

SCHOOL ADMISSIONS

All children are entitled to a place in school but you must apply for your child's place:

- by November the year before they are due to start primary school
- in September of the year before they start secondary school
- ***as soon as possible during the academic year after moving to England***

The process of getting your child enrolled in a school is complex and can be difficult, especially for people who have recently arrived in the UK. You may want to seek advice and support from friends or community organisations who speak your own language.

To find further information about this process and to apply for a school place, please contact the Solihull School Admissions Department (details can be found on www.solihull.gov.uk/schools). You can also visit a local school and ask for their support with the application.

YEAR GROUPS/AGE GROUPS

Age on 1 st September	Year group joined
4	FS2
5	1
6	2
7	3
8	4
9	5
10	6
11	7
12	8
13	9
14	10
15	11

Admissions Criteria

It is advisable to read the school's admission criteria before submitting your application - these will give you a realistic idea of your child's chances of getting a place there.

Popular schools usually get more applicants than available places. In that case they must allocate places according to their specific criteria.

Community schools allocate places primarily according to following conditions:

- the distance of your home from the school. Local authorities (LAs) elect 'catchment areas' for schools in their area and people who live within that area have a higher chance of being accepted into the school;
- whether a child already has siblings in the school;
- particular educational or social needs (in some cases).

The general process of applying for a school place for:

1. primary school
2. secondary school

It is important to note that if you arrive in the middle of the school year, you will not be able to go through this process and many schools will already be full.

1. General application process for Primary School

Applications open on different days in each school year - you need to find out from the Local Authority website (SMBC website: <https://www.solihull.gov.uk/Resident/Schools-learning/schooladmissions/admissionappeals>) when applications open in Solihull. The deadline for submitting applications is 15 January.

When you fill in the form, you will be asked to list the schools you are applying for in order of preference. You must apply for at least 3 schools, usually up to 6.

May – Local Authorities (LAs) publish information about admission arrangements for the following year.

September – Information and application packs for primary schools are available from LAs.

Autumn term – This is time to choose schools to apply for (at least 3).

By 15th January – you need to gather all the necessary documents and submit an application online or by post.

After closing date – Admission authorities consider all applications equally against the published criteria.

16th April – Your child will be offered a place. This may not be one of the schools you chose. If you are not happy with the decision you can appeal. More information about appealing for a school place you may find here:

<https://www.gov.uk/government/publications/admission-appeals-for-school-places/advice-for-parents-and-guardians-on-school-admission-appeals>

2. General application process for Secondary School

May – Local Authorities (LAs) publish information about admission arrangements for the following year.

September – Information and application packs for secondary schools are available from LAs.

Autumn term – you can visit schools and choose schools to apply to.

By 31st October – you need to gather all the necessary documents and submit an application online or by post.

After closing date – Admission authorities must consider all applications equally against the published oversubscription criteria.

1st March – You will be offered a place for your child. This may not be one of the schools you choose. It is possible to appeal if you feel your application has not been properly processed. You can also apply to go on the waiting list of your chosen schools in case a place later becomes available. More information about appealing for a school place you may find here:

<https://www.gov.uk/government/publications/admission-appeals-for-school-places/advice-for-parents-and-guardians-on-school-admission-appeals> and <https://www.solihull.gov.uk/Resident/Schools-learning/schooladmissions/admissionappeals>.