

Starting Nursery in Tower Hamlets 2024

For children born between 1 September 2020 and 31 August 2021



Closing date for applications: **16 February 2024**
Apply online at www.eadmissions.org.uk

Foreword by the Corporate Director



Dear parents and carers,

Starting nursery is a big moment for both parents and children. We know that you want your child to have the best start in life and choosing the right place for your child can often be a difficult decision.

This booklet is designed to help you make the right choice so that your child is happy and successful at nursery.

Inside you will find information about nurseries in Tower Hamlets, including addresses, phone numbers and maps showing exactly where they are. We have also tried to answer the most frequently asked questions.

It is a good idea to visit some nurseries and take the time to see the range of opportunities that are available before making up your mind. Nursery staff are always pleased to meet new parents and carers. As long as you make an appointment first, they will be happy to show you around. All of our local nurseries produce brochures about themselves, so you may want to contact those you are most interested in to ask for a copy.

For more information and advice, please call the School Admissions Service on 020 7364 5006. We have a number of multilingual as well as Bengali speaking admissions officers.

You should make your application online and, if you do not have your own computer, you can access the internet at any of the borough's Idea Stores. The website address is www.eadmissions.org.uk. Please see page 29 for more information.

More than 96 per cent of Tower Hamlets maintained nursery and primary schools have now been judged 'Good' or 'Outstanding' by Ofsted and the borough has some of the fastest improving schools in the country.

The latest nursery and primary school results show that very high standards are common in schools across the borough. This has meant a rise in the number of parents wanting to send their children to our schools and in turn there is a greater demand for school places in the borough.

Some nurseries in Tower Hamlets receive more applications than there are places available, so some children may not be offered a place at the preferred nursery. Please be aware of this when deciding which nurseries to apply to in order of preference.

We're proud that Tower Hamlets nurseries are inclusive and that children with Special Educational Needs and Disabilities are educated well and thriving in our mainstream settings.

I am sure you have very high aspirations for your child and expect high levels of achievement as well as good behaviour and regular attendance.

The Local Authority and our nurseries look to work in partnership with parents and carers. Together we can ensure your child and all children in Tower Hamlets progress well and make the best of their time at nursery. You can be sure our teachers and other staff strive for nothing short of excellence and, working with you, we can achieve this for your child.

We look forward to your child attending one of our nurseries.

Yours sincerely,

James Thomas

Corporate Director, Children's Services
London Borough of Tower Hamlets



This booklet explains how to apply for a place in a nursery school or a nursery class attached to a primary school in Tower Hamlets.

You will find this information useful if your child is due to start nursery or you would like your child to transfer from one nursery to another.

You need to apply by **16 February 2024** to secure a place for your child in the **2024/25** school year.

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Key dates at a glance

From September 2023

Read this booklet and consider which nursery you want to apply for.
You can visit nurseries to help you decide.

1 September 2023 to 16 February 2024

Complete the application online at www.eadmissions.org.uk
Apply for up to three nurseries in preference order. If you want to apply for a voluntary aided (church) school nursery, you must also obtain and return the school's supplementary information form with them.

16 February 2024

This is the closing date for applications.
Make sure you apply online by this date.

February to May 2024

The School Admissions Service will process your application to decide at which nursery your child can be offered a place.

8 May 2024

You will be sent a letter and email by the School Admissions Service informing you of the outcome of your application. If you are offered a place at a nursery, the nursery will write to you to confirm the arrangements for you to accept the place.

22 May 2024

Deadline for you to confirm acceptance of a place, directly with the nursery you have been offered. You can also add your child's name to any other nursery's waiting list.

September 2024

Your child starts nursery.

Children will usually start nursery school or a nursery class in the September following their third birthday. However, it is possible for eligible children to access a funded place from the beginning of the term after their third birthday.

How to apply

If your child was born between 1 September 2020 and 31 August 2021 and you would like a nursery place for September 2024, you must submit an online application by 16 February 2024. You should apply online at www.eadmissions.org.uk.

Please see page 29 for instructions on how to make an online application. It is a simple and easy way to submit your child's application.

You will then be able to:

- Search for nurseries in Tower Hamlets
- Access information about nurseries and links to their websites
- Make changes to your application up until the closing date 16 February 2024
- Receive notification of the outcome of your application by email.

When you have completed and submitted your application you will receive an instant email confirmation. You can make changes to your application up until the 16 February 2024 closing date.

If you wish to apply to a private nursery or a nursery in another local borough, you must contact the nursery directly.

You can apply for up to three Tower Hamlets nurseries. If you would like a nursery place at a voluntary aided school, free school or academy, you must – as well as completing an online application – complete the school's Supplementary Information Form (SIF) if they have one.

For guidance on completing an online application, please see Section 4.

To find out how to apply for a nursery place for other than a September start i.e. January or April, please refer to page 28. Alternatively, please email the School Admissions Service at school.admissions@towerhamlets.gov.uk

Contact the School Admissions Service on **020 7364 5006** or email school.admissions@towerhamlets.gov.uk for more information.

Who can help me with my online application?

- Guidance on how to apply online is in this booklet – see page 29.
- The School Admissions Service can offer advice and answer any questions on 020 7364 5006 or at school.admissions@towerhamlets.gov.uk
- Tower Hamlets Transitions Support Team provides information and advice about the admissions process to help families manage change and make informed decisions
Email: transitions@towerhamlets.gov.uk
Telephone: 020 7364 1533

Free access to computers at our Idea Stores

Please check www.ideastore.co.uk to keep up to date on which services are available, or other Idea Stores that may be open.

Make a note of the following details as you will need this information to access your application and offer in May.

Application reference number:

Username:

Password:

Nursery admissions parents' session

Join the School Admissions Service and the Transitions Support Team from the Family Information Advice and Support Service (formerly Parents Advice Centre) for a presentation on Nursery admissions – sessions run throughout the application phase from September to February.

Visit www.towerhamlets.gov.uk/schooladmissions and reserve your place today.

Get information on Primary admissions and ask questions to the School Admissions Service and the Transitions Support Team.

1

Special Educational Needs and Disabilities (SEND) / Education, Health and Care Plan (EHCP)

Children with additional needs

If your child has an Education, Health and Care Plan (EHCP) then you must contact the Local Authority's Special Educational

Needs (SEN) team to access a nursery place. You can contact the SEN team on 020 7364 4880.

If your child has additional/special educational needs or a disability but does not have an EHCP, you should apply for a nursery place

through the usual route. You may also contact your local Children and Family Centre for advice on getting additional support. Information on Children and Family Centres in Tower Hamlets can be found on page 26.



This booklet is for parents with a child born between 1 September 2020 and 31 August 2021 who wish to apply for a place in a nursery school or a nursery class attached to a primary school in Tower Hamlets for September 2024.

Children will usually start nursery in the September following their third birthday. It is possible for eligible children to access a funded nursery place from the beginning of the term after their third birthday. Both part-time (15 hours per week) and full-time (30 hours per week) places are available at Tower Hamlets nurseries.

Who is nursery education for?

Nursery Education is free for all three to four-year-olds. Your child is entitled to 15 hours free early years education per week and this is available from the term after their third birthday.

The benefits of choosing nursery education

Attending a nursery school or a nursery class gives children a valuable introduction to school. They will have the opportunity to develop their skills and to be part of a large group of children of their own age. We work in partnership with parents to give your child the best possible start to their education and prepare them for reception class.

Our nurseries are run by experienced, early years trained teachers and supported by nursery nurses and early years trained teaching assistants.

Most nursery education in Tower Hamlets nursery schools and nursery classes has been rated 'Good' or 'Outstanding' by Ofsted.

The nursery day is arranged to allow each child to develop at their own pace. Nursery classes are usually organised in the same way as a school, with three terms.

A typical day in nursery consists of two sessions: a morning session from approximately 9am to 12pm and an afternoon session from approximately 12:30pm to 3:30pm. Some settings offer wrap-around-care which means children can attend breakfast club (e.g. from 8am) and after school care (e.g. until 5:30pm).

Nurseries welcome visits from parents as we want you to feel confident that you pick the right setting for your child. It is well worth visiting a few nursery settings before making your application.

You can learn more about the early years foundation stage from www.towerhamlets.gov.uk/earlyyears or the Department for Education (DfE) website (www.gov.uk/df).

Nursery provision in Tower Hamlets

Nursery schools and schools with nursery classes

There are four nursery schools in Tower Hamlets:

- Alice Model Nursery School
- Children's House Nursery School
- Columbia Market Nursery School
- Rachel Keeling Nursery School

More information about these nursery schools can be found on page 23.

Primary Schools with nursery classes

There are 60 maintained primary schools which have an attached nursery class in Tower Hamlets. A full list of these nursery schools and classes, along with more information about them, can be found on page 23.

Other pre-school provisions

Private, voluntary and independent nurseries, preschools and play groups also offer pre-school provision. A list of these providers is available from the Family Information Service on **020 7364 6495**.

Nursery class sessions

Nursery classes are part-time for 15 hours or full-time for 30 hours each week during school term.

Usually children attend either a morning or afternoon session of three hours, or a full day. Where a school offers both morning and afternoon sessions, the school will allocate the sessions. Sessions may be allocated in consultation with parents. No guarantee is made of the session time when a place is offered. Children from multiple births will be offered the same session.

1

Introduction

Part-time and full-time funding

All 3 to 4-year-olds in England can get 570 free hours per year. It's usually taken as 15 hours a week for 38 weeks of the year, but you can choose to take fewer hours over more weeks. Your child becomes eligible for this the term after their third birthday, until the child reaches compulsory school age i.e. the term after their fifth birthday.

An additional free 15 hours will only be available for families where both parents are working (or the sole parent is working).

Typically, each parent must earn the equivalent of 16 hours a week at the national minimum or living wage and less than £100,000 a year to be eligible.

For more information on eligibility and how to obtain this go to: www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds.

Only part-time places will be offered as part of this coordinated scheme. Once your child has been offered a part-time place, you may request a full-time place from your nursery. Full-time places will be subject to availability and will depend on the eligibility criteria outlined in the previous paragraph.

Parents not eligible for the additional free 15 hours may still access a full-time place by paying for additional hours. This fee will be set by each nursery. Please contact your local nursery for further information.

Early learning for two-year-olds

Some children may be eligible for 15 hours of funded childcare from the term after their second birthday. Unlike the nursery education for three and four-year-olds which is open to all, the early learning for two-year-olds is only available to children and families that meet certain criteria.

You can check whether your child is eligible by going to: www.childcarechoices.gov.uk

Alternatively, you can go to your nearest Children and Family Centre, and they will be able to do the check. For more information on Children and Family Centres please see page 26.

