

Secondary Transfer for Children with Special Educational Needs and/or Disability (SEND)

INFORMATION FOR PARENTS/ CARERS

<https://www.harrow.gov.uk/downloads/file/29240/guide-to-secondary-schools-2022-23>

Secondary Transfer

The secondary transfer process can be a worrying time for both parents/carers, and children, and possibly more so for children with special educational needs and/or a disability (SEND).

We aim to help explain and provide information about the process. We hope we will make this as clear as possible and will try to answer any questions that you may have.

Applying for Secondary Schools

The process for children who have either a proposed EHC Plan or Final EHC Plan looks different to that of other children with SEND.

If your child is on the SEN Register or is awaiting an EHC needs assessment, you will need to follow the standard schools admissions process. For more information, please visit:

<https://www.harrow.gov.uk/schools-learning>

How the application process works

With an EHCP	Without an EHCP
• In the Autumn Term of Year 6, you will be contacted by Harrow Senars (SEN Assessment & Review Service) • You respond directly to Harrow Senars 020 8501 8383 • Can include schools from any borough • May include schools with specialist provision • You can name private and grammar schools	https://www.eadmissions.org.uk/ • Apply through the borough in which you live e.g. Harrow or Hillingdon • Six Choices • Can include schools from any borough Harrow, Hillingdon, Brent etc... (however, EHCPs, Siblings, distance.....) • Grammar Schools - Barnet, Bucks, Herts (require examinations). • Faith Schools (will be required to complete and submit a SIF - direct to the school) https://www.harrow.gov.uk/schooladmissions

Choosing a School

- Wherever possible and appropriate, Harrow looks to place children in their local secondary school. This means that they can transfer with most of their peers from primary school and benefit from being within their local community.
- Only a small number of children, with EHCPs, who have the most complex needs, receive places at a special school or at a mainstream school with special provision.
- A small number of children may also go to grammar schools or choose a private school.
- You are advised, therefore, to visit your most local secondary school(s). This will give you the opportunity to meet with the Inclusion Team and discuss your child's needs.

Choosing a school

- If your child has an EHCP, you are also advised to visit any schools which you feel will be the most appropriate placement for your child.
 - You are also able to consult with Harrow SENARS about suitable schools.
 - You do have a right to express a preference for any other school, as well as your nearest school.
 - As well as looking at schools in Harrow, if your child has an EHCP, you are also able to name a school within another local authority e.g. Ealing, Hillingdon, Hertfordshire, Brent, Barnet if there is a school that could meet your child's needs.
- If you express a preference for a Voluntary Aided school you will need to complete the school's own admission form to ensure that you meet the criteria for admission to that school. The secondary school will be able to provide you with this form. A list of schools can be found on the Council's website www.harrow.gov.uk
- If you wish to name a private school, you will also need to contact the school directly to find out about their application process.

School name	Number of applications received	Number of places available	Special Educational Needs - EHC Plans	Looked-after children	Medical/Social needs child	Medical parent	Sibling	Children of staff	Feeder school	Random allocation	Hindu children with a practising Hindu parent*	Distance criteria	Furthest distance offered in miles**
Avanti House	705	180	6	0	0	0	56	1	80	n/a	9	28	0.387
Bentley Wood	664	224	3	3	1	0	51	1	15	90	n/a	60	1.352
Canons High	416	210	2	0	0	0	64	0	N/A	N/A	N/A	112	N/A
Harrow High	435	180	0	1	0	0	31	0	N/A	N/A	N/A	92	N/A
Hatch End	479	210	3	1	0	0	56	0	N/A	N/A	N/A	146	N/A
Nower Hill	1491	324	6	4	0	0	116	4	N/A	N/A	N/A	194	0.989
Park High	793	270	6	0	0	0	111	1	N/A	N/A	N/A	152	0.842
Pinner High	1200	180	10	3	1	1	71	2	N/A	N/A	N/A	92	0.629
Rooks Heath	345	210	2	0	0	0	48	0	N/A	N/A	N/A	107	N/A
Salvatorian	186	150	2	Information for Salvatorian College and The Sacred Heart Language College can be obtained directly from the school									
Sacred Heart	347	150	2										
Whitefriars	236	60*	1	0	0	0	19	0	N/A	N/A	N/A	66	N/A
Whitmore	1461	270	7	2	0	0	95	0	N/A	N/A	N/A	166	0.792

September 2021 intake for secondary schools

In 2021, 86 per cent of Hillingdon residents were offered one of their top three preferences. The following table shows the position of the statistical data for allocations in March 2021.

