

Secondary Schools in Slough

Parents guide to admissions 2020



Apply online at
www.slough.gov.uk/admissions

www.slough.gov.uk
Slough
Borough Council

Dear Parent(s) Carer(s)

This booklet has been prepared to help you apply for a place in a Slough secondary school. It includes information about the application process for Year 7 (secondary transfer) in September 2020.

For Year 7 applications for September 2020, you can apply online at www.slough.gov.uk/admissions. For Year 7 applications the website will be open from 1 September 2019. Schools and local authorities will be sharing information on applications, to ensure the admissions process runs as smoothly as possible for you and your child.

If you need further assistance or advice, staff will be pleased to help you. They can be contacted by:

- ◆ Emailing: admissionshelpline@slough.gov.uk
- ◆ Telephoning: 01753 875728
Lines are open 10am-5.30pm Wednesday and Friday
- ◆ Visiting: MyCouncil, Slough High Street
Tuesday and Thursday 10am-5.30pm
- ◆ Writing to: Admissions and Transport Team
Slough Borough Council
St Martins Place
51 Bath Road
Slough
SL1 3UF

Finally I hope your child has a successful start to their secondary education.

Yours faithfully

Johnny Kyriacou
Service Lead - Schools

Slough Schools' Charter for Parents and Carers

- a charter for success; realising ambition for Slough children

Purpose

We know that parental involvement with a child's learning makes an important difference to the achievement for that child. The purpose of this charter is to describe shared expectations across all Slough schools for working together with parents, carers and families.

Vision

We want every child in Slough to share values that contribute to a successful community.

A successful child in Slough will become:

- confident
- creative
- curious
- resilient
- able to handle challenge

In order to promote successful learning for all Slough children, schools will work in partnership with parents, carers and families in a proactive way that values parental contributions and is mindful of the individual needs of families due to differing life circumstances.

Shared expectations of a successful learner

Together we have identified a number of key expectations that we believe help children to succeed in learning. All schools in Slough share these expectations and they underpin our work with children and their families.

A successful learner benefits from:

- open, two-way communications between school and home
- parents/carers and the school working in partnership to meet their individual needs
- parents/carers who have high aspirations for them
- full attendance and being punctual
- parents/carers who are interested and involved in their child's learning journey
- parents/carers who support school expectations e.g. behaviour, homework, uniform
- the chance to take part in a range of school and extra-curricular activities

Page	
Secondary Education	
4-5	Explanation of terms
6	Secondary allocation process for September 2019
7	Can I choose the school my child attends?
7	How do I apply?
7	Completing the form
8	Secondary transfer timetable
8	What if I change my mind about my choice of school after 31 October 2019?
8	Will my child go on a waiting list if they are not offered a place?
8	Grammar Schools
9	The Langley Academy
9	Baylis Court School
10-24	Slough Secondary Schools

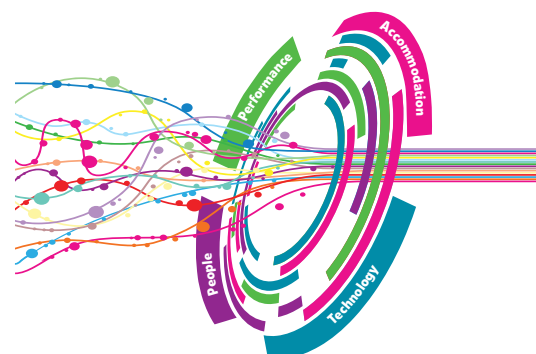
Page	
General Information	
25	What are the dates of the school terms and holidays for 2019/2020 and 2020/2021
26	Late applications
26	Changes of preference
26	Can I appeal against a schools decision?
26	Can the offer of a place be withdrawn?
27	School exclusions
27	Applying for a school place after the normal time of admission?
27	Will my child be entitled to any assistance with transport?
27	Pupils from low income families
28	Are pupils over 16 entitled to transport?
28	How do I know if my child is eligible for free school meals
29	Contact details - other LAs

School Admissions Arrangements

30-65

Secondary School Map

66-67



Explanation of Terms

Admission Numbers/Planned Admission Number (PAN)

This is the minimum number of pupils that a school is required to admit up to in the normal year of entry if the school is over-subscribed. The number is calculated using a DfE (Department for Education) formula, which takes into consideration the number of pupils that can be accommodated safely into the teaching space available. Schools must offer up to the Admission Number and once reached, any further admissions would normally need to be decided by an Independent Appeals Panel.

Common Application Form

All parents must apply for a school place using the Common Application Form (CAF). You must apply on the CAF issued by your home Local Authority. The CAF is also available online.

For Secondary Transfer	1 September 2019 to 31 October 2019
For Windsor Middle and Upper	1 September 2019 to 31 October 2019 (now available online)

The form will give parents the opportunity to state a preference for up to six schools in Secondary Transfer and up to three schools in Reception Transfer.

If you are a Slough resident and you wish to apply to any other school outside the Slough area, you must use the CAF you have received from Slough Borough Council. Other local authorities will not accept requests for application forms.

Additional/Supplementary Forms

All parents who list their preferred schools on the local authority's CAF are regarded as having made valid applications. An additional or supplementary form may also have to be completed for applicants considered under faith criteria of faith schools, for boarding schools and for selective schools.

Supplementary forms should be returned to the school requesting the information.

Catchment Area

The catchment area is the geographical area served by a school. Where there is a catchment area the areas are shown on the map on pages 60-61.

If you have any queries on catchment areas please contact the Admissions and Transport Team.

**Admissions and Transport Team 01753 875728
lines open 10am to 5.30pm Wednesday and Friday.**

Distance

Distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the school, using the LA's computerised measuring system, with those living closer to the school receiving the higher priority.

Equal Preference Model

Parents put their preferences on the CAF in rank order. All preferences listed by parents on the CAF are considered using the over-subscription criteria for each school regardless of where they are ranked. Where a pupil can be offered a place at more than one school on the CAF, the offer will be to the highest ranked school.

Oversubscribed Schools

When there are more applications for places than the Schools Admission Number or the Planned Admission Number, the school is over-subscribed. Places are offered according to Slough Borough Council's or the school's admission criteria, full details of which are on pages 30-58.

Co-ordinated Admission Scheme

All parents living in Slough apply for a school through the Co-ordinated Admissions Scheme. This scheme requires agreement of a joint admissions timetable, completion of a single application form, sharing of information between Slough and other Local Authorities, also Foundation and Voluntary Aided Schools and Academies. At the end of the process a single letter offering a place will be sent to all parents who have applied for a place.

Academies, Foundation Schools and Voluntary Aided Schools may still set and apply their own over-subscription criteria, but this will be administered within the Co-ordinated Scheme agreed by Slough Local Authority.

Siblings

Children are considered as siblings if they have brothers or sisters including step, adopted or foster brothers or sisters living in the same family unit and attending the school at the time the child is due to start the school. *Please note that this does **not** apply if the older brother or sister joined the school at sixth form level, or if the older child is in year 11 at the time of application.

*Please check individual schools criteria.

Parents/Family Members

A parent is any person who has parental responsibility for or is the legal guardian of the child.

Strong medical or social grounds for admissions

If you want us to consider your child for a place at a school under this category (c), you must include supporting evidence from an independent professional person who is aware of the situation and supports your reasons.

A panel including educational professionals (for Community and Voluntary Controlled schools) or governors (for Foundation, Voluntary Aided and Academies) will decide which children will be considered under this category before we make any allocations. **We will not consider your application if you do not provide written independent evidence as we are not able to collect evidence on your behalf.**

Children Looked After (CLA)

A 'child looked after' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority. This also includes previously Children Looked After who ceased to be looked after due to adoption, residence or a special guardianship order.

Multiple Births

Places will be offered according to the over-subscription criteria for the schools requested. In the event that it is possible to offer a place to one child and not the other(s) we will work with the parents/carer to find the best solution for them and their children. In most cases the place would be allocated using **Random Allocation**.

