



Applying to The John Fisher School

There are two stages in applying to The John Fisher School, they are detailed below.

Stage 1

- If you are applying for a Baptised Roman Catholic candidate please complete a Supplementary form your Priest should complete a Parish Priest reference form. Both documents should be returned with a copy of the candidates Baptism Certificate.
- If you are applying for a Christian (including Eastern Orthodox) candidate you should complete a Supplementary Form and your Religious leader should complete a Religious Leader Form, both should be returned with a copy of the candidates Baptism Certificate.
- All other faiths/non faiths should just complete a Supplementary Form
- All forms can download them from our website www.johnfisherschool.org - they are found in the Parent and Carers section, under Year 7 admissions.
- The school accepts applications by the following methods:

Email: Please scan all documents and send as attachments, photos of documents cannot be accepted. Documents should be emailed to admissions@johnfisherschool.org.

Due to the high volumes of email applications the school receives you will receive confirmation by email when your application has been processed not on receipt.

Designated drop off in person: During the October half term a number of designated drop off sessions will be available on the school site for those who wish to hand deliver their application forms, these dates will be communicated via the schools website under the parents and carers section, Year 7 admissions. Your application will be checked and a receipt will be given to you.

We do not accept applications brought to the school, other than on the designated drop off days.

By Post: We highly recommend you take copies of all documents sent and send via a recorded postal method, documents/receipt cannot be returned unless a SAE is included.

Stage 2: -

- Apply online Via the Sutton Website at www.sutton.gov.uk/admissions. There you will need to fill in the Common Application form (CAF) with your sons details and school preferences, (you have 6 choice)
- You may have an online account already from when you applied for your sons Primary School. If you have forgotten your log in details please contact support@admissions.org.uk /
- You will automatically be directed to the correct Local authority when you enter your postcode.
- Please make sure you put your school choices in preference order (first choice as number 1, second as number 2 etc.)
- The closing date for completing your online form is **Monday 31st October 2022**



There will be a Parent's Guide "Transfer to Secondary School" on the Sutton Website from September 2022 , outlining the application process and details of the Admissions criteria for all Sutton Secondary schools.

Other Local Authorities will also have a Parent's guide for the secondary schools within their Boroughs, however, if in the meantime you have any queries, please contact your Local authority's admissions department, direct to the schools you wish to apply to, Sutton admissions or The admissions officer, Mrs Butterworth on the details below.

Sutton Admissions:-

admission@sutton.gov.uk

Tel: 020 8770 5000

The John Fisher School Admissions:-

admissions@thejohnfisherschool.org

Tel: 020 8660 4555 Ex 2201