

Choice Advice

helping you choose a secondary school
place for your child



Information for parents and carers

- Is your child starting secondary school in September
- Are you finding it hard to decide which secondary school to choose?
- Having problems filling in the application forms?

We can help!



Nottingham
City Council

Starting secondary school is an important and exciting time in a child's life and it's important that, as a parent, you have all the help and advice you need in choosing a school and filling in the admissions application form.

We know that sometimes the admissions process can be confusing so this year there is a new service available to help you – Choice Advice.

Why would I need Choice Advice?

The aim is to offer you impartial, independent advice about secondary schools and help you fill in the admissions form. The service is aimed at all parents but we know some parents find it more difficult than others to choose a secondary school, maybe:

- You have just moved or are moving to Nottingham
- English is not your first language
- Your child has additional needs
- Just need a helping hand

Tips to choosing a secondary school place

If your child is in year 6 they will receive 'Going to School in Nottingham' guide along with the orange application form in September.

Attend any open evenings or open days held by the secondary schools. This will give your child a feel of what the school is like.

Obtain a prospectus that will tell you more about the school.

Speak to other parents who may have a child already attending.

What sort of advice can I get?

Our Choice Advisors will aim to make sure you have a full understanding of all the information available and that it is presented clearly to you. This could include:

- how the admissions system works
- admissions policies for different types of schools
- school performance and value added data
- school Ofsted reports
- oversubscription criteria
- school profiles, ethos, special facilities etc
- special needs policy and provision
- school specialism
- time of the school day and term dates
- travel details
- uniform policies and lists
- how the appeal process works

It's important to remember that our advice is impartial - we cannot, and do not, recommend or guarantee a place at any school. We also cannot make a decision on your behalf – the choice of school for your child is yours.

Who runs the Choice Advice service?

Choice Advisors are part of the Families Information Service. The service works across the city offering information, advice and assistance to parents and carers about a wide range of family support issues. The Families Information Service is operated by Nottingham City Council's Children's Services.

How to Contact a Choice Advisor:



We can give you advice over the telephone or arrange to meet you face to face.

Call the Nottingham City Families Information Service

Freephone: 0800 458 4114

Between 8.30am and 5pm, five days a week.

Please note that calls from mobiles will be charged at your network provider's standard rate

On the web: www.nottinghamcity.gov.uk/fis

Email: fis@nottinghamcity.gov.uk

Families Information Service
Nottingham City Council
Children and Families Services
Loxley House
Station Street
Nottingham
NG2 3NG

We are also out and about across the City at community events and venues. Look out for us in your area.

Other Useful Contacts:



For general admissions advice and information about your application form call Nottingham City Council's Children's Services Admissions and Exclusion Team on: 0115 915 0763.

Appealing against the refusal of a place at a community school. Contact the Appeals team on 0115 8764302.

Information about Home to School transport. The Children's Services Transport Team on 0115 8765049.