



12 September 2024

Dear Parent/Carer

Pupils transferring from Primary School to Secondary School in September 2025

I am writing to you because your child is due to transfer from primary to secondary school in September 2025. This letter has been sent to all parents of Year 6 pupils in a Stockport school, regardless of whether they have already submitted application.

You must complete an online application form to tell the Local Authority which secondary schools you would prefer your child to attend, by the closing date **31 October 2024**. If you live in Stockport, to start your application, visit <https://www.stockport.gov.uk/the-application-process-secondary-school>. On the webpage, click on 'Apply for a school place'.

In this letter, I have included some common misconceptions and frequently asked questions to consider overleaf prior to submitting your application. Even if you have already submitted your application, please ensure you consider these points as you can still log into your account to amend your application. You should also read our guide to applying for a Year 7 school place which can be found at <https://www.stockport.gov.uk/documents/school-admissions>.

Due to the number of children needing secondary school places this year, we would strongly urge you to apply for your catchment area school and your nearest school, even if you rank them below your preferred school. Whether you're sure what your catchment school is or not, it is worth checking and rechecking at www.stockport.gov.uk/find-your-catchment-area. Please note, there are two secondary schools in Stockport that do not have catchment areas and may be the closer school to your house.

Last year over 100 children were allocated school places in excess of 6 miles from their home because they did not put their catchment school as one of their preferences.

Your catchment school represents your child's strongest chance at securing a school place relatively close to your home address. For some, their local catchment school may not be their preferred choice and we understand that however we ask families to consider the practicalities should they fail to secure a place at any of their preferred choices.

The online system will close on 31 October 2024 and will be reopened on 2 November 2024 for those parents who did not apply before the closing date. Applications received after the 31 October 2024 will not be considered until after all applications received before the closing date.

Don't miss out on this important application process to ensure you give your child and yourself the best opportunity of gaining a place at one of your preferred secondary schools in September 2025.

If you have already submitted your application and wish to amend it, you can log back into your Parent Portal account and unsubmit your application to make any amendments. Please remember to resubmit after making any changes.

Yours Sincerely,

Ashley Pitt
Admissions Technical Lead

DO YOU UNDERSTAND THE ADMISSIONS PROCESS? BELOW ARE SOME COMMON MISCONCEPTIONS RELATED TO THE ADMISSIONS PROCESS

My child will be offered a place at my catchment school if I am not offered a place at my preferred schools.

FALSE

If you decide not to apply for your catchment school, you will not automatically be allocated it should your other school preferences be unsuccessful.

Your child is not guaranteed a place at their catchment school. However, your child's catchment school represents their strongest chance of obtaining a place at a school.

Parent/Carers should carefully consider their reasons before deciding not to apply for their catchment school and/ or the nearest schools to their home address.

If I only apply for one school the Council have to allocate my child a place at that school.

FALSE

Applying for only one school does not increase your chances of being offered a place at that school. You can express up to 6 preferences and we would recommend doing so. By applying for more than one school, it increases the likelihood that you will be offered a place at a preferred school.

My child has a sibling on roll at the school so is guaranteed a place

FALSE

Whilst having a brother or sister on roll at the school you are applying for will be taken into account when applying the oversubscription criteria to your application, this does not guarantee your child will be allocated a place.

I don't need to consider how my child will get to school when applying

FALSE

Before you apply for a school that is not closest to your home address - have you considered transport arrangements and costs? The Council's free school travel policy can be found here: www.stockport.gov.uk/travel-to-school

FREQUENTLY ASKED QUESTIONS

When and how will I hear about the outcome of my application?

Most applicants will receive an outcome letter via email on National Offer Day, 3 March 2025. Most applicants will also be able to view and accept or decline their offer on your Parent Portal.

Who should complete the application?

Any person with parental responsibility for a child can make an application. We advise that the application is made by the person with whom the child spends the majority of the week and or the person who receives child benefit.

If two applications are received with different preferences, both applicants will be contacted and asked to agree upon a set of preferences. If this cannot be agreed, the preferences expressed by the applicant with whom the child lives for the majority of the time with will be used.

Does the order I rank my preferences matter?

All applications are assessed based on the statutory equal preference scheme. This means that:

- each school you apply for is initially looked at individually, regardless of the order you have ranked the schools
- the order that you rank the schools becomes important when we're able to offer more than one of your preferences – you'll then be offered the school that is ranked highest of the ones we're able to offer

I live in Stockport, can I apply for schools outside of Stockport?

You can apply for any schools in England if you wish to. However, you must ensure the application is submitted to Stockport Council. As your Home Authority, we will then coordinate your application with the relevant Council's.

I have moved house, or my circumstances have changed after submitting my application, do I need to tell the Council?

If the details provided on your application have changed you must notify the Council immediately. In some case you may be asked to provide documentary evidence to substantiate any changes.

My child is baptised Roman Catholic do I need to provide a copy of their baptism certificate?

If you are applying for a catholic school, you can attach a copy of your child's baptism certificate to your online application. Alternatively, you can email a copy to admissions.support@stockport.gov.uk Failure to provide proof of baptism may disadvantage your application.

I believe my child has exceptional circumstances and should get a place at a specific school, what should I do?

If you believe your child or family have exceptional circumstances, you will need to provide information regarding this, as well as any documentary evidence you wish to be considered when submitting your application. You can attach this to your online. Alternatively, you can email it to admissions.support@stockport.gov.uk

Please bear in mind very few applicants in any given year meet the threshold to be considered as highly exceptional i.e. this is less than a handful of applicants in a cohort of approximately 3500 children.

I am applying for an independent school; do I need to include this on my application?

If you are applying for an independent school in Stockport, you should do so directly to the school. If your child is offered a place at an independent school, you should notify the Council as a soon as possible.

Some independent schools in other Local Authority areas require you to include them as a preference on your application, you will need to check with the school if they require you to include it.

What happens if I am not offered a place at any of my preferred schools?

Where it is not possible to allocate a place at one of your preferred schools, your child will be offered a place at the nearest available school with room, this school may be a considerable distance from your address.

Last year over 100 applicants were allocated places at a school more than 6 miles away from their home. This is why we encourage all applicants to make use of the option to express six preferences, particularly at their nearest schools and catchment school.

Year after year a small number of parents fail to understand the admissions process or their chances of getting a preferred school place – these parents often end up deeply distressed when their expectations of the process are not met. This can be easily avoided by reading the information provided our booklets, coordinated admission scheme and admission arrangements documents here: <https://www.stockport.gov.uk/documents/school-admissions>

You can also look at our statistics from previous years allocations which break down how many children were allocated places from each category of each school's oversubscription criteria. Visit www.stockport.gov.uk/schooladmissions for more info.

Where can I find out more information about the admissions process?

You should read our guide for applying for a secondary school place which is available at <https://www.stockport.gov.uk/documents/school-admissions>. This gives you all the information you need to make your application including things to think about before making your application; the application process; the criteria that schools use to allocate places if there are more applications than places available and how places are allocated; information about all our schools and what happens after the decisions are made.