

# TRANSITION TO SECONDARY SCHOOL

ENFIELD SENDIASS 03.10.2023

with Our Voice Parent and Carer Forum

and Enfield **SEND** Team



# ZOOM SESSION

- Welcome to this Zoom Information Session
- Please use the mute button when you join
- If you want to ask a question, you can type it into the chat at any time
- If you have a question that has not been answered during the presentation, you can use the 'hand up' button on the screen and we will answer your questions after the presentation
- We will send you the resources, including any questions and answers from the session



# AIMS OF THIS SESSION

- Provide information on how to look for a school for your child for September 2024 and signpost you to all the relevant information available, so that you can make informed decisions
- Provide information on mainstream and specialist settings in Enfield
- Explain the online application process
- Explain how secondary schools support children with additional needs
- Explain the application process for children who have Education Health and Care Plans (EHCPs)





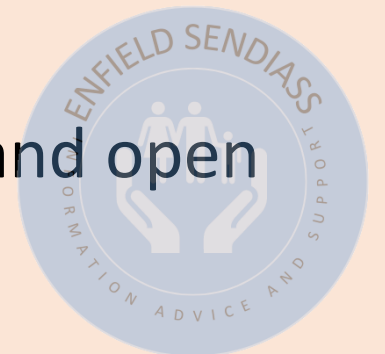
# What do we mean by transition?

- Starting school for the first time  
or  
changing from one phase of education to another:
- from primary [Key Stage 2] to secondary school [Key Stage 3]  
or
- from secondary school to post-16 college or training.



# Finding out about schools in Enfield

- Enfield School Admissions Service website
- Guide to Secondary Schools in Enfield – information on all mainstream schools in Enfield
- Admissions Guidance for Enfield Special Schools and additionally resourced provision - information on specialist provision in Enfield
- Information on the online application process and answers to frequently asked questions (FAQs)
- School websites have information on school visits, school tours and open days



# Looking at schools

- Open evenings will take place in mainstream and special schools in September and October 2023 - parents will have an opportunity to speak to
- See dates of Open Evenings available on the Enfield Schools Admissions website
- You will not be able to have a meeting about your child at the open evening and can contact the school after the open evening if you want to speak to staff in more detail
- Check Special Schools' and Settings' websites for information on dates when parents can visit and how you can find out more information about the school



# Applying for a secondary school place

When applying for a secondary school for your child, there are two different processes:

One process is managed by the Enfield Schools Admissions Service,

and

the other process is managed by Enfield SEN Services



## 2 Different Application Processes: Process 1

### **If your child does not have an Education, Health and Care Plan:**

- Admissions process is co-ordinated by the LA School Admissions team
- You can express a preference for up to 6 schools
- Requests for out borough schools are made on the Enfield admissions form
- Check the Enfield schools guide for key dates and to see if you need to complete a supplementary form for the school
- Guidance on e-admissions process is on the Enfield admissions website

***The application is completed online by the 31st of October 2023***





# Process 1: Allocation of school places

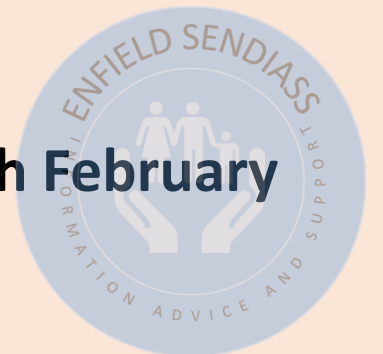
- You will receive one offer of one school place, regardless of the number of schools you have asked your child to be considered for
- National Offer Day is 1st March 2024
- If you have not been offered a place at a school of your preference, or you would prefer your child to attend an alternative school, information on next steps will be available on the Enfield admissions website.
- Your child's name will automatically be included on the waiting list for any Enfield school that was ranked as a higher preference than the school allocated



# Education Health and Care Plan (EHCP) Process 2

Transfer is co-ordinated by the SEN team at Enfield Council – **do not apply online**

- SEN Services have contacted all parents to nominate two School preferences. Parents can request a specialist setting as a preference.
- Visit schools in September/October and meet the Inclusion teams
- The preference form is to be returned to SEN Services by **16th October 2023**
- In addition to your preferences, SEN Services may also consult with your local secondary school or in borough mainstream (where appropriate).
- Your child's EHCP will be finalised with name of the secondary school by **15th February 2024**



# Information on schools.....

- Look at the Enfield Local Offer for the most up to date information  
<https://www.enfield.gov.uk/services/children-and-education/local-offer>
- School websites – read the SEND Information Report for each school you are interested in
- Read Ofsted reports, bulletins and newsletters sent to parents, to get an idea of activities, after-school clubs and events at the school
- Talk to other parents – but remember - what works for one child might not be suitable for another child



# Speak to your primary school

**Your child's Year 6 teacher and the SENCo will be able to answer many of your questions**

- How will the transition to secondary school be planned for your child?
- Will the primary school meet with secondary school staff to plan the transition, so that the new school has all the information they need to support your child?
- When will year 6 children have opportunities to visit the new school?
- Does your child have a pupil passport/one page profile which could be shared with the secondary school/ you could suggest this to the primary school?