Allocation details for September 2019

NAME	TYPE	GENDER	PAN 2019	NUMBER OF APPLICATIONS 2019	INFORMATION ON 2019 ALLOCATION
Baylis Court School 871 4082	Academy	Girls	160	475	All SEND. CLA, 10%, Siblings. Remaining places allocated by random allocation
Beechwood School 871 4085	Academy	Boys and Girls	150	318	All timely applications allocated
Ditton Park Academy 871 4002	Academy	Boys and Girls	180	867	SEN, CLA, Siblings and some distance to 0.921 miles
Eden Girls School 871 4003	Free School Academy	Girls	124	414	Criteria 1.2.3.4.8- SEN, CLA, Siblings and distance to 1.011m Criteria 5 Hounslow 10.385m Criteria 6 H'Wycombe 10.536m Criteria 7 Hillingdon 7.85
Grove Academy 871 4005	Free School Academy	Boys and Girls	180	350	All timely applications allocated
Herschel Grammar 871 5407	Academy	Boys and Girls	150	1257	All eligible timely applicants within a 4 mile radius. Remaining places on rank score to 117
Langley Grammar School 871 5405	Academy	Boys and Girls	180	1320	All eligible timely applicants in Priority area 1 Some in Priority area 2, score 114 distance 5.238
The Langley Academy 871 6905	Academy	Boys and Girls	180	868	B1 0.167 B2 0.242 B3 0.227 B4 1.172 B5 0.925 B6 1.392 B7 0.914 B8 2.144 B9 1.123
Lynch Hill Enterprise Academy 871 4006	Academy	Boys and Girls	180	416	All timely applications allocated
St. Bernard's Catholic Grammar School 871 4700	Voluntary Aided School	Boys and Girls	150	785	Allocated to timely applicants in Criteria 7 distance 5.698m score 113
St Joseph's Catholic high School 871 4800	Academy	Boys and Girls	135	562	Allocated timely applications to Criteria 2 distance 8.286
Slough and Eton Business and Enterprise College 871 4510	Academy	Boys and Girls	180	603	All timely SEN, CLA, catchment, sibling feeder and some distance to 1.046m
Upton Court Grammar School 871 5408	Academy	Boys and Girls	165	1644	Eligible applicants: Score:121 (up to 10.44m) Distance:3.125
The Westgate 871 5409	Academy	Boys and Girls	240	825	All timely SEN, CLA, catchment to 0.840 m
Wexham School 871 4089	Community School	Boys and Girls	240	441	All timely applications allocated

Can I choose the school my child attends?

By law parents are allowed to indicate which school they wish their child to attend and the Local Authority (LA) has a duty to meet this request if possible, but each school has a limited number of places available. The number for each secondary school for September 2020 is as shown on page 6. If there are more applications than there are places available then it is not possible to provide a place for all those who apply.

We will do everything possible to ensure that parents are offered a place at one of the schools ranked on their CAF, but please do consider the points below carefully.

- 1 Please ensure your application is received by the closing date of 31 October 2019.
- 2 All preferences listed on the CAF will be considered using the over-subscription criteria for each school.
- 3 If more than one school can be offered, then a place will be given at the school ranked highest on the CAF. Therefore, parents are advised to rank the schools in order of preference.

How do I apply?

By completing the online CAF available at www.slough.gov.uk/admissions. Online applications can be made from 1 September 2019.

Parents who live outside of Slough should get a CAF from their home authority, even if their child is attending a Slough primary school. Parents are advised to contact their home authority for a form as soon as possible or apply on their home authority's online admissions website.

You must state on this form all the schools you wish to apply for, including Grammar schools and schools outside of the Slough area.

Completing the form

When completing the form please consider the points below carefully:

- Where you rank each school is confidential. We will not tell any school how you have ranked them before we complete allocating all the places.

- The process works as if you have made up to six separate applications to the schools you have listed. Your chance of getting each one depends on the over-subscription criteria for the school and not on where you have ranked them on the list.
- You should rank your most preferred school highest. If you would prefer a grammar school, you should place grammar schools highest on your preference list. This will ensure that if we can offer a grammar school, it will have priority over the non-selective schools that might also be able to offer a place.
- If you rank a non-selective school higher than a grammar school, we will offer a place at that non-selective school if we can, even if your child has passed the 11+.
- Do not rank the same school more than once. It does not increase your chances.
- It is important that you consider the likelihood of obtaining a place at a school that has been over-subscribed in the past, particularly if you do not live in the catchment area of the school. **If we are unable to offer you a place at any of the schools listed as a preference we will offer a place at the nearest school with a vacancy. In the past this has not always been a Slough Borough Council maintained school.**

Home address

The address you give on the form must be your permanent address on the closing date. You may be asked for proof of this address.

If there is a change of address after the closing date please provide proof to the LA by 15 January 2020 for secondary transfers.

If proofs are received after these dates we will consider the change in our next round of allocations.

If we offer a place at a school, and then discover that the offer was made on fraudulent or misleading information, (for example, a false claim to living in a catchment area) and this denied a place to a child with a stronger claim, we will withdraw the offer of a place. We can withdraw the offer even after your child has started at a new school.

Secondary transfer timetable

2019	
May and June	11+ Registration forms open/closes.
September	1 - Admissions open, applications can be made online Saturday 14 September 2019 11+ sat for all children at one of the four grammar test centres. The Langley Academy registration forms will be available from 4 September.
October	Consortium Grammar schools send 11+ results to parents 31 - Closing date for CAF; paper and online.
November to December	During November and December we will share information with other LA's, Foundation, Academies and Voluntary Aided schools regarding applications.
2020	
January to February	During January and February we will share information with other LA's, Foundation, Academies and Voluntary Aided schools regarding offers.
March	1 - National Offer Day. Email sent to all online applicants after 1pm; letters posted for non-online applicants on 1 March 2020.
April	Closing date to appeal.
May	Transfer appeal start.
April to September	All late applications and late change of preferences are processed.

What if I change my mind about my choice of school after 31 October 2019?

Once you have made your preferences you will not be allowed to change them without genuine reasons for doing so, for example, if you have recently moved address.

Any changes must be made in writing giving full reasons for the changes.

Any request for changes to preference or rank received before 31 October 2019 will be considered as timely.

Please write to:

Admissions and Transport Team
Slough Borough Council, St Martins Place,
51 Bath Road, Slough, SL1 3UF

If your letter arrives after 31 October 2019, we will only consider your request after all other applications and requests, which arrived by the closing date. Online applicants can make changes anytime up to the closing date.

Will my child go on a waiting list if they are not offered a place?

Your child's name will be held on a waiting list for Community schools and The Westgate School, which is an academy school.

The Langley Academy, St. Joseph's and the Grammar School Consortium will manage their own waiting lists and notify the Admissions and Transport Team of any places offered.

Other authorities such as Buckinghamshire and Windsor and Maidenhead will have details about their schools waiting lists.

Grammar schools

If your child has met the required mark of 111 to be considered for a grammar school, you will need to rank the grammar school in order of preference on the CAF. **If your child has not met the mark and you wish to appeal against this decision you will still have to include the grammar schools on your CAF for which you wish to appeal.**

Herschel Grammar: Please check the admissions criteria on page 37. Herschel's intake number is 150; places will be offered to pupils living within the school catchment area of 4 miles of the school, up to a further 10 places will be offered to eligible applicants with a permanent home address within 10 miles of the school who are eligible for the Pupil Premium and the remaining places, up to the PAN of 150, will be allocated to pupils in rank order of performance in the examination.

Langley Grammar: Please check the admissions criteria on page 42. Langley Grammar's intake number is 180; if the school is over subscribed, priority will be given to applicants living in the schools admission area.

St. Bernards RC Grammar: Please check the schools admissions criteria on page 49. St. Bernard's intake number is 150; please ensure you complete all the Supplementary Forms (Form A and Form B).

St. Joseph's Catholic High School: Please check the schools admissions criteria on page 52. It is essential that you complete the St Joseph's Application Form and also the Priest/Religious Leaders Reference (if relevant) in order that places can be allocated correctly.

Upton Court Grammar: Please check the admissions criteria on page 54. Upton Courts intake number is 165. If the school is over subscribed places will be allocated according to the over subscription criteria.

The Langley Academy

Applicants applying for The Langley Academy will need to sit a NFER Non Verbal Reasoning test. The Langley Academy must be named on your CAF in preference ranking order. **You will need to register to sit the test. Registration forms are available from The Langley Academy.** The Langley Academy will send full details to all applicants that register to sit the test giving details of testing procedures, dates and times. The mark from the test will be used to place your child in one of the 9 bands. There is no pass mark and all children will be placed in a band and considered for a place.