	Published Admission Number (PAN)	Total on-time applications received for preferences 1 to 6	On-time first preference applications received	First preference offered	Furthest distance offered under the distance criterion (metres)
Barnhill Community High School	240	646	207	182	2072.29
Bishop Ramsey C of E School	186	768	199	150	N/A (F)
Bishopshalt School	186	1172	307	156	1369.35
The Douay Martyrs* Catholic Secondary School	270	767	144	131	N/A (F)
Guru Nanak Sikh Academy*	210	331	142	122	N/A (F)
The Harefield Academy	90	98	25	25	N/A (U)
Hartington School	195	442	127	127	4103.31
Haydon School	300	664	126	126	N/A (U)
Hewens College	120	201	32	32	N/A (U)
Northwood School	180	904	235	139	1031.21
Oak Wood School	270	426	80	80	N/A (U)
Park Academy West London	180	298	96	96	N/A (U)
Queensmead School	240	882	226	167	1552.07
Rosedale College*	200	550	129	123	2543.69
Ruislip High School	210	902	204	169	1668.09
Swakeleys School for Girls	240	651	272	188	N/A (B)
Uxbridge High School*	230	731	152	130	4475.42
Vyners School	240	1205	345	198	1748.97

Hints and tips on choosing a school

- Think what kind of school your child is best suited to: You may want to think about if you want a same sex school or, a faith based school does the school have a specialism in the arts, sports, science etc., uniform vs. non uniform school, are there breakfast clubs / afterschool clubs, travel to and from school.
- Familiarise yourself with the admissions criteria for schools.
- Look at the information on how places were allocated in previous year.
- Look at the school Ofsted report / school website – schools do change over time so it is important to get your information from a variety of sources and remember that not everything you hear about a school may still be true.
- During your research, you will need to read the admissions criteria for the school(s) you want to apply to.
- To give you some samples of what to check for:
 - Church / Faith schools will give priority to applicants that can demonstrate practice of their faith.
 - Not all schools give priority to siblings, or there may be restrictions for siblings in Sixth Form.
 - Distance from home to school is often used as tie breaker. Distance is usually measured in a straight line from your house to the centre point of the school (but it can be different in some cases).
 - Some schools use random allocation (lottery).
 - Some schools will have medical and social criteria but only if you meet certain conditions – see page 16.
 - Some schools will give priority to staff who work for the school for a certain number of years or in hard to recruit subjects.
 - Some schools outside of Harrow may have additional criteria's that are to do with streaming, testing, banding, musical or sporting ability, catchment or priority areas.
 - Make sure you submit your application on time – if you miss the deadline your application won't be considered until after the National Offer Day.

Top tips when choosing your preferences

- Be realistic when deciding your preferences.** Your child may end up without a preference school offer if you do not meet a high enough criterion for the schools you apply for. This may happen, for example, if you live too far from the school or if you name a faith school and do not meet the faith criteria.
- Try and use all six preferences,** or as many as you can. Failure to do so will restrict our ability to offer you a place at a school of your choice, if your other preferences cannot be met. If you only apply to one school, you will only be considered for one school. You are, therefore, wasting the opportunity to be considered for other schools should your preference not be successful. If a place cannot be offered at your preference school, an offer will be made for a school that is within a reasonable distance from your address that has vacancies.
- Include your local school in your preferences.** Even if you list the school as your lowest preference, failure to apply now may mean the school is full after offer day.
- Do not make decisions based on other people's opinions or experiences.** Your situation is different and things change every year. Once you have visited different schools, you will be able to make your own decisions.
- List your preferences in the order you would like us to consider them.** If more than one school is able to make an offer, we recommend putting your favourite school as first preference, even if you think it's unlikely that that school will be able to make an offer.

How the application process works



On your application form you will be asked to list six schools, ranked in order of preference. You must name the schools that you wish to apply for, in the order you prefer them. You do not need to use all six preferences, however, we strongly advise that you do use all six preferences. There is no advantage in naming only one school. Once the closing date has passed on 31 October 2019, the admissions process will begin.

How the preference system works

All the applications we receive will be considered individually against the criteria published in this guide. Each school will then allocate its places to the children with highest priority under its own admissions criteria.

Each school you name on your application is considered separately. That means that if you have entered six preferences, your child could be allocated as many as six places.

When children are allocated a place at more than one school, the system refers to the order of preference that you have listed on your application form.