## Contact Schools to discuss .....

- Read your child's professional reports and their EHCP, so you are clear about what specific questions you want to ask
- Call the secondary school(s)/special schools/settings you are interested in, and ask to speak with the SENCo or the admissions department at the school
- Some secondary schools may allow children to visit days when the school is quiet - check on the secondary school websites for information on transition to Year 7 or speak with the school's SENCo
- Read the school's SEND Information Report/Inclusion policy as this will help you to prepare for conversations with schools



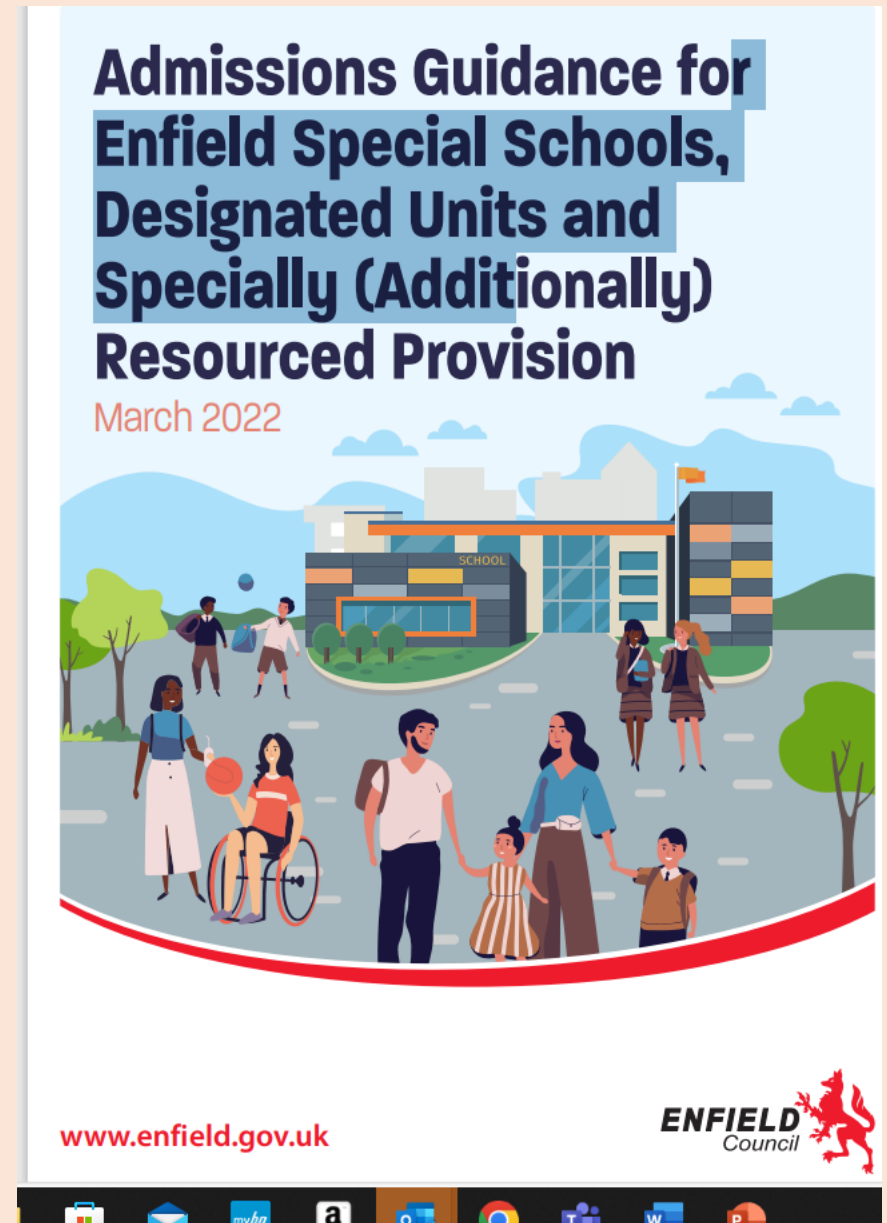
# Guide to mainstream secondary schools in Enfield



[https://www.intuitive-design.co.uk/clients/Enfield\\_Council/Admissions\\_Booklet/2024/index.html](https://www.intuitive-design.co.uk/clients/Enfield_Council/Admissions_Booklet/2024/index.html)

