

14th September 2022

RICHARD COBDEN
PRIMARY SCHOOL



Dear Parent/Guardian,

Re: Secondary Transfer

I am writing to remind parents/guardians of Year 6 pupils that it is time to start the process of applying for a secondary school place for your child.

We will be holding a meeting to support you with the secondary transfer process. This meeting will take place on **Wednesday the 12th October 2022 at 3.45pm in the Upper Hall**. At this meeting we will help you with your online application form.

Your application must be made to the local authority where your family are residing by Monday 31 October 2022. Therefore, if you are not a Camden resident, you will need to apply to the local authority you are living in or you will be living in on the 31st October 2021.

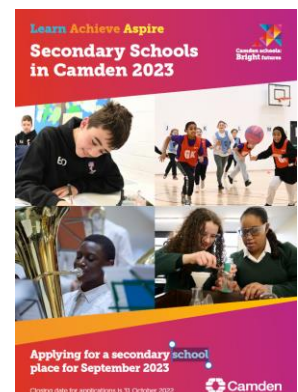
Please read the information below carefully to ensure you are clear about all actions you need to complete as part of the application process. **A copy of this letter has been placed on our website so that you can access the links included below. You can find the letter under the 'Newsletters' tab – then look for the green box on the left hand side of the page.** In this box you will also find a link to the Camden Secondary Admissions Guide which gives you all the information you need to help you with this process. Please also check on the websites of the secondary schools you are interested in to find out more information about the schools and about their secondary transfer arrangements.

Please be aware that some schools you may be interested in may have an ability or aptitude test. You will need to register for any required tests before the deadlines published on that school's website.

Camden's voluntary aided schools may require a supplementary form to be completed. These requirements are listed in the Secondary Transfer Book. You need to contact the schools directly for these forms and return them to the school by the specified date (see key dates on page 6 on the Secondary Transfer Book).

You can use the link below to find out more about Camden Secondary Schools, their open events and the secondary transfer process. Please look through the booklet using the link below so that you have all the necessary information and website links to help you in making an application for your child.

[Secondary Schools in Camden Guide- applying for a Year 7 place for September 2023](#)



Camden secondary schools hold open days and evenings during September and October. You should attend these to see the schools for yourself before applying. You can find a poster with upcoming dates for Autumn Term 2022 on page 5 in the Camden Secondary Admissions Guide.

Applications for secondary school places are made online. If you have not made an online application to Camden Admissions before, you will need to create a new account. Please use the following link to do this; select the 'First time visitors' tab to create a new account. You will need to create an account before you can make your child's secondary application.


- [Apply online for a Year 7 place for September 2022](#)

If you already have an account, select the 'Returning visitor' tab to start your application.

When you have completed your application, you will be sent an email confirmation and application reference number similar to this: [202-2022-09-E-001234](#). Please keep your reference number and login details safe. You will need them again. If you do not receive this reference number, you need to check if you have completed the application correctly.

At our meeting on Wednesday 12th October, we will be able to help any parents/guardians who need support with the process. Please complete the reply slip you received with this letter and return it to the class teacher.

Yours sincerely,



Kathy Bannon
HEADTEACHER