

Secondary Transfer for September 2027



***Welcome Year 6 Parents/Carers
St Mary of the Angels Catholic Primary School
Wednesday 16th September 2026***

Applying for a Secondary School

If your child was born between **1 September 2015** and **31 August 2016**, you will need to apply for a secondary school place by **31 October 2026**.

Apply online for your child's secondary school place
www.westminster.gov.uk/school-admissions

The Pan-London eAdmissions site opens on
1 September 2026.

Application deadline
– **31st October 2026!**

Application deadline!

THE BENEFITS OF APPLYING ONLINE

- It is quick and easy to do.
- You can apply online, 24 hours a day, seven days a week, up until the closing date: **31 October 2026**.
- You can log back in to change or delete preferences up until 11.59pm on the closing date.
- You will automatically receive a confirmation email once you submit your application with an application reference number.
- You are able to attach additional documents.
- During the evening of **1 March 2027** you will be sent an email informing you that your outcome is available.
- Once you have received this email, you can log onto the Pan-London eAdmissions website, **www.eadmissions.org.uk** and accept or decline your offer.

If you would prefer to complete a paper application form, please contact the Admissions Team (contact details on the back page).

Visit all the schools you are considering

Pan London Co-ordinated Admissions System – (PLCAS) Common Application Online Form

- All applications are made **to the local authority (LA) in which you live**. The Applications can be made online from 1st September 2026.
- If you live in Westminster you will make all your choices on the ONLINE application form
- If you live in Brent/K&C etc you should receive information from your home borough Admissions team
- **Some schools require you to complete a supplementary information form which you will receive when you visit the school.**

Do your homework

RESEARCH, RESEARCH, RESEARCH

If you have not already done so, you must research the schools that you are interested in applying to.

You can do this by:

- Reading the admission criteria to find out if your child is likely to be offered a place, and look at how places were offered in the previous year.
- Attending open days/evenings held at the schools. The dates and times are included in this leaflet.
- Checking if the school you want to apply to requires your child to take a test.
- Checking if the school requires additional forms to be completed. This would normally apply to faith schools.
- Speak to your child's primary school. They will have knowledge of where pupils have applied in previous years and the schools that are normally offered.
- Contacting the Admissions Team for advice if you are unclear on how the system works. You will find contact details on the inside cover of this leaflet.

Look at Admissions Criteria

FAMILIARISE YOURSELF WITH THE ADMISSION CRITERIA FOR SCHOOLS

When you begin researching schools, you will need to read the admission criteria for the school(s) you want to apply to. The admission criteria is often very different for each school so you must read the criteria carefully in order to assess the likelihood of your child being offered a place.

To give you some examples of what to check for:

- Faith schools will give priority to applicants that can demonstrate practice of the respective faith if they receive more applications than places available.
- There are schools that will require your child to sit a fair banding test.
- Not all schools give priority to siblings so you will need to check this first.

- Distance from home to school is often used as a tie-breaker, but there are schools that use random allocation (lottery).
- Some schools have a priority area and/or feeder primary schools.

These are some factors that you need to be aware of when deciding which schools to apply for.

In all cases, if a school receives more applications than places available, the school's admission criteria must be applied. There is no guarantee that your child will be offered a place at your preferred school, even if it is the closest school to where you live.

Where do I start?

WHERE TO OBTAIN THE INFORMATION YOU NEED

Each September all local authorities provide information for parents that sets out the admissions process and procedures. This leaflet has been produced to provide you with some basic hints and tips on the application process and as a first point of reference to obtain more detailed information.

Westminster's brochure will be available online from the beginning of September at **www.westminster.gov.uk/school-admissions**

The brochure explains the application process in detail and sets out the admission criteria for each school in Westminster.

Where possible, parents/carers are encouraged to access information online. You can also obtain more detailed information from each of the secondary schools by either attending open days/evenings, or visiting their websites.

All the contact details you will need can be found in the brochure of the local authority where the school is located.

How many school can I apply for?

YOU CAN APPLY FOR UP TO SIX SCHOOLS

Please remember that you can apply for up to six schools. Even after you have researched the schools and you have decided where to apply, unless you are confident that your child will be offered a place (for example there will be a brother or sister on roll and the school lists this as a priority in the criteria), you should not assume that your child will be offered a place.

You should also consider other schools where you know you will have a good chance of gaining a place.

