

Apply online at  
[www.wirral.gov.uk/  
schooladmissions](http://www.wirral.gov.uk/schooladmissions)

#### Children's Services

PO Box 290  
Brighton Street  
Wallasey  
CH27 9FQ

Phone: 0151 606 2000  
Email: [secondaryplaces@wirral.gov.uk](mailto:secondaryplaces@wirral.gov.uk)

#### Useful websites and phone numbers

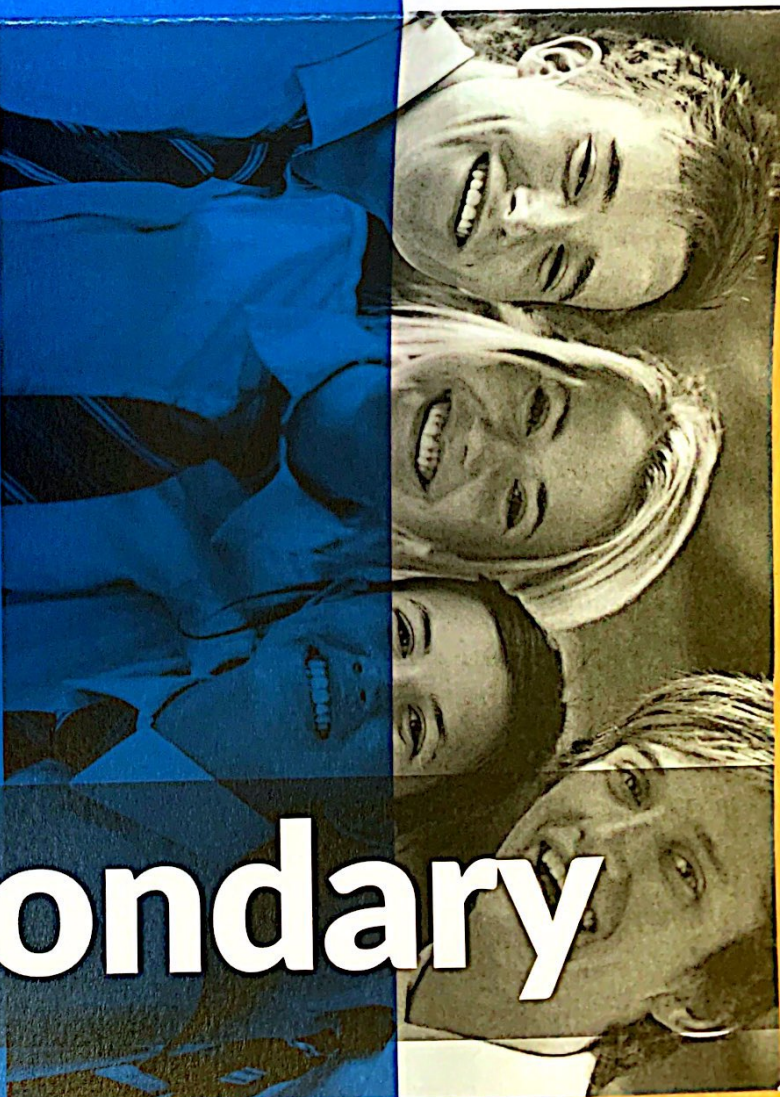
ACE (Advisory Centre for Education)  
Phone: 0300 0115 142  
[www.ace-ed.org.uk](http://www.ace-ed.org.uk)

Ofsted  
[www.ofsted.gov.uk](http://www.ofsted.gov.uk)

Wirral SEND Partnership  
[www.localofferwirral.org](http://www.localofferwirral.org)

Wirral Website  
[www.wirral.gov.uk](http://www.wirral.gov.uk)

Admissions Portal  
[www.wirral.gov.uk/schooladmissions](http://www.wirral.gov.uk/schooladmissions)



## Essential Information

If your child is starting Secondary school in  
September 2023 you need to read this leaflet.  
You must apply before the deadline date of  
31 October 2022.

