

FAQs FOR PRIMARY TRANSFER SEPTEMBER 2022/23

1. How do I accept the offer for the school place I have been offered?

If you completed a paper application, please e-mail School Admissions at schooladmissions@harrow.gov.uk by **4 May 2022**.

If you made an online application, you must log into the eAdmissions website (<https://www.eadmissions.org.uk/eAdmissions>) where you made your application and complete the online acceptance by **4 May 2022**.

2. How do I decline the offer for the school place I have been offered?

If you made your application online, you need to log into the eAdmissions system (<https://www.eadmissions.org.uk/eAdmissions>) 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 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 2022. Once a place has been declined it may not be possible to re-instate the offer at a later date.

3. What is the deadline to accept the school place offer?

If you applied online, log into the eAdmissions website and view 'My school admissions' page, then select 'View outcome and respond **by 4 May 2022** otherwise the school place offered may be withdrawn.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School Admissions Service at schooladmissions@harrow.gov.uk by **4 May 2022** otherwise the school place offered may be withdrawn.

4. I received offers for school places I didn't apply for, why didn't I get offered any of my preferences?

This is because most schools receive more applications than there are places available. When this happens the local authority/school must 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 2022. 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 the school 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.

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

- If you applied for a Harrow primary school, please see the "How places were allocated 22/23" table on the website which explains why your child was not offered a place. If you need any further information, please contact the Admissions Service at schooladmissions@harrow.gov.uk
- If you applied for a Harrow voluntary aided school, please contact the school directly who 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 primary schools: You can download the appeal form from the Harrow website at www.harrow.gov.uk/schooladmissions . If you have any difficulties, please contact the Admissions Service at schooladmissions@harrow.gov.uk. 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 20th May 2022
- For a voluntary aided (faith) 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 get onto 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 do not want your child to be on the waiting lists, then you can indicate this via to email the Admissions Service at schooladmissions@harrow.gov.uk .

For a Harrow primary school, including voluntary aided/faith 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

9. How do I get onto the waiting list for a school in another borough?

If your child has been unsuccessful for a school in another borough, please check with the individual local authority as they may have a different procedure for waiting lists.

10. 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 **20 April 2022**. You will be able to view your child's waiting list position using [My Harrow](#)

For waiting list positions for Voluntary Aided/Faith schools or any school in another borough, you will need to contact the school or Admissions Authority direct.

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