Adding further schools to your list will not affect your chances of being offered a place at your preferred school. Schools are not informed of other preferences you have made or the order in which you place them.

Making your choice

Consider

- **Your child's needs**
- **Admission criteria of each school**
- **What the school offers**
- **Distance and travelling options**
- **What pupils and parents think of the school**
- **Results/Data**
- **Latest Ofsted and Diocesan Inspection Reports**

***Tip: Visit as many schools as you can
AND check out their websites***

Your preferences.....

TAKE SPECIAL CARE HOW YOU ORDER YOUR PREFERENCES

The school preferences you make are treated equally. This means that no matter where you place a school in your list of preferences, it will be treated in the same way as all other applicants who also chose that school – regardless of where they have placed the school in their list.

It is important that you list schools in the order of your preference. The reason for this is because if more

than one offer of a school is returned to us, you will be offered the school that is listed the highest.

For example if preference 2, 3 and 4 are returned as 'Offer', only preference 2 will be offered. Preference 3 and 4 offers will be withdrawn and put back in the coordinated system for other applicants. Your child's name will be placed on a waiting list for Preference 1 as this school could not make an offer.

Your preferences.....

- All parents must list the schools that they want to apply for **in order of genuine preference** (up to six – no less than three!)
- Details of where a school was ranked will not be released to schools and **no school will be told about other schools a parent has applied for**
- The **admission authority** for each school decides on whether a place can be offered
- The PLCAS will co-ordinate the offer of places to ensure **nobody is offered more than one school place**
- If your application to two or more schools is successful you will only receive **one offer** (highest ranked preference)

Parent X applies for a place for her son in the schools below which she has listed in order of preference

- 1. St. Thomas More**
- 2. Cardinal Vaughan**
- 3. St. George's**
- 4. Newman Catholic College**
- 5. Westminster City School**
- 6. Paddington Academy**

Scenario A

Parent X's application to each school is successful and a place is offered at St. Thomas More as it is the highest ranked school on her list.

Scenario B

Parent X's application to St. George's, Newman Catholic College and Westminster City School is successful and her son is offered a place at St. George's as it is the highest ranking school making an offer

Why choose a Catholic Secondary School?

‘The distinctive ethos of the Catholic school is rooted in the Word of God who is Jesus Christ. The commitment of the Catholic school to the vision of every human person as a child of God and brother or sister of Jesus is central to the achievement of excellence and success.

I wish you every blessing in your vocation as “the first and best teachers of your children in the ways of faith”. Be assured of the support of the Catholic school in fulfilling your responsibilities.’

*The Most Reverend Vincent Nichols
Former Archbishop of Westminster
‘Choosing a Catholic Secondary School’*

Admissions Criteria

- Be **realistic** in your choices and make sure you check the **admissions criteria** for each school to see if your child is eligible for a place
- Church schools will take into account **church attendance** and you will be required to provide proof of your religious denomination and Church attendance by way of the **Certificate of Practice** and the school's supplementary information form (SIF)
- Attendance at a Catholic primary school **does not** guarantee a place at a Catholic Secondary School of the same denomination

Admissions Criteria

- The Local Authority recommend you include your **nearest community/foundation school and/or academy** as one of your choices e.g. Harris Academy St John's Wood, Paddington Academy or Westminster Academy
- You **must complete and return the supplementary information forms** required by each school, and the **Certificate of Practice form** if required, by the time indicated by the school otherwise the school **may not be able to consider your application fully**

Key Dates:

- Applications can be made online **from 1st September 2026**
- **Saturday 31st October 2026: 5pm** Final closing date deadline – do not miss this!
- **1st March 2027 - National Offer Day** – you will receive an email in the evening

Cautionary Note

We will do everything we can to support and guide you through the process. However, your choices have to be realistic.

You do not want to find yourself in a position where your child is allocated a school by the LA that you have not even included on your list.

Contact the Admissions Team if needed.....



CONTACTING THE ADMISSIONS TEAM

🏠 Green Zone, 2nd Floor, Town Hall,
Hornton Street, W8 7NX

☎ 020 7745 6433

✉ schooladmissions@westminster.gov.uk

💻 [www.westminster.gov.uk/
school-admissions](http://www.westminster.gov.uk/school-admissions)

St Mary of the Angels Catholic Primary School

Year 6 2026 - 2027



***May God bless you and keep you in the palm
of his hands***