# Secondary



# Getting the right school for your child is very important

If your child was born between 1 September 2011 and 31 August 2012, they are due to start Secondary school in September 2023. You need to make an application for a school place by 31 October 2022. This leaflet will highlight the facts and shows deadlines you must meet.

Before completing your application you should read the Secondary Education Information for Parents at [www.wirral.gov.uk/secondary-education-information-parents](http://www.wirral.gov.uk/secondary-education-information-parents), which describes the procedures we follow when pupils transfer from primary to secondary school in Wirral.

The Secondary Education Information for Parents and school admissions policies are available online at [www.wirral.gov.uk/schooladmissions](http://www.wirral.gov.uk/schooladmissions) or call **0151 606 2000** for the information to be sent to you in the post.

**You must apply before the deadline date of 31 October 2022.**

## Making an application

Wirral's online admission system can be accessed from

[www.wirral.gov.uk/schooladmissions](http://www.wirral.gov.uk/schooladmissions)

Applying online is quick and simple to do. You will receive an automatic email so that you know your application has been received by us. In March 2023, online applicants will receive an email with their child's allocated place. The deadline for online applications to be submitted is **31 October 2022**.

- You can put up to five schools in the order of your preference. It is always recommended to put more than one school.

- You can include schools outside Wirral in your preferences if you want.

- You may also need to fill in a supplementary form. You must ask the school yourself to find out what their arrangements are.

- If you live in another part of England, you must apply through your home authority.

- The Local Authority co-ordinates the admissions process to all state funded schools.

If you cannot apply online, you can complete a paper application form. These are available by calling **0151 606 2000**. In March 2023 you will receive an allocation letter by post to your home address. The Mainstream Admissions team cannot guarantee to send an allocation email to you unless you apply online.

You can get application forms from:

- The Admissions Portal website: [www.wirral.gov.uk/schooladmissions](http://www.wirral.gov.uk/schooladmissions)
- The council's call centre: call **0151 606 2000** during office hours.

## Selective Assessments

Selective assessments are expected to take place during the Autumn term. If you have requested that your child be assessed for entry to grammar school, you MUST apply by 31st October 2022 naming grammar schools AND non-selective

schools as preferences - use all 5 preferences. If your child does not reach the standard, then the grammar preference(s) will be withdrawn and the non-selective schools named will automatically become your highest preferences.

After 1 March 2023 you can appeal for a grammar school place.

## Allocation of places

Every child is given a rank for each school preference based on the admission policy for the school. If your child is eligible to be given a place at more than one school, you will be offered a place at the school you have named as the highest preference. If it is not possible to offer a child a place at any of your preferences you will be given a place at the nearest appropriate school with a place available.

Online applicants will receive an e-mail offer of a place on 1 March 2023. Offers of places to parents who applied on a paper form will be posted second class on that day. Late applications received after 31 October 2022 are only dealt with AFTER places have been offered to parents who have applied on time.

## Finding out more

The Secondary Education Information for Parents is available online at [www.wirral.gov.uk/secondary-education-information-parents](http://www.wirral.gov.uk/secondary-education-information-parents), or call **0151 606 2000** or email [secondaryplaces@wirral.gov.uk](mailto:secondaryplaces@wirral.gov.uk) for the information to be sent to you in the post.

## Timetable for admissions to secondary schools in September 2023

### 31 May 2022

Deadline for Request for Assessment forms to be returned.

### September 2022

Preference forms and information on secondary education are available online or on request. The online admission system opens on 1st September for parents of Year 6 children who live in Wirral.

### Autumn Term 2022

Tests for grammar assessments are carried out.

### 31 October 2022

Online applications and Preference forms must be returned by this date.

### 1 March 2023

Email offers are sent to online applicants. Offers of school places for paper form applicants are posted second class on this date.

Whether you apply online or use a paper form, you must return your application to Wirral Local Authority by **31 October 2022** at the latest to make sure that your child is offered a school place.