



The Federation of The Downs & Northbourne Church of England Primary Schools



*Executive Headteacher: Mrs C Karunaratna
Senco: Mrs S Mitchell
FLO: Mr M Turner*

The Downs CEP School

Owen Square
Walmer
Kent CT14 7TL
Tel: 01304 372486 Fax: 01304 380471
Website: www.downs.kent.sch.uk
Head of School: Miss T Leighton

Northbourne CEP School

Northbourne
Deal
Kent CT14 0LP
Tel: 01304 611376 Fax: 01304 621938
Website: www.northbourne-cep.kent.sch.uk
Head of School: Mr M Reynolds

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Dear Year 5 Parents

IMPORTANT: Secondary school placements September 2019 *(Procedure for Entrance to Secondary Education - PESE)*

Now is the time to start thinking about secondary schools for your child and this letter contains information about the process for choosing a secondary school which I hope you will find useful.

1st June-2nd July 2018

The first decision you will need to make is whether or not you wish your child to attend a grammar school. Any parent with a year 5 child who is interested in a Kent grammar school place for September 2019 **must register** for testing by 2nd July 2018 to take part in the September tests. Registration opens on 1st June 2018. You can register on line at www.kent.gov.uk/ola

Both the Dover Boys and Dover Girls Grammar school have their own school test in addition to the Kent Test. This test is also administered in September, usually on the Saturday following the Kent Test. You will need to register with the schools directly to do this. The closing date for registration with the Dover schools is also 2nd July 2018. Check their websites for more details.

You will not be able to name a grammar school on your secondary school application form unless your child has sat the Kent test.

Our bi-annual reports give grades which are based on national norms. As grammar schools take approximately the "brightest" 25% of children then your child will need to be working above year group expectation in English and Maths on their end of year, year 4 report and their year 5 mid-year report. This means they are working above the national average. Grammar schools also consider your child as a learner and attitudes towards learning and so reports should indicate always/excellent across the board in these areas.

1st June – October 2018

Between now and October 2018 all of the secondary schools will be holding open days. We will send out any information that we receive from secondary schools. However, they do not always send anything to primary schools. Please do check the individual school websites to check when these open days are happening.

It is important to visit as many of the schools as possible – grammar and non-grammar schools. Some of the questions that you might wish to consider when looking at schools include: Will the school provide sufficient challenge or will they put too much pressure on my child? Do they have the kind of facilities that you feel are important? Do they have opportunities for experiences beyond the classroom? How do you feel about travel arrangements to school? Will you be confident about your child using public transport?

Whilst we are happy to guide you through the process, the final decision does need to be yours. Some headteachers may give recommendations for a school which subsequently may not live up to those expectations. Parents then feel they were pushed into making a particular choice, which could have negative outcomes for your child.



Class teachers, Mrs K and I are available if you have any queries. We will help you as much as we can, but we will only guide you rather than steer you in your decision making process. Please do remember that choosing a school is based on personal preference.

Some open days are during the day. Please take your child with you but do phone school to let us know they are out visiting secondary schools and will be in late or collected early. If it is a morning session don't forget to let us know if your child needs a school dinner.

September 2018

Only those children who were registered by 2nd July 2018 to sit the Kent test will sit the tests on Thursday 6th September. As the tests are designed for selection purposes coaching is not required or permitted by schools. Schools can be prevented from receiving test materials if there is evidence that they have undertaken coaching.

The children will sit an English and Maths test in multiple choice format; a reasoning test in multiple choice format and they will also be required to complete a writing exercise.

A familiarisation paper is available on the Kent website (www.kent.gov.uk) and the papers themselves will have introductory drills and practice questions, but there are no practice tests.

You will receive the results of the Kent test before you have to complete the Secondary Common Application Form (SCAF). The assessment decision will indicate a pass or not. Once these have been sent out by the admission team we will send you the actual scores so that you are able to make a more informed decision about the next stage of the process.

September – October 2018 Applying for any secondary school place (grammar/high/comprehensive)

All Kent parents of current year 5 children will be required to complete the authority's Secondary Common Application Form (SCAF) online at www.kent.gov.uk/ola. Paper copies are available if you do not have access to the internet.

You will be required to name up to FOUR secondary schools in order of preference. All forms have to be completed and returned by **31st October 2018**. There is no benefit to naming less than four schools. By not using all four choices there is a risk that, should you not be offered a school of your preference, the local authority may offer you a school that you do not want.

March 2019

Parents will be notified at the beginning of March their school offer. Included with the school offer will be information on how to lodge an appeal if you are not happy with your choice. We will write to you again in March to outline the process once offers have been sent to parents. If you do decide to appeal against the school allocated to you, please do not hesitate to seek our advice. We can support you in this process if requested.

Finally a reminder of the key dates:

1 st June-2 nd July 2018	Register to sit the Kent Test Register to sit the Dover school test
June – October 2018	Visit secondary schools
6 th September 2018	Kent Test for registered pupils
8 th September 2018	Dover Boys and Schools Tests
11 th October 2018	Kent test results Dover Grammar School test results
31 st October 2018	FINAL date to submit Secondary Common Admission Form (SCAF)
1 st March 2019	School offers sent to parents

This is a long process and families understandably do find it a stressful time. It is important wherever possible though that the children are sheltered from this stress as much as possible. Please do contact the school with any queries or concerns at any time in the process.

Yours sincerely

Miss T Leighton
Head of School

