



# Secondary transfer & cognitive ability testing (CAT) briefing

# We will cover ...

## **Secondary transfer – the basics**

understanding how it work so you can support parents

## **eAdmissions**

the online application system for London residents

## **CAT (Cognitive Ability Testing) for Banding**

setting up and administering the test in your school

# Test your knowledge



Parents must list 6 preferences  
on their application

Not true! .. but listing only one school does not increase  
the chances of being offered a place.

Advise parents to list more than one school & include  
the schools closest to their home

# Key messages

## **Apply on-time**

- preferably by Friday 22 October 2021
- deadline is midnight on 31 October (statutory deadline)

# Test your knowledge



Hackney residents get priority  
for Hackney schools

Not true! .. but distance is usually a factor.

A family's nearest school may be in a neighbouring borough. Parents apply via their home Local Authority and list schools in Hackney and schools in other boroughs amongst their six preferences

# Key messages

## Apply on-time and make realistic choices

- Find out about schools  
open events at Hackney secondary are going online  
[education.hackney.gov.uk/openevents](https://education.hackney.gov.uk/openevents)
- find out what the admissions criteria are  
what criterion does their child fall under? e.g. sibling, distance etc.
- find out your home-to-school distance and the cut-off distance last year (if applicable) – do they live too far away to qualify for a place?  
[education.hackney.gov.uk/cutoffdistances](https://education.hackney.gov.uk/cutoffdistances)

# Test your knowledge



Places are initially offered to applicants who list the school as their highest preference .. then lower preferences are offered.

Not true! .. schools cannot give priority to families who list them as first preference because they are not given the preference rank.

Listing a school as first preference does not increase the chance of being offered a place.

# Key messages

**Apply on-time**

**Make realistic preferences**

**The order of the preferences matter**

- Each school is given **equal** consideration regardless of where it is ranked in the preferences.
- Schools rank all the applications they receive according to their admissions criteria. It is the **admissions criteria alone** that determine who has priority.



# Preferences example

I have an older child at Skinners' Academy (a sibling) .. but the children prefer to be at different schools

So .. I want a different school for the younger child ... but if I can't get one of my preferred schools ... I want both children at same school?



***Don't I have to put Skinners' first preference to get a place?***

*Will there be any spaces left if I put Skinners' as a low preference?*

***Won't Skinners' fill up with first preferences?***

**NO! Skinners' can be last in the ranking without risking a place**

The school rank applications based on admissions criteria only

The school don't know the preference rank

# Key messages

You can list schools you want the most higher up in your preferences (even if the chance of getting a place is small) and you still have an equal chance at getting a place at lower preference schools where they are more likely to qualify for a place.

## **So what should parents do?**

You should list the school you want the most as your first preference. Your second preference should be the school you prefer if you don't get your first preference, and so on down your list of preferences.

# Test your knowledge



Children in the same street all qualify  
to go to the same school

Not true! .. The home-to-school distance of the  
last child offered a place will change every year

The number of children offered under each criterion changes  
every year. e.g. some years have more siblings and this leaves  
fewer places to offer under the distance criterion

# Information for parents

**Hardcopy guide** - Apply for a Secondary School Place 2021



**Website** – [education.hackney.gov.uk/secondaryguide](https://education.hackney.gov.uk/secondaryguide)



**School Admissions Team**

**Email:** secondary.transfer@hackney.gov.uk



**Telephone:** 020 8820 7000 (Option 3)  
Monday to Friday, 9am to 5pm

Due to COVID19 the team is not available for face-to-face support

# Applying online

## Two stage process

1. Register parent details and confirm email address.
2. Enter child details and preferences  **SUBMIT**

## Was there a confirmation email?

application reference number - 204-2021-09-E-123456

## Changing the application – EASY !

make changes until midnight on 31 October 2021

**SUBMIT**, a confirmation email is sent each time



# Applying online

\*\*\* **NEW** eAdmissions website for all London families \*\*\*

## **Use any device with internet access**

easy to use on any device

smartphone / tablet / laptop / desktop computer



## **Email address**

Parents need an email address to apply.

Confirmation of the application and the offer is sent via email.

**Trouble with computers? ... parents should get help from ..**

a relative / a friend / their child / **YOU!** - their child's school

# eAdmissions

- Twins - separate applications + tick “multiple birth” question
- You must indicate on the online form
  - Looked after/previously LAC - all schools / evidence
  - Medical/Social priority - some schools / evidence
  - Children of staff - some schools
  - Siblings - all schools
- NB: not on the online form - tell us directly
  - child protection plan - parents/school must email us
- Record application log in details & email address  
[www.eadmissions.org.uk](http://www.eadmissions.org.uk)

# Banding & Cognitive Ability Test

Most Hackney secondary schools use banding to ensure they admit a wide range of children of different abilities.

Every child who applies sits a Cognitive Ability Test (CAT) and the mean scores are used to group applications into 4 or 5 ability bands.

Children are assigned to bands either by:

- using pre-defined scores to delineate the bands, OR
- by dividing the applicant pool into 4 or 5 groups of roughly the same size (ie. similar number of children in each band)



# Banding & Cognitive Ability Test

After children are assigned to bands the application criteria are used to rank applicants within the band to determine who has priority for the places available in that band.

The same number of places are available in each band. This normally means the same number of children are offered a place from each band.

The exception is when a band has places remaining but no children left waiting to be offered a place in that band. In this case the places are moved to the next band and offered to those left in that band.

Waiting lists are maintained for each band group.

# Questions

