

# Applying for a place at St George for September 2024

This leaflet provides step-by-step information on applying for a place in Year 7 for your son or daughter at St George Catholic College.

## STEP 1: Making your Application

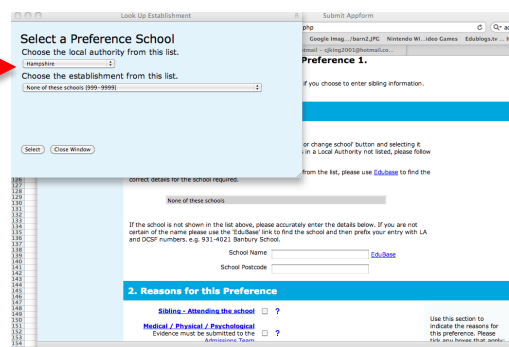
1. All applications **must be submitted to the Local Authority (LA) that the applicant currently lives in (whoever the householder pays their council tax to)**. Please note that not all 'SO' post-codes are administered by Southampton City Council (for example Locks Heath and Park Gate are boroughs of Fareham, and therefore fall under Hampshire County Council).

2.

If you live under Southampton City Council...	If you live under Hampshire County Council...
<p>You must apply <b>online</b> by visiting:  <a href="https://www.southampton.gov.uk">Apply for a school place (southampton.gov.uk)</a></p> <p>If you cannot apply online, telephone Southampton Admissions on <b>02380 833004</b>.</p> <p>Their email address is  <a href="mailto:school.admissions@southampton.gov.uk">school.admissions@southampton.gov.uk</a>            You can apply from September 2022.</p>	<p>You can apply <b>online</b> at  <a href="http://www3.hants.gov.uk/education/admissions.htm">www3.hants.gov.uk/education/admissions.htm</a>  <b>or on a paper application form</b>. The paper form is available from your child's current Hampshire junior school, or by calling <b>0300 555 1377</b>. It's more beneficial for you to apply online as you'll receive a notification email on the national offer date.</p> <p>Their email address is <a href="mailto:admissions.team@hants.gov.uk">admissions.team@hants.gov.uk</a>            You can apply from September 2022.</p>
<p>Both application processes <b>close on 31<sup>st</sup> October 2023</b>. You will receive the outcome of your application on <b>1st March 2024</b>.</p>	

3. If you are applying through Hampshire County Council, you must specify that you are applying for a **Southampton LA school**. When you are asked to choose a school during the online application process, Hampshire is listed as the default LA. You will need to change the 'drop down' menu to specify Southampton LA instead. You must do this for St George to even appear as an option. **You should always specify four preferences of schools**; putting just St George is no guarantee of being offered a place here.
- 4.

This drop down menu must be changed to Southampton for St George to appear as an option.



The screenshot shows a web browser window with the 'Submit Application' page. The 'Select a Preference School' section is highlighted. It has two dropdown menus: 'Choose the local authority from this list.' (currently set to 'Hampshire') and 'Choose the establishment from this list.' (currently set to 'None of these schools (999-9999)'). Below these are 'Select' and 'Close Window' buttons. A red arrow points from the text box on the left to the 'Hampshire' dropdown menu.

## STEP 2: The Supplementary Information Form (SIF)

5. **ALL PARENTS** who apply to St George should complete a **SUPPLEMENTARY INFORMATION FORM (SIF)** to allow us to rank applications according to our Admissions Policy. If required, you will need to provide **evidence to support your application** (please see our admissions policy or SIF for examples). We recommend sending in a **photocopy** of the relevant evidence rather than the original.
6. The SIF can be downloaded from our website [www.stgcc.co.uk](http://www.stgcc.co.uk). A paper version can be obtained from St George by collecting one from reception, or by telephoning 02380 322603.
7. The SIF must be completed and returned directly to **Admissions, St George Catholic College, Leaside Way, Southampton SO16 3DQ**, along with any relevant evidence by **31<sup>st</sup> October 2023**. Alternatively, it can be emailed to [sally.odam@stgcc.co.uk](mailto:sally.odam@stgcc.co.uk).