

September 2025



Dear Parent/Carer of a Year 6 pupil,

**Re: Support with secondary school admissions applications**

**Families Information Service**

We are holding 'School Application Support Sessions' to assist parents/carers with Year 6 students to complete the secondary school admissions application. The deadline for submitting application forms is Friday 31st October 2025.

The Woolwich Centre  
35 Wellington Street  
London  
SE18 6HQ

We can:

- give you advice about how to make an application.
- assist you to complete your application online.
- check and pass your required evidence to the Admissions Service

**Please contact us to book on one of the following dates at the Woolwich Centre (and bring along any required evidence).**

Monday 20 October 2025	9.30am- 3.30pm
Wednesday 22 October 2025	9.30am-3.30pm
Friday 24 October 2025	9.30am-3.30pm
Monday 27 October 2025	9.30am-3.30pm
Wednesday 29 October 2025	9.30am-3.30pm
Thursday 30 October 2025	9.30 am-3.30pm

**Please bring your email account and council tax reference details (if applicable) with you. We look forward to seeing you.**

With regards

**Royal Greenwich Families Information Service**

020 8921 6921

[fis@royalgreenwich.gov.uk](mailto:fis@royalgreenwich.gov.uk)