

Date: 2 April 2019

Dear Parent / Carer,

**RE: Secondary School Transfer Process**

The Havering School Admissions Team is keen for every parent of a Year 5 pupil to be made fully aware of the Secondary School transfer process.

As a parent of a Year 5 child, you must apply for a secondary school place between 1 September 2019 and 31 October 2019.

For pupils starting Secondary school in September 2019, 77% of Havering pupils were offered their 1<sup>st</sup> preference. 93% were offered one of their top 3 preferences, making us the best Local Authority in London for meeting parental preference (London average 66% 1<sup>st</sup> Preference & 86% top 3 Preferences).

In order to make sure that every parent is fully informed of the admissions process, we are inviting you to book onto and attend one of the free presentation evenings being held across the borough in July 2019.

It is highly recommended that you attend one of these meetings. You will be provided with lots of useful information including details of key dates as well as details of when the secondary school open evenings are.

To view dates, venues and to secure a place, please visit: [www.havering.gov.uk/admissions/events](http://www.havering.gov.uk/admissions/events). Please note, due to security at the venues, you will not be admitted to the venue without booking a place and providing your booking confirmation.

The booking deadline is Midnight on 30<sup>th</sup> June 2019.

Yours Sincerely,



Havering School Admissions Team  
[www.havering.gov.uk/admissions](http://www.havering.gov.uk/admissions)