Banding: This is a system of over-subscription criteria in which all children applying for a place at a banding school are placed into bands based on their performance in a test or other assessment. Places are then allocated as per admissions criteria.

Baylis Court School

Please check the admissions criteria on page 30 for Baylis Court School. Baylis Court's intake number is 160, the school will now admit according to their new criteria as follows: (1) Children in public care; (2) Special needs; (3) Specialist Arts College Places - 10%; (4) children of staff at the school; (5) twins and same year siblings. If the school is oversubscribed a random electronic allocation system will be used to decide which of the children should be offered the remaining places. The use of random allocation will be independently monitored.

Applicants who wish to audition for a Specialist Arts place must complete an application form, which will be available from the school and return to the school by 3 October 2019. The date for auditions will be confirmed in September 2019, applicants will be notified of the outcome before the closing date for the CAF. If your child is not successful for an Arts place they will still go into the random selection process.

Baylis Court School



KEY INFORMATION

11-18
NOR (Jan'18): 899
Planned Admission: 160
Uniform
Academy Girls
Secondary School

Address:

Gloucester Avenue
Slough
SL1 3AH

Telephone:

01753 531760

Email:

bayliscourt@bayliscourt.slough.sch.uk

Website:

www.bayliscourt.slough.sch.uk

Principal:

Mr Ray Hinds

School hours:

Monday to Friday
8.20am-3pm
Lunch
1.10-2pm

Admissions:

If there are more applicants than spaces, a random electronic system will be used.

Specialist Arts College Places

The school will accept up to 10% of pupils on the basis of aptitude for dance, music and/or drama. Applicants who wish to apply must do so by 3 October 2019. The date for auditions will be confirmed in September 2019.

Open Evening:

Wednesday 25 September 2019
6-8pm

Beechwood School**KEY INFORMATION**

11-18
 NOR (May'19): 795
 Planned Admission: 150
 Uniform
 Academy School
 Co-educational Comprehensive

Address:

Long Readings Lane
 Slough
 SL2 1QE

Telephone:

01753 520473 Fax: 01753 759618

Email:

enquiries@beechwood.slough.sch.uk

Executive Headteacher:

Miss Kathleen Higgins

School hours:

8.45am-3pm

Admissions:

If there are more applicants than places, places will be offered using the admissions criteria. Applications are welcome from all primary schools.

Open Evening:

Thursday 19 September 2019
 6pm
 6.30pm Headteachers address

Open Morning:

Tuesday 24 September 2019
 Thursday 3 October 2019
 9.10-10.45am

Visits:

The school welcomes visits during the school day. Please contact the school for further information.

Ditton Park Academy



KEY INFORMATION

11-18
Planned Admissions: 180
Uniform
Co-educational Secondary
Comprehensive Academy/Free School

Address:

Kings Reach
Slough
SL3 7UX

Telephone:

01753 537594

Website:

www.dittonparkacademy.co.uk

Email:

office@dittonparkacademy.co.uk

Executive Principal:

Mr Nick Caulfield

Associate Principal:

Mr Chris McNab

School hours:

Please refer to Ditton Park Academy's website.

Open Day/Evening:

Thursday 26 September 2019 4-7pm
The Principal's presentations will take place on this date at 4.45pm and again at 6.30pm - there is no need to book but please be aware the presentations will start promptly so please arrive in plenty of time and will last for approximately 30 minutes.

Friday 27 September 2019 9am-11am,
please call the school to make an appointment.

Saturday 28 September 2019,
10am-12noon, Open House

Tours:

September-October weekly tours on a Thursday at 9.30am. The rest of the year first Thursday of the month at 9.30am. Please ring to arrange an appointment.

Admissions:

If there are more applicants than places, places will be offered using the admissions criteria.

Eden Girls' School Slough

Eden Girls

KEY INFORMATION

11-18
 Planned Admission: 124
 Uniform
 Academy Girls Free School

Address:

183-187 Bath Road
 Slough
 SL1 4AA

Telephone:

01753 351010

Email:

info@egslough.staracademies.org

Website:

www.edengirlsslough.com

Principal:

Mr Sajid Khaliq

School hours:

Monday to Thursday
 8am-3pm

Friday
 8-11.55am

Admissions:

If the school is oversubscribed, the school will admit girls in accordance with the oversubscription criteria on page 30 once all girls with a statement of special educational needs or education, health and care plan (naming the school) have been admitted.

Eden Girls' School, Slough will consider all applications equally without reference to faith.

Open Evening:

Wednesday 2 October 2019, 6-8pm

Open Morning:

Friday 4 October 2019
 10.30-11.30am

Please contact the school to book a place on our open morning.

Grove Academy

KEY INFORMATION

4-18
Planned admissions: 180
Uniform
Co-educational All-through
Free School



Address:

Temporary site 2017-2020
Wellington Street
Slough
Berkshire
SL1 1YG

Permanent site from September 2020:
High Street, Chalvey, Slough SL1

Telephone:

01753 517359

Email:

admissions@groveacademy.co.uk

Website:

www.groveacademy.co.uk

Principal:

Ms Andrea Fricker

School hours:

Monday to Friday
8.25am-3.25pm

Admissions:

If there are more applicants than places, places will be offered using the admissions criteria.

Grove Academy is part of the SASH Education Trust (SASH = Slough Association of Secondary Headteachers)

Grove Academy is the first all-through school to open in Slough, offering an exciting project based curriculum from Reception to post 16. Our brand new building will be built High Street, Chalvey, Slough SL1.

Open Day/Evening:

Friday 20 September 2019
9-10.30am, 12.30-2pm
Saturday 21 September 2019
10am-12 noon

Visits:

Visits are welcomed. Please ring the office to arrange an appointment.

Herschel Grammar School



KEY INFORMATION

11-18
 NOR (May'19): 996
 Planned Admission: 150
 Uniform
 Academy
 Co-educational Grammar

Address:

Northampton Avenue
 Slough
 SL1 3BW

Telephone:

01753 520950 Fax: 01753 530984

Email:

mail@herschel.slough.sch.uk

Website:

www.herschel.slough.sch.uk

Headteacher:

Ms Joanne Rockall

School hours:

8.25am-1.05pm, 1.40-2.50pm

Admissions:

Herschel Grammar School has academy status and serves Slough and the surrounding area. Admission is subject to successful performance in the 11+ entry tests. Tests will take place on Saturday 14 September 2019. Please contact the school or visit the schools website for further information.

Open Evening:

Monday 16 September 2019
 5-8pm.

School Tours:

Please see the admissions page on the school website for dates and times.

Langley Grammar School



KEY INFORMATION

11-18
NOR (Jan'19): 1,138
Planned Admissions: 180
Uniform
Co-educational Grammar with Academy Status
National Teaching School
National Support School

Address:

Reddington Drive
Langley
SL3 7QS

Telephone:

01753 598300

Email:

school@lgs.slough.sch.uk

Website:

www.lgs.slough.sch.uk
Further information and admissions details
are available from the school website.

Headteacher:

Mr John Constable BSc

School hours:

Monday to Friday
8.20am-3.15pm
Lunch
1.15-2.15pm

Admissions:

Langley Grammar School serves Slough and the surrounding area. Admission is subject to successful performance in the 11+ entry tests. Tests will take place on Saturday 14 September 2019.

Open Evenings:

Tuesday 17 September 2019,
4-7.30pm

Open Morning:

Thursday 3 October 2019
9.15-11am

See school website for details.

The Langley Academy



KEY INFORMATION

11-18
 NOR (May'19): 1,190
 Planned Admissions: 180
 250 in Sixth Form
 Uniform
 Co-educational Academy

Address:

The Langley Academy
 Langley Road
 Slough
 Berkshire
 SL3 7EF

Telephone:

01753 214440

Email:

admissions@langleyacademy.org

Website:

www.langleyacademy.org

Executive Principal:

Mr Rhodri Bryant

Headteacher:

Ms Alison Lusuardi

Academy hours:

Refer to the Langley Academy website.

