

Going up to Secondary school?

If your child is in Year 6 you must apply by **31 October 2020**

Apply online – don't miss the deadline!

eastsussex.gov.uk/schools



Step 1 – Research schools

It's easy to find out about schools by going to our website eastsussex.gov.uk/schools

Look at our webpage *About Schools in East Sussex* for:

- a list of schools in your area;
- school websites; and
- Ofsted reports and school performance data.

You can use the internet at your local library. If you prefer we can send you a list of schools.

If you live in East Sussex (excluding Brighton & Hove) you must apply to East Sussex even if the schools you prefer are in another area.

Step 2 – Understand the admissions system

You should put up to **three** school preferences when you apply. It is important to put a second and third preference in case we cannot give you your first preference.

- If a school has enough places, then everyone who applied will be given a place.
- If there are not enough places for everyone the 'admissions criteria' will decide which children will be given the places.
- Criteria change from school-to-school so you will need to understand the rules for the schools you prefer.

- Please note that most secondary schools do not take into account where your child goes to primary school.
- Those applying for a grammar school should still name a local school as, like all schools, there are no guarantees.

The criteria for all schools can be found on our website eastsussex.gov.uk/schools

If your child has a Education, Health and Care plan the school application process is different. Please contact your Assessment and Planning Officer or school SENCO for more information.

Step 3 – Apply by 31 October 2020

You can apply online at [eastsussex.gov.uk](https://www.eastsussex.gov.uk)

Step-by-step instructions will guide you through your online application.

Applying online means:

- your application is safe;
- you can be sure your application has been received; and
- a decision can be emailed to you.

You can access the internet at your local library.

If you prefer a paper form please email admissions@eastsussex.gov.uk



What happens when

September 2020

Apply online or call **0300 33 09 472** for a form

31 October 2020 (closing date)

Online applications – midnight 31 October 2020

Paper forms must be received by the Admissions Team by 31 October 2020

Please note: ensuring applications are returned on time is the responsibility of parents and carers.

1 March 2021 – Decision day

Decisions are sent by email on the offer day. If we are unable to email you, we will post you the decision letter. Online applicants have the ability to view the decision online.

April-June 2021

Appeals for parents who are unhappy with the decision.

September 2021

Children start at their new school.

Need more information?

In addition to applying for a place, you can also find out about school life such as transport, meals, term dates, uniform etc at [eastsussex.gov.uk/schools](https://www.eastsussex.gov.uk/schools)

If you need specific advice on applying for a school place email the Admissions Team who will be able to answer detailed enquiries on the admissions process.

Email: admissions@eastsussex.gov.uk

You can find independent advice online by visiting Ace Education Advice (www.ace-ed.org.uk)

Email: admissions@eastsussex.gov.uk



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