It will then keep the offer at the school you have ranked highest, and take your child's name off the list for their lower-ranked preferences. These places will then be allocated to the children with next-highest priority under those schools' admissions criteria.

Children will only be offered one school place. Nobody is ever offered more than one place, or a choice of places. When children are not allocated a place at any of their schools of preference,

they will be offered a place at the closest Harrow school to their home address that still has vacancies once the above admissions process is complete.

Councils will not pass on details of where the school was ranked on your application. No school will be told about other schools listed on your application.

Extremely important advice about the preference system

Harrow has many oversubscribed schools. Every year there are children in Harrow who are not allocated a place at any of their schools of preference. These children will receive an offer for a place, but it will be at a school which they did not choose. These places may be at a considerable distance from home.

If you wish to have the best chance of avoiding this, and avoiding other common mistakes in the applications process, please consider the following advice when making your application:

- Use all six preferences available to you.
- Use one or more of your preferences on the school or schools nearest your home. The most common admissions tie-breaker for an oversubscribed school is distance

from home to school.

- To find out which are your local Harrow schools, you can use the online [distance tool](#).

- Remember to list the school you like the most as first preference, the school you like the second-most as second preference and so on, regardless of its popularity or historical oversubscription.

- Remember to fill out and submit a [Supplementary Information Form](#) if you are applying to a Catholic school (The Sacred Heart Language College or the Salvatorian College).

child, with a higher priority under the admission arrangements, is added (for instance, through late application).

Places are offered from the waiting list throughout the year. If a place is offered from the waiting list, this new offer will supersede any previous offer, which will then be withdrawn. Waiting lists can be [viewed online via MyHarrow](#). Children's names will remain on the waiting lists for Harrow Schools until the end of the 20/21 academic year.

Why do some children get places at schools they haven't applied for?

If, at the end of the application process, your child cannot be offered a place at any of the schools on their application, your child will be allocated a place at the closest Harrow school to their home which still has a vacancy.

In nearly every case where this type of allocation occurs, parents are happy with the alternative offered. It is always a good idea to visit the school where you have been offered a place. This gives you a chance to see the school, rather than rely on what you might have heard about it, and you are also able to discuss any worries that you might have with the school staff. However, if you are still unhappy about the school offered you may decide to use the appeals process.

Accepting a place

Every parent who has applied online for a Secondary place for their child will receive an email on 2 March to offer their child a place. You will need to log back into the [e-admissions website](#) and accept the offered place.

Reasons for preference

When you complete the application, there is a space for each preference where you can note why you have selected a school. This information will be passed to the school. The box is optional and will only have an effect on your application if it relates directly to the school's admissions criteria.

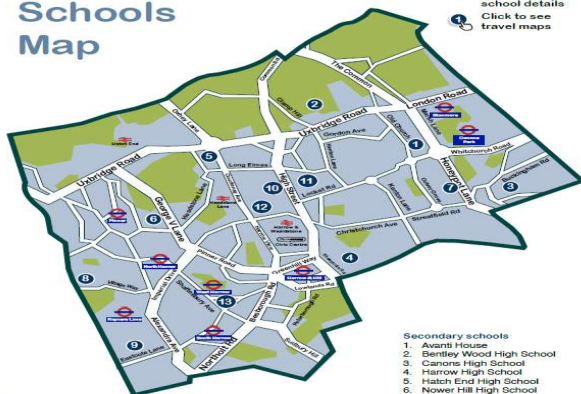
Waiting lists

After the admissions process is complete, we strongly advise that you accept the place your child has been offered. If you have not been allocated a place at your first preference school, your child's name will be placed on a waiting list for all the schools which you ranked as a higher preference than the school where you received an offer. Your child will remain on these waiting lists even after you accept your offered place.

Waiting lists are not a 'first come, first served' list and so time on the list does NOT give any priority. Waiting lists remain in the priority order as determined during the admissions process. This means that your child may move down the waiting list if another

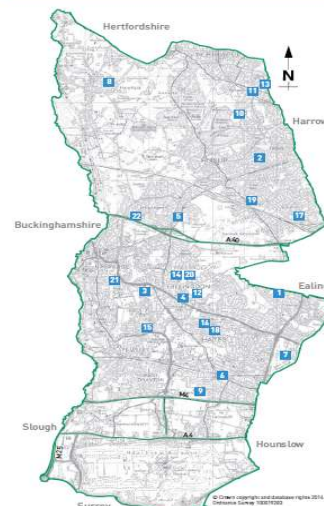
Mainstream schools are all developing their own offer of support to children and young people with SEND, which can be found on their school websites.