Admissions:

The Academy will operate a banding system to ensure that the intake reflects all levels of ability. Children will sit an NFER test which uses non verbal reasoning. It is not an intelligence test and it does not test the child's ability in either English or Maths. There is nothing new for students to learn. **There is no pass mark for this test; it allows us to put students into ability bands. Places will be allocated as detailed in The Langley Academy admissions policy which can be viewed towards the end of this booklet in the school admissions arrangement section. Alternatively refer to the Academy website. Closing date for you to register for the test is 31 October 2019. Test will be sat at The Langley Academy on Saturday 16 November 2019.**

Opening Evening:

Wednesday 18 September 2019,
 4-8pm

Talks:

4.30pm, 6pm and 7.15pm
 (no tours after 7.15pm talk)

Open Mornings:

Open morning in the following weeks will be available by appointment with Penny Davies on 01753 214485.

You will need to register to sit the NFER non-verbal reasoning test. Registration forms available from The Langley Academy. Closing date for registration is 31 October 2019. All students will take the test at The Langley Academy site and will need to attach a recent passport photograph for student identification.

Lynch Hill Enterprise Academy



KEY INFORMATION

11-16
NOR (Mar'19): 526
Planned Admissions: 180
Uniform
Academy Mixed
Secondary School
STEM School

Address:

Stoke Road
Slough
SL2 5AY

Telephone:

01753 691583

Email:

office@lhea.org.uk

Website:

www.lhea.org.uk

Headteacher:

Mr C Thomas

School hours:

Monday to Friday 8.30am-3pm

Admissions

If there are more applicants than places, the Academy will use the admissions criteria listed in the admissions policy.

STEM

The Academy develops young people for future success at university, training and for the world of work. Students will develop problem solving skills, creative thinking and leadership skills through the STEM curriculum.

Open Evening:

Wednesday 2 October 2019,
6-8pm
Thursday 7, 15, 23 and 29 October 2019
From 9.15am

Open Morning:

The Academy welcomes visits from parents and students throughout the academic year. Should parents wish to visit the school, please contact the school office to make an appointment.

St Bernard's Catholic Grammar School



KEY INFORMATION

11-18
 NOR (Mar'19): 828
 Planned Admissions: 150
 Uniform
 Voluntary Aided Catholic School
 Co-educational Grammar

Address:

1 Langley Road
 Slough
 SL3 7AF

Telephone:

Main: 01753 527020
 Fax: 01753 576919

Email:

admissions@st-bernards.slough.sch.uk

Website:

www.st-bernards.slough.sch.uk

Headteacher:

Mr P Kassapian (MA)

School hours:

8.35am-1.25pm, 2.25-3.30pm

Admissions:

This school is a Voluntary Aided Catholic Co-Educational Grammar school. Admission is subject to successful performance in the 11+ entry tests. Priority is given to baptised Roman Catholics with a Priest's reference. Please contact the school or the school's website for a copy of the full admission's criteria.

Open Evening:

Information Evening

Wednesday 25 September 2019, 6pm.

Talks from the Headteacher at 6.30pm and 7.30pm.

Tours of the school

invitation for parents and children

Tuesday 1 October 2019,

Wednesday 2 October 2019,

All tours start at 9am prompt.

St Joseph's Catholic High School

KEY INFORMATION

11-18
NOR (May'19): 940
Planned Admissions: 135
Uniform
Co-educational Academy



Address:

Shaggy Calf Lane
Slough
SL2 5HW

Telephone:

01753 524713 Fax: 01753 579128

Email:

office@st-josephs.slough.sch.uk

Website:

www.st-josephs.slough.sch.uk

Headteacher:

Mr Ciran Stapleton MA, NPQH

School hours:

Monday - Friday
8.30am-1.20pm, 1.55-3pm

Admissions:

Priority is given to baptised Roman Catholics with a Priest's reference. Please see St Joseph's full admissions policy on page 52.

Open Evening:

Thursday 19 September 2019, 5-8pm

Visits:

Friday mornings by appointment only.
Please contact the admissions secretary at St. Joseph's.

Slough and Eton Church of England Business and Enterprise College

A member of the Slough and East Berkshire C of E Multi Academy Trust (SEBMAT)



KEY INFORMATION

11-19
 NOR (Jan'19): 1,131
 Planned Admissions: 180
 Uniform
 C of E Academy
 Co-educational Comprehensive

Address:

Ragstone Road
 Slough
 SL1 2PU

Telephone:

01753 520824

Email:

reception@slougheton.com

Website:

www.slougheton.com

Headteacher:

Mr Peter Collins

School hours:

8.30am-3pm

Admissions:

If there are more applicants than places, offers will be made using the admissions criteria on page 48.

- Slough and Eton has a resource base for students with speech, language and communication needs.
- Students receive priority access to our Sixth Form which offers a range of advanced levels and vocational subjects.
- All students are expected to take part in at least one extra-curricular activity every week to enhance their learning.

Open Evening:

Monday 23 September 2019
 5-7pm.

Visits:

There is a tour with a member of the senior leadership team every Thursday at 9.15am.

Open Morning:

Wednesday 25 September 2019
 9-10.30am
 Wednesday 2 October 2019
 9-10.30am

Upton Court Grammar School



KEY INFORMATION

11-18
NOR (Mar'19): 1,031
Planned Admissions: 165
Uniform
Academy/ National Teaching School
Co-educational Grammar

Address:

Lascelles Road
Upton
Berkshire
SL3 7PR

Telephone:

01753 522892 Fax: 01753 538618

Email:

office@uptoncourtgrammar.org.uk

Website:

www.uptoncourtgrammar.org.uk

Joint CEOs:

Mr Edwards Neighbours
Mrs Antonia Spinks

Head of School:

Mr M Pritchard, MA

School hours:

8.25am - 3.05pm Monday, Tuesday,
Thursday and Friday
8.25am - 1.25pm Wednesday

Admissions:

This school serves Slough and the surrounding area. Admission is subject to successful performance in the 11+ entry tests.

Upton Court Grammar School is part of the Slough Consortium of Grammar Schools.

Open Evening:

Tuesday 1 October 2019,
4-7pm

Open mornings by appointment

Monday 7 October 2019
Tuesday 15 October 2019
9am

Please contact the school to book a place.

The Westgate School



KEY INFORMATION

11-18
NOR (Jan'19): 1,081
Planned Admissions: 240
Uniform
Academy
Co-educational Secondary

Address:

Cippenham Lane
Slough
SL1 5AH

Telephone:

01753 521320

Email:

secretary@westgate.slough.sch.uk

Website:

www.westgate.slough.sch.uk

Headteacher:

Mrs M Cooper

School hours:

8.50am-3pm

Admissions:

The Westgate has a resource for pupils with physical impairment. Numbers are limited to 15 in total.

Open Evening:

Thursday 3 October 2019
6-8.30pm.

Wexham School and Specialist Sports College



KEY INFORMATION

11-18
NOR (Mar'19): 870
Planned Admissions: 240
Uniform
Community School and Specialist Sports College
Co-educational Comprehensive

Address:

Norway Drive
Slough
SL2 5QP

Telephone:

01753 526797 Fax: 01753 573916

Email:

post@wexham.slough.sch.uk

Headteacher:

Mr L Smith

School hours:

8.40am-3.10pm

Admissions:

If there are more applicants than places, places will be offered using the admissions criteria.

The Wexham School also provides a number of places for pupils on the Autism Spectrum. Allocation of these places is decided by an Autism Spectrum Disorder Admissions Panel.

Open Evening:

Tuesday 1 October, 5-7pm

Open Day:

Tuesday 8 October, 9am-12noon
Alternatively please call the school to make an appointment.

Visits:

Visitors are welcome at other times, please contact the school to make an appointment.

What are the dates of the school terms and holidays for 2019/2020 and 2020/2021?

Please note that not all schools follow these dates. Parents are advised to check with their child's school.

