Apply online at www.wirral.gov.uk/schooladmissions

Adult and Disability Services

PO Box 290
Brighton Street
Wallasey
CH27 9FQ

Phone: 0151 606 2020
Fax: 0151 666 4450
Email: secondaryplaces@wirral.gov.uk

Useful websites and phone numbers

ACE (Advisory Centre for Education)
Phone: 0300 0115 142
www.ace-ed.org.uk

Ofsted
www.ofsted.gov.uk

Wirral SEND Partnership
www.wired.me.uk

Wirral Website
www.wirral.gov.uk

Admissions Portal
www.wirral.gov.uk/schooladmissions

WIRRAL

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Secondary

Essential Information

If your child is starting Secondary school in September 2019 you need to read this leaflet. **You must apply before the deadline date of the 31 October 2018.**

WIRRAL

Apply online at www.wirral.gov.uk/schooladmissions

Getting the right school for your child is very important

If your child was born between 1 September 2007 and 31 August 2008, they are due to start Secondary school in September 2019. You need to make an application for a school place by 31 October 2018. This leaflet will highlight the facts and shows deadlines you must meet.

Before completing your application you should read the Information Booklet, Secondary Education in Wirral, which describes the procedures we follow when pupils transfer from primary to secondary school in Wirral.

The Information Booklet and school admissions policies are available online at www.wirral.gov.uk/schooladmissions or call 0151 606 2020 for the booklet to be sent to you in the post.

You must apply before the deadline date of 31 October 2018.

Making an application

Wirral's online admission system can be accessed from **www.wirral.gov.uk/schooladmissions**

Applying online is quick and simple to do. You will receive an automatic email so that you know your application has been received by us. In March 2019, online applicants will receive an email with their child's allocated place. The deadline for online applications to be submitted is **31 October 2018**.

- You can put up to three schools in the order of your preference. It is always recommended to put more than one school.
- You can include schools outside Wirral in your preferences if you want.
- You may also need to fill in a supplementary form. You must ask the school yourself to find out what their arrangements are.
- If you live in another part of England, you must apply through your home authority.
- The Local Authority co-ordinates the admissions process to all state funded schools.

If you cannot apply online, you can complete a paper application form. These are available by calling 0151 606 2020. In March 2019 you will receive an allocation letter by post to your home address. The Mainstream Admissions team cannot send an allocation email to you unless you apply online.

You can get application forms from:

- The Admissions portal website: **www.wirral.gov.uk/schooladmissions**
- Wirral Council's One Stop Shops
- The Council's call centre: call **0151 606 2020** during office hours.

Selective Assessments

Parents will be notified of the outcome of the grammar school tests by 21 October 2018.

If you have requested that your child is assessed for a place at any grammar school, do not complete your online application/preference form until you have received the outcome of the tests. Do not include a preference for a grammar school if your child has not met the standard as it cannot be considered and will be disregarded.

After 1 March 2019 you can appeal for a grammar school place.

Allocation of places

Every child is given a rank for each school preference based on the admission policy for the school. If your child is eligible to be given a place at more than one school, you will be offered a place at the school you have named as the highest preference. If it is not possible to offer a child a place at any of your preferences you will be given a place at the nearest appropriate school with a place available.

Online applicants will receive an e-mail offer of a place on 1 March 2019. Offers of places to parents who applied on a paper form will be posted second class on that day. Late applications received after 31 October 2018 are only dealt with AFTER places have been offered to parents who have applied on time.

Finding out more

The Secondary Education in Wirral booklet is available online at **www.wirral.gov.uk/schooladmissions**, libraries, one stop shops and Children's Centres, or call **0151 606 2020** or email **secondaryplaces@wirral.gov.uk** for a copy.

Timetable for admissions to secondary schools in September 2019

31 May 2018
Deadline for Request for Assessment forms to be returned.

September 2018
Preference forms and information booklets on secondary education are available online or on request. The online admission system opens on 1st September for parents of Year 6 children who live in Wirral. Tests for grammar school assessments are carried out.

October 2018
The Independent Assessment Boards meet. Grammar school assessment outcomes are sent to parents (by 21 October).

31 October 2018
Online applications and Preference forms must be returned by this date.

1 March 2019
Email offers are sent to online applicants. Offers of school places for paper form applicants are posted second class on this date.

15 March 2019
Reply slips or emails to be returned by this date.

1 April 2019
Appeals to be submitted by this date.

Whether you apply online or use a paper form, you must return your application to Wirral Local Authority by **31 October 2018** at the latest to make sure that your child is offered a school place.