



Year 7 Secondary School Applications for September 2016

Parent and carers are being reminded to apply now for secondary school places for September 2016.

Applications must be made before the **31st October 2015** for all Year 7 admissions.

Here is a checklist to help you meet all the requirements:

1. You will need to complete a **Common Application Form (CAF)** for the Local Authority in which you live. This can be done via the government website: <https://www.gov.uk/apply-for-secondary-school-place>. You will be asked to enter your postcode and will then be automatically redirected to your Local Authority website. The online applications system is quick, easy and secure and forms can be amended at any time up to the closing date.
2. You can list as many schools as you would like in order of preference, with number 1 being your child's preferred school.
3. The Local Authority will allow you to upload the following types of documents:
 - Proof of the Child's Home Address
 - Proof of the Child's Date of Birth
 - Proof of the child being in care /previously in care
 - Proof of Medical or Social Reason for PreferenceThe document should be in JPG or PDF format and no bigger than 5MB.
4. You will also need to complete each school's **Supplementary Information Form (SIF)** with reference to the unique ethos of the school. Please note that this must be sent directly to the school.
5. You should also check if the school requires any other forms such as the Certificate of Religious Practice (CRP) and follow the school's guidelines to fulfil these requirements

Please note that parents who have a child with a Statement of Special Educational Needs (SEN) should apply through their Local Authority's Special Educational Needs team to ensure that the correct consultation procedure between parents, school, and SEN team at the Local Authority can take place.

Rabbi David Meyer, Executive Director of PaJeS, said:

"We realise that applying to secondary schools can be a stressful process. However, we also hope that this will be an exciting transition and will give your child the opportunity to broaden their horizons and advance their education.

We hope that by following the guidelines above, parents will avoid unnecessary pitfalls and help ensure a successful application.

The outstanding success of Jewish secondary schools has resulted in a significant increase in applications, and it is therefore particularly important that parents ensure they have completed both the local authority's Common Application Form and each individual school's Supplementary Information Forms."