

# **Secondary Transfer**

**Information for applications**

**Starting secondary in  
September 2021**

## Why choose a Catholic Secondary School?

'The distinctive ethos of the Catholic school is rooted in the Word of God who is Jesus Christ. The commitment of the Catholic school to the vision of every human person as a child of God and brother or sister of Jesus is central to the achievement of excellence and success.

I wish you every blessing in your vocation as “the first and best teachers of your children in the ways of faith”. Be assured of the support of the Catholic school in fulfilling your responsibilities.'

*Cardinal Vincent Nichols*

*Archbishop of Westminster*

*'Choosing a Catholic Secondary School'*

The background features abstract, overlapping geometric shapes in various shades of green, ranging from light lime to dark forest green. These shapes are primarily located on the left and right sides of the frame, creating a modern, layered effect. The central area is a plain white space where the text is located.

How to apply

## Before You Apply...

- Ordinarily, you would visit as many schools as you can. Please contact schools directly to check if they are allowing tours or have virtual tours
- Read Ofsted reports
- Read the school prospectus
- Read the admissions criteria for each school
- Consider how likely it is that your child will be offered a place
- Look to see how many places are available
- Consider the journey to school – dark winter mornings and evenings
- Don't let others influence your decision . By all means talk to others who have had experience of the school but don't let this be the deciding factor, every child is different and one child's experience will be different to another's .

## **Completing the Application**

- Complete an online application form via the county at:  
[www.hertfordshire.gov.uk/admissions](http://www.hertfordshire.gov.uk/admissions)

- **Submit application by 31st October 2020**

- SIF (Supplementary Information Forms)  
Some schools require this – check with each individual school and collect from them at their open days/evenings or download them from the school's own website

## Other Info About Your Child

- If your child has an EHCP (**Educational Healthcare plan**) or is in the care of LA (**Local Authority**) you must declare this on the form.

- Where a child is in care, a letter from the LA or Social Worker must be provided to confirm this.

Where a child has been previously looked after, documentation must be provided.

## **Exceptional Social/Medical Need**

- **In very rare cases a child can be given priority to a particular school where there is evidence to demonstrate exceptional medical/social reasons why only ONE particular school can meet their needs.**
- Evidence has to be provided by GP, social worker or other appropriate independent professional.
- The connection between your child's need and the school chosen must be made and you must demonstrate why this school can meet your child's needs while no other school can.

## Checking Distance

You can check the distance between your home and a **Hertfordshire School** :

1. Go to [www.ofsted.gov.uk](http://www.ofsted.gov.uk)
  2. Select the 'Inspection reports' tab
  3. Select 'Find an inspection report' from the drop down menu
  4. At bottom of page where it says 'Search providers by:', select >Distance from your home  
Enter your postcode, Choose the required distance (3 ,10 or 10 miles),
2. Key word is secondary
  5. Then press 'search' button A list of secondary schools will then be generated in order of distance from your home postcode.



## **Moving House**

### **Which address to use:**

Give your child's permanent address at the time you apply.  
If you move after applying, send us proof of your new address.

Proof can be:

a solicitor's letter upon completion (exchange of contracts not accepted) confirming your completion date was on or before **4 December 2020** or a signed rental agreement (for at least 12 months) showing the start of your tenancy on or before **4 December 2020**.

You must also send us **proof that you and your child live at the new address**.

It's not enough to simply change your address on your online application.

We can't use your new address for allocation purposes if we receive your proof of completion date or tenancy start date (along with evidence that you are living there) later than 4 December 2020.

### **Fraudulent addresses or false information**

We may ask for proof of your address at any time. We will withdraw the offer of a school place if we find a fraudulent address has been used.

**Tell us if you move** during the application process. It's not enough to just change your address on your online application.

We may also withdraw school place offers if information is deliberately withheld.

If a school place was allocated to an older child using fraudulent information, we won't consider the sibling rule for any children applying in the future from that family.

# Important dates

## **31<sup>st</sup> October 2020**

Deadline for application

## **4<sup>th</sup> December 2020**

Last date to submit a written explanation giving reasons why your application was late, for your application to be agreed as 'on time'.

If you move house, this is the last date for you to provide evidence of your new address and for it to be considered 'on time' in the allocation process.

## **1<sup>st</sup> February 2021**

Applications received after this date will not be offered a school place until the week of 26<sup>th</sup> April – 30<sup>th</sup> April 2021

## **1<sup>st</sup> March 2021**

If you applied on line and confirmed your email address you will receive an allocation email with details of the school your child has been allocated.

Parents who applied online who did not confirm their email address will only be able to access the online system to view their allocation online after allocation emails have been dispatched.

School places can be accepted or declined online by logging onto the website and following the online instructions. Parents/Carers who did not apply on line or who did not confirm an email address will be sent an allocation letter.

**Deadline for response to allocation : 15<sup>th</sup> March 2021 – if you do not respond the place can be withdrawn and offered to someone else**

# Continued Interest

- If you are not offered a place at your 1<sup>st</sup> ranked school you are automatically placed on their Continuing Interest List (this does not include VA Foundation or Academies)
- The CI applications open from 1<sup>st</sup> March 2021- 8<sup>th</sup> March 2021 therefore your child may be offered a place at one of the schools you ranked higher as others decline places.
- 22<sup>nd</sup> March 2021– 26<sup>th</sup> March 2021– Continued Interest places offered.
- CI list is reviewed again between 29<sup>th</sup> March and 8<sup>th</sup> April 2021
- The last date to register an appeal is 8<sup>th</sup> April 2021 for CI
- The CI second run of allocations are published between 26<sup>th</sup> April 2021 – 30<sup>th</sup> April 2021
- If school vacancies occur, places will be filled from remaining continuing interest lists. May – July 2021
- School appeals take place – 29<sup>th</sup> April – 14<sup>th</sup> June 2021  
( Excluding 31<sup>st</sup> May – 3<sup>rd</sup> June)

## DESTINATION OF CHILDREN WHO LEFT

### SS ALBAN AND STEPHEN 2020

<b>SCHOOL</b>	<b>NUMBERS</b>
Beaumont	12
Loreto College	23
Nicholas Breakspear	3
St Alban's School	2
Samuel Ryder Academy	4
Sandringham School	2
St Albans Girls' School	4
Verulam	6
St George's -day place	1