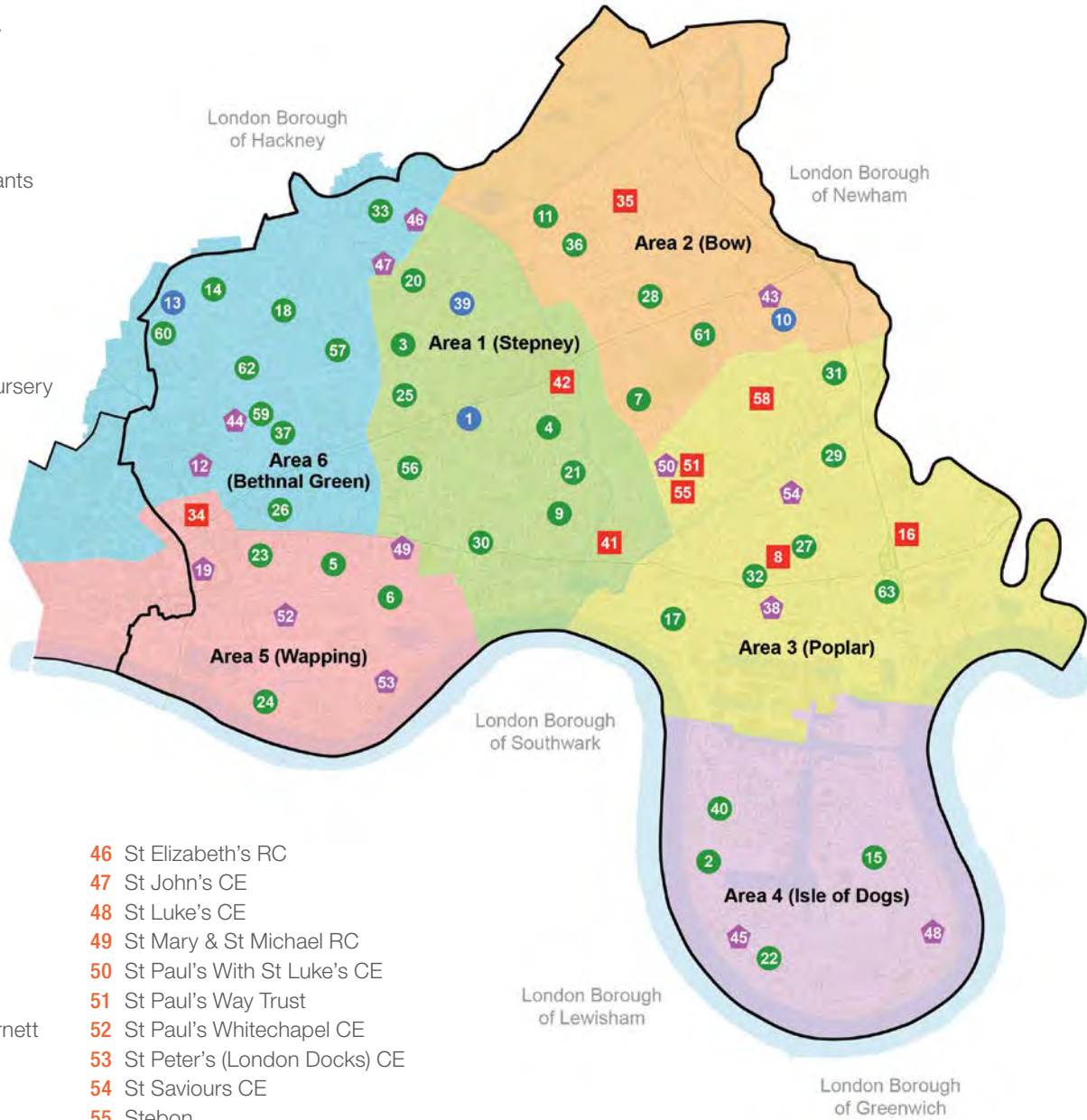
You can also call the Family Information Service on **020 7364 6495**. The Family Information Service will also be able to discuss with you what childcare is available and what best suits you and your child.



Catchment area maps and schools list

1

- 1 Alice Model Nursery
- 2 Arnhem Wharf
- 3 Bangabandhu
- 4 Ben Jonson
- 5 Bigland Green
- 6 Blue Gate Fields Infants
- 7 Bonner (Mile End)
- 8 Bygrove
- 9 Cayley
- 10 Children's House
- 11 Chisenhale
- 12 Christ Church CE
- 13 Columbia Market Nursery
- 14 Columbia
- 15 Cubitt Town
- 16 Culloden
- 17 Cyril Jackson
- 18 Elizabeth Selby & Lawdale Junior
- 19 English Martyrs RC
- 20 Globe
- 21 Halley
- 22 Harbinger
- 23 Harry Gosling
- 24 Hermitage
- 25 John Scurr
- 26 Kobi Nazrul
- 27 Lansbury Lawrence
- 28 Malmesbury
- 29 Manorfield
- 30 Marion Richardson
- 31 Marner
- 32 Mayflower
- 33 Mowlem
- 34 Mulberry Canon Barnett
- 35 Old Ford
- 36 Olga
- 37 Osmani
- 38 Our Lady & St Joseph
- 39 Rachel Keeling
- 40 Seven Mills
- 41 Sir William Burrough
- 42 Solebay
- 43 St Agnes RC
- 44 St Anne's & Guardian Angels RC
- 45 St Edmund's RC



- 46 St Elizabeth's RC
- 47 St John's CE
- 48 St Luke's CE
- 49 St Mary & St Michael RC
- 50 St Paul's With St Luke's CE
- 51 St Paul's Way Trust
- 52 St Paul's Whitechapel CE
- 53 St Peter's (London Docks) CE
- 54 St Saviours CE
- 55 Stebon
- 56 Stepney Park
- 57 Stewart Headlam and Hague Federation
- 58 The Clara Grant
- 59 Thomas Buxton
- 60 Virginia
- 61 Wellington
- 62 William Davis
- 63 Woolmore

- Free/Academy/Foundation Trust Schools
- Community Primary Schools
- N Nursery Schools
- ⬠ Voluntary Aided Primary Schools
- Borough Boundary

To find out the catchment area for your home address, please view the maps or visit the website: www.towerhamlets.gov.uk/equalchance

1

School catchment area 1 (Stepney)

Schools in the catchment area

Community nursery schools

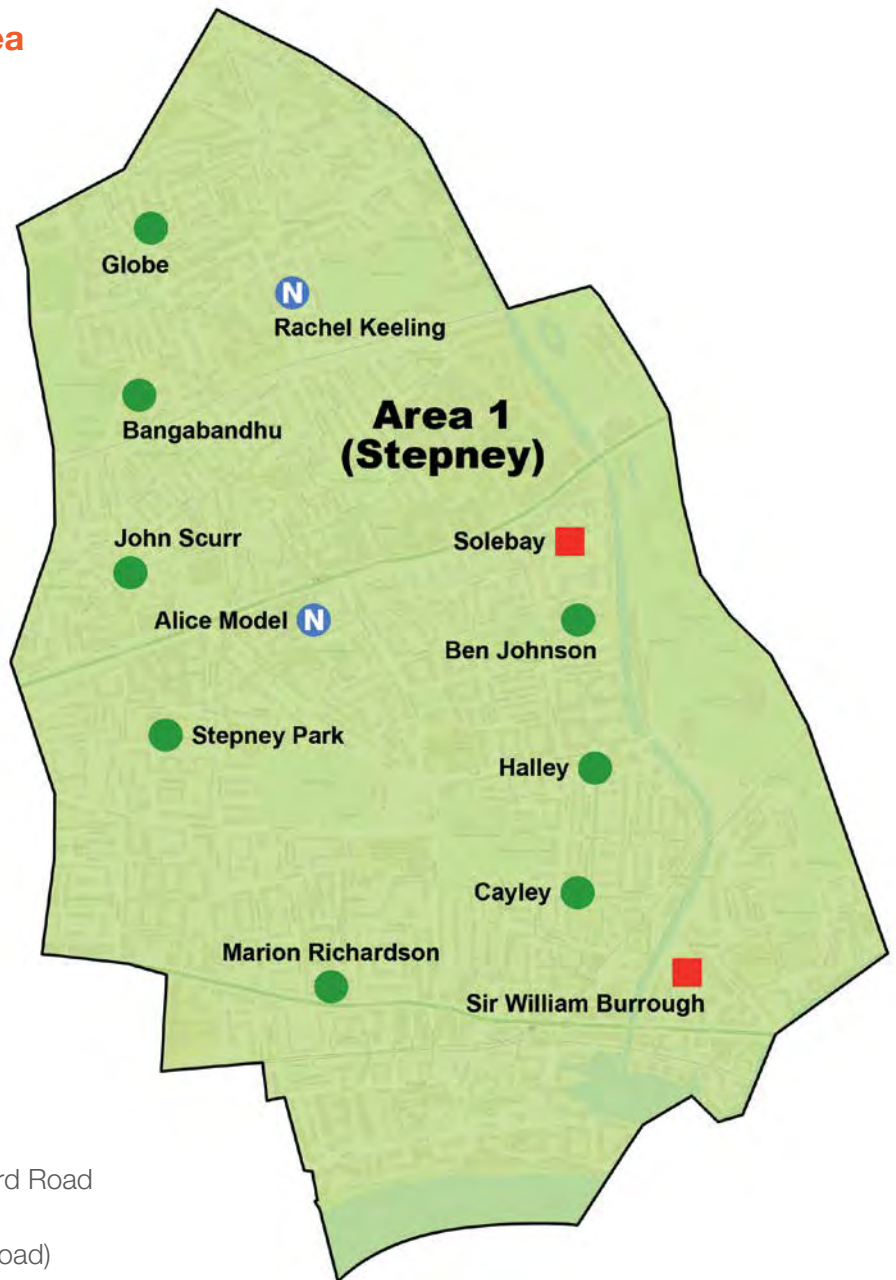
- 1 Alice Model Nursery
- 39 Rachel Keeling Nursery

Community schools with nursery class

- 3 Bangabandhu
- 4 Ben Jonson
- 9 Cayley
- 20 Globe
- 21 Halley
- 25 John Scurr
- 30 Marion Richardson
- 56 Stepney Park

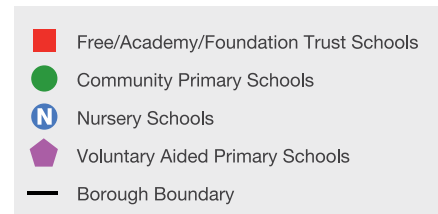
Academy/Free schools with nursery class

- 41 Sir William Burrough
- 42 Solebay – a Paradigm Academy (uses same admissions policy as community schools)



Area covered

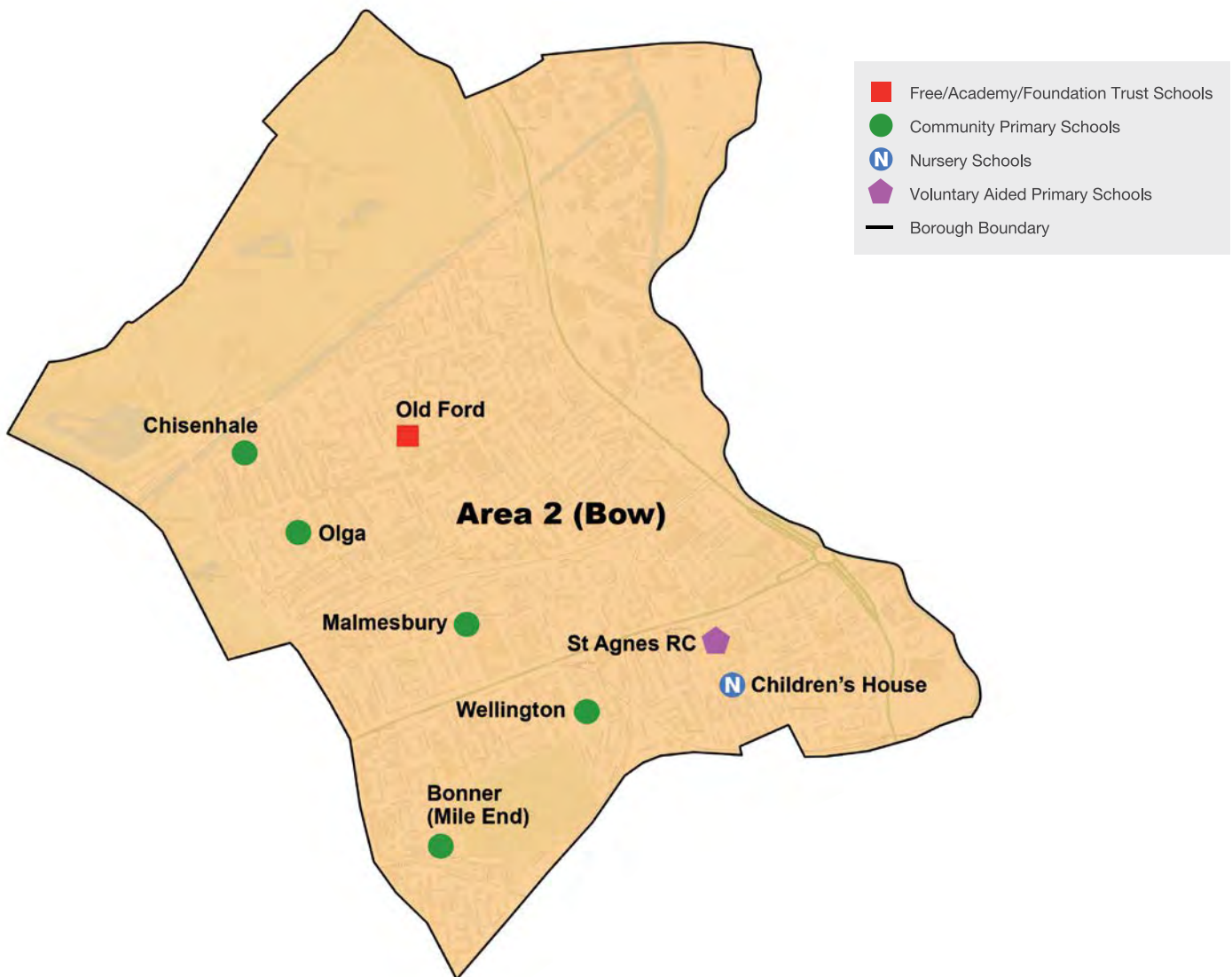
- South of Approach Road and Old Ford Road
- West of Regents Canal (up to the Railway Bridge on Grove Road)
- West of Grove Road and Burdett Road
- North of Limehouse Cut from Burdett Road to River Thames
- North of River Thames
- East of Brodlove Lane and Devonport Street
- East of Lukin Street
- North of Commercial Road (from Lukin Street to Sidney Street)
- East of Sidney Street and Cambridge Heath Road



