

# WELCOME!

The briefing will start shortly ...

Please help during the briefing:

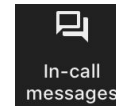
Mute your microphone and turn your camera off if you wish



Ask your questions by typing them in the chat

on a computer → click Chat  (upper right corner)

on iPhone/iPad → tap More  then tap





# RECEPTION CLASS

Admission for September 2021

# WHO SHOULD APPLY?



Children born between  
**1 September 2016 &  
31 August 2017**  
start primary school in the  
reception class  
September 2021

## **Education, Health and Care Plans (EHCP)**

There is a different process for children who have or are likely to get an EHCP. See the guide for more information.



# TIMETABLE



**September 2020**

Applications open

**Friday, 15 January 2021**

National deadline to apply

**Friday, 16 April 2021**

National offer day

**Friday, 30 April 2021**

Deadline to respond to offer

**September 2021**

Children start school

# APPLYING ONLINE

[www.eadmissions.org.uk](http://www.eadmissions.org.uk)

eAdmissions website for all London families

## **Use any device with internet access**

easy to use on any device

smartphone / tablet / laptop / desktop computer



## **Email address**

You need an email address to apply.

Confirmation of your application and offers are sent via email.

## **Trouble with computers? ... get help from ..**

a relative / a friend / your child / your child's school

# APPLYING ONLINE



## Two stage process

1. Register parent details and confirm email address.
2. Enter child details and preferences ☐ **SUBMIT**

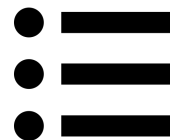


## Did you get a confirmation email?

application reference number - 204-2021-09-E-123456

## Changing the application – EASY !

make changes until midnight on 15 January 2021  
**SUBMIT**, a confirmation email is sent each time





## EXTRA DOCUMENTATION



### **Proof of date of birth (birth certificate or passport)**

Scan or photo of child's birth certificate or passport

Upload via the eAdmissions system after you apply

### **Proof of address is \*\* NOT REQUIRED \*\***

Your details are checked against council tax and other council records. If we can't confirm your address we may ask you to provide proof.



## EXTRA DOCUMENTATION



### **Supplementary Information Forms (SIFs)**

Required for schools with religious admission criteria

Available on our school directory or from the school directly

[education.hackney.gov.uk/primaryschools](https://education.hackney.gov.uk/primaryschools)

Submit forms directly to the schools



# LATE APPLICATIONS

Applications submitted after 15 January 2021  
will be considered late

Late applications are **seriously disadvantaged**

If there were exceptional reasons that prevented you applying before the closing date you must tell us before Tuesday 9 February 2021 and provide evidence.

After 9 February applications will be late regardless of the circumstances.





## HOME ADDRESS

Use the address where the child is living  
on the closing date (15 January 2021)



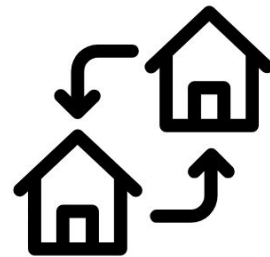
If the child lives at two addresses (e.g. where the parents are separated and share responsibility) use the address where the child sleeps and spends most evenings from Monday to Friday

Ask the admissions team if you are unsure what address to use **before** submitting your application.

If you give false or misleading information about your address the school place may be withdrawn even after school starts.

## MOVING HOUSE

If you move house after submitting your application tell the admissions team immediately.



We need proof that you live at the new address e.g. exchange of contracts letter or a signed tenancy agreement AND a utility or council tax bill.

Tell us by 6 February 2021 for the new address to be used when processing your application. If you tell us after 6 February, we will only be able to use the new address to adjust your child's position on the waiting list after offer day (16 April 2021)

# WHO GETS PRIORITY FOR PLACES?

Each school has a maximum number of children they can admit into Reception. This is the 'published admission number' (PAN).

Schools with more applications than places use **admissions criteria** to decide who has priority for the places.

Schools use their published admissions criteria to rank all the applications to their school and places are offered to those at the top of the ranking first.

