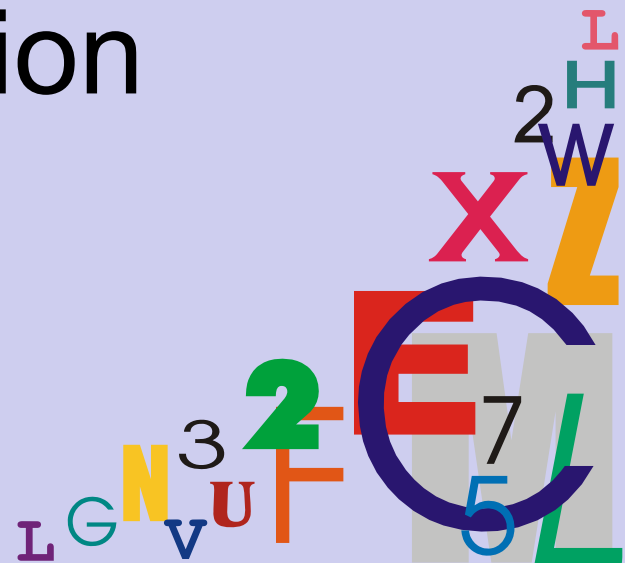
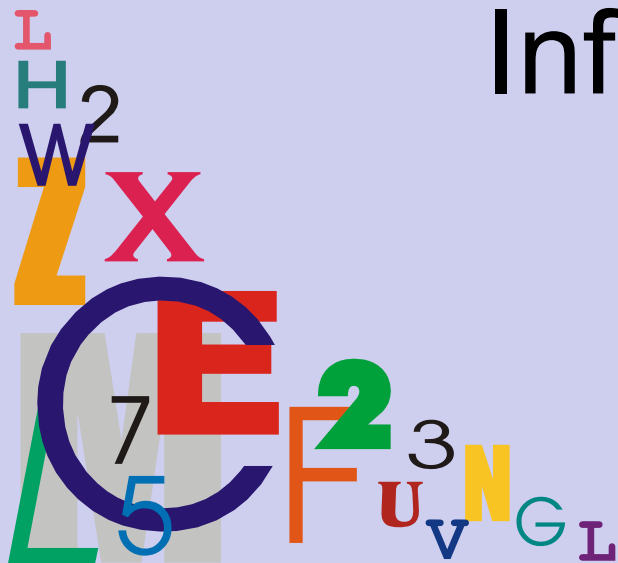


Secondary Transfer Information



Each year over 13,000 pupils living in Hertfordshire transfer to secondary and upper school. Admissions are coordinated by local authorities to ensure that children across the county are offered a school place on the same day (National Allocation Day).

In Recent Years

78% of applicants received their first preference
95% were offered one of their preferred schools

Last Year

644 pupils were allocated schools they did not rank. 80% did not rank their nearest school and 14% of these only put down one school.

IT IS VITAL THAT YOU CONSIDER THE ADMISSION
RULES FOR EACH SCHOOL BEFORE YOU APPLY FOR
IT.

School Visits

- Take the opportunity to view any online tours or presentations at all the schools that you might be considering.
- You know your child better than anyone and what school suits one child may not suit another.
- Look carefully at the admission rules for each school. You must be confident that you meet these rules.

DAOS
Announcement

School In Action Tours
9 am on 29 September, 1st and 3rd
October
No Booking Required
For more information click [here](#)

Chancellors

Open Evening
Thursday 18th September
Open Mornings
22nd – 26th September

Mount Grace School
Open Evening

Wednesday, 17 September 2025
5pm - 7.45pm
Scan the QR code to book, or email
open@mountgrace.herts.sch.uk



Bishop Hatfield Girls' School

Open Evening
Thursday 18th September
5pm – 8pm
Open Tours
22nd – 25th 9.30 or 1.30pm
Booking required

Applying for a School

- You can select up to four schools
- If you live near the county border and are interested in applying to a school in a neighbouring borough, you still need to apply to HCC and would need to name the school as one of your 4 schools
- You can apply online or on paper. It is recommended that you apply online.
- Applications must be in by 31st October 2025.

The Rules

Rule 1	Children in public Care (Looked after children)
Rule 2	Medical or Social Needs
Rule 3	Siblings
Rule 4	Children who live in the priority area and it is their nearest Hertfordshire School
Rule 5	Children who live in the priority area who live nearest the school
Rule 6	Children who live outside the priority area and it is their nearest Hertfordshire School
Rule 7	Children who live outside the priority area who live nearest the school

Rule 2

- If you consider that your child has medical or social needs that demonstrate why a particular school is required you must submit all relevant information at the time of application.
- If you are applying online, you must send the written information to the Admission Team before the closing date and include your Parent ID.
- If you are applying using the paper form, please enclose the written information with your form.
- Applications for Rule 2 will only be considered if they are supported by a letter from a professional.
- In the last 3 years, only 9% of rule 2 applications, on average, have been agreed each year."

Applying Online

- You can only apply online to the authority in which you live. Log on to www.hertsdirect.org/admissions
- Start by completing information about the person making the application.
- You will then be issued with a parent ID, username and password. **Keep this information safe. You will need it later.**
- Next you will enter your child's details.
- Enter the names of the schools you wish to apply to. These can be schools inside or outside Hertfordshire. Make sure you include details of siblings at the school.
- The final page gives a summary of the information you have provided and you need to click 'I AGREE' to finish your application.
- You will be able to print the confirmation page and you will be sent a confirmation e-mail if you provided an e-mail address.

Applying Online

- You can log back into your application at any time up until the deadline date if you wish to make changes to any of the details.
- PLEASE keep a copy of your login details as you will need these on allocation day to find out which school your child has been allocated.
- If you have any problems completing this, please let us know and we will see if we can help.



REMEMBER

All applications **MUST** be received by

31st OCTOBER 2025

Voluntary Aided / Foundation Schools

For Voluntary Aided and Foundation schools the governing body decides on its admission criteria rather than HCC.

For these schools you *may* have to complete a separate form (SIF) **AS WELL AS** the application form. These forms can be obtained from the individual schools or from the HCC website. For example, if you are applying to Chancellors under musical aptitude, then you must complete a SIF.

[Hertfordshire Admissions](#)

REMEMBER

All applications MUST be received by

31st OCTOBER 2025

