

How to apply to Stocksbridge High School



**STOCKSBRIDGE
HIGH SCHOOL**

— This is Just the Start —

This leaflet is designed to walk you through your application to Stocksbridge High School and make the process as easy as possible.

Applications are made to Secondary Admissions and allocations are made by Community Schools.

To contact the team or obtain a paper form please contact them directly:

Tel: 0114 273 5790

Email: ed-admissions@sheffield.gov.uk

How to apply

All parents/carers wishing to obtain a place for their child at Stocksbridge High School in September 2024 must apply online or complete a Common Application Form (CAF). If you do not apply your chances of being allocated a place will be limited.

You must apply for a place even if you live in the school's catchment area. Places are not "reserved" at your catchment area school. If you do not make an application, you will not be offered a place.

You are responsible for providing supporting information to your application. This may include factors such as medical information from a relevant professional, family circumstances or any other factors that are relevant to you. There are no rules on this matter, if you think it is important include it in your application.

July

Children attending Sheffield Primary Schools, will receive a leaflet and covering letter from your child's current primary school.

The online application portal is now open.

September

Open Evening at Stocksbridge High School.

October

Final date to amend or submit online applications. (13th)

Closing date to return your completed application form. (31st)

March

Offer Date. If you have applied online, you will be sent an email notifying you of the allocated school. If you applied on a paper form, you will be sent a letter to your home address.

June

Appeals will be responded to.



Applying online

1. Access the Council's website using the following address:
www.sheffield.gov.uk/pupiladmissions
2. Click on the "Online Admissions" link.
3. Register for an account.
4. Enter the UID noted on the letter you received from Sheffield Council and your child's date of birth. This will reveal your child's details and invite you to enter your preferences.
5. If you do not have a UID, click on the box "No UID". You will be invited to enter your child's details.
6. Complete all available options. It is possible to select three preferred schools. You will be offered a place at your highest ranked school with available places.
7. You must submit your application. You will be asked to acknowledge that the information you have given is accurate and then to click submit again.
8. Press "continue" to receive the option to print off a copy of your application.
9. An acknowledgement will be sent to your email account confirming receipt of your application.

For a paper application please call 0114 273 5790 or email ed-admissions@sheffield.gov.uk to obtain Common Application Form (CAF).

Oversubscription and waiting list

If Stocksbridge High School receives more applications than places available, places will be decided against the oversubscription criteria. These criteria determine which children have priority.

1. Children in Care, previously in Care

Children who are in care or previously in care, including those children who appear (to the admission authority) to have been in state care outside of England, will be prioritised at their preferred school.

2. Catchment Area with Sibling

Children who live in the catchment area at the latest date for receiving applications and who will have a sibling attending the preferred school in September 2024 will be prioritised above other catchment applicants.

3. Catchment Area

Children living in the catchment area for the preferred school that will not have a sibling attending, will be considered next. The Authority does prioritise catchment area residents, however places are not guaranteed.

4. Siblings

Children who do not live in the catchment area but have an older sibling at the preferred school on the date of admission, will be offered a place if any places remain after all above categories have been allocated. Parents and carers must note that, places cannot be guaranteed in future years for younger children.

5. Feeder School

If your child attends a primary school which is officially designated as a feeder to a secondary school, but you live outside the catchment area, you will be offered a place after all above categories have been allocated. Parents whose child falls under this category should note that if they attend a non-catchment primary school, they have less chance of being allocated a place at the linked secondary school than those who live in the catchment area or have a brother or sister at the school.

6. Other applications

Any child who does not fit into one of the above categories will be considered next. Places will be allocated up to the published indicated admission number.

Special educational needs

Any child that has an Education Health Care Plan or a statement for SEN that names a specific school must be offered a place there.