

Wednesday 28th February 2018

Dear Parent(s),

Tomorrow is National Offer Day for our Year 6 pupils. Tomorrow evening you will receive a text message and/or email telling you that the result of your secondary school application is available.

**How do I get the information?**

When you receive your email/text, you will need to log into <https://www.eadmissions.org.uk/eAdmissions/app> using your pre-given username and password. Once logged in, click on the secondary transfer 2017/18 link.

**Lost username/password?**

If you have forgotten either your username or password you will need to follow the prompts or contact the London Grid for Learning direct on 020 8255 5555 (please select option 1). Unfortunately, neither the Lambeth admissions nor the school can help you with obtaining a replacement username or password.

**We are here to help.**

Whilst we hope that most of you will receive happy news tomorrow, we know this can be a very difficult time for some parents and children if they do not receive an offer from the school of their choice.

Please be assured that we are here to help as much as possible. We will be available to provide support and discuss your situation over the next week, as will Mr Kelleher and Mrs Smart. We will be making our Year 6 parents a priority at this time to speak about any matters relating to secondary school, so please call the office to make an appointment explaining that the appointment relates to secondary transfer. Please be aware that schools have to await acceptances to their offers, so you may need to be patient during the initial couple of weeks after offer day. Most schools are very helpful in giving advice during this period. After this time there is a lot of activity with schools admitting pupils within their ranking of applications and this movement continues often up to the new school year.

You will also find a useful Q and A information sheet on the secondary transfer webpage.

**Consideration for others.**

Whilst receiving good news about your child's secondary school offer is an exciting start to this new stage of their education, we do ask parents to help us prepare the children for being considerate towards each other as their friends may not have received the result they wished for.

We will talk with the children today in order to reassure them and remind them to be sensitive and considerate towards one another.

Please ask your child to keep their excitement low key in the playground and to be discreet when discussing their news. We know that we can rely on you to be equally as discreet and show support for one another. We are very grateful for your ongoing support in this matter.

Kindest regards,

Mrs Connery and Mr Coyle

Co-Headteachers

## Secondary Transfer

My child has been allocated a school I do not want, what do I do now?

- A. Call or email the school to find out;
  - 1. What number your child was ranked.
  - 2. How many applications the school had this year.
  - 3. What their appeals procedure and deadlines are.
  - 4. How many appeals did they have last year and how many were successful.
  - 5. Request that your child goes on the waiting list.
- B. Wait two weeks whilst the schools process all the acceptances or rejections. We know this is the hardest part but the schools will not be able to give you further information during this period, they simply won't know! We will also not be able to give you any further advice during this period.
- C. Call the school again in two weeks' time to confirm what number on the waiting list your child is.
- D. If you wish to appeal;
  - 1. Start preparing your appeal paperwork.
  - 2. Make an appointment to see Mrs Connery or Mr Coyle
  - 3. See your parish priest for a supporting letter.

We know this is a very difficult period for parents and children alike. Please try to stay calm and positive for your children. We will try to support you as much as we can but we need your help in keeping your child focused on preparing for their SATS and enjoying their time at Corpus Christi.

Please be reassured that historically children have generally secured places at one of their preference schools although this may take time. Although the wait may be difficult the whole process of acceptance and withdrawal of offers can take time. Please be patient and know that we will support you throughout the whole process.