2019/20 SCHOOL YEAR**AUTUMN 2019****Term 1**

Term starts on: Wednesday 4 September 2019
 Term ends on: Friday 25 October 2019
 October Holiday: Monday 28 October 2019 to
 Friday 1 November 2019

Term 2

Term starts on: Monday 4 November 2019
 Term ends on: Friday 20 December 2019
 Christmas Holiday: Monday 23 December 2019 to
 Friday 3 January 2020

SPRING 2020**Term 3**

Term starts on: Monday 6 January 2020
 Term ends on: Friday 14 February 2020
 February Holiday: Monday 17 February 2020 to
 Friday 21 February 2020

Term 4

Term starts on: Monday 24 February 2020
 Term ends on: Friday 3 April 2020
 Spring Holiday: Monday 6 April 2020 to
 Friday 17 April 2020

(Good Friday - 10 April 2020; Easter Monday - 13 April 2020)

SUMMER 2020**Term 5**

Term starts on: Monday 20 April 2020
 Term ends on: Friday 22 May 2020
 May Holiday: Monday 25 May 2020 to
 Friday 29 May 2020

Term 6

Term starts on: Monday 1 June 2020
 Term ends on: Wednesday 22 July 2020

2020/21 SCHOOL YEAR**AUTUMN 2020****Term 1**

Term starts on: Tuesday 1 September 2020
 Term ends on: Friday 23 October 2020
 October Holiday: Monday 26 October 2020 to
 Friday 30 October 2020

Term 2

Term starts on: Monday 2 November 2020
 Term ends on: Friday 18 December 2020
 Christmas Holiday: Monday 21 December 2020 to
 Friday 1 January 2021

SPRING 2021**Term 3**

Term starts on: Monday 4 January 2021
 Term ends on: Friday 12 February 2021
 February Holiday: Monday 15 February 2021 to
 Friday 19 February 2021

Term 4

Term starts on: Monday 22 February 2021
 Term ends on: Thursday 1 April 2021
 Spring Holiday: Friday 2 April 2021 to
 Friday 16 April 2021

(Good Friday - 2 April 2021; Easter Monday - 5 April 2021)

SUMMER 2021**Term 5**

Term starts on: Monday 19 April 2021
 Term ends on: Friday 28 May 2021
 May Holiday: Monday 31 May 2021 to
 Friday 4 June 2021

Term 6

Term starts on: Monday 7 June 2021
 Term ends on: Wednesday 21 July 2021

*INSET Days - There are five Inset (Teacher Training) days to be taken during the 2020/2021 academic year. These dates will be set by schools.

Late applications

All applications received after the set closing date will be considered as late applications and processed as follows:

- (a) Applications for selective Slough schools will be forwarded to the Grammar School for consideration.
- (b) Applications for non-selective Foundation and Community Slough schools will be processed after the offer date.
- (c) Applications for other admitting authorities will be forwarded to the authority responsible for admissions for consideration. This includes St Joseph's RC High School and The Langley Academy.

Changes of preference

It is important that you return the CAF by the closing date. We will only consider late applications after applicants who met the deadline have been offered places. However we may consider some late applications where it can be reasonably assumed that an application could not be made by the closing date. Parents will be asked to send evidence to support the application.

You may not normally change your preferences after the closing date. If you do change your mind after you have submitted your CAF, you should let the Admissions and Transport Team know of the change **in writing**. If your changes are before the closing date we will take those changes into account when places are allocated. If your request for changes is after the closing date, we will only consider your request after all applications and changes that arrived on or before the closing date.

Please write to:

Admissions and Transport Team
Slough Borough Council
St Martins Place, 51 Bath Road
Slough SL1 3UF

Secondary In-year

Please note in-year applications received before the Easter holidays will automatically close on 31 August 2019. If parents still wish to make an in-year application please re-apply online at www.slough.gov.uk/admissions

Can I appeal against a school's decision?

Yes. If your child is not offered a place at the school you have applied to, then you can appeal against this decision. To make an appeal for a Community or Voluntary Controlled school, you will have to complete a form.

Please make sure you leave enough time to complete it and return it by the deadline. Parent's appeals are considered by panels that are independent of the school and the Local Authority. Please contact the number below for a form.

Democratic Services Section 01753 875015.

If you decide to appeal for place in Reception, year 1 or year 2, please consider that if there are already 30 in the class the law has put limits on the powers of the appeal panels. Appeals for these year groups can **ONLY** be upheld if:

- (a) you can prove maladministration by the Local Authority which led to your child being disadvantaged when school places were offered or
- (b) If you can show that we have acted unreasonably.

For Voluntary Aided schools, Foundation schools and Academies please contact the school for details about how to appeal.

If your child has been turned down for a place in reception because there are already 30 children in the class you do still have the right of appeal, but the appeal panel can only offer a place in very specific circumstances. For more information please contact the number above.

Can the offer of a place be withdrawn?

Yes. The over-subscription criteria takes into account the information that you have supplied on your CAF or online. We take this as being correct and up to date. If you give incorrect or intentionally misleading information and a place is offered on the basis of that information, Slough Borough Council may withdraw the offer of a place. If this happens you will be required to make a fresh application giving the correct details and the application will be processed with the new information.

School exclusions

Your child could be excluded from school on either a temporary (fixed term) or permanent basis. If you have concerns about this please contact the Education Access Officer on 01753 787684 for advice.

Applying for a school place after the normal time of admission.

If you have recently arrived in Slough and wish to apply for a non-selective school, you must complete a Casual admissions application form. These forms are available from the Admissions and Transport Team at St Martins Place. Admissions to all non-selective schools in Slough are considered on a monthly basis by a Panel. If the school requested is full you still have the right to appeal, however we do advise you to consider schools where there are vacancies also.

If you want your child to move from one Slough school to another Slough school but you are not moving home, you still have the right to apply. If the school cannot take your child, you have the right to appeal. Whether or not an appeal is successful will depend on individual circumstances and why the transfer is thought necessary in the first place. If you feel there are problems in your child's current school, it is always best to try and sort the problem out rather than move your child from the school. Before we proceed with your application we will ask your child's current school for information, also, we will request that the application is signed by the head teacher or head of year to verify that the transfer has been agreed.

Applications for grammar schools are considered by the Admissions Team. Your child will still need to be tested for suitability for a grammar school.

Applying for a place in Sixth Form

Sixth Form places in each school will be considered by the school's entry requirement. This will be the same for both external and internal candidates. Please refer to the schools own website for an application form and further information.

Will my child be entitled to any assistance with transport?

Pupils aged 11-16 attending maintained schools are provided with a free travel pass or equivalent if:

- they live in the Borough of Slough and
- they attend their catchment or nearest school and
- they live more than 3 miles from the school

The distance will be calculated by the LA using the shortest available walking route from the child's home to the school. Catchment schools are those that serve the catchment areas as defined by the LA.

If the catchment school is full, transport may be provided to the nearest school with a place available as determined by the LA. Parents may be asked to provide evidence that they have been unsuccessful in applying for a place at their catchment school and any other schools.

Pupils from low income families

Pupils aged 11-16 years (years 7 to 11) who live more than 2 miles from one of the 3 "nearest qualifying schools" are provided with a free travel pass or equivalent if they are:

- entitled to Free School Meals OR
- their parents are in receipt of their maximum level of Working Tax Credit.

The 2 mile limit is measured as the shortest available walking route.

Pupils aged 11 to 16 years (years 7 to 11) who live more than 2 miles but less than fifteen miles from the nearest suitable school preferred on grounds of religious belief, are provided with a free pass or equivalent if they are:

- entitled to Free School Meals OR
- their parents are in receipt of their maximum level of Working Tax Credit.

The 2 mile limit is measured as the shortest available walking route.

NB For Parents applying under this criterion - a new application needs to be submitted every school year.

Parents with children eligible for transport will be required to re-apply for transport if they move house or their child(ren) change(s) school.

Are pupils over 16 entitled to transport?

Pupils and students without a statement of SEN, aged between 16 and 19 and in full-time further education can apply for a Student Reduced Fare Card. The card will allow students to travel on First Beeline buses and First Great Western trains on the specified journey only in the area at a reduced rate.

The card will be available free of charge to students whose parents are receiving the maximum level of Working Tax Credit, or Income Support or Income Based Job Seekers Allowance. Students will need to send in verification of parents benefits ie. tax award notice (TC602) for 2017/18 or letter from Department of Work and Pensions. Passes are limited to first come, first served.

For more information please contact Transport on 01753 875729

School meals

Food served in school must meet high food standards so that children have healthy, balanced diets. Meals must provide high quality meat, poultry or oily fish and vegetables as well as suitable carbohydrates. Foods high in fat and/or sugar are limited.