To find out the catchment area for your home address, please view the maps or visit the website:
www.towerhamlets.gov.uk/equalchance

School catchment area 2 (Bow)

1



Schools in the catchment area

Community nursery schools

10 Children's House Nursery

Community schools with nursery class

7 Bonner (Mile End)
11 Chisenhale
28 Malmesbury
36 Olga
61 Wellington

Voluntary aided schools with nursery class

43 St Agnes RC

Academy/Free schools with nursery class

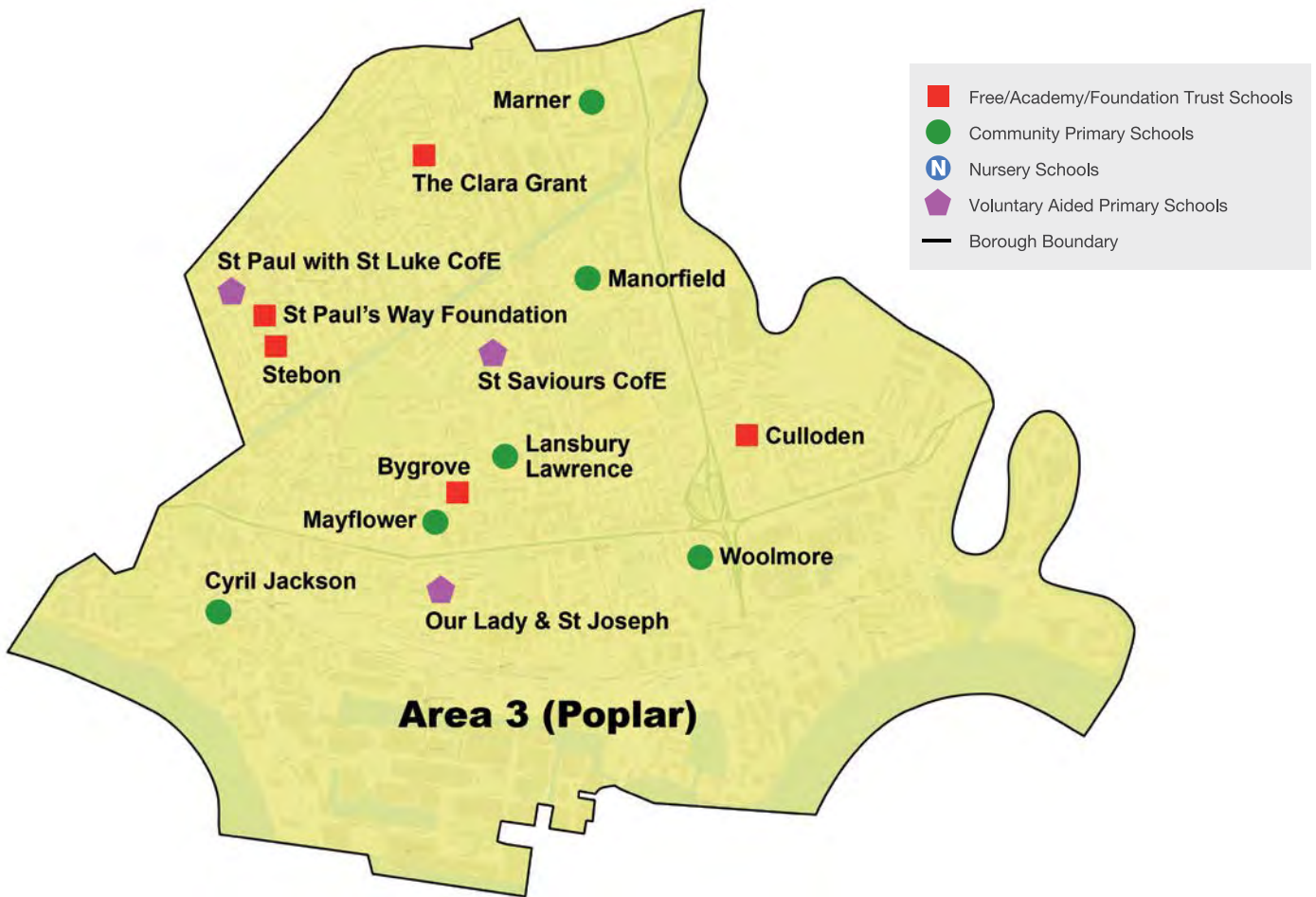
35 Old Ford – a Paradigm Academy (uses same admissions policy as community schools)

Area covered

- South of Approach Road and A106 Victoria Park Road
- South of Cadogan Terrace
- West of River Lea
- East of Regents Canal (from Railway Bridge on Grover Road) and Burdett Road
- North of the railway line connecting Limehouse and Bromley by Bow

To find out the catchment area for your home address, please view the maps or visit the website: www.towerhamlets.gov.uk/equalchance

School catchment area 3 (Poplar)



Schools in the catchment area

Community schools with nursery class

- 17 Cyril Jackson
- 27 Lansbury Lawrence
- 29 Manorfield
- 31 Marnar
- 32 Mayflower
- 63 Woolmore

Voluntary aided schools with nursery class

- 38 Our Lady & St Joseph
- 50 St Paul's with St Luke's CE
- 54 St Saviours CE

Academy/Free schools with nursery class

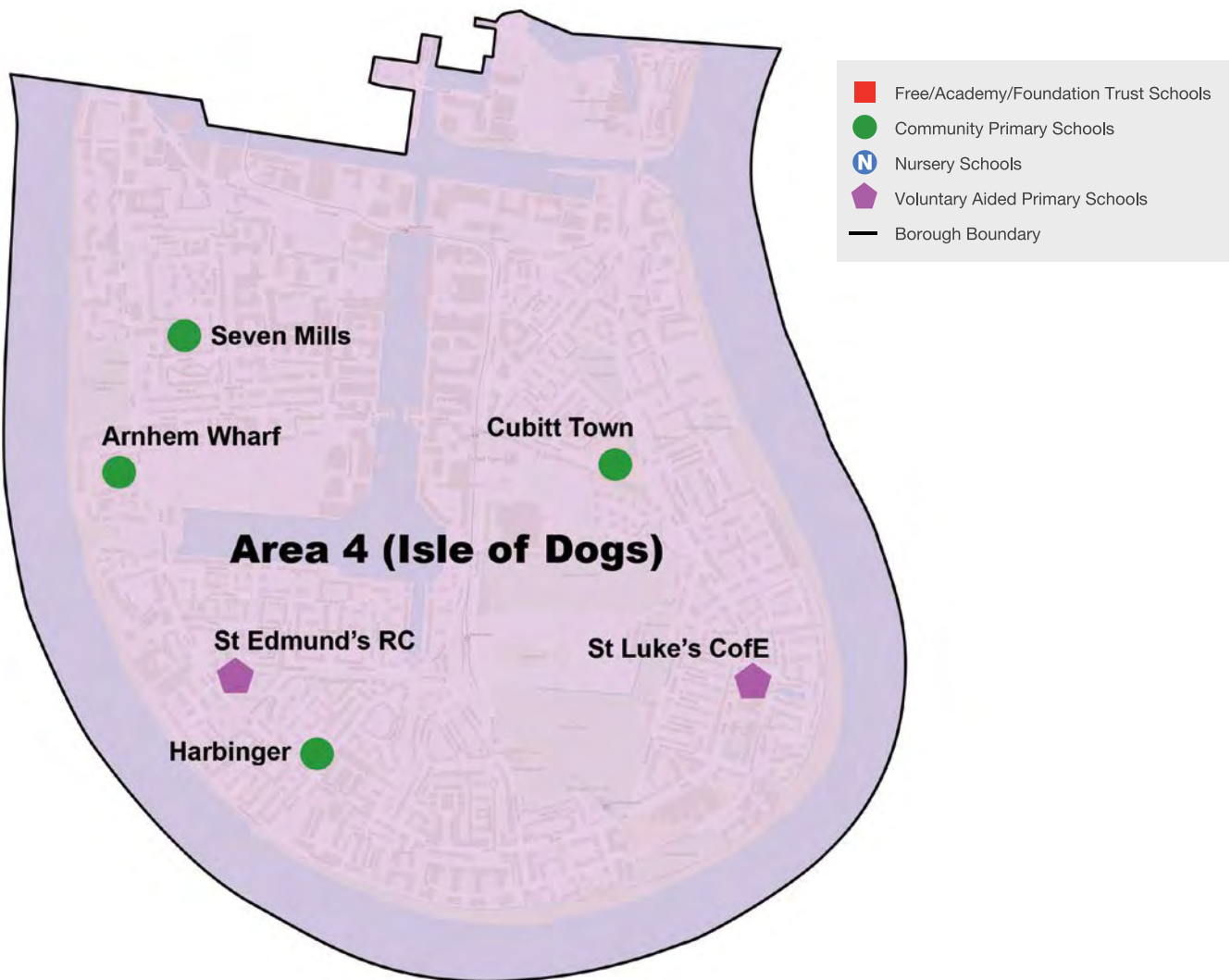
- 8 Bygrove (uses same admission policy as community schools)
- 16 Culloden – a Paradigm Academy (uses same admissions policy as community schools)
- 51 St Paul's Way Trust (uses same admissions policy as community schools)
- 55 Stebon (uses same admission policy as community schools)
- 58 The Clara Grant (uses same admission policy as community schools)

Area covered

- South of the railway line connecting Limehouse and Bromley by Bow
- West of River Lea
- East of Burdett Road and the River Thames
- North of Blackwall Basin

To find out the catchment area for your home address, please view the maps or visit the website:
www.towerhamlets.gov.uk/equalchance

School catchment area 4 (Isle of Dogs)



