

## FAQs FOR PRIMARY TRANSFER SEPTEMBER 2019

### 1. I have been offered a school I want to accept, what do I have to do now?

If you completed a paper application, please e-mail School Admissions at [schooladmissions@harrow.gov.uk](mailto:schooladmissions@harrow.gov.uk) **by 30 April 2020**.

If you made an online application, you must log into the eAdmissions website (<https://www.eadmissions.org.uk/eAdmissions/app>) where you made your application and complete the online acceptance **by 30 April 2020**

### 2. What if I do not want to accept the school offered?

If you made your application online, you need to log into the eAdmissions system (<https://www.eadmissions.org.uk/eAdmissions/app>) to decline the offer and to let us know the name of the school your child will be attending in September.

If you submitted a paper application please e-mail School Admissions at [schooladmissions@harrow.gov.uk](mailto:schooladmissions@harrow.gov.uk) to indicate that you wish to decline the offer and let us know the name of the school your child will be attending in September.

If you have not secured a place at an alternative school, we would strongly advise you to accept the place offered until you have secured an alternative place to ensure your child has a school place for September 2020. Once a place has been declined it may not be possible to re-instate the offer at a later date.

### 3. When do I need to accept the place by?

If you applied online, log into the e-admissions website and view 'My school admissions' page, then select 'View outcome' and respond **by 30 April 2020** otherwise the school place offered may be withdrawn.

If you completed a paper application, you will need to e-mail the School Admissions Service at [schooladmissions@harrow.gov.uk](mailto:schooladmissions@harrow.gov.uk) **by 30 April 2020** otherwise the school place offered may be withdrawn.

### 4. Why didn't I get offered any of my preferences and got offered a school I didn't ask for?

This is because most schools receive more applications than there are places available. When this happens the local authority/school has to apply the oversubscription criteria. If you were not offered a place it is because other applicants had a higher priority under the oversubscription criteria than you did for your child.

If none of the schools you listed on your application were able to offer you a place and if you live in Harrow, you will have been allocated a place in a Harrow Primary school to ensure your child has a school offer for September 2019. We refer to this offer in your letter as '**Alternative**' and the school offered is the closest to your home address that has a vacancy available.

### 5. How is distance measured?

For Harrow Schools, distance is measured in a straight line using a computerised mapping system based on Ordnance Survey data. The measurement is taken from the address point for the home address to the centre point of the school site as defined by the school. The exception is St George's Catholic School, who measure distances to their front gate.

**6. How can I get more information about why I wasn't offered a particular school?**

- A breakdown of how places were offered in Harrow primary schools is available at [www.harrow.gov.uk/schooladmissions](http://www.harrow.gov.uk/schooladmissions) under the Further Info tab.
- If you need any further information, please contact the Admissions Service on 020 8901 2620.
- If you applied for a Voluntary Aided School in Harrow and were not offered a place, please contact the school directly as they will be able to provide you with further information.
- If you applied for a school outside of Harrow, you should contact either the local authority where the school is located or the school direct for more information.

**7. If I am not happy with my school offer, is there anything else I can do?**

You can exercise your right of appeal:

- For Harrow Community Primary schools you can download the appeal form from the Harrow website at [www.harrow.gov.uk/schooladmissions](http://www.harrow.gov.uk/schooladmissions) . If you have any difficulties, please contact the Admissions Service on 020 8901 2620. Please note that if you wish to appeal for more than one school you are required to complete a separate appeal form for each Harrow school. The closing date for receipt of appeals is **Monday 18 May 2020**
- For any Harrow Voluntary Aided School please contact the school directly.
- If you wish to appeal for a school outside of Harrow, you should contact either the local authority or the school for more information.

**8. How do I go on the waiting list for a Harrow primary school?**

If your child has been unsuccessful for any school you named as a higher preference than the school you have been offered, he/she has been automatically placed on their waiting list. If you are happy with the school you have been offered and you want your child's name removed from other waiting lists you can email [schooladmissions@harrow.gov.uk](mailto:schooladmissions@harrow.gov.uk) .

For a Harrow primary schools, including Harrow Voluntary Aided Schools children's names are placed on the waiting list using the same oversubscription criteria as for the main allocation of places. Please remember that waiting lists are not kept in first come – first served order and means that children can move up and down the waiting list. They can move up the waiting list if a family who has been offered a place advises this is no longer required. The place is then available to offer to the child at the top of the waiting list and all other children move up the list. However, they can also move down the waiting list if another family with a higher priority under the oversubscription criteria asks for their child to go on the waiting list.

If you would like to add your child's name to a waiting list for a school you did not name on your original application, please email [schooladmissions@harrow.gov.uk](mailto:schooladmissions@harrow.gov.uk)

**9. When will I be able to find out my child's waiting list position?**

You can find out your child's waiting list position for any Harrow primary school from **17 April 2020** by logging into your 'My Harrow' account and quoting your application reference number. The waiting list is accessible 24 hours a day at the click of a button. To log in or register please visit [www.harrow.gov.uk/myharrow](http://www.harrow.gov.uk/myharrow).

For waiting list positions for Krishna-Avanti Primary School, St Anselm's Catholic Primary School, St Bernadette's Catholic Primary School, St George's Catholic Primary School, St Jérôme's Church of England Bilingual School, St John Fishers Catholic Primary School, St John's Church of England School, Stanmore, St Joseph's Catholic Primary School, St Teresa's Catholic Primary School and Nursery, please contact the school directly.

For any schools outside the borough of Harrow, you will need to contact the relevant Admissions Authority or school for further information on waiting list positions.

**10. I am unhappy with the school I have been offered and want to know if there are other schools available. Who do I talk to?**

You can ring 020 8901 2620, who will be able to provide you with details of Harrow primary schools with vacancies. If you wish to be considered for a place at any of these schools instead of the school you have been offered, please put your request in writing to the Admissions Service or email [schooladmissions@harrow.gov.uk](mailto:schooladmissions@harrow.gov.uk).

We currently have vacancies at the following Harrow schools for Primary 2020:

- Camrose Primary School
- Cedars Manor School
- Earlsmead Primary School
- Grange Primary School
- Kenmore Park Infant School
- Longfield Primary School
- Roxbourne Primary School
- St John's Church of England Primary School
- Stag Lane Primary School
- Stanburn Primary School
- Weald Rise Primary School

**11. I can't login into eadmissions, what do I do?**

**Eadmissions Help**

**Forgotten your username or password**

If you have forgotten your username and/or password select the '**Forgotten your username or password**' link to be taken to the '**Forgotten login**' page.

You can enter either your '**Username**' or the '**Email address**' you registered with to be sent a reminder email with your username and a new password in it.

**Contact details for account related support**

**The Support Desk is available between 8am - 6pm Monday to Friday, with the exception of Bank Holidays.**

**Phone Number:** 0208 255 55 55 - **Option 1** (eAdmissions Support)

**Email Address:** [support@eadmissions.org.uk](mailto:support@eadmissions.org.uk)