Secondary Schools Map



- Secondary schools
1. Avanti House
 2. Bentley Wood High School
 3. Canons High School
 4. Harrow High School
 5. Hatch End High School
 6. Nowar Hill High School
 7. Park High School
 8. Perimeter High School
 9. Rooks Heath College
 10. Salvatorian College
 11. The Sacred Heart Language College
 12. Whitefriars School
 13. Whitmore High School

Where to find secondary schools in Hillingdon



- Key
- A Academy
 - F Foundation school
 - S Studio college (14 to 19 year olds only)
 - U University technical college (14 to 19 year olds only)
- Please note: Each school's status is correct at the time of publication.

- 1 A Barnhill Community High School Hayes (DfE 5412)
- 2 A Bishop Ramsey C of E School Ruistip (DfE 4600)
- 3 A Bishopshalt School Hillingdon (DfE 5400)
- 4 S De Salis Studio College Hayes (DfE 4009)
- 5 A The Douay Martyrs School Ickenham (DfE 5408)
- 6 U Global Academy Hayes (DfE 4014)
- 7 A Guru Nanak Sikh Academy Hayes (DfE 4454)
- 8 A The Harefield Academy Harefield (DfE 6906)
- 9 F Hartington School Hayes (DfE 5411)
- 10 A Haydon School Eastcote (DfE 5401)
- 11 U UTC Heathrow Northwood (DfE 4024)
- 12 A Howens College Hayes (DfE 5407)
- 13 A Northwood School Northwood (DfE 5405)
- 14 F Oak Wood School Hillingdon (DfE 5409)
- 15 A Park Academy West London Yiewsley (DfE 4021)
- 16 S Parkside Studio College Hayes (DfE 4000)
- 17 A Queensmead School South Ruistip (DfE 5403)
- 18 A Rosedale College Hayes (DfE 5406)
- 19 A Ruistip High School Ruistip Manor (DfE 4023)
- 20 A Swakeleys School for Girls Hillingdon (DfE 5410)
- 21 A Uxbridge High School Uxbridge (DfE 5404)
- 22 A Yyners School Ickenham (DfE 5402)

Specialist Provision in Harrow

Specialist provision within mainstream schools

- Children who have Complex Physical Needs may be offered provision at **Whitmore** and **Hatch End High Schools**.
- Children with moderate learning difficulties and additional needs may be offered provision at **Bentley Wood High School** (for girls).

Specialist autism provision

- Specialist autism provision is available at **Whitmore High School** and **Pinner High School**.

Harrow special schools

- **Kingsley High School** - for children with complex needs
- **Shaftesbury High School** - for children with moderate needs.

Specialist Provision in Hillingdon

Specialist provision within mainstream schools

- Oak Wood - Autistic spectrum disorder
- Vyners - Hearing impairment
- Harlington School - Physical disabilities and sensory needs
- Northwood - Speech, Language and Communication needs.

Hillingdon Special Schools

- Moorcroft School - Severe Learning difficulties, Profound and multiple learning difficulties, Autistic spectrum disorder.
- Meadow High School - Moderate learning disability, Autistic spectrum disorder
- Pentland Field - Moderate to severe learning difficulties
- Yong People's Academy - Social emotional and mental health needs.

Independent or non-maintained special schools

- Hillingdon Manor School - Autistic spectrum disorder
- Pield Heath House - Moderate to severe learning disabilities. Associated speech, language and communication difficulties, including autistic spectrum disorder.