Schools in the catchment area

Community schools with nursery class

- 2 Arnhem Wharf
- 15 Cubitt Town
- 22 Harbinger
- 40 Seven Mills

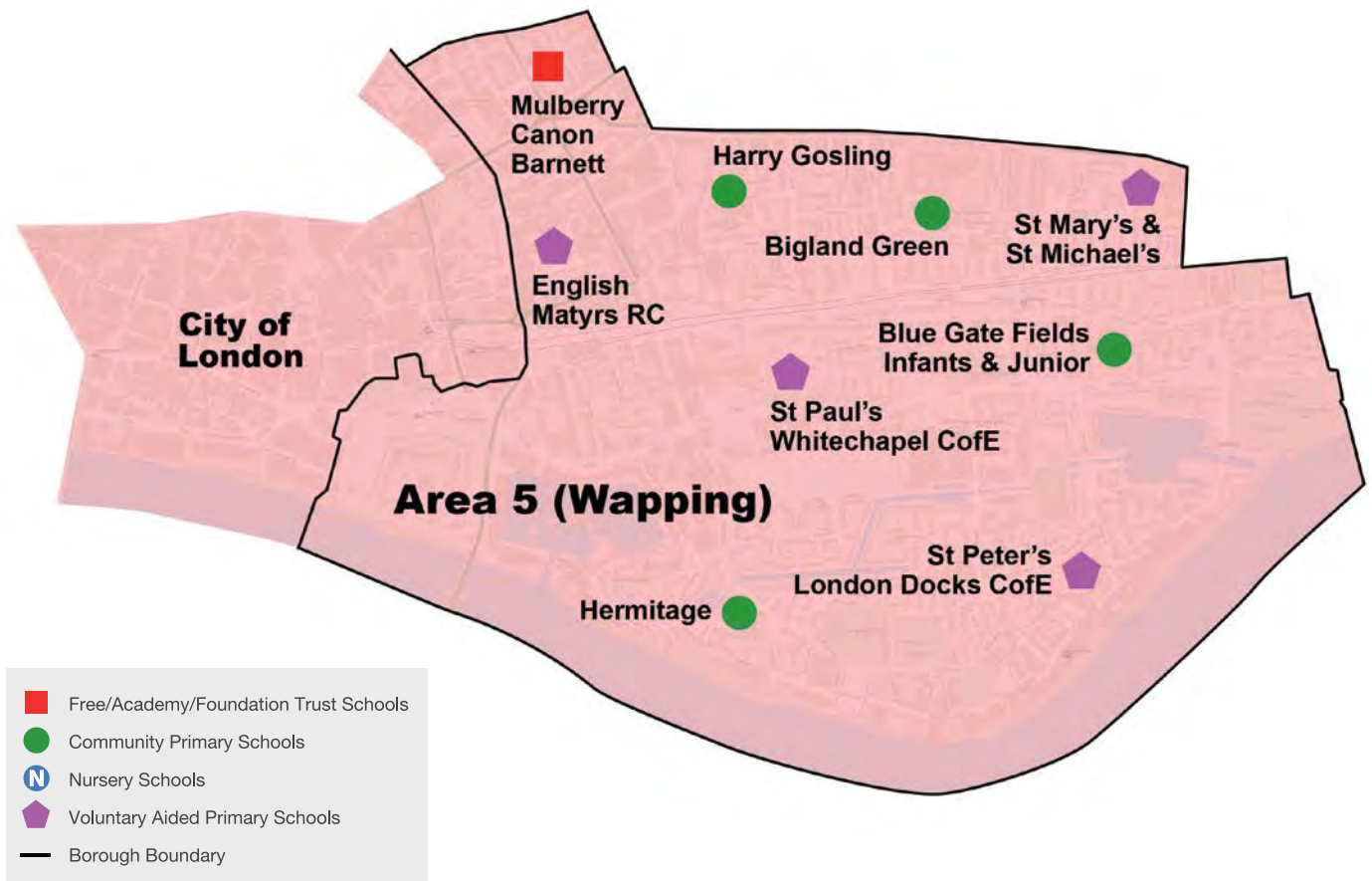
Voluntary aided schools with nursery class

- 45 St Edmund's RC
- 48 St Luke's CE

Area covered

- South of Blackwall Basin including Wood Wharf
- North of River Thames

To find out the catchment area for your home address, please view the maps or visit the website:
www.towerhamlets.gov.uk/equalchance



Schools in the catchment area

Community schools with nursery class

- 5 Bigland Green
- 6 Blue Gate Fields Infants
- 23 Harry Gosling
- 24 Hermitage

Voluntary aided schools with nursery class

- 19 English Martyrs RC
- 49 St Mary & St Michael RC
- 52 St Paul's Whitechapel CE
- 53 St Peter's (London Docks) CE

Academy/Free schools with nursery class

- 34 Mulberry Canon Barnett
(uses same admissions policy as community schools)

Area covered

Tower Hamlets

- South of Wentworth Street (up to Osborn Street)
- South of Commercial Road (from Whitechurch Lane to Lukin Street)
- South of Poonah Street
- West of Lukin Street, Devonport Street and Brodlove Lane
- North of River Thames
- East of Trinity Square, Mansell Street and Middlesex Street

City of London

- South of Cornhill, Leadenhall Street, Aldgate High Street
- South of Harrow Place (from White Kennet Street)
- West of Middlesex Street, Mansell Street and Trinity Square
- North of River Thames
- East of King Williams Street

To find out the catchment area for your home address, please view the maps or visit the website:
www.towerhamlets.gov.uk/equalchance

School catchment area 6 (Bethnal Green)

1

Schools in the catchment area

Community nursery schools

13 Columbia Market Nursery

Community schools with nursery class

14 Columbia
18 Elizabeth Selby & Lawdale Junior
26 Kobi Nazrul
33 Mowlem
37 Osmani
57 Stewart Headlam and Hague Federation

59 Thomas Buxton

60 Virginia

62 William Davis

Voluntary Aided schools with nursery class

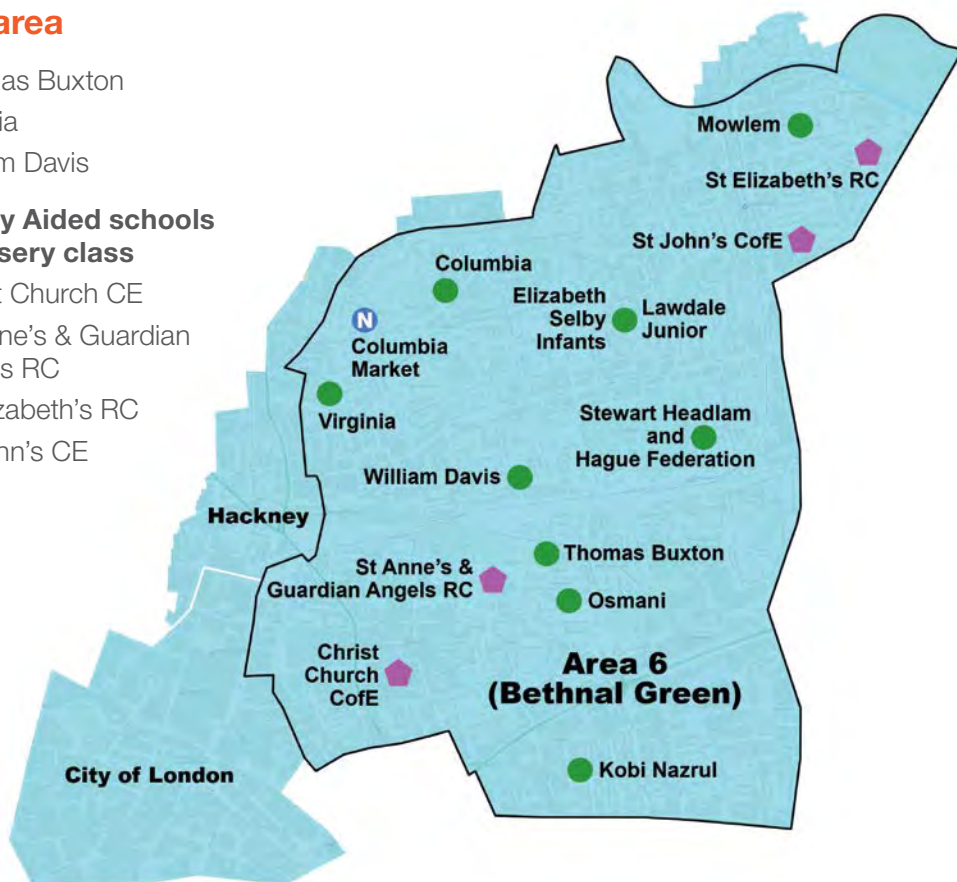
12 Christ Church CE

44 St Anne's & Guardian Angels RC

46 St Elizabeth's RC

47 St John's CE

■	Free/Academy/Foundation Trust Schools
●	Community Primary Schools
N	Nursery Schools
■	Voluntary Aided Primary Schools
	Borough Boundary



Area covered

Tower Hamlets

- South of Hackney Road (from Shoreditch High Street to Goldsmiths Row), South of Teale Street Pritchard's Road and Regent's Canal
- West of Approach Road and Old Ford Road
- West of Cambridge Heath Road and Sidney Street
- North of Commercial Road (from Sidney Street to Whitechurch Lane)
- North of Wentworth Street (from Osborn Street to Middlesex Street)
- East of Middlesex Street, Norton Folgate and Boundary Street

Hackney

- South of Ash Grove and Earlston Grove
- East of Fremont Street
- West and South of Christchurch Square
- North of Regent's Canal (up to Ash Grove)
- South of Dunloe Street (from Dawson Street to Columbia Road)
- West of Columbia Road
- North of Hackney Road
- East of Weymouth Terrace (from Hackney Road to 14 Dunloe Court)
- South of Cremer Street
- West of Hackney Road, Boundary Street and Shoreditch High Street
- North of Worship Street East of Scrutton Street, Christina Street, Gatesborough Street, Great Eastern Street and Curtain Road
- East of Shoreditch High Street (from Rivington Street to Waterson Street) and Nazrul Street City of London
- South of South Place, Sun Street, Appold Street and Worship Street
- West of Norton Folgate and Bishopsgate
- North of Cornhill
- East of Prince's Street and Moorgate

To find out the catchment area for your home address, please view the maps or visit the website: www.towerhamlets.gov.uk/equalchance

Closing date

The closing date for applications is **Friday 16 February 2024**. All applications made during the application period are treated in the same way in accordance with the procedure described in the following sections. Applications are not processed on a first come first served basis.

Applying after the closing date

Applications received after 16 February 2024 will be dealt with after all on-time applications have been considered. Many nurseries will not have any places available after considering on-time applications.

How decisions are made

The School Admissions Service Team will process applications and coordinate the decisions for all those who apply.

Your application for each school is processed individually and, in each case, a decision is taken to determine whether or not your child can be offered a place.

If we find that we can place your child at more than one of your school preferences only one school will be allocated. This will be for the highest preference school at which an offer can be made.

The decisions on applications for Tower Hamlets community nurseries are made by the Local Authority. If a Tower Hamlets community nursery receives more applications than places available,

the decision on whether or not a place can be offered will be made in accordance with the Local Authority's admission criteria set out in priority order as follows:

1. Children looked after by the Local Authority including adopted children who were previously looked after and children who leave care under a special guardianship or residence order. This also includes children who were previously in care abroad;
2. Children for whom it is deemed there is strong educational, medical or social reason to attend the school applied to (**see note 1**);
3. Children living within the catchment area who have a sibling attending the school (including the school of separate infant and junior schools) and who will continue to do so on the date of admission (**see note 2**);
4. Children whose parent is a member of staff who has been employed at the school concerned for two or more years at the time of application and/or children of a member of staff who has been recruited to fill a vacancy for which there is a demonstrable skill shortage;
5. Children who live within the catchment area of the school and for whom the school applied for is their nearest community school within the catchment area;
6. Other children from within the catchment area of the school;
7. Children living outside of the catchment area with a sibling at the school;
8. Children living outside of the catchment area of the school applied to.

Notes

Note 1: This can include the parents', carers' or other family members' medical conditions and the family's social needs. Parents must complete the relevant section on the application form and attach medical and/or social reports from a suitable professional (e.g. a doctor or social worker) to support the application.

Note 2: Sibling means a whole, half or step-brother or step-sister resident at the same address.

Tie-break

In the event of oversubscription within categories 3, 4, 5, 6, 7 and 8 above, priority will be given to children who live closest to the school by the shortest walking distance. A digitised Ordnance Survey map is used to measure the distance from the home address to the school's designated official entrance. In the event of two distances being the same, a decision will be made by random allocation.

Confirmation of address

Applications should be submitted according to where the child normally resides. This will normally be with an adult or adults who have legal responsibility for the child. Where the child lives at the property for part of the week with different adults who have legal responsibility, the address where the child spends the majority of the week will normally be used.

If time is spent between two homes equally, the parents/carers must agree the address to be used and a single application should then be made. This will commonly be where child benefit is payable, however all evidence will be taken into account.

Parents will be required to provide acceptable independent proof of their child's address. This may include council tax records. They must make sure that the application form they complete is accurate and must contact the Admissions Service and tell their child's headteacher if there is a relevant change after it has been submitted. Places may be withdrawn if false information is entered on the application form. Parents who do not provide evidence of their child's address as requested, or

provide conflicting or inconclusive information, may have the place withdrawn even if it has already been accepted.

Admission arrangements for voluntary aided schools, academies and free schools

For voluntary aided schools, free schools and academies, it is the school's governors who will make decisions, based on the information you provided in your application and the school's Supplementary Information Form (SIF). Admission policies and oversubscription criteria for these schools can be found on their websites or at www.towerhamlets.gov.uk/schooladmissions.

The Paradigm Academies (Culloden, Old Ford and Solebay), St Paul's Way Foundation Trust School, The LETTA Trust Primary Schools (Bygrove Primary School and Stebon Primary School) and The Clara Grant Primary School (part of The Tower Trust) have delegated decisions on admissions to the Local Authority and, therefore, use the same oversubscription criteria as Tower Hamlets community schools.



