



2nd March 2023

Dear Parent/Carer,

Year 6 Secondary Offers

Please see below information relating to Secondary admissions:

Responding to the offer

Parents must respond to their offer by **Wednesday 15 March**.

- Online applicants will have a link to respond via eAdmissions, the online application portal. They will need their username and password.
- Other applicants will have a link to respond via a google form.
- Responses will **not** be accepted over the telephone, via email or from schools on behalf of parents.

Alternative Offers

Where we have not been able to offer a place at any of the schools listed on the application, an alternative school has been offered.

-This is normally the nearest Hackney school that had vacancies remaining after everyone who applied was offered.

-Children who received a Non-Preference Offer are indicated with a 0 in the 'Places Withdrawn' column on the View Leavers screen.

Advice for parents

Information about the next steps is included in the offer email/letter. Parents can also refer to education.hackney.gov.uk/secondaryoffers for information about their options and next steps.

In all cases parents should be encouraged to accept their child's offer.

- Accepting the offer **will not** reduce a child's chance of being offered a place at a higher preference school.
- Declining the offer **will not** increase a child's chance of being offered a higher preference school.
- Parents can accept the offer and:
 - wait to see if they can be offered a place at a higher preference school
 - change their preferred schools
 - submit an appeal
- Declined offers may be withdrawn and offered to the next applicant on the waiting list. If this happens, it may not be possible to offer the same school again.

Waiting Lists and further offers

Children are automatically included on the waiting list for all the Hackney schools listed on their application that were ranked higher than the offered school. They will remain on the waiting list until Friday 21 July 2023.

-Parents may contact the Admissions team via email or telephone for waiting list positions for Hackney schools after the second round of top up offers, from Monday 27 March onwards. Positions will not be available before 27 March 2023.

-For schools outside Hackney, parents should contact the admissions authority for the school for details about how waiting lists are managed.

Further offers

Further offers will be made in line with the below timetable:

Deadline for parent application changes	Updated offer list sent to schools	Offers sent to parents	Deadline for parent response
10 March	23 March	24 March	31 March
31 March	27 April	28 April	5 May
5 May	25 May	26 May	2 June
2 June	22 June	23 June	30 June
30 June	13 July	14 July	21 July

Additional preferences

Hackney parents who want to add to or change the schools on their child's application must complete the [Further Information Form](#) on the website by **Friday 10 March** to be included in the second round of offers. Emails or telephone calls asking to make changes to an application will not be accepted.

Parents can apply for any school but a list of schools that have vacancies or a short waiting list in Hackney and neighbouring authorities is available online at education.hackney.gov.uk/secondaryoffers

Families living in other boroughs will need to contact their home local authority for information about how to add preferences to their application.

Appeals

The deadline to appeal is **Thursday 30 March 2023**. Parents who want to appeal must complete a separate online appeal form for each school and must explain their reasons for the appeal including any evidence or supporting information. Parents can find the appeals information and form online at education.hackney.gov.uk/ssecondaryappeals

Contacting Admissions

Parents can contact the Admissions and Pupil Benefits team as follows:

- Email – secondary.transfer@hackney.gov.uk
- Telephone – 020 8820 7000 (Option 3) Monday to Friday from 9am to 5pm
- Drop In at Hackney Service Centre, 1 Hillman Street, London E8 1DY – every Tuesday 9am-12pm and Thursday 1-4pm.

Yours sincerely,



Pete Brodie

Deputy Headteacher