

Transfer to secondary school 2020

Information for Year 6 parents

Please find below a summary of key information which should be read in conjunction with the **Admission to Richmond's Secondary Schools 2020 brochure**, available on the Council's website at www.richmond.gov.uk

Key dates

School open evenings and days

Start on Thursday 26 September for Richmond schools. See full details below.

Closing Date

Thursday 31 October 2019

You must submit your application and any supplementary information forms by this date.

National Offer Day

You will be sent the outcome of your application by email during the evening of **Monday 2 March 2020**.

If you apply on a paper form you will be sent the outcome of your application by first class post on **Monday 2 March 2020**.

You must accept or decline your offer by **Monday 16 March 2020**, either through the eAdmissions system if you applied online, or on the reply slip if you applied on paper.

The application process

Please ensure that you read the complete Admission to Richmond's Secondary Schools brochure online at www.richmond.gov.uk

Apply online at www.eAdmissions.org.uk

Your application will be managed by the Council's School Admissions service where you live (eg if you live in in the borough of Richmond, this is your home council).

- You can apply for up to six schools, academies or free schools (state-funded schools) in the Richmond borough and in other council areas.
- You must list the schools in the order that you prefer them. The order of preference is important as it will decide which school is offered if your child qualifies for a place at more than one school.
- Each school considers your child's application against its admission criteria **only** and not according to your order of preference.

- The order of preference in which you list your schools is **confidential**. Schools are **not** told the preference order in which you have listed them.
- You should check if you need to complete a supplementary information form for the schools you are applying for. If the school is outside Richmond borough, please refer to the relevant local authority or contact the school (contact details for neighbouring authorities can be found in the Admissions brochure).
- For more details on the schools' admissions criteria, please refer to the school's individual website.

All of the above points are covered in the Admission to Richmond's Secondary Schools brochure in a step by step guide which you can find on the Richmond website:

https://www.richmond.gov.uk/media/3066/secondary_admission.pdf

Please also look at the Frequently Asked Questions on the website:

https://www.richmond.gov.uk/media/16152/school_admissions_fags_starting_school_in_richmond.pdf

If you require any additional support or advice please phone School Admissions on 020 8547 5569 to speak to a member of the team. The phone lines are open on Monday to Friday from 9.00am to 2.00pm.

Open events for Richmond's secondary schools for admission in September 2020

School	Open Evening 2019	Daytime Tours
Christs School www.christs.richmond.sch.uk	Thursday 26 September 6.30 to 8.30pm	Daytime tours available by appointment throughout September and October
Grey Court School www.greycourt.richmond.sch.uk	Tuesday 1 October 6.30 to 9.00pm	Tours on 10, 12, 17, 19, 24 and 26 September and 3, 8, 10, 15 and 17 October from 9.00 to 11.00am
Hampton High www.hamptonhigh.org.uk	Thursday 10 October 6.30 to 8.30pm	Tuesday 1 October at 9.15am, Thursday 3 October at 11.00am and Wednesday 9 October at 9.15am. Normal working day tours also available
Orleans Park School www.orleanspark.richmond.sch.uk	No open evening – see daytime tours	Thursday 26 and Friday 27 September until 11.00am. Booking available through school website
St Richard Reynolds Catholic High School www.strichardreynolds.org.uk	Tuesday 15 October 6.30 to 8.30pm	Please see the school website for details
Richmond Park Academy www.richmondparkacademy.org	Wednesday 9 October 6.00 to 8.15pm	Open mornings every Tuesday and Thursday at 9.15am in September and October
Teddington School www.teddingtonschool.org	Wednesday 16 October 5.00 to 8.00pm	Please see the school website for details
The Richmond Upon Thames School www.richmonduponthamesschool.org.uk	Wednesday 2 October 6.30 to 8.30pm	Please see the school website for details
Turing House School www.turinghouseschool.org.uk	Thursday 3 October 6.30pm onward	Monday 7 to Thursday 10 October from 9.00am
Twickenham School www.twickenhamschool.org.uk	Tuesday 8 October 6.00 to 8.30pm	Thursday 10, Friday 11, Monday 14 and Tuesday 15 October, 9.00am to 10.30am
Waldegrave School www.waldegrave.richmond.sch.uk	No open evening – see daytime tours	Wednesday 2, Friday 4, Monday 7 and Tuesday 8 October. Booking through school website