

ADMISSION TO SECONDARY SCHOOL – SEPTEMBER 2025

Secondary Transfer Co-ordinated Scheme for Kent.

The Secondary Transfer Scheme to co-ordinate admissions to Kent Secondary Schools has been agreed by all admissions authorities.

The key features of the scheme are:

- ◆ There is a standard form known as a Secondary Common Application Form (SCAF).
- ◆ Parents were invited to express four preferences in priority order, including any schools outside the LA area.
- ◆ Some schools asked parents to provide additional information on a supplementary form. This was not an application form; the only valid application form was the SCAF.
- ◆ The closing date for return of completed SCAFs was 31 October 2024.
- ◆ The LA notified all secondary schools of applications for their school. The schools applied their over-subscription criteria and sent back to the LA a list of all applicants ranked in priority order.
- ◆ The LA acted as a clearing house for all applications, and matched each schools' ranked list against other schools' ranked lists and:
 - (a) Where a child was eligible for a place at only one of the nominated schools, that school was offered.
 - (b) Where a child was eligible for a place at two or more nominated schools a place was allocated at whichever of these was the highest ranked preference.
 - (c) Where a child was not eligible for a place at any of the nominated schools, the child was allocated a place at an alternative school.
- ◆ On 3 March 2025 the home LA notified parents of the school allocation decision.
- ◆ On 24 April 2025 Kent County Council allocated places at schools with vacancies to children on schools' waiting lists, in accordance with their oversubscription criteria.

- ◆ After 25 April, schools with vacancies allocate places to children on their waiting lists,
in accordance with their oversubscription criteria