Help yourself and your school - check your entitlement to free school meals

Taking up free school meals has benefits for everyone:

- children get a healthy nutritious meal
- schools can benefit directly by receiving additional funding called Pupil Premium. This is additional funding given to schools which can be spent on a range of interventions to help raise the attainment of pupils. Current pupil premium funding is £1,320 for each eligible primary school child and £935 for each eligible secondary school child
- families entitled to free school meals could save more than £400 per child per year.

Even if you don't want to take up the offer of free school meals but you believe you meet the eligibility criteria, we would strongly encourage you to apply. That way your school can benefit from the extra funding eligibility attracts.

How do I know if my child is eligible for free school meals?

Free school meals are offered to children of families who receive:

- Income support
- Income Based Jobseeker's Allowance (IBJSA)
- Employment & Support Allowance (Income Related) (ESA(IR))
- Support under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit (TC602) - if you have a yearly income of less than £16,190 and do not get working tax credit
- Guaranteed Element of Pension Credit
- Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods)

Please note, if you receive working tax credit, you will not be eligible for free school meals. The only exception to this is if you are in receipt of the four week Working Tax Credit run-on after you stop qualifying for Working Tax Credit.

If you think you are eligible, you can apply once your child starts school. Pick up a form from the school office or apply online at: www.slough.gov.uk/schools-and-learning/free-school-meals.aspx.

Protected entitlement to free school meals

The government also protects free school meal eligibility as follows:

- Any pupil eligible for free school meals (through legacy benefits or Universal Credit) before 1 April 2018 will retain their eligibility until the end of the rollout of Universal Credit (March 2022), regardless of whether their circumstances change.
- Any pupil who becomes eligible for free school meals during the rollout of Universal Credit (through legacy benefits or Universal Credit) i.e. from 1 April 2018 to March 2022, will also retain their eligibility until the end of Universal Credit rollout, regardless of whether their circumstances change.

- Once the rollout of Universal Credit has completed i.e. after the end of March 2022, any pupil who loses their entitlement will be transitionally protected until the end of their current phase of education e.g. primary or secondary.

If you are eligible for free school meals but your personal circumstances change and you no longer meet the qualifying criteria, you should speak to your child's school as soon as possible. They will ensure your child continues to benefit from a free school meal for as long as is allowed by the government.

Not claiming benefits, but have children in Reception, Year 1 or Year 2?

Children in Reception, Year 1 and Year 2 receive free school meals under the government's Universal Infant Free School Meals scheme. However, we strongly encourage parents who believe they also meet the benefit related free school meals criteria to complete a free school meals application.

If you meet the benefit related criteria, your school will also benefit from additional funding known as Pupil Premium.

You can pick up an application form from your child's school or apply online at:
www.slough.gov.uk/schools-and-learning/free-school-meals.aspx.

Contact details for other local authorities:

- Bucks Admissions
 Tel: 01296 383250
 Email: admissions@buckscc.gov.uk
- Hillingdon Admissions
 Tel: 01895 556644
 Email: admissions@hillington.gov.uk
- Reading Admissions
 Tel: 01189 373777 opt 1
 Email: admissions.team@reading.gov.uk
- Surrey County Council Admissions
 Tel: 0300 200 1004
 Email: contact.centre@surrey.gov.uk
- The Royal Borough of Windsor and Maidenhead
 Tel: 01628 683870
 Email:
rbwm.admissions@achievingforchildren.org.uk

Baylis Court School

As a Specialist Arts Academy the Governors are the Admissions Authority for Baylis Court School. This policy has been drawn up by the Governors in accordance with the Schools Admission Code and they will be responsible for all decisions about admissions.

The 2019 Published Admission Number (PAN) for Year 7 is 160.

Baylis Court School is an 11-18 Specialist Arts Academy for girls with a clear vision for academic excellence.

Priority will be given to applicants living within the school's catchment area; this being up to a 7 mile radius from the front door of the school. Distance will be measured (using the Local Authority's computerised measuring system) from the front door of the child's home address (including flats) to the main entrance of the school. Children living outside the school's catchment area will only be considered for a place after the admission criteria and oversubscription criteria have been applied to children living within the catchment area.

Ethos

Baylis Court School expects the very highest standards from all. We aim to provide a friendly and supportive environment where each girl can fulfil her true potential and grow in confidence as part of a cohesive community where all individuals are valued and respected.

The school is committed to developing all pupils' creativity across and beyond the curriculum to foster aesthetic appreciation and to maximise their academic, personal, and social accomplishments, and to deal creatively with challenges to become successful global citizens.

Admissions Criteria

Pupils will be admitted in the following order:

- i) Children in public care (children who are in the care or interim care of a local authority), under the provisions of the Education (Admission of Children Looked After) Regulations 2006.
- ii) Special needs - children with social and medical grounds professionally supported by written evidence from a doctor, social worker or other relevant professional, stating that Baylis Court is the only school which could cater for the child's particular needs.

- iii) Specialist Arts Academy Places - 10% of applicants into year 7 will be admitted on the basis of aptitude for dance, drama or music in line with school's Specialist Status as an Arts Academy. Children who wish to be considered under this category must fill in an application form to be submitted directly to the school and attend an audition on Saturday morning (date TBC). These arrangements will be applied for entry in September 2019.
- iv) Children of staff at the school. Priority will be given to children of staff in either or both of the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
 - b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- v) Siblings, Twins and same-year siblings. Where applications are received from twins, triplets or same-year siblings the following procedure will be followed. If one child is selected for a place within their band the twin/triplet/same year sibling will be ranked in their band immediately below Looked After child.

A sibling is a child who has one or more parents in common, or any other child (including an adopted child) who permanently lives at the same address and for whom the parent also has parental responsibility as defined in the Children Act 1989, Part 1, Section 3.

Oversubscription criteria

If the school is oversubscribed a random electronic allocation system will be used to decide which of the children should be offered the remaining places. The use of random allocation will be independently monitored.

Application outside of the normal intake timetable

Applications for admission into year groups outside of the normal intake timetable (i.e. for pupils moving into the designated area or wishing to transfer from another school) shall be allowed unless the year group into which admission is sought exceeds the size dictated by the Published Admission Number (PAN) of the school.

Appeals against non-admission

The school will establish arrangements for appeals against non-admissions which will be independent of the school. Appeals shall be heard in accordance with the Schools Admission Appeals Code of Practice. Under this Code of Practice the school exercises its right not to consider further appeals for the same child within the same academic year.

Appeals will only be heard from parents who have first sought admission and been refused.

The school will agree any changes to its admissions with the Secretary of State for Education. Details of admissions and appeals arrangements will be published each year.

Appendix

i) Administrative Arrangements (10% aptitude Dance or Drama or Music)

It is the policy of the school not to accept applications for the 10% aptitude places after the set closing date. Any such late applications will be considered under the normal admissions criteria.

No second application for aptitude places will be considered.

Applications will be acknowledged in writing within ten days of receipt as proof of application. **Parents should contact the school without delay if no acknowledgement is received.**

Pupils will be invited to the school on a Saturday morning in October 2018 to attend for audition. Independent assessor(s) will score pupils objectively against agreed criteria and they will be ranked in order of merit.

If a pupil gains a place under the 10% criterion and subsequently leaves the school the 'Arts' place may be offered first to an 'Arts' applicant held on the waiting list of the relevant year group.

ii) Admissions to Sixth Form

Admissions to the Sixth Form will be in line with the published arrangements of the Herschel Consortium.

Beechwood School

Beechwood School converted to Academy status on 1st October 2016. At this time, a decision was made to maintain our current Admissions' Policy. This means that entry to Beechwood School is determined, at present, by the criteria which exist for entry to a Local Authority Community School as published in the Local Authority's Admissions' Information Guidance and has existed for Beechwood School previously.

Beechwood School remains part of the Slough Borough Council's Co-ordinated Secondary Admission Scheme. An overview of this scheme and guidance about the Slough Borough Council Common Admissions' Form (CAF) and key dates can also be found on this page.

Any change of Admissions' Policy going forward would be fully consulted upon as is required of Academies.

If you are interested in your child joining Beechwood please contact the Admissions and Access Team at Slough Borough Council.