Read the admissions criteria for schools in the online school directory - **[education.hackney.gov.uk/primaryschools](https://education.hackney.gov.uk/primaryschools)**





# ADMISSION CRITERIA FOR COMMUNITY SCHOOLS

Children with special educational needs who have an Educational Health and Care Plan naming the school.

1. Children in care or previously in care (but now adopted or subject of a special guardianship or child arrangements order)
2. Children with a child protection plan.
3. Children with exceptional medical and/or social need to attend a particular school. (evidence from a professional required)
4. Children with brothers or sisters at the school who live within 0.75 miles of the school.
5. Children of teachers (max 1 per class).
6. Children living nearest to the school (straight line distance)

# TAKE ACTION NOW!

Find your local schools - and your approximate distance  
[education.hackney.gov.uk/cutoffdistances](https://education.hackney.gov.uk/cutoffdistances)

## Visit school websites

[education.hackney.gov.uk/primaryschools](https://education.hackney.gov.uk/primaryschools)

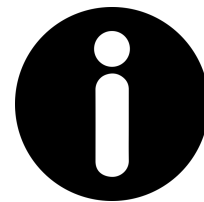
No visits in person due to COVID19.



## Get more information

Read the guide carefully / Visit our website

Contact the admissions team



## Register with eAdmissions

Register your details and confirm your email address



# HOW DO PREFERENCES WORK?

Each school you list is given **equal** consideration no matter what preference you list it.

It is the **only the admissions criteria** that determine who has priority (the school doesn't know the preference number when they rank applications).

## So why do parents have to rank the schools?

The preference ranking is **only used by the admissions team** to decide which school to offer when a child ranks high enough to qualify for more than one school.



## PREFERENCES EXAMPLE

I have older twin boys at London Fields (sibling link)  
.. but I want the younger child to remain at the school where they are in the nursery (Gayhurst)

... but if I can't get Gayhurst ... then I want London Fields?

**Don't I have to put London Fields first preference to get a place?**

Will there be spaces left if I put London Fields as a low preference?

Won't London Fields fill up with first preferences?

**NO! London Fields can be last in the ranking without risking a place**

The school rank applications based on admissions criteria only

The school don't know the preference rank



# PREFERENCES EXAMPLE

OK .. I want Gayhurst ... but if I can't get that school then I want London Fields?

 .. **what school do I want the most?**

Gayhurst - then list as first preference

 .. **If I don't get Gayhurst .. what school do I want?**

London Fields - then list as the second preference ...

Preference	School	Criteria
1	Gayhurst	Distance
2	London Fields	Sibling



## THE ORDER OF YOUR PREFERENCES


You can list schools you want the most higher up in your preferences, even if the chance of getting a place is small.

You have an equal chance of getting a place at lower preference schools where you are more likely to qualify for a place.

### **So what should parents do?**

List the school you want the most as your first preference. Your second preference should be the school you prefer if you don't get the first preference, and so on down their list of preferences.

**\*\* don't over-complicate it \*\***

 Listing only one school or listing a school 1st preference does not increase the chance of being offered a place.



# OFFER DAY – 16 APRIL 2021

Offer emails are sent **on the evening** of 16 April 2021.

The offer email has detailed information about how to respond and all your options eg waiting lists, appeals etc.

The offer will be for the highest ranked school on your application that is able to offer a place.

If your child is not offered a place at any of your preferred schools they will normally be offered a place at the nearest Hackney school to your home **that has vacancies remaining**.



## INFORMATION & HELP

**Hardcopy guide** - Apply for a Primary  
School Place 2020



**Website** – [education.hackney.gov.uk/primaryguide](https://education.hackney.gov.uk/primaryguide)

**School Admissions Team**

**Email:** [reception.class@hackney.gov.uk](mailto:reception.class@hackney.gov.uk)

**Telephone:** 020 8820 7000 (Option 3)  
Monday to Friday, 9am to 5pm



Due to COVID19 the team is not available for face-to-face support



# QUESTIONS





# THANK YOU FOR ATTENDING

**Website**      [education.hackney.gov.uk/primaryguide](https://education.hackney.gov.uk/primaryguide)

**Email:**      [reception.class@hackney.gov.uk](mailto:reception.class@hackney.gov.uk)

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