1

Understanding school catchment areas and the oversubscription criteria

Understanding school catchment areas and the oversubscription criteria

Tower Hamlets Local Authority seeks to operate an admissions system that provides equal and fair opportunities to all applicants. This includes having due regard to children living in areas where there are limited options in applying for a local school place.

School catchment area

A school catchment area is a geographically defined boundary used to help provide children with fairer access to a local school and ensure all schools in an area have an equal share of children.

A child living in the school's catchment area will, therefore, be given priority over a child living outside of the school's catchment area. This does not affect admission categories where children with a statement of special educational needs and disabilities (SEND) or an Education, Health and Care Plan (EHCP) are considered before any other admission. Catchment areas also do not affect Looked After children who are given priority in the admission policy. Other exceptional cases, such as medical and social reasons, will also be given priority before children living in the catchment area.

There are six school catchment areas for admission to Tower Hamlets community schools. The Paradigm Academies (Culloden, Old Ford and Solebay),

St Paul's Way Trust Primary School, Bygrove Primary School, Stebon Primary School and The Clara Grant Primary School also use these catchment areas in their admissions criteria. Each catchment area has several schools that you can choose from.

Maps of each catchment area and the schools within them can be found on pages 9-15.

To find out which catchment area you live in, view the maps on pages 9-15 or visit:

www.towerhamlets.gov.uk/equalchance

Nearest school within the catchment area

Higher priority is given to children who apply to the nearest school within their catchment area. This reduces the possibility of a family having to undertake an unreasonable journey to school and provides equal opportunity for families living in parts of the borough where there are a limited number of schools. Please see the examples on the next page which show how this works in practice.

Equal preference system

A model where all applications are treated equally in accordance with the admissions policy. Therefore, if a nursery receives more applications than it has places available, the admission criteria will be applied to each application with no consideration given to whether or not the nursery is the first, second, or third preference.

Distance criteria

When there are more children within one of the admission priorities than there are places remaining at the school, the Local Authority must decide who to offer places to. Priority will be given to children who live closest to the school by the shortest walking distance.

For example, a school may have 25 places remaining once all children for whom the school is the nearest school in the catchment area, but there are 30 other children who have applied and live within the same catchment area. The 25 children that live closest to the school will be offered a place and the five children that live furthest from the school will not be offered a place.



Understanding school catchment areas and the oversubscription criteria

1

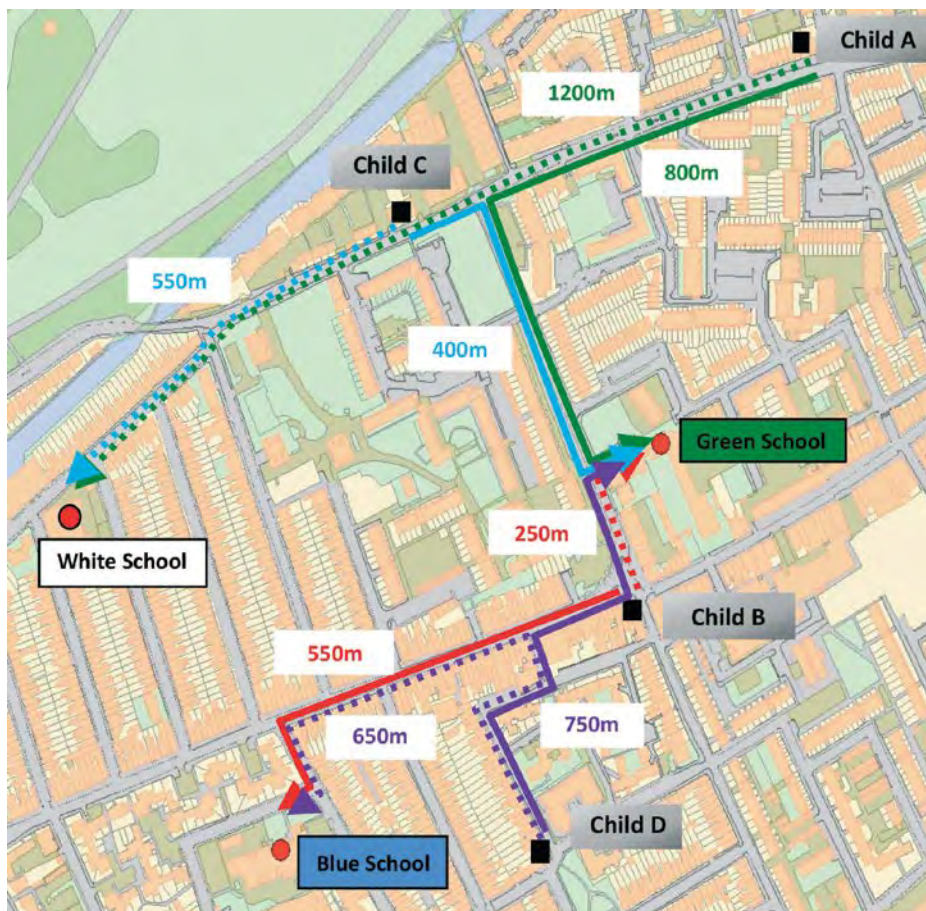
Example 1

In this example, Child A, Child B, Child C and Child D have all applied to Green School.

Green School is the nearest school for Child A, Child B and Child C. The nearest school for Child D is Blue School.

Given that Green School is Child A, Child B and Child C's nearest school, their applications will have higher priority than Child D's.

The highest priority would be given to Child B who lives 250m away from Green School, followed by Child C, who lives 400m away and then Child A, who lives 800m away. These children would, therefore, be ranked in order of priority as follows:



Admissions Criteria	Ranking Order
Priority 5 – nearest school in catchment area	1. Child B 2. Child C 3. Child A
Priority 6 – catchment area	4. Child D

Note: Although Child D lives closer to Green School than Child A, Child A will have higher priority because Green School is Child A's nearest school.

Example 2

This example is similar to the first one, but here Child B has decided not to apply to Green School, which is Child B's nearest school.

Even though Child B lives closer to Green School than the other children, Child B would not be considered for a place at Green School, because no application was made. The ranking in order of priority would therefore be as follows:

Admissions Criteria	Ranking Order
Priority 5 – nearest school in catchment area	1. Child C 2. Child A
Priority 6 – catchment area	3. Child D

Note: Child B's applications to Blue and White School would not be considered under the nearest school criterion because neither of these schools are Child B's nearest school.

2

Application outcomes

Notification of decisions

If your application is received on or before the closing date (16 February 2024), the School Admissions Service will notify you of the outcome of your application by letter and email. The letter will be sent on **8 May 2024** and will name the nursery at which a place has been offered for your child.

The email will be sent after 5pm on the same day. **This offer will be for a part-time place only.**

If you have not been offered a place at your chosen nurseries, you will be sent a list of nurseries that still have places remaining and given the opportunity to visit and apply to one of these nurseries. Your child will also be placed on the waiting list for your preferred nursery.

You must accept or decline the offer of a place by 22 May 2024 so that nursery places can then be re-allocated. If you do not reply by 22 May 2024, the offer may be withdrawn.

You must accept or decline the offer of a place by 22 May 2024

Contact the School Admissions Service on **020 7364 5006** or email **school.admissions@towerhamlets.gov.uk** for more information

Appeals

As nursery is non-statutory, parents do not have the right of appeal if they do not get their preferred nursery choice. However, parents may contact the Local Authority for more information on the reason as to why their child was not offered a place.

Waiting lists

All children will automatically be added to the waiting lists of higher preference nurseries than the one offered, unless parents ask to remove their child from a waiting list.

Waiting lists for Tower Hamlets community nurseries will be kept and maintained by the School Admissions Service in the order of priorities set out on page 16.

Waiting lists for Own Admission Authority nurseries i.e. voluntary aided schools, academies and free schools will be kept and maintained by the nursery itself.

Post offer process

After 8 May 2024, unsuccessful applicants will automatically be added to the waiting list for their preferred nursery. At this stage consideration will be given to late applicants (i.e. those that applied after 16 February 2024) alongside those that were unsuccessful in the initial round of offers.

From 5 June 2024, the School Admissions Service will identify nursery places for any children that are unplaced and those that applied late.

From September 2024, parents wishing to make an in-year transfer application, or parents who wish to make an application who have not yet done so, must make an In-Year Nursery application.

If your child turns three during the 2024/25 school year, you may apply for a nursery place for the term following their third birthday.



Frequently asked questions about nursery admission

2

Q When can my child start nursery?

Children can start nursery from the term following their third birthday. If your child was born between 1 September 2020 and 31 August 2021 and you would like a nursery place for September 2024, you must submit an online application by 16 February 2024.

For guidance on how to make an application, please see page 29.

Q What if I want a nursery place before September 2024?

If you would like a nursery place for your child for the term following their third birthday but before September 2024 i.e. in January or April 2024, please refer to page 28 for advice on how to make an in-year nursery application, or contact the School Admissions Service.

Q What if my child turns three during the 2023/24 school year?

If your child turns three during the 2023/24 school year, you may apply for a nursery place for the term following their third birthday by making an in-year application. For information on how to do that, please refer to page 28. Alternatively, you can contact the School Admissions Service.

Q What if I am not a Tower Hamlets resident but would like a place at a Tower Hamlets nursery?

If you are not a resident of Tower Hamlets but wish to apply for a Tower Hamlets nursery, you can also submit an online application via the Eadmissions website: www.eadmissions.org.uk.

For information on private or voluntary nurseries or playgroups, you can contact them directly or you can contact the Family Information Service on **020 7364 6495**.

Q Will my child be offered a full-time place?

The Local Authority will only offer part-time places i.e. for 15 hours per week. Once your child has been offered a part-time place, you may request a full-time place from your nursery.

Q Can my child attend more than one provision?

It is not recommended for a child to be attending more than one type of under-fives activity (e.g. playgroup in the morning and nursery class in the afternoon). The adjustment is too demanding and confusing for most children of this age and much of the benefit from either activity could be lost.

Q Can I transfer my child between nurseries?

Once children are admitted to nursery education, it is in their interests to remain at that school until they have to move on and start reception class. Children take at least a term to settle and can find it very upsetting to move at this stage.

Transfers will only take place at the start of each term and should only be considered if a family has moved from the area or on exceptional grounds. Please refer to page 28 for more information.

Q If my child is already in the school's nursery class, is there an automatic right to a place in the reception class?

No. When parents apply for their children to start reception, no priority is given to children that attend the nursery of the school. The decision on whether or not a place can be offered will be made in accordance with the school's admission policy. The policy used for community schools in Tower Hamlets is explained on page 16.

You must submit an online application by 16 February 2024

2

Before you apply – dos and don'ts

Before you apply:

DO:

- ✓ **Visit nurseries** – this is the best way to get a feel for the nursery. You can meet staff, ask questions and see the nursery in action.
- ✓ **Read this booklet** – It is important you understand the policy and process.
- ✓ **Think about what is right for your child** – don't rely on what others tell you, do your own research.
- ✓ **Think about the journey** – how easy will it be to get to the nursery?
- ✓ **Check the admissions criteria** and how likely it is that your child would be offered a place.
- ✓ **Use all your preferences** – List nearest nurseries for convenience

- ✓ **Ask the School Admissions Service Team for advice.**

- ✓ **Make sure you press 'submit' when you finish your online application.** You should receive a reference number confirming safe receipt.

DON'T:

- ✗ **Put private (independent) fee paying nurseries on your application** – you should apply directly to the private nursery.
- ✗ **Wait until the last minute to apply** – you may have problems logging in or getting online. Give yourself plenty of time to think things through.
- ✗ **List only one nursery** – your application won't be treated more favourably and you could lose out on another nursery you like.