Consortium Schools

SCHOOL	ADMISSIONS	GENDER	TYPE	PLACES
Croxley Danes School 3, Wolsey Business Park, Rickmansworth Hertfordshire, WD18 9SL 01923 284483	Admissions Policy 2020	Mixed	Partially Selective	180 places, 10% of places allocated on aptitude for music
Parmiter's School High Elms Lane, Garston, Nr. Watford, Hertfordshire, WD25 0UU (0)1923 871424	Admissions Policy 2020	Mixed	Partially Selective	208 places 25% of places elected on general ability, 10% of places for aptitude for Music
Queens' School Adenham Road, Bushey Herts, WD23 2TY 01923 224465	Admissions policy 2020	Mixed	Partially selective	270 places 35% of places selected on general ability, 5% for musical aptitude, 5% for sporting aptitude
Rickmansworth School Scots Hill, Rickmansworth, Hertfordshire, WD3 3AQ 01923 773298	Admissions policy 2020	Mixed	Partially Selective	228 places 25% of places selected on general ability, 10% of places for musical aptitude
St Clement Danes School Chenies Road, Chorleywood Hertfordshire, WD3 6EW 01923 284189	Admissions Policy 2020	Mixed	Partially Selective	240 places 10% general ability, 10% musical aptitude
Watford Grammar School for Boys Watford Road Watford WD18 7JF 01923 208900	Admissions Policy 2020	Boys	Partially Selective	224 places: 146 community places (65% of the whole) and up to 78 specialist places (35% of the whole) 25% (58 places) of places selected on academic ability, 10% (22 places) of places for musical aptitude
Watford Grammar School for Girls Lady's Close, Watford Hertfordshire, WD18 0AE 01923 223 403	Admissions policy 2020	Girls	Partially Selective	210 places: 137 community places (65% of the whole) and up to 73 specialist places (35% of the whole) 25% (52 places) of places selected on academic ability, 10% (21 places) of places for musical aptitude

Hertfordshire South West Consortium

The South West Hertfordshire School Admissions Consortium consists of the following schools:

- Croxley Danes (music only)
- Rickmansworth
- St Clement Danes
- Parmiter's
- Queens'
- Watford Grammar School for Boys
- Watford Grammar School for Girls

<https://www.swhertsschools.org.uk/>

Hertfordshire - South West Herts 11 Plus



The Schools Admissions Code, that came into effect in 2012, stated that by law, schools must take all reasonable steps to inform parents of the outcome of tests before the closing deadline for the Common Application form (CAF) on October 31st.

There are no fully selective grammar schools remaining in the county of Hertfordshire, but there are several high-performing partially selective schools. Competition for places is extremely fierce.

Hertfordshire operates a Co-ordinated Admissions Scheme, which includes the partially-selective schools in this section.

The schools that are, broadly speaking, treated as being in Hertfordshire (because of historic geographic links) are:

- [The South-West Herts Consortium Schools](#)
- [Other partially selective schools in Herts](#) that are not part of the consortium
- Three wholly selective [grammar schools in the London Borough of Barnet](#) and one partially selective school
- One wholly selective [school \(Latymer\) in the London Borough of Enfield](#)

South-West Herts Consortium Schools

Seven partially selective schools in South-west Hertfordshire administer their 11+ tests as a consortium, sometimes referred to as the South-West Herts Consortium of Schools.

A percentage of places in each school are available in merit order by reference to academic ability. All applicants must take a mathematics and verbal reasoning test. No minimum score is required to gain admission.

A percentage of places are offered in all the Consortium schools except Bushey Meads on the basis of proven aptitude in Music. All applicants under this criteria have to take a written music test administered by the SW Herts Consortium. The test does not require any previous knowledge of music or music theory. Applicants who achieve the qualifying score are invited back for a 2nd stage practical musical assessment. Places are offered on the basis of scored achieved in the 2nd stage.

Bushey Meads offer an additional test which is called the Technological Aptitude Test, based on non-verbal reasoning consisting of two multiple choice papers. 17 places are offered in descending order of scores. This is an additional test and is entirely optional. However, all applicants have to sit the Consortium Test.

Queens offer a few places with those with exceptional sporting ability and live within the catchment area. Applicants have to take the PE Aptitude Test which cover the core movement skills. The tests have been selected by the Council of European Physical Fitness
Details can be found [HERE](#)

Key Testing Dates 2020 for Secondary Transfer 2021	
Online registration for the tests opens	Monday 20th April
Registration Closes	Friday 19th June
Date of Test Venue Notification	Wednesday 1st July (around noon)
Special Provision Notification Deadline	If your child usually receives extra time or special intervention in class then you must let us know as soon as possible. Immediately after registering please scan and send a copy of the written evidence from your Primary School Head or SENDCo, quoting your child's full name, date of birth and South West Herts Reference number by email to: swhsconsortium@gmail.com
	
