

Information for Parents/Carers of Children Transferring to Secondary School in September 2025

Details on the [application process and admission criteria](#) for the schools in Southend were published in July 2024, and this flyer is a reminder of key details on the transfer to year 7 in September 2025. Details include a reminder to apply by the deadline - 31 October 2024 as well as key dates and additional school data that was not available when the [secondary booklet](#) was published on the Council's website.

Important dates in the admissions process?

Date	Event
1 September 2024	Admissions round for transfer to year 7 opens. Applications can be submitted to the home Local Authority. The application form is available here
1 September 2024	Closing date for parents to register for their child to take either the Sports or Performing Arts aptitude tests at The Eastwood Academy. Complete the Academy Supplementary Information Form (SIF)
Mid-September 2024	Performing Arts (PA) and Sports (S) aptitude tests to be taken at The Eastwood Academy by those pupils whose parents have registered for them to take the tests. Dates provided are provisional, parents should check the school's website for any changes.
21 September 2024	11 plus selection test to be taken by those pupils whose parents have registered for them to take the test with the CSSE. Details on www.csse.org.uk (news updates) and guide .
14 October 2024	Those pupils who took the 11 plus selection test will be advised of the outcome by CSSE. Details on www.csse.org.uk (news updates)
Prior to 31 October 2024	Those pupils who took either the Sports or Performing Arts aptitude tests at The Eastwood Academy will be advised of the outcome by the school.
31 October 2024	Closing date for Supplementary Information Forms (SIFs) to be returned to St Bernard's High School and St Thomas More High School
31 October 2024	On-time admissions round for transfer to year 7 closes. Closing date for the completed Common Application Form to be received by Southend Council (either online or by paper copy). The website for online applications will close at midnight. Late applications will continue to be accepted throughout the school year.
3 March 2025	National offer day. Parents that applied online will be able to view the offer online and the offer will also be sent via email. Where no email address has been provided, letters will be sent by 2nd class post to parents advising of the offer.



[Secondary Admissions Booklet 2025](#)

is available on the Council's website

Apply online between 1 September 2024 and 31 October 2024

School Data, that was not available at the time the [Secondary Admissions Booklet 2025](#) was published

School	Admission Limit 2024/25	Total number preferences received for September 2024	Total number of places offered on offer day 1 March 2024	Number of appeals lodged	number of appeals heard	Number of appeals upheld
Belfairs Academy	292	766	281	0	0	0
Cecil Jones Academy	220	311	153	0	0	0
Chase High School	226	611	226	9	6	0
Shoeburyness High School	310	732	310	6	3	0
Southchurch High School	168	316	153	0	0	0
Southend High School for Boys	180	945	180	9	9	0
Southend High School for Girls	180	926	180	15	11	0
St Bernard's High School	175	494	175	6	6	0
St Thomas More High School	180	557	180	16	13	2
The Eastwood Academy	220	1024	220	13	13	0
Westcliff High School for Boys	185	915	185	8	5	0
Westcliff High School for Girls	184	918	184	13	7	0

You are invited to Secondary School Admissions Information Event run by the Council

Online Tuesday 24 September 2024 at 5pm (register on the [Council's Website](#)), will cover overarching information.

Key Points for the 2025 application round

- [Applications](#) can be made between **1 September 2024 and 31 October 2024**
- You must apply to your home authority – if you pay Council tax to Southend-on-City City Council you apply to Southend [here](#)
- You can find a guide for making an application [here](#)
- You can put forward up to 5 preferences
- As always, we recommend one of your preferences is your catchment school to ensure your child has priority at least at one school.
- Look up for your catchment school is available [here](#)
- You can have a mixture of schools in the city and outside the city on your Southend application.
- On time applications must be submitted by **midnight 31 October 2024**. You cannot amend your preferences after the 31 October 2024.

Open days, Information Events for Southend-on-Sea Secondary Schools

To help you make informed decisions on your preference schools, all twelve-state funded Secondary Schools have joined us to provide you with information about their school, and the date and time of their prospective Year 7 information events. This information can be viewed on the council's website; <https://www.southend.gov.uk/secondary-shool-admissions/secondary-school-open-days>



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Key Points regarding the CSSE selection test (11+)

- Access entry information, special arrangements, guidelines and notification forms, request practice material and free familiarisation papers via the CSSE website; www.csse.org.uk and the 2025 [guide](#).
- You do not need to tell Southend-on-Sea Council the result your child received
- The pass mark is 303 is for all children.
- You are advised to use all 5 preferences and include non-selective schools in your preferences in case your child does not reach the 11+ pass mark.
- We recommend you include both the girls or both the boys' schools and consider the faith schools and Shoeburyness High to maximise your options if your child is successful in reaching the pass mark
- Your child cannot be considered for a selective place if the pass mark was not met for Southend High School for Girls, Southend High School for Boys, Westcliff High School for Boys and Westcliff High School for Girls.
- Your child can not be considered for a selective place if the pass mark and priority area is not met for a selective place at St Bernard's High School and St Thomas More High School.
- Shoeburyness High School considers the pass mark and children that passed with a borderline result of 295-303

Frequently Asked Questions

The answers to most questions will be found in the Secondary Admissions Booklet 2025 which is available on line on www.southend.gov.uk/admissions. Some common questions and answers are noted below.