# Guide to special and additionally resourced provision in Enfield

[https://www.enfield.gov.uk/data/assets/pdf\\_file/0014/23027/Admissions-guidance-for-Enfield-special-schools-Local-offer.pdf](https://www.enfield.gov.uk/data/assets/pdf_file/0014/23027/Admissions-guidance-for-Enfield-special-schools-Local-offer.pdf)



Booklet with  
information on  
transfer process for  
child with an EHCP

[Parents booklet for Secondary Transfer.pdf  
\(ourvoiceenfield.org.uk\)](https://ourvoiceenfield.org.uk)

**Secondary Transfer Process  
for Children with an Education,  
Health and Care Plan (EHCP)**

**Information for Parents/Carers**

**Entry for academic year beginning  
September 2024**

[www.enfield.gov.uk](http://www.enfield.gov.uk)





# Going to secondary school...

- There are going to be lots of changes; some of these will present opportunities and some may be challenging ... but the challenges can be addressed
- There will be a period of adjustment, so being positive with your child is important
- It is difficult to be 100% happy with any school – what % would you be happy with?



## Positive thought...

**It always  
seems  
impossible  
until it's done.**



- Find out as much information as you can
- Look on school websites with your child
- Talk to your child so that he/she feels confident and positive about the transition to secondary school
- There are some ideas on the links at the end of this presentation



# Links to information on transfer process

Guide to Secondary Schools in Enfield:

[https://www.intuitive-design.co.uk/clients/Enfield Council/Admissions Booklet/2024/index.html](https://www.intuitive-design.co.uk/clients/Enfield_Council/Admissions_Booklet/2024/index.html)

Guide to Special Schools and specialist settings in Enfield:

[https://www.enfield.gov.uk/\\_data/assets/pdf\\_file/0014/23027/Admissions-guidance-for-Enfield-special-schools-Local-offer.pdf](https://www.enfield.gov.uk/_data/assets/pdf_file/0014/23027/Admissions-guidance-for-Enfield-special-schools-Local-offer.pdf)

Secondary Transfer Process – children with EHCPs:

[https://www.ourvoiceenfield.org.uk/downloads/Parents booklet for Secondary Transfer.pdf#:~:text=The%20SEND%20Secondary%20Transfer%20Process%20Year%205%20,to%20request%20your%20preferences%20for%20secondary%20transfer%20placement.](https://www.ourvoiceenfield.org.uk/downloads/Parents_booklet_for_Secondary_Transfer.pdf#:~:text=The%20SEND%20Secondary%20Transfer%20Process%20Year%205%20,to%20request%20your%20preferences%20for%20secondary%20transfer%20placement.)

Link to Admissions Service on Enfield council website:

<https://www.enfield.gov.uk/services/children-and-education/school-admissions-and-applications/admission-to-secondary-school-2024>

Guide to completing online applications:

[https://www.enfield.gov.uk/\\_data/assets/pdf\\_file/0015/44007/Step-by-step-guide-to-applying-online-Education.pdf](https://www.enfield.gov.uk/_data/assets/pdf_file/0015/44007/Step-by-step-guide-to-applying-online-Education.pdf)

# Other places to go.....

- Enfield Local Offer: <https://www.enfield.gov.uk/services/children-and-education/local-offer>
- Enfield Sendiass email address: [sendiassenfield@centre404.org.uk](mailto:sendiassenfield@centre404.org.uk) ,
- Phone line: 07494 280 063
- Our Voice - Parent Forum: <https://www.ourvoiceenfield.org.uk/>
- Information flow chart if child has additional needs (Enfield Local Offer [https://www.enfield.gov.uk/\\_data/assets/pdf\\_file/0020/6473/local-offer-information-process-flowchart.pdf](https://www.enfield.gov.uk/_data/assets/pdf_file/0020/6473/local-offer-information-process-flowchart.pdf))
- Contact – Information and advice line: <https://contact.org.uk/>
- SOS!SEN - Information and advice line: <https://sossen.org.uk>



## Transition to Y 7 – resources and tips..

Tips for parents to help children to cope with change:

<https://www.youngminds.org.uk/media/2odjktz/top-ten-tips-for-parents.pdf>

Helping your child to manage the move from primary to secondary school: <https://www.youngminds.org.uk/parent/blog/helping-your-child-manage-the-move-from-primary-to-secondary-school/>

‘Mind the Gap’ Workbook with tips for pupils moving on to secondary schools and activities for transition to secondary school:

[https://www.helpmykidlearn.ie/downloads/Mind the Gap workbook by LMETB.pdf](https://www.helpmykidlearn.ie/downloads/Mind_the_Gap_workbook_by_LMETB.pdf)

‘Moving On’ with Top tips for moving on to secondary schools - ideas and activities: <https://www.learningdisabilities.org.uk/learning-disabilities/publications/moving-on-tips-for-pupils-with-special-educational-needs>



Questions?



Thank you for attending - please give us your feedback on the session and details of any other information you need or would like to us to provide