Nursery schools and schools with Nursery classes

2

Nursery name and address	Catchment area	Nursery type	Number of places available†	Full time places	Breakfast club	After school club	Telephone and website
Alice Model Nursery School 14 Beaumont Grove, London, E1 4NQ	Stepney	Community	70	Yes	Yes	Yes	020 7790 5425 www.alicemodel.weebly.com
Arnhem Wharf Primary School 1 Arnhem Place, London, E14 3RP	Isle of Dogs	Community	49	Yes	Yes	No	020 7515 4310 www.arnhemwharfprimaryschool.com
Bangabandhu Primary School Wessex Street, London, E2 0LB	Stepney	Community	53	Yes	No	No	020 8980 0580 www.bangabandhu.towerhamlets.sch.uk
Ben Jonson Harford Street, London, E1 4PZ	Stepney	Community	104	Yes	Yes	Yes	020 7790 4110 www.benjonson.towerhamlets.sch.uk
Bigland Green Primary School Bigland Street, London, E1 2ND	Wapping	Community	100	Yes	No	No	020 7702 7088 www.biglandgreen.towerhamlets.sch.uk
Blue Gate Fields Infant School King David Lane, London, E1 0EH	Wapping	Community	77	Yes	Yes	Yes	020 7790 3611 www.bluegatefieldsinfant.co.uk
Bonner Mile End Primary School 2C Ropery Street, London, E3 4QE	Bow	Community	35	Yes	Yes	Yes	020 8980 1004 www.bonner.towerhamlets.sch.uk
Bygrove Primary School Bygrove Street, London, E14 6DN	Poplar	Academy	50	Yes	Yes	Yes	020 7538 4925 www.bygrove.towerhamlets.sch.uk
Cayley Primary School Aston Street, London, E14 7NG	Stepney	Community	72	Yes	Yes	Yes	020 7790 1490 www.cayley.towerhamlets.sch.uk
Children's House Nursery School 92 Bruce Road, London, E3 3HL	Bow	Community	70	Yes	Yes	Yes	020 8980 4662 www.childrenshouse.towerhamlets.sch.uk
Chisenhale Primary School Chisenhale Road, London, E3 5QY	Bow	Community	28	Yes	Yes	Yes	020 8980 2584 www.chisenhale.towerhamlets.sch.uk
Christchurch CofE Primary School 47A Bricklane, London, E1 6PU	Bethnal Green	Voluntary Aided	10	Yes	Yes	Yes	020 7247 0792 www.christchurchprimarybricklane.org
Columbia Market Nursery School Columbia Road, London, E2 7PG	Bethnal Green	Community	70	Yes	Yes	Yes	020 7739 4518 www.columbiamarket.towerhamlets.sch.uk
Columbia Primary School Columbia Road, London, E2 7RG	Bethnal Green	Community	30	Yes	Yes	Yes	020 7739 3835 www.columbia.towerhamlets.sch.uk
Cubitt Town Primary School Manchester Road, London, E14 3NE	Isle of Dogs	Community	90	Yes	No	No	020 7987 3373 www.ctpschool.org
Culloden Primary - A Paradigm Academy Dee Street, London, E14 0PT	Poplar	Academy	80	Yes	Yes	Yes	020 7364 1010 https://cullodenacademy.paradigmtrust.org
Cyril Jackson Primary School South Building Limehouse Causeway, London, E14 8AQ	Poplar	Community	64	Yes	Yes	Yes	020 7987 3737 www.cyriljackson.towerhamlets.sch.uk
Elizabeth Selby Infant School Old Bethnal Green Road, London, E2 6PP	Bethnal Green	Community	80	Yes	Yes	Yes	020 7739 6187 www.elizabethselby.school
English Martyrs RC Primary School St Marks Street, London, E1 8DJ	Wapping	Voluntary Aided	17	Yes	Yes	yes	0207 709 0182 www.englishmartyrs.towerhamlets.sch.uk
Globe Primary School Gawber Street, London, E2 0JH	Stepney	Community	28	Yes	Yes	Yes	0208 980 1738 www.globeschool.org.uk
Halley Primary School Halley Street, London, E14 7SS	Stepney	Community	50	Yes	No	No	020 7265 8061 www.halley.towerhamlets.sch.uk
Harbinger Primary School Cahir Street, London, E14 3QP	Isle of dogs	Community	45	Yes	Yes	No	020 7987 1924 www.harbingerschool.co.uk

† The number of places available may change and are subject to availability.

2

Nursery schools and schools with Nursery classes

Nursery name and address	Catchment area	Nursery type	Number of places available†	Full time places	Breakfast club	After school club	Telephone and website
Harry Gosling Primary School Fairclough Street, London, E1 1NT	Wapping	Community	44	Yes	No	No	020 7481 1650 www.harrygoslingprimary.co.uk
Hermitage Primary School Vaughan Way, London, E1W 2PT	Wapping	Community	40	Yes	Yes	Yes	020 7702 1037 www.hermitage.towerhamlets.sch.uk
John Scurr Primary School Cephas Street, London, E1 4AX	Stepney	Community	38	Yes	No	No	020 7790 3647 www.johnscurrprimary.weebly.com
Kobi Nazrul Primary School Settle Street, London, E1 1JP	Bethnal Green	Community	10	Yes	Yes	Yes	020 7375 3626 www.kobinazrul.towerhamlets.sch.uk
Lansbury Lawrence Primary School Cordelia Street, London, E14 6DZ	Poplar	Community	70	Yes	Yes	Yes	020 7987 4589 www.lansburylawrence.towerhamlets.sch.uk
Malmesbury Primary School Coborn Street, London, E3 2AB	Bow	Community	51	Yes	Yes	Yes	020 8980 4299 www.malmesburyschool.uk
Manorfield Primary School Wyvis Street, London, E14 6QD	Poplar	Community	48	Yes	No	No	020 7987 1623 www.manorfield.towerhamlets.sch.uk
Marion Richardson Primary School Senrab Street, London, E1 0QF	Stepney	Community	70	Yes	Yes	No	020 7790 1441 www.marionrichardson.towerhamlets.sch.uk
Marnier Primary School Devas Street, London, E3 3LL	Poplar	Community	64	Yes	Yes	No	020 7987 2938 www.marnierprimary.com
Mayflower Primary School Upper North Street, London, E14 6DU	Poplar	Community	50	Yes	Yes	Yes	020 7987 2782 www.mayflower.towerhamlets.sch.uk
Mowlem Primary School Mowlem St Bishops Way, London, E2 9HE	Bethnal Green	Community	27	Yes	Yes	Yes	020 8249 6880 www.mowlem.towerhamlets.sch.uk
Mulberry Canon Barnett Primary School Gunthorpe Street, London, E1 7RQ	Wapping	Academy	58	Yes	Yes	No	020 7247 9023 www.canonbarnett.towerhamlets.sch.uk
Old Ford Primary - A Paradigm Academy Wrights Road, London, E3 5LD	Bow	Academy	141	Yes	Yes	Yes	020 8980 1503 https://oldfordacademy.paradigmtrust.org
Olga Primary School Lanfranc Road, London, E3 5DN	Bow	Community	72	Yes	Yes	Yes	020 8981 7127 www.olga.towerhamlets.sch.uk
Osmani Primary School Vallance Road, London, E1 5AD	Bethnal Green	Community	106	Yes	Yes	No	020 7247 8909 www.osmani.towerhamlets.sch.uk
Our Lady & St Joseph Catholic Primary School Wades Place, London, E14 0DE	Poplar	Voluntary Aided	60	Yes	No	No	020 3764 8860 www.olsj.towerhamlets.sch.uk
Rachel Keeling Nursery School Bullards Place, Morpeth Street, E2 OPS	Stepney	Community	100	Yes	Yes	No	020 8980 5856 www.rachelkeeling.towerhamlets.sch.uk
Seven Mills Primary School Malabar Street, London, E14 8LY	Isle Of Dogs	Community	30	Yes	No	No	020 7987 2350 www.sevenmills.towerhamlets.sch.uk
Sir William Burrough Primary School Salmon Lane, London, E14 7PQ	Stepney	Academy	44	Yes	No	No	020 7987 2147 www.sirwilliamburrough.net
Solebay Solebay Street, London, E1 4PW	Stepney	Academy	50	Yes	Yes	Yes	020 8980 2414 https://solebayacademy.paradigmtrust.org
St Agnes RC Primary School Rainhill Way, London, E3 3ER	Bow	Voluntary Aided	26	Yes	No	No	020 8980 3076 www.st-agnes.towerhamlets.sch.uk
St Anne's & Guardian Angels RC Primary School Underwood Road, London, E1 5AW	Bethnal Green	Voluntary Aided	37	Yes	Yes	Yes	020 7247 6327 www.stannesschool.org.uk

† The number of places available may change and are subject to availability.

Nursery schools and schools with Nursery classes

2

Nursery name and address	Catchment area	Nursery type	Number of places available†	Full time places	Breakfast club	After school club	Telephone and website
St Edmund's RC Primary School 299 Westferry Road, London, E14 3RS	Isle of Dogs	Voluntary Aided	25	Yes	No	Yes	020 7987 2546 www.st-edmunds-school.org
St Elizabeth's RC Primary School Bonner Road, London, E2 9JY	Bethnal Green	Voluntary Aided	40	Yes	Yes	Yes	020 8980 3964 www.st-elizabeth.uk
St John's CofE Primary School Peel Grove, London, E2 9LR	Bethnal Green	Voluntary Aided	14	Yes	Yes	No	020 8980 1142 www.st-johns.towerhamlets.sch.uk
St Luke's CofE Primary School Saunders Ness Road, London, E14 3EB	Isle of Dogs	Voluntary Aided	60	No	Yes	Yes	020 7987 1753 www.st-lukes.towerhamlets.sch.uk
St Mary & St Michael RC Primary School Sutton Street, London, E1 0BD	Wapping	Voluntary Aided	34	Yes	Yes	Yes	020 7790 4986 www.st-marymichael.towerhamlets.sch.uk
St Paul's with St Luke's CofE Primary School Leopold Street, London, E3 4LA	Poplar	Voluntary Aided	47	Yes	Yes	Yes	020 7987 4624 www.spsl.towerhamlets.sch.uk
St Paul's Way Trust Primary School 32 St Paul's Way, London, E3 4AL	Poplar	Academy	39	Yes	Yes	Yes	020 7987 1883 www.spwt.net
St Paul's Whitechapel CofE Primary School Wellclose Square, London, E1 8HY	Wapping	Voluntary Aided	26	Yes	Yes	No	020 7480 6581 www.st-pauls.towerhamlets.sch.uk
St Peter's London Docks CofE Primary School Garnet Sreet, London, E1W 3QT	Wapping	Voluntary Aided	30	Yes	Yes	Yes	020 7488 3050 www.stpetersprimary.org.uk
St Saviours CofE Primary School Chrip Street, London, E14 6BB	Poplar	Voluntary Aided	37	Yes	No	No	020 7987 4889 www.stsavioursschool.org.uk
Stebon Primary School Burdett Estate, Wallwood Street, E14 7AD	Poplar	Academy	55	Yes	Yes	Yes	020 7987 4237 www.stebon.org.uk
Stepney Park Primary School Smithy Street, London, E1 3BW	Stepney	Community	73	Yes	Yes	Yes	020 7884 5225 www.stepneypark.towerhamlets.sch.uk
Stewart Headlam and Hague Federation Nursery* Wilmot Street, London, E2 0BP	Bethnal Green	Community	17	Yes	Yes	No	020 7739 9574 www.stewartheadlam.towerhamlets.sch.uk
The Clara Grant Primary School Knapp Road, London, E3 4BU	Poplar	Academy	46	Yes	Yes	No	020 7987 4564 www.claragrants.towerhamlets.sch.uk
Thomas Buxton Primary School Buxton Street, London E1 5AR	Bethnal Green	Community	51	Yes	No	No	020 7247 3816 www.thomasbuxton.towerhamlets.sch.uk
Virginia Primary School Virginia Road, London, E2 7NQ	Bethnal Green	Community	25	Yes	No	No	020 7739 6195 www.virginia.towerhamlets.sch.uk
Wellington Primary School Wellington Way, London, E3 4NE	Bow	Community	38	Yes	Yes	No	020 8980 2413 www.wellington.towerhamlets.sch.uk
William Davis Primary School Wood Close, Cheshire Street, E2 6ET	Bethnal Green	Community	30	Yes	Yes	Yes	020 7739 1511 www.williamdavis.org.uk
Woolmore Primary School 37 Woolmore Street, London, E14 0EW	Poplar	Community	52	Yes	Yes	No	020 7987 2778 www.woolmore.towerhamlets.sch.uk

† The number of places available may change and are subject to availability.

* Stewart Headlam and Hague Primary schools are a Federation and whilst they will continue to take nursery applications separately, their nursery site for both schools will be based in Hague Primary school as a single site.