What does order of preference mean? You are asked to select up to 5 schools in order of preference. The school you want most should be number 1, your second preference number 2 etc. If you want your child to do the 11+ and attend a grammar school then you must state the grammar school as the higher preference.

Does putting a school as a higher preference affect my chance of getting into another school? No, when you apply for a place the school will not know your order of preference. Only you and the Council will know. Your chances of getting offered a place are not affected by the preference you put. Places are offered in line with the school's admission criteria.

What are admissions criteria? If the school is oversubscribed these are the categories used by the admission authorities to rank applications in order. All schools give first priority to Looked After Children. These are generally followed by those with older siblings already in the school, those in the catchment area then those living outside the catchment area. Each schools criteria is detailed in the Secondary Admissions Booklet 2025 or will be shown in the school prospectus.

Am I guaranteed a place at my local catchment school? No. There are no guarantees for any places. However, we would advise that you put your local catchment school as one of your preferences. Check your catchment area on our interactive catchment area map available on the councils website www.southend.gov.uk/admissions.

When will I know which school my child is to be offered a place at? If you applied on-line you will be advised on 3 March by email. If you used the paper form, letters will be sent out by second class post on National Offer Day .

What happens if I miss the closing date of 31 October? Do not miss the closing date. Applications received after the closing date are classed as late applications which are not considered until after all "on time" applications have been processed. Your child's application will be disadvantaged if you apply late.

Do I have to apply for five schools? No, but the fewer schools you apply for, potentially the lower your chances are of getting a preference offer. Our advice is to apply for five schools and if doing the 11+ ensure that you have both selective and non-selective schools in your preferences.



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If I think my child will pass the 11+ should I only apply for the school I want? Our advice is to use all five preferences. We recommend that you select both of the boys or both of the girls grammar schools and to also consider the faith schools and other partially selective schools in the city. We also recommend that you include your catchment school as one of your preferences to ensure your child has priority at least one school. These tips will maximise your chances of securing one of your preferences.

Does every child get offered a school place?

Every child that has applied will get an offer of a school place on 3 March.

Important Things to Remember

1. It is your/parental responsibility, to apply for a school place and to the correct local authority.
2. Make sure you apply to the correct authority. If you pay council tax to Southend-on-Sea City Council, you must apply to Southend [here](#)
3. Make sure you read through the [Secondary Admission Booklet 2025](#) before you consider completing the application form
4. Complete 5 preferences, ensuring that the schools you want most are at the top
5. Ensure you understand how your preferred schools allocate places, if they get more applications than there are places. Data on the last five years allocations is provided in the [Secondary Admissions Booklet 2025](#) per school on each of the school pages from page 22 onwards.
6. Make sure you are aware which secondary school catchment area you live in – you can look this up [here](#)
7. Complete your application form (and SIF, if applicable) [online](#) – create an account, then add your child, then add application. Access the [guide](#) on how to use the system [here](#)
8. Ensure the application form is received by the Council before the closing date of 31 October 2024.

Contact Us

The [Secondary Admission Booklet 2025](#) provides the full admission arrangements for transfer between year 6 and year 7. You can call us to request a copy of the booklet however most parents prefer to save a copy from the Council website and use it as a reference look-up booklet.

[Secondary School Booklet 2025 \(southend.gov.uk\)](#)

The School Admissions Team will be able to answer your enquiries.

You can contact the team by emailing admissions@southend.gov.uk or by calling 01702 212934. Please ensure to include your child's full name and date of birth with all correspondence.

Useful links

[Southend School Admissions – Information, Booklets and Application](#)

How to apply: Access the [guide](#) on how to use the system [here](#)

[Directory of schools in the City](#)

[Southend's Special Educational Needs and Disability \(SEND\) Local Offer](#)

[Special Education Needs \(SEN\) Southend](#)

[Southend School Nursing Service](#)

[DfE guidance supporting pupils with medical needs](#)

[Southend Home Education information](#)

[Southend School Attendance information](#)

[Southend Children Missing Education](#)

[Southend's Education Access Team](#)

[SEND Guidance for Schools](#)

[School and College transport assistance](#)

[Southend City Council](#)



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