



# A Step-by-Step Guide

How to apply for a place at Phoenix Academy



Year 7 Entry  
September 2019

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# Welcome to our Academy



Dear Parent/Carer,

Welcome to Phoenix Academy. We are committed to getting the best out of every child and we achieve this through the twin pillars of our rigorous academic curriculum and an extensive enrichment programme.

Our academic curriculum is at the heart of school life and ensures that all students get the opportunity to study academic disciplines and to wrestle with ways of thinking that take them beyond everyday understandings.

Alongside the classroom experience, we place equal value on wider life experiences. We have a tremendous Adventure Learning Programme that is designed to ensure every student experiences the awe and wonder of the natural world and we are heavily involved in the Duke of Edinburgh award. Alongside this, we have a Phoenix passport that enables every student to take part in a wide range of activities, such as Debating and Public Speaking, which will help them develop into confident, articulate and resilient young people.

Whilst we want all our students to leave Phoenix with the currency they need to access the next stage of their education, we know that getting great exam results is only half of a good education. So we deliver as many opportunities as we can for every child to flourish outside the classroom.

As part of Future Academies, we have access to world class staff training and development, as well as expertise from the Curriculum Centre and Teaching School. Being part of a family of schools ensures that we can keep learning and evaluating our impact to ensure that every child who comes to Phoenix leaves as a well-rounded and polite individual with the drive and resources to lead a happy and successful life.

Kind regards,

**Mr T. Phillips**  
Acting Principal

## Important Dates

### Wednesday 31<sup>st</sup> October 2019

Deadline for secondary applications to be submitted to the Local Authority.

### Friday 1<sup>st</sup> March 2019

National Offer Day.

## How to Apply

The easiest and quickest way to apply for a place at Phoenix Academy is to complete the Pan-London online application form.

- Go to <https://www.lbhf.gov.uk/children-and-young-people/schools-and-colleges/school-admissions/secondary-school-admissions> and click on the link for the [eAdmissions website](#).
- You can apply from any location with internet access, 24 hours a day, seven days a week, up until the closing date: **Wednesday 31<sup>st</sup> October 2019**.
- You can register your mobile phone number to receive reminder alerts.
- You will automatically receive a confirmation email once you submit your application with an application reference number.
- You are able to express a preference for up to six secondary schools, including schools outside Westminster. You must list them in order of preference. **You should write your first choice at the top of the list.** It is recommended that you state at least 3 choices.
- You are able to attach additional documents.

The application should not take any longer than 10 to 15 minutes to complete. Please remember to make a note of your username and password. If you need further assistance, please contact Hammersmith and Fulham School Admissions on 020 8753 1085.

If you would prefer to apply using a paper application form, you should request this from your Local Authority and return it to the address they provide.

## Outcome of your Application

- **National Offer Day is Friday 1<sup>st</sup> March 2019.**
- **Online applicants** will be sent an email on the evening of Friday 1<sup>st</sup> March 2019 with the outcome of their application. Once you have received this email, you can log onto the eAdmissions website to accept or decline your offer.
- **Postal applicants** will be notified of the outcome by first-class mail. Once you have received this letter, you will need to accept or decline your offer by following the instructions in the letter.

We hope you are successful and receive a place at  
**Phoenix Academy**



## Contacting the LBHF Admissions Team

### The London Borough of Hammersmith and Fulham Admissions Team:

**Address:**

3rd Floor  
145 King Street  
Hammersmith  
London  
W6 9XY

**Telephone:**

9:00am – 1:00pm, Monday to Friday  
020 8753 1085

**Email:**

school.admissions@lbhf.gov.uk

**Website:**

[www.lbhf.gov.uk/children-and-young-people/schools-and-colleges/school-admissions](http://www.lbhf.gov.uk/children-and-young-people/schools-and-colleges/school-admissions)  
[www.eadmissions.org.uk/eAdmissions/app](http://www.eadmissions.org.uk/eAdmissions/app)