Ditton Park Academy

Ditton Park Academy is a forward thinking, all ability school, inspiring learning and taking a significant lead in regenerating the heart of the Slough community - a local school for families in the neighbourhood. Our Admissions Policy reflects these aspirations.

Ditton Park Academy will provide secondary school places for young people aged 11-19 and the Admissions Policy for the Year 7 and Year 12 intakes is set out below.

Ditton Park Academy is committed to straightforward, open, fair and transparent practices and policy in relation to Admissions. The school will act in accordance with the Schools Admissions Code (as revised February 2012), the School Admissions Appeals Code and admissions law as they apply to Academies.

Application Process

Ditton Park Academy will be part of the Local Authority's coordinated arrangements which requires all parents to complete a Common Application Form (CAF) provided by the Local Authority.

Copies of the form are available from the Admissions Team at Slough Borough Council or online at: www.slough.gov.uk/admissions where full details of the application process are also available.

In completing the Common Application Form, Ditton Park Academy must be listed as one of the preferences on the LA form. Inaccurate or false information on the form could result in the place being withdrawn.

We will operate in keeping with the local Fair Access Protocol.

Late Applications

Late applications will be dealt with according to the Local Authority coordinated scheme.

Appeals

Those who are offered a place at Ditton Park Academy will be informed during the first week of March 2014 by the Local Authority. Parents who are not offered a place through this process have a right to appeal against the decision. Ditton Park Academy will use the independent appeals service provided by the Local Authority. Independent Appeals Panels are appointed in accordance with the Code of Practice for School Admissions Appeals and training is given to all who sit on these panels.

Waiting Lists

If Ditton Park Academy is oversubscribed, names of all unsuccessful applicants will be placed on a waiting list managed by the Local Authority and, should vacancies arise before the end of the autumn term, will be offered places in accordance with the published oversubscription criteria. At the end of the autumn term, the waiting list will cease to operate and parents would need to make an application for an 'in year' admission, managed by SBC, if they still want their child to be considered for a place at the school.

Admissions Policy: Year 7

Ditton Park Academy is an independent, state funded school which has an agreed Published Admissions Number of 180 per year for admission into year 7 (120 in 2014) and shall admit up to this number each year. All applicants will be admitted if fewer than 180 applications are received (or fewer than 120 in 2014).

Where the school receives more applications for year 7 than it has places available the criteria listed below will apply.

Admissions Criteria

Children with a statement of Special Educational Need (SEN) where Ditton Park Academy is named on the statement must, by law, be admitted to Ditton Park Academy.

After this requirement has been met, places will be allocated in line with the following objective oversubscription criteria in this order:

- Any request for the allocation of a place for children looked after or formerly looked after (1) by the Local Authority and adopted children who were formerly looked after by the Local Authority will be admitted next.
- Children with a strong social or medical reason. This must be supported by written evidence from a professional such as a doctor or social worker involved in the case and must demonstrate why the school is the only one which the child can attend as a result of the social and/or medical need.
- Siblings of children who will be attending the school in the year of admission i.e. brothers or sisters including step, adopted or foster brothers or sisters living in the same family unit at the time when the child would be due to start at the school (note this criteria could not be applicable for the first round of applications for Ditton Park Academy in 2014).

(1) Note: "children looked after" by the Local Authority are those who are (a) in the care of a Local Authority or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions (See Section 22(1) of the Children Act 1989).

- Children of Ditton Park Academy staff who have been in post for at least two years at the time of the application and/or have been recruited to fill a vacant post in a demonstrable skill shortage area.
- Distance from the school measured by a straight line measured from the main on street entrance of the child's home (whether that be front gate or front door) to the main gate of the school using GIS software.

The final criteria (distance) will always be utilised in the event of a tie-breaker.

In the case of flats or multiple-occupancy measurement will be taken from the main entrance of the building. If this results in a tie, places will be allocated randomly and this process will be overseen by an independent body other than Ditton Park Academy.

Where the application of oversubscription criteria would result in splitting children with either the same birth dates or children born in the same academic year from the same family, then places will be offered even if this will result in the school going above its admission number.

Admissions Policy: Year 12

Note: students will not be admitted to Year 12 until such time as students from Ditton Park Academy reach the end of Year 11. There will therefore be no admissions into Year 12 until 2019.

This Admissions Policy will be the subject of consultation and review prior to the first year of admission for Year 12 students to ensure that the minimum criteria set for access to Post 16 courses are appropriate, fair and equitable.

The proposed number of Year 12 places will be 120.

Capacity and admission number

Ditton Park Academy will operate a sixth form for a maximum total of 200 students. 120 places overall will be available in year 12 (the year 12 'capacity'), with pupils being admitted to year 12 in 2019. If fewer than 120 of the school's own year 11 pupils transfer into year 12, additional external pupils will be admitted until year 12 meets its capacity of 120. There are a variety of Sixth Form courses on offer each with different entry requirements. Full details of these will be published annually in the Sixth Form prospectus and applicants should contact the school for information.

Oversubscription criteria

The Academy will admit any pupils with a statement of Special Educational Needs whose statement names the academy and who meet the minimum entry requirements.

To be eligible for entry into the sixth form both internal and external pupils will be expected to have met the minimum academic entry requirements for the sixth form course and its level of qualification:

These are currently:

For level 3 courses: 5+ A*-C grades at GCSE

For level 2 courses: 5+ A*-E grades at GCSE

(The school will adopt the preferred progress measure of the government at the time of opening the sixth form)

In addition to the sixth form's minimum academic entry requirements pupils will need to satisfy minimum entrance requirements to the courses for which they are applying. If either internal or external applicants fail to meet the minimum course requirements they will be given the option of pursuing any alternative courses the school offers for which they do meet the minimum academic requirements, providing these courses are not already full and oversubscribed. Course requirements are published annually on the school's website in the Sixth Form prospectus.

When the sixth form is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted. When there are more external applicants that satisfy any academic entry requirements, priority, will be given in the following order:

- Looked after children and former looked after children who meet the minimum entry requirements (2);
- Siblings of children who will be attending the school in the year of admission i.e. brothers or sisters including step, adopted or foster brothers or sisters living in the same family unit at the time when the child would be due to start at the school).
- Children of Ditton Park Academy staff who have been in post for at least two years at the time of the application and/or have been recruited to fill a vacant post in a demonstrable skill shortage area.
- Distance from the school measured by a straight line measured from the front gate/entrance of the child's home to the main gate of the school using GIS software.

The final criteria (distance) will always be utilised in the event of a tie-breaker. In the case of flats or multiple-occupancy measurement will be taken from the main entrance of the building. If this results in a tie, places will be allocated randomly and this process will be overseen by an independent body other than Ditton Park Academy.

Review

This policy will be reviewed each year by Governors.

(2) Note: “children looked after” by the Local Authority are those who are (a) in the care of a Local Authority or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions (See Section 22(1) of the Children Act 1989).

Eden Girls’ School, Slough

Determined Admission Arrangements

Eden Girls’ School, Slough is part of Star Academies. Star Academies has devolved operational responsibility for managing admissions to the Local Governing Body of Eden Girls’ School, Slough.

As an 11-18 progressive and inclusive Muslim faith school, the Governing Body will consider all applications equally without reference to faith.

Year 7 Admission for Eden Girls’ School, Slough

The admissions process is part of the Slough Borough Council’s determined scheme for co-ordinated admissions to secondary schools.

All applicants are required to complete their home Local Authority’s common application form by 31st October 2019.

Parents will be advised of the outcome of their application on 1st March 2019. The published admission number for the Year 7 intake in 2019 is 120.

All applicants will be admitted if 120 or fewer apply.

If the school is oversubscribed, girls will be admitted in accordance with the oversubscription criteria below, once all girls with a statement of special education needs or an education, health and care plan, naming the school are admitted.

Oversubscription criteria

1. Looked after girls or a girl who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order (see note 1).
2. Daughters of staff employed at Eden Girls’ School, Slough for 2 or more years at the time at which the application for admission is made, and / or the member of staff has been recruited to fill a post where there is a demonstrable skill shortage (see note 2).

3. Girls with a sibling who is a pupil already attending Eden Girls’ School, Slough at the time of both application and admission (see note 3).
4. Girls for whom the Governing Body accepts that they have proven, exceptionally strong special, medical or social circumstances, which are directly relevant to attendance at Eden Girls’ School, Slough.