2

Children and Family Centres

Tower Hamlets Early Help & Children and Families Service provides support to children, young people and their families at the earliest point when challenges first arise and to stop these from escalating.

Early Help is primarily delivered through our 12 Children and Family Centres, a place where parents, carers or families with children from birth – 19 years of age (or up to 25 with Special Educational Needs and Disabilities) can go to and use play facilities, join groups and receive support.

Children and Family Centres aim to improve outcomes for all children, young people and their families by shaping:

- child development and school readiness
- parenting aspirations and parenting skills
- child and family health and life chances.

Children and Family Centres work with parents, families, settings and the community from as early as possible to make sure children are ready for school. The centres offer a range of support to parents including dedicated school readiness workshops which include toilet training and managing behaviour.

There are 12 Children's Centres across the borough each offering both universal and targeted services for families:

North West Locality

Meath Gardens

1 Smart Street
London E2 0SN
020 7364 0349

Mowlem

Wadeson Street
London E2 9DL
020 7364 7935

Collingwood

St Bartholomew Gardens
Buckhurst Street
London E1 5QT
020 7364 0539

North East Locality

Overland

60 Parnell Road
Bow, London E3 2RU
020 7364 1925

Marner

Marner Centre
Devas Street
London E3 3LL
020 7364 3534

Mile End

9 Bede Square
Joseph Street
London E3 4GY
020 7364 7557

South West Locality

Wapping and Bigland

15 Richard Street
London E1 2JP
020 7364 0423/6004

John Smith

90 Stepney Way
London E1 2EN
020 7364 0537

Ocean

Whitehorse Road
London E1 0ND
020 7364 6605

South East Locality

Around Poplar

115 Three Colt Street
London E14 8AP
020 7364 0540

Chrisp Street

45 Kerbey Street
London E14 6AH
020 7364 2856

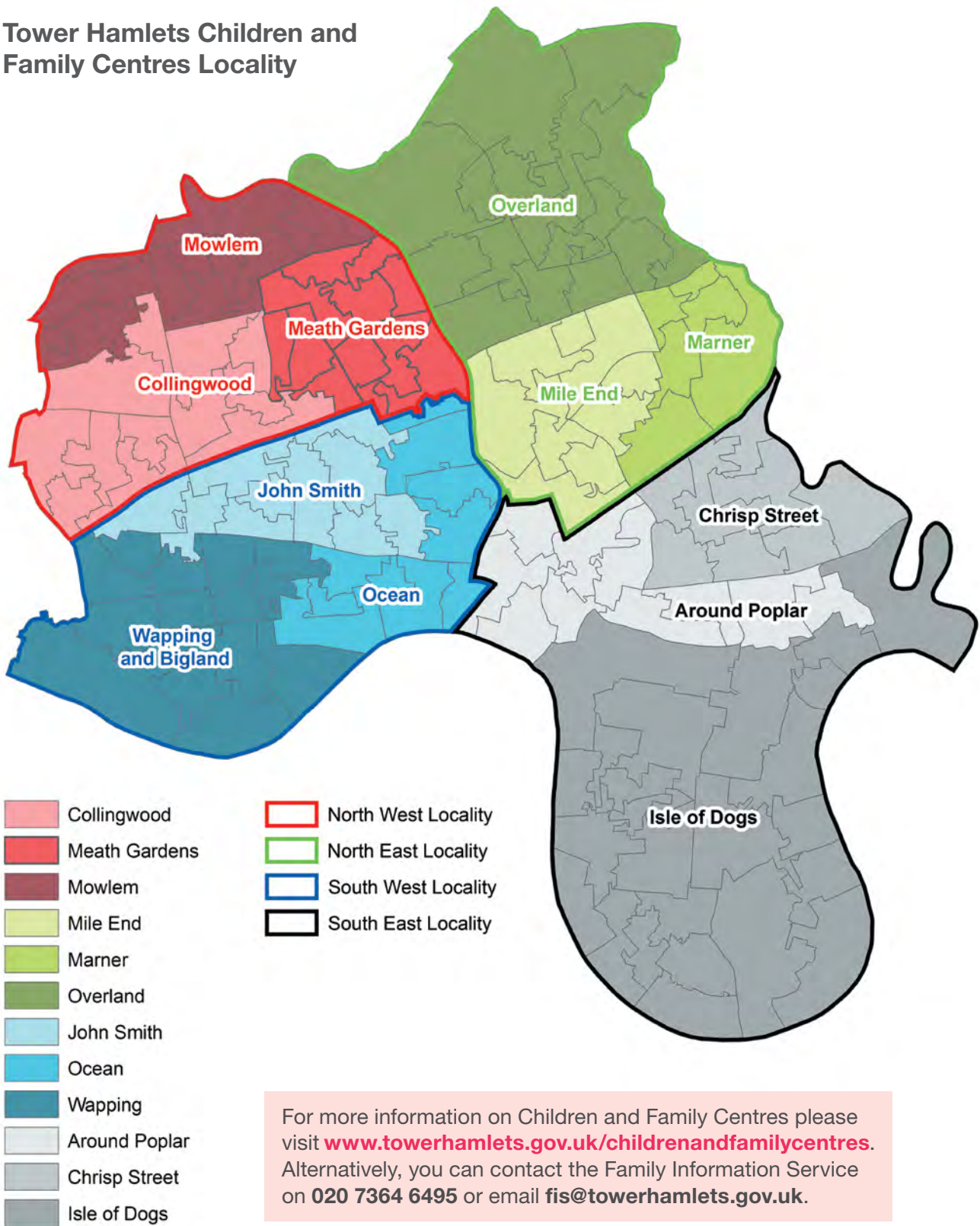
Isle of Dogs

Millwall Park
Stebondale Street
London E14 3BX
020 7364 1179

All Children and Family Centre services are free, and they include:

- ✓ universal sessions (Stay and Play, starting solids, school readiness, baby massage and breastfeeding support)
- ✓ drop-in fun play activities, such as ball pools, sandpits, building blocks, story book and baby play areas, and sensory play
- ✓ targeted sessions (Little Talkers, Invitation to Play, healthy eating, breastfeeding support, etc)
- ✓ support with Early Learning applications
- ✓ parenting programmes
- ✓ support into employment: Tower Hamlets WorkPath; adult learning courses
- ✓ specialist programmes (e.g. Positive Change)
- ✓ Healthy Start vitamins and vouchers
- ✓ signposting and referral on to appropriate services

Tower Hamlets Children and Family Centres Locality



For more information on Children and Family Centres please visit www.towerhamlets.gov.uk/childrenandfamilycentres. Alternatively, you can contact the Family Information Service on 020 7364 6495 or email fis@towerhamlets.gov.uk.

3

In-year admission

Transferring from one nursery to another (in-year nursery transfer)

If you want to transfer your child from one nursery to another please visit the Tower Hamlets website for more information on Nursery In-Year admissions.

Once children are in nursery, transfers to other nurseries (in-year transfers) will only take place at the start of each term (i.e. January and April), unless there are exceptional circumstances for a transfer to be considered earlier.

It is not always possible for a child to transfer to another school if that school is already full or if there are more applicants than places available at the time you make your application. Your child will, therefore, be placed on the school's waiting list in line with the school's admission criteria.

The Local Authority will consider transfer requests in line with the timetable below.

If your child turns three during the 2023/24 school year, you may apply for a nursery place for the term following their third birthday i.e. January 2024 or April 2024.

For more information on submitting an in-year nursery application, please visit www.towerhamlets.gov.uk/schooladmissions.

Admission to primary school

Whether or not your child is accepted for a nursery class place, you will need to apply separately for a place in the reception class of a primary school.

There is no automatic right of transfer from the nursery class to the reception class in the same school, and attending a nursery class does not give any priority for admission to reception class at the same school.

You can apply for a reception place at a different primary school to one where your child attends the nursery.

Children eligible for nursery in 2024/25 would normally start primary school in September 2025.

The application period for admission to reception class in 2025 will be from 1 September 2024 to 15 January 2025. A booklet with information about applying for a reception place will be available online at www.towerhamlets.gov.uk/schooladmissions from 1 September 2024.

Transfer point	Closing date	Parents sent outcomes
Spring Term (January 2024 Start)	3 November 2023	24 November 2023
Summer Term (April 2024 Start)	2 February 2024	1 March 2024



A step-by-step guide to applying online

4

To start your online application please visit:

www.eadmissions.org.uk



You can also use the link from the Local Authority's website:

www.towerhamlets.gov.uk/schooladmissions

Registration

Go to www.eadmissions.org.uk

This will take you to the welcome page – click on 'Create a new account' – see figure 1.

If you have previously applied using the online system you will be able to log in without the need for registration.

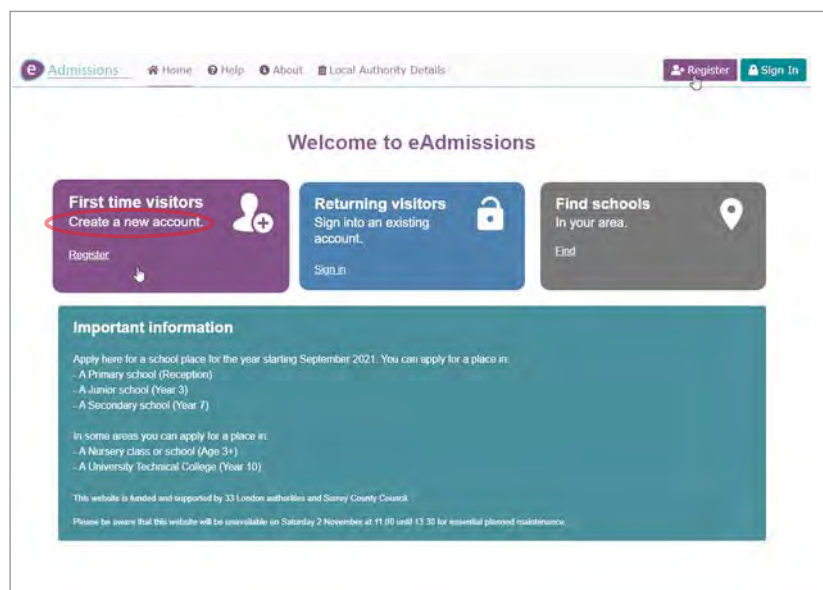


Figure 1

Then enter your details and click "Continue" – see figure 2.

You will then need to create a password (please note the password for future reference).

You will receive confirmation that your USO account has been set up and will be sent a reminder of your username – see figure 3.

You will need to validate your email address by clicking on the link in the email that is sent to you.

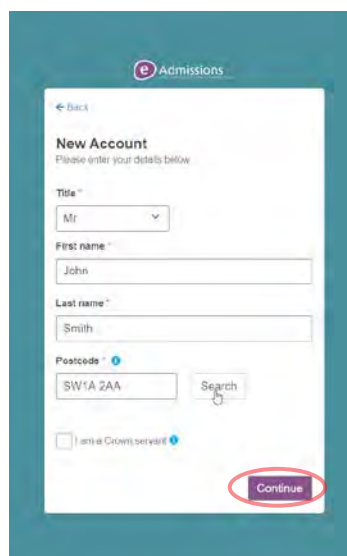


Figure 2

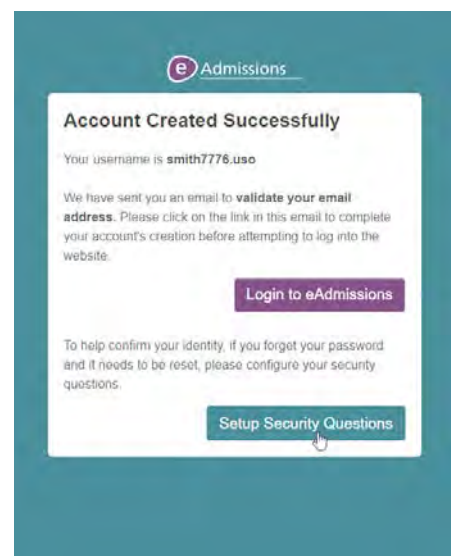


Figure 3

4

A step-by-step guide to applying online

Start an application

You can now log in with your email or username and will be directed to the home page – see figure 4.

From here you can make a new application, edit an existing application, view the details of any application already submitted and view the outcome of your application once it is available.