## Neighbouring Boroughs – Contact Details

**Kensington & Chelsea**

**Telephone:** 020 7745 6432

**Email:** [school.admissions@rbkc.gov.uk](mailto:school.admissions@rbkc.gov.uk)

**Website:** [www.rbkc.gov.uk](http://www.rbkc.gov.uk)

**Westminster**

**Telephone:** 020 7745 6433

**Email:** [schooladmissions@westminster.gov.uk](mailto:schooladmissions@westminster.gov.uk)

**Website:** [www.westminster.gov.uk](http://www.westminster.gov.uk)

**Brent**

**Telephone:** 020 8937 1234

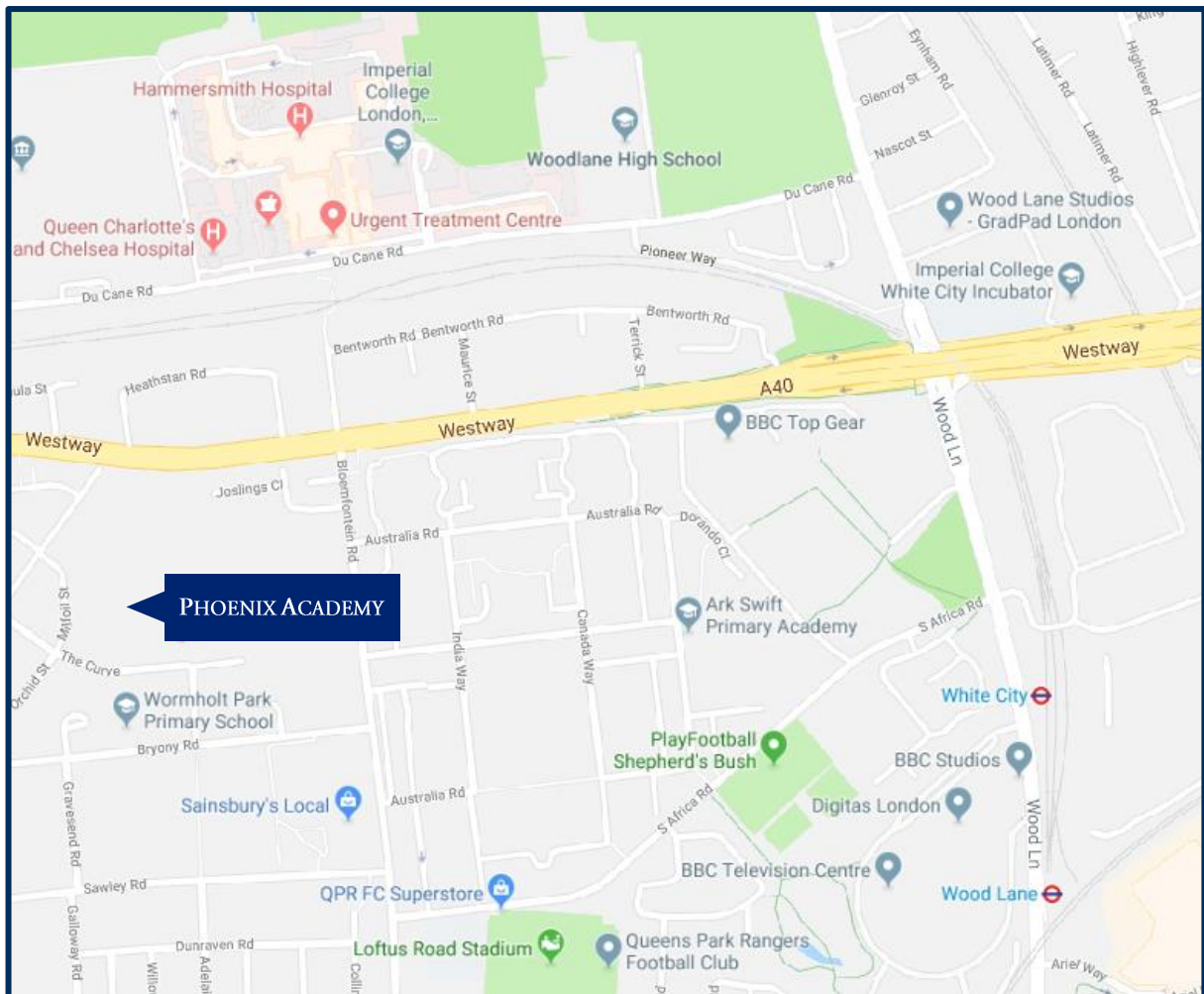
**Website:** [www.brent.gov.uk](http://www.brent.gov.uk)

**Ealing**

**Telephone:** 020 8825 5522

**Website:** [www.ealing.gov.uk](http://www.ealing.gov.uk)

# Map of the Local Area



## Phoenix Academy

The Curve  
Shepherds Bush  
London  
W12 0RQ

**Telephone:** 020 8749 1141

**Website:** [www.phoenixacademy.org.uk](http://www.phoenixacademy.org.uk)

**Email:** [admin@phoenixacademy.org.uk](mailto:admin@phoenixacademy.org.uk)

**Follow us on Twitter:** @PhoenixAcadW12

**Nearest Tube Station:** White City (Central Line)

**Bus Routes:** 95, 228, 283