you are a resident in Harrow and would like to apply for a school in Brent, you must apply directly to Harrow Council.

Please be aware that each borough may have different application procedures...



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For children with an Educational Health Care Plan (EHCP) or Statement of Special Educational Needs (if this hasn't been converted to an EHCP)

- If your child has a statement of special educational needs (SEN) you must [contact the SENAS Team](#)
- (Special Educational Needs Assessment Service) **directly** in your local council who will manage your child's transition to Secondary School.
- Brent SENAS- 0208 937 3229 sen.assessments@brent.gov.uk

Exceptional social/medical circumstances

- Some schools give higher priority to children with social or medical needs, even if they do not have an Education, Health and Care Plan (EHCP). If you state a preference for a particular school because of the medical, social or special educational needs of your child you must demonstrate how only this school meets your child's special circumstances (see page 11 of the Brent admissions guide).



Selective Schools

- Some schools require pupils to sit an 'entrance exam'- often in maths and verbal reasoning (we **do not** prepare pupils for such tests as part of our school curriculum).
- You need to visit individual school websites to check their specific procedures for applying- often you will have to complete a SIF (supplementary/school Information Form) as well as the common application form.





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Selective Schools

Watford Grammar School for boys and Watford Grammar School for girls

224 boys and 210 girls are admitted: approx. 35% are community places (for siblings, pupils of staff, looked after children and pupils who live nearby) and 65% are specialist places (based on test outcomes- pupils sit an academic or a music aptitude test).

Pupils who have an EHC plan, and name the school, will be admitted.

Mill Hill County School

Approx 243 places. Tests/ auditions or both are sat to judge technological, dance or music aptitude. The technological aptitude tests involve sitting a test in verbal and abstract reasoning. Where applications exceed the published admission number, the school's over-subscription criteria applies.



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Selective Schools

The Henrietta Barnett Girls' Grammar School

Admission to The Henrietta Barnett School for Year 7 is by academic selection, with a First Round Entrance Test in Verbal, Non-Verbal reasoning and English, followed by a Second Round English and Mathematics test.

Queen Elizabeth Boys' Grammar School

Admission for Year 7 is by academic selection. Pupils sit two academic tests- one in English and one in Mathematics. A standardised score of 210 or higher is required in order for pupils to be considered.



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Independent (Private) Schools

- For a school place at an independent or private school, you need to apply directly to the school/s you are interested in.
- Often their application process takes longer and parents need to be aware of key dates for applications and tests etc. from when children start in Year 5.
- The same advice of visiting schools, looking at websites, reading reports, speaking to parents or using social media applies.
- More information can be obtained from the [Independent Schools Council](#) (ISC).





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Finding Out...

- You will find out on **1st March 2024** which school your child has been offered.
- You will receive an email with the outcome of your application, usually after **5pm, on 1st March 2024**
- If offer letters are posted, they will be sent first class on Friday 1st March 2024 and should arrive by Friday 7th March 2024. **If you have not received a letter by Friday 7th March 2024, contact Brent school admissions.**
- **NOTE:** Online applicants offered their first preference school are **NOT** sent an offer letter.
- Parents/Carers **MUST** respond to the offer by **15th March 2024** - this is done online.

Making an Appeal

It is not always possible for your borough to offer your child a place at their preferred school. You have the right to make an appeal if you are not happy with the school choice they have offered your child. See more information on [making an appeal](#).

You are **strongly advised to accept a place at an alternative school in the meantime**, so that your child will have a school place in September, if your appeal is unsuccessful. Accepting the offer will not affect your position on the waiting list for your preferred schools, or any further offers made to you further on.



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Brent Council School Admissions Contact Information:

Email

school.admissions@brent.gov.uk

Phone

020 8937 3110

Address

Brent School Admissions Service
Brent Civic Centre
Engineers Way
Wembley HA9 0FJ





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**If you have any further questions, please do not
hesitate to contact us via the school office.**

**A member of the Senior Leadership Team
will be in contact.**