by Friday 19th June at the latest. If you do not submit your evidence prior to the deadline, we may not be able to offer the special provision requested. There is no facility to send hard copy documents by post. If you do not have a scanning facility, please ask your child's primary school to assist you.	
Academic Test	Saturday 5th September
Music Test	Monday 7th September
Sports (Queens' School Only)	In order to accommodate the high number of applicants, the test will be on:
The PE Aptitude Test is for applicants to Queens' School only.	Friday 11th September and
Owing to the overwhelming response to this test, we stress that only those with exceptional sporting ability and who live within our catchment area (WD3-WD7, WD17-WD19, WD23-WD25, AL2 (South of M25), HA6, HA5 3**, HA5 4**, HA3 6**, HA7 3**, HA7 4**) have a realistic chance of achieving a place through this route.	Tuesday 15th September
Children who have a sibling who will be attending Queens' School at the time of admission need not apply for this test.	Tests dates will be allocated on an alphabetical basis which cannot be changed. No other dates are available.
First Round Music Scores Notified to Parents	Thursday 17th September (around noon)
Start of Second Round Music Tests	Week commencing Monday 21st September
Scores Notified to Parents	Wednesday 14th October (around noon)
Secondary Application Deadline	Saturday 31st October

Other Selective Schools

Barnet Selective Schools

Henrietta Barnett

QE Boys

Buckinghamshire Grammar Schools

Chesham Grammar

Dr Challoner's Grammar School (Boys)

Dr Challoner's High School (Girls)

Independent Sector

- Merchant Taylor's
- Haberdasher's
- Harrow
- John Lyon
- St Helen's
- Northwood College
- North London Collegiate School (NLCS)
- Royal Masonic

The Application Process

Individual application for each school
 Register interest
 Apply by 31st Oct
 Exams in 1st or 2nd week January
 Interviews - end of January/beginning of February
 End of February offers made
 Art, music, drama and sports scholarships are available

Independent School Finder

www.schoolsearch.co.uk

Independent Special School Finder

www.specialneedsguide.co.uk

Top Tips and Questions you may want to ask when visiting a secondary school

- Prior to your visit to your preferred secondary school, we suggest you get ready a copy of your child's EHCP and/ or any recent information from professionals working with your child. This will allow you to discuss with the Inclusion Team how your child's special educational needs will be met in school.
- Visit the school's website, and in particular take a look at their SEND Information Report and SEND Policy. This will detail all the ways that the schools support children and young people with SEND.
- Download the guide to secondary schools booklet from the Council's website which should be available in the Autumn term www.harrow.gov.uk
- A copy of the school's own prospectus will describe out-of-school based activities and whether the school operates an after-school or breakfast club.
- You may find it helpful to talk to other parents/carers whose children attend the same secondary school.

Top Tips and Questions you may want to ask when visiting a secondary school

- Ask if your child will have an opportunity to visit/spend time at the school prior to starting in September.
- Ask how the school support pupils with SEN. Do they have different support assistants for different subjects? Is there an SEN 'hub' pupils can access? How are interventions made available to pupils in their school?
- Does the school operate a 'buddy' system for those children who would benefit from a friend at break and lunchtime periods and/or finding their way around school? What else do the school do to help children find their way around the school between lesson time?
- You may want to know about the school's behaviour policy. The school's governing body publish a policy detailing their approach to behaviour. It should include the school's approach to discipline, what types of behaviour would lead to exclusion and how the school deals with bullying.

Barnet

Pupil Admissions and Travel
Building 4
North London Business Park
Oakleigh Road South
London N11 1NP
☎ 020 8359 7651
✉ school.admissions@barnet.gov.uk
🌐 www.barnet.gov.uk

Brent

Pupil and Parent Services
PO Box 1057
Wembley
Middlesex HA9 1HJ
☎ 020 8937 3110
✉ school.admissions@brent.gov.uk
🌐 www.brent.gov.uk
🌐 www.brent.gov.uk/admissions

Ealing

School Admissions
Perceval House
14 – 16 Uxbridge Road, London W5 2HL
☎ 0208 825 5511 (Primary school admissions)
☎ 0208 825 5522 (High school admissions)
✉ mainroundadmissions@ealing.gov.uk
🌐 www.ealing.gov.uk/admissions

Hertfordshire

Children, Schools & Families
CHR 102
Pegs Lane
Hertford
SG13 8DQ
☎ 0300 123 4043
✉ hertsdirect@hertfordshire.gov.uk
🌐 www.hertsdirect.org

Hillingdon

London Borough of Hillingdon
School Placement and Admissions Team
4E/09 Civic Centre
High Street, Uxbridge
UB8 1UW
☎ 01895 556644
✉ admissions@hillingdon.gov.uk
🌐 www.hillingdon.gov.uk/schools

www.education.gov.uk
For other Local Authority
address details