



Cubitt Town Junior School

9th September 2020

Dear Parents/Carers,

Secondary Transfer Applications

It is now time for you to choose a secondary school with your child ready for them to attend in September 2021. There is a '**Ready for Secondary School in Tower Hamlets**' booklet available to view online on the Tower Hamlets website using this link

www.towerhamlets.gov.uk/secondaryadmissions along with information and advice on the secondary transfer process.

All applications for applying to Secondary Schools have to be completed **online** at www.towerhamlets.gov.uk/schooladmissions. You will need your child's 'Banding by Teacher Assessment' banding score which will be sent home with your child today. Please ensure that you ask them for this.

Your online application needs to be completed by **Friday 16th October 2020**. The borough strongly advises that all applications are completed by this date to allow for any last minute issues with log in/forgotten passwords or internet connection problems. Once you have applied for your schools, we would ask that you complete the online google form following this link <https://forms.gle/8UfnaraiWLCzrqiY7> with your application reference number and names of the schools applied for. This will need to be completed by Friday 16th October 2020. This is to help ensure that every child in our school has applied for a secondary school place.

Please ensure that you choose **at least 3 preferred choice schools**, otherwise if your child's school is oversubscribed, you will then have to reapply to schools that have vacancies available in March 2021.

If you are applying for **Stepney All Saints Church of England Secondary School (formerly Sir John Cass Foundation)**, **Bishop Challoner Collegiate Schools** or **Canary Wharf College Crossharbour Secondary**, you will also need to complete a supplementary form. These forms can be obtained from and returned direct to the schools.

If you need any help with your application, we will be hosting one-to-one sessions in the Community House on the following days;

Wednesday 14th October from 9.45am-12.45pm and 1.45pm-4.45pm
Thursday 15th October from 9.45am-12.45pm and 1.45pm-4.45pm.

If you wish to book one of these sessions, please sign up using the online google form following this link <https://forms.gle/8tUXCbiJQYccZzEL8> and Jacqui Jenkins will be in touch to confirm your appointment. There will be no admission without an appointment.

We will be holding a zoom meeting on **Thursday 24th September from 10am-11am** and we will be happy to answer any queries you may have during this time. The link to the meeting will follow in due course.

If you need any further information in the meantime, please do not hesitate to contact the school office, Dawn Coote or Jacqui Jenkins on 0207 987 4362.

Yours faithfully,

Robyn Bruce
Executive Headteacher