Click on 'Start Application' to begin.

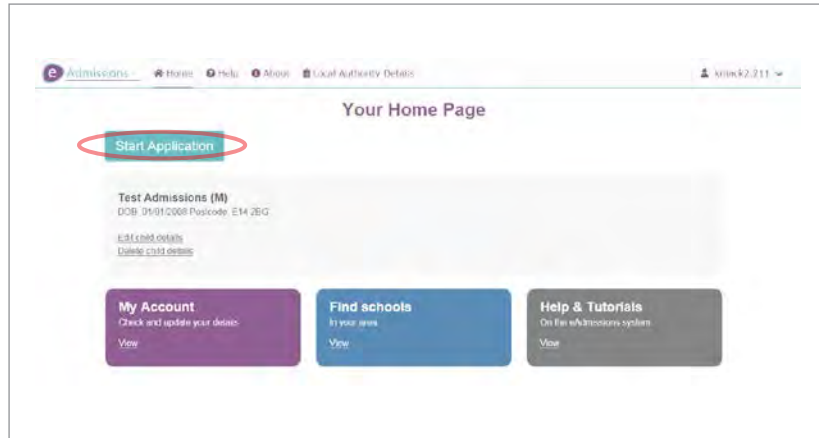


Figure 4

Stage 1 – Child details

Fill in your child's details and then click 'Save and continue' – see figure 5.

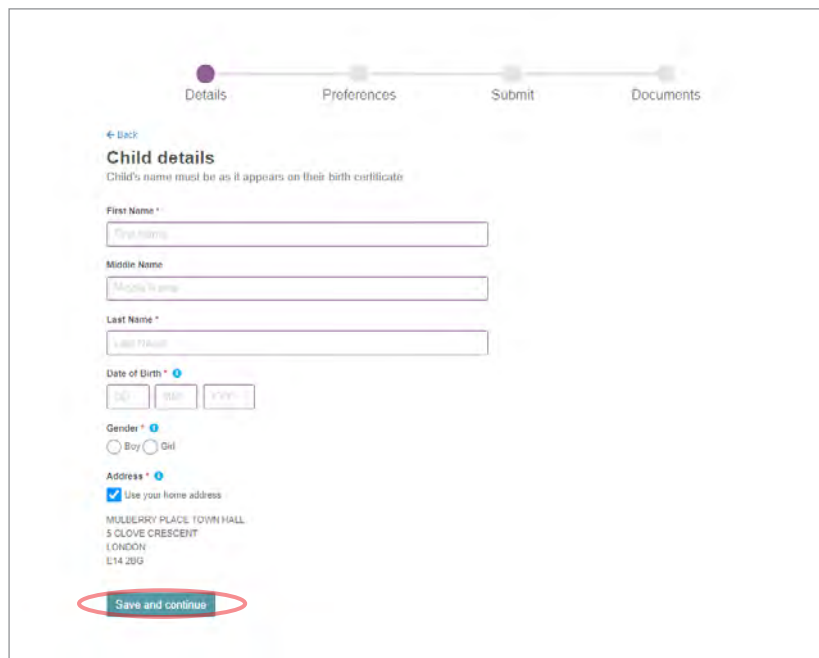


Figure 5

Stage 2 – School preferences

Here you can apply for up to six schools, in Tower Hamlets and/or other boroughs. You should select the schools in order of preference, with the first selected school being your first preference and so on.

You can add a school in one of three ways:

1. By selecting the borough of the school using the dropdown list and then selecting the school.
2. By selecting your school from its location on a map.
3. By searching for the school by using keywords.

Click on 'Continue' – see figure 7.

For each school selected you will be asked to provide the following information:

1. Sibling information – you should click on the relevant box and fill in the details if your child has a brother or sister already at the school.
2. Exceptional medical or social reasons – you should tick the relevant box if there are medical or social reasons for your child to attend a particular school. You will be required to provide documentary evidence to support this.
3. Additional reasons – this is for you to give additional reasons for wanting a particular school.

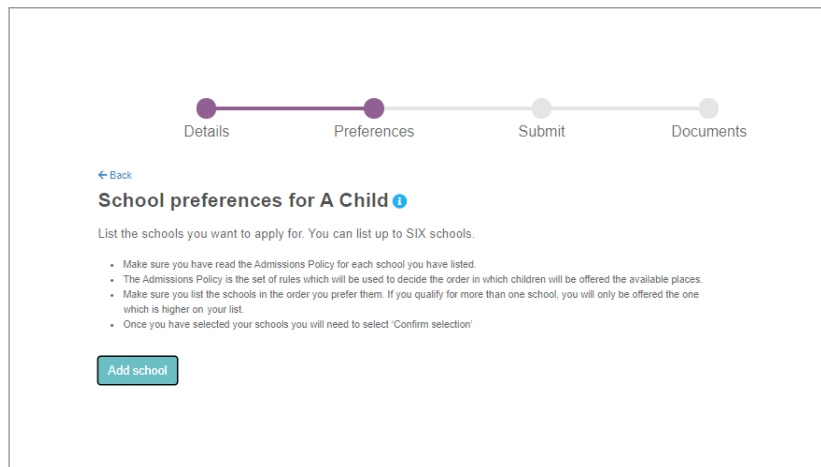


Figure 6

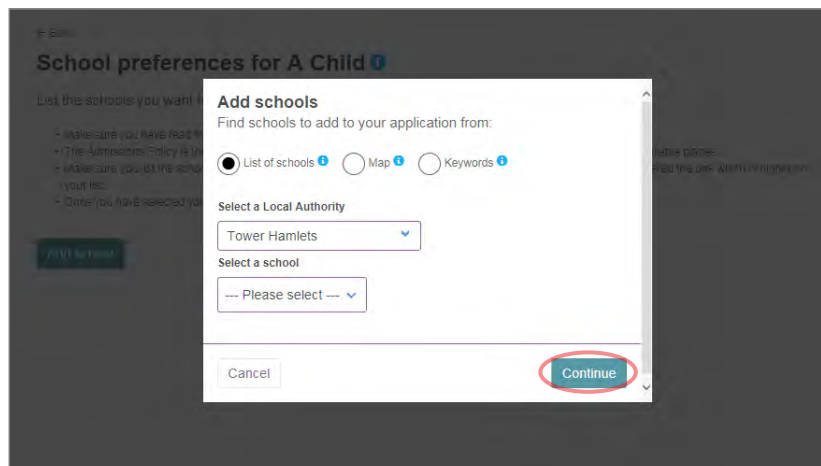


Figure 7

4

A step-by-step guide to applying online

Stage 3 – Check and submit

When you have entered all the required information, you will be prompted to check that the information is accurate and then asked to submit application – see figure 8.

Even if you submit it straight away, you can still make changes later, right up until the closing date.

Details Preferences Submit Documents

← Back

Check & submit application

Please check the information you have supplied and then use the 'Submit Application' button at the bottom of the page to submit your application for processing by your home Local Authority (shown below):

The London Borough of Tower Hamlets
020 7343 5099
school.admissions@towerhamlets.gov.uk

Child details	
Child name	A Child
Address	MULBERRY PLACE TOWN HALL, 5 CLOVE CRESCENT LONDON

Declaration

By submitting this form I agree to the following:

- I have read the admissions guidance issued by the Local Authority for each school I have selected.
- I wish to apply to all places at each of the schools named above (and have listed them in my order of preference).
- I will keep the Local Authority informed of any change of circumstances (e.g. change of address) and failure to do so may make this application invalid or lead to the offer of a place being withdrawn.
- I understand that the Local Authority may take steps to verify any information relating to this application.
- I understand that any false or deliberately misleading information given on this form and/or supporting information may make this application invalid or lead to the offer of a place being withdrawn.
- I understand that the Local Authority where I live is under a duty to protect the public funds it administers and may therefore share the information I have provided in this application with the Local Authority and with other bodies administering public funds, for the detection and prevention of fraud.

I have read and accepted the above declaration.

Submit application

Figure 8

Confirmation

Once you have submitted an application, you will see the confirmation page, with a reference number. Please keep your reference number for any enquiries. You will also be sent an email to confirm that your application has been submitted.

It is advisable to print a copy of your application for your information.

Note: The last submitted application will be processed as your final application. If you have applied online, please do not fill out a paper application.

Thank you for applying online.

Checklist

Your application has now been submitted!

You have been sent a confirmation email for your records. If you haven't received the email please check your junk/spam folder.

Please ensure you read the email carefully for any additional requirements e.g. links to supplementary information forms.

Application reference: 211-2020-09-E-000037
Version: 1
Application date: 22/07/2020 12:46
Closing date: 31/08/2020 23:59
Outcome date: 15/09/2020 14:00

Please click the Home button to go to the home page.

If you wish to attach the documents requested by your home Local Authority, please click the Upload documents button now. Alternatively, you can attach them before the closing date from 'Your home page' by selecting 'Attach a document'.

Home Upload documents

Figure 9

Useful contacts

The School Admissions Service

London Borough of
Tower Hamlets
Tower Hamlets Town Hall
160 Whitechapel Road
London E1 1BJ

Tel: 020 7364 5006

Fax: 020 7364 4311

Email: school.admissions@towerhamlets.gov.uk

Website:

- www.towerhamlets.gov.uk/schooladmissions
- www.towerhamlets.gov.uk/equalchance

Integrated Early Years Service

Tel: 020 7364 1553

Email: early.years@towerhamlets.gov.uk

towerhamlets.gov.uk

Special Educational Needs

Tel: 020 7364 4880

Email:

specialeducational.needs@towerhamlets.gov.uk

Tower Hamlets Family Information, Advice and Support Service (formally Parents Advice Centre)

Tel: 020 7364 6489

Children and Family Centres

www.towerhamlets.gov.uk/childrenscentres

Useful websites

- www.eadmissions.org.uk
- www.goodschoolsguide.co.uk
- www.gov.uk/dfes
- www.ofsted.gov.uk
- www.parentview.ofsted.gov.uk

Information and Support for Families

The Family Information Service (FIS)

The FIS provides free, impartial information and advice on a comprehensive range of services for children, young people and their families. As well as a Brokerage Service to support parents/carers in finding suitable childcare.

Tel: 020 7364 6495

Email:

fis@towerhamlets.gov.uk

You can also access information online at Tower Hamlets Local offer: www.localoffertowerhamlets.co.uk

Working together – giving families a voice

Tower Hamlets Parent and Carer Council

The Parent and Carer Council (the PCC) is Tower Hamlets' main family forum. The PCC provides a platform where parents can share information about education, health and community safety in the borough and collectively help shape the services that are available to families in the borough.

For further information and to find out how to join the PCC:

Visit: www.towerhamlets.gov.uk/parentcouncil
Email: parentcouncil@towerhamlets.gov.uk

or call the Family Information Service on:
Tel: 020 7364 6495

Free access to computers at our Idea Stores

Please check the website www.ideastore.co.uk to keep up to date on which services are available.

Idea Store Bow

1 Gladstone Place
Roman Road
London E3 5ES

Idea Store Canary Wharf

Chruchill Place
London E14 5RB

Idea Store Chrisp Street

1 Vesey Path
East India Dock Road
London E14 6BT

Idea Store Watney Market

260 Commercial Road
London E1 2FB

Idea Store Whitechapel

321 Whitechapel Road
London E1 1BU

Contact details for surrounding London authorities

Barking and Dagenham

Tel: 020 8215 3004

www.lbbd.gov.uk

Camden

Tel: 020 7974 1625

www.camden.gov.uk

City of London

Tel: 020 7332 1002

www.cityoflondon.gov.uk

Greenwich

Tel: 020 8921 8043

www.royalgreenwich.gov.uk

Hackney

Tel: 020 8820 7000

www.hackney.gov.uk

Islington

Tel: 020 7527 5515

www.islington.gov.uk

Lewisham

Tel: 020 8314 8282

www.lewisham.gov.uk

Newham

Tel: 020 8430 2000

www.newham.gov.uk

Redbridge

Tel: 020 8708 3139

www.redbridge.gov.uk

Southwark

Tel: 020 7525 5337

www.southwark.gov.uk

Westminster

Tel: 020 7745 6433

www.westminster.gov.uk

For information and guidance on school attendance, school travel support, free school meals and school clothing grant please visit www.towerhamlets.gov.uk/schooladmissions

