

## TIMELINE PRIMARY TO SECONDARY SCHOOL TRANSFERS TO HOLY TRINITY CATHOLIC SCHOOL

**The deadline for applications for a Year 7 place in a Birmingham secondary school, starting in September 2019 is Tuesday 31<sup>st</sup> October 2018**

<b>July 2018</b>	<p>If you live in Birmingham, you will receive information on the secondary transfer process from us through your child's Birmingham primary school or via post if your child attends a primary school outside Birmingham. If you have not received any literature please contact the Children's Information and Advice Service on 0121 303 1888 (option 4).</p> <p>If you live outside Birmingham but wish to apply for a Birmingham School or Academy, you must apply to your own Local Authority (ie: the Council to which you pay your Council Tax).</p>
<b>18<sup>th</sup> and 20<sup>th</sup> September 2018</b>	Open Morning at Holy Trinity Catholic School 9.15am to 10.45am.
<b>1<sup>st</sup> October 2018</b>	<p>You are strongly advised to <a href="#">apply online</a> or to have returned your Birmingham Local Authority Preference Form by this date.</p> <p>If you wish to view schools that are outside of Birmingham and whose open evenings fall after 1<sup>st</sup> October 2018 you may <a href="#">apply online</a> by Tuesday 31<sup>st</sup> October 2018. This will not disadvantage your application.</p>
<b>31<sup>st</sup> October 2018</b>	31 <sup>st</sup> October 2018 is the final date for acceptance of late preferences or change of preference through moving home etc. If you have not received an acknowledgement of your preference form before this date you should contact Children's Information and Advice Service on 0121 303 1888 (option 4).
<b>1<sup>st</sup> March 2019</b>	We will send details of the secondary school place we are offering your child. If you applied online we will do this by email. If you applied by post we will do this by letter. We will send our emails and post our letters out <b>first class on 1<sup>st</sup> March 2019</b> . Please allow extra time for letters to be delivered.
<b>15<sup>th</sup> March 2019</b>	You must tell Holy Trinity Catholic School by 15 <sup>th</sup> March 2019 whether or not you are accepting the place offered.
<b>29<sup>th</sup> March 2019</b>	<p>You must complete any appeal forms for Birmingham schools and return them by 29<sup>th</sup> March 2019. Please visit the <a href="#">School Appeals Enquiry page</a> for more information on how to appeal.</p> <p>If you wish to appeal for schools or academies in other local authorities you should contact the relevant authority to establish their appeal arrangements.</p>
<b>7<sup>th</sup> June 2019</b>	Date by which all appeals that have been submitted on time for secondary schools will be heard.
<b>3<sup>rd</sup> July 2019</b>	Year 6 Parents Information Evening. All Year 6 parents are invited to attend a meeting with staff members from Holy Trinity Catholic School to discuss your child's place and fill in important documentation.
<b>3<sup>rd</sup> July 2019</b>	Year 6 Induction Day - Primary children visit future secondary school.
<b>September 2019</b>	The school year begins in September. Your child's secondary school will contact you before then with details and useful information.