Tower Hamlets Children's Services Directorate

SECONDARY TRANSFER 2025
(For children with Education, Health and Care Plans)

ID:

TOWER HAMLETS

Please complete and return this form to the SEN Team via email at SpecialEducational.Needs@towerhamlets.gov.uk If you do not have access to an email account please post to SEN Team, 1st Floor, Tower Hamlets Town Hall, 160 Whitechapel Road, London, E1 1BJ BY 21st OCTOBER 2024

Child's First Names

Surname

Date of Birth

Address:

Telephone:

Name of primary school

Borough of primary school if not Tower Hamlets

Please list below your preferred secondary school(s) in order and give details of any brothers/sisters attending that school.

	SCHOOL	**NAME AND DATE OF BIRTH OF BROTHER OR SISTER ATTENDING**
1st		
2nd		
3rd		

If you wish to, please give any reasons for your choice of school(s), and if necessary include any medical or social needs your child may have.

Parent/Carer's Name

Parent's address and telephone numbers (if different from above)

E-mail address:

Signature of Parent / Carer

Date

Please contact the Special Educational Needs Team on 0207 364 4880 if you need any advice.

The information you have provided on this form will be held by the London Borough of Tower Hamlets in accordance with the General Data Protection Regulations. The Local Authority has a statutory duty to process your information under the Children and Families Act 2014, the SEN Code of Practice and the DfE Statutory Guidance School Admissions Code. The information you provide may be shared with relevant Council departments, schools or other local education authorities for the purposes of admissions or fulfilling a statutory duty. We will pass the information to the school(s) under consultation where it will form part of the database and /or paper records at the school your child attends. You have the right to complain, object to or access the information that is held and is processed about you. Please see the Council's website for further details on your rights and contacting the Complaints and Information Team.