Parents must provide the professional supporting evidence from e.g. a consultant, doctor, psychologist, social worker or from another professional. A place will only be offered, if the Governing Body accepts the view of the professional, which confirms that the existing medical or social difficulties will be exacerbated if admission is not offered at Eden Girls’ School, Slough (see note 4).

5. A maximum of 10 places will be allocated to girls who reside in Hounslow (TW postcodes).
6. A maximum of 5 places will be allocated to girls who reside in High Wycombe (HP postcodes).
7. A maximum of 5 places will be allocated to girls who reside in Hillingdon (UB postcodes).
8. All other girls who live nearest from home to Eden Girls’ School, Slough including those who were refused admission under oversubscription criteria 5-7.

Tie-breaker

If any criteria are oversubscribed, then priority is given to those girls who live nearest from home to school. The distance is measured in a straight line from the front door of the girls’ address to the main gate of the school using Slough Borough Council’s computerised mapping system, which uses the Ordnance Survey integrated network. If the distance between the girls’ homes and the school is the same, which includes the same geographical property reference (such as a block of flats), then random allocation is used as a tie-breaker. Slough Borough Council’s School Admissions Team will undertake the random allocation process in the presence of a school representative.

Address

The address given must be where the child and parents live permanently. It must not be the child minder’s, grandparent’s or other relative’s address. If parents share custody of a child, then the Governing Body may request to see the court order, child tax credit letter, child benefit letter, medical card or

other evidence to establish where the child is resident for the majority of the time during the weekdays. If there is joint custody for the child, then the address of the parents receiving the child benefit is used.

Parents will be required to provide proof of permanent address.

Notes:

1. A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989) at the time of making an application to a school. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders). Under the provisions of s14 of the Children and Families Act 2014, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangement orders. Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
2. A girl is eligible for consideration when the parents complete the section on the home Local Authority's common application form.
3. Siblings refers to full, half, adopted, step, foster sisters or the daughter of the parents partner, and, in every case, the girl must be living in the same family unit at the same address.
4. It is important that you state on the application form and if required, attach a letter, clearly setting out your reasons for requesting admission under the medical or social criteria. You must also provide written supporting evidence from a professional with the application form. The letter from the professional must confirm that the existing medical or social difficulties will be exacerbated if admission is not offered at Eden Girls' School, Slough.

The supporting evidence from the professional must be submitted by 31st October 2018. If the evidence from the professional is received after 31st October 2018, then the Governing Body will accept this as long as it is received by 7th December 2018, at the very latest.

Multiple births

If children of multiple births (twins and triplets) and siblings require admission in the same year group and there is only a single place left within the published admission number, the Governing Body will offer places above the published admission number.

Late applications

Unless there are exceptional reasons for the late submission of the common application form, late applications will not be considered at the same time as applications that were received by the closing date.

When determining whether exceptional circumstances apply, the Governing Body may consider the following information:

- Parents moving into the area after the closing date.

- Parents were abroad for the whole period between the publication of the Local Authority's composite prospectus and the closing date of the application form.
- Parental/child illness which required hospitalisation for a significant period between the publication of the Local Authority's composite prospectus and the closing date of the application form.

No late applications will be considered after 7th December 2019. These late applications will be considered after all the others that were received on time and placed on the waiting list in order, according to the oversubscription criteria. Applications made after the start of the autumn term 2019 will be treated as an in-year application.

Waiting list

Parents of girls refused admission for Eden Girls' School, Slough's year 7 group each September, will automatically be included on the waiting list for the school, where Eden Girls' School, Slough is a higher preference than the school where your daughter was allocated a place. Parents who wish their child's details to be included on the waiting list for Eden Girls' School, Slough, even though a place has been allocated at a higher preference school, should contact Slough Borough Council's School Admissions Team.

The position on the waiting list is determined by the priority order of the admission policy and nothing else. When the number of girls admitted to the school drops below the published admission number, a place is offered to the girl who is at the top of the waiting list.

The position of your daughter on the waiting list may change. They may move up or down each time a child is added or removed, or when the change in circumstances of the child requires her to be considered against a different priority order of the school's oversubscription criteria. Children Looked After, previously Children Looked After, and those allocated a place at the school in accordance with the Fair Access Protocol must take precedence over those on the waiting list.

Slough Borough Council maintains the waiting list in accordance with the school's oversubscription criteria, until 31st December in the academic year of Year 7 admission. Parents should contact the school, if they wish their daughter's details to be kept on the waiting list, from the spring term onwards.

The school maintains the in-year waiting list in accordance with the school's oversubscription criteria.

We will contact the parents of children on the waiting list in the summer term for each year group to ascertain if they wish for their child's details to remain on the waiting list.

Withdrawing an offer of a place

The Governing Body reserves the right to withdraw an offer of a place if:

- It was made in error.
- Parents fails to respond to the offer of a place within a reasonable period of time.
- It is established that the offer of a place was obtained through a fraudulent or misleading application.

Where parents fail to respond to the offer of a place, the Governing Body will give the parents a further opportunity to respond and explain to them that the offer of a place will be withdrawn unless they respond by the specified date. Where an offer of a place is withdrawn based on misleading information, the Governing Body will consider the application afresh, and will offer a right of appeal if admission cannot be offered.

The Governing Body will not withdraw the offer of a place once the girl has started at the school, except where that place was fraudulently obtained. In deciding whether or not to withdraw the offer of a place, account will be taken of the length of time the girl has been at the school. Where the girl has been at the school for less than a term, the Governing Body may consider it appropriate to withdraw the place.

Admission of children outside their normal age group

Parents may seek a place for their child outside of their normal age group, for example, if a child is gifted and talented or has experienced problems such as ill health.

Parents of children who are already of secondary school age are required to complete the LA's relevant application form along with a letter requesting admission out of the normal age group and submit this with the required evidence outlined below. If their request is agreed and a place is available in the requested year group, the child will be admitted.

Parents of children who wish to seek admission to Year 7 outside their normal age group (i.e. who are currently placed in a lower or higher year group) will need to submit the normal common application form to the Local Authority (in writing or online). Parents must do this at the same time as they submit a written request to the Governing Body for their child to be admitted out of the normal age group and submit this with the required evidence outlined below. If their request is agreed and a place is available in the requested year group, the child will be admitted.

Whilst the Governing Body will consider applications to Year 7 from parents of children outside their normal age group, please note that the Governing Body is not bound by decisions made by another admission authority.

The Governing Body will make a decision on the request before the Secondary national offer date if the request for admission is received during the normal admissions round, if at all possible.

Parents should consider what evidence they wish to submit in support of their case with the application form, for example, evidence from a medical practitioner, educational psychologist, headteacher etc. Some of the evidence a parent may wish to submit could include:

- Whether they are currently or have previously been educated outside the normal age group;
- Whether they may naturally have fallen into a lower age group if it were not for being born prematurely;
- Where relevant their medical history and the views of a medical practitioner;
- Information about the child's, academic, social and emotional development;
- Where relevant the views of an educational psychologist.

The Governing Body is required to take into account the views of the Headteacher on the application as well as the information from the parents.

The Governing Body will make their decision based on the circumstances of each individual case, and in the best interests of the child concerned. The Governing Body will then inform the parents of their decision on the year group the child should be admitted to and will provide the reasons for their decision.

Parents have a statutory right to appeal to an independent appeal panel against the refusal of a place at a school for which they have applied. As the purpose of the appeals process is to consider whether a child should be admitted to a particular school, the right of appeal does not apply if they are offered a place at the school but it is not in their preferred year group. However, they may make a complaint to the Governing Body about the decision not to admit their child outside their normal age group.

In-year admission

In-year admission is the process of applying for admission into an existing year group within a school. It does not refer to Year 6 to Year 7 transfer into secondary school in September. Applications made after the start of the autumn term 2019 will be treated as an in-year application.

The in-year admission process is managed by Slough Borough Council. Parents are required to complete the application form, which is available from and returnable to Slough Borough Council.

For some girls, it may not be possible to secure admission under the in-year admission process. Where this is the case, Slough Borough Council will apply the Fair Access Protocol to secure the most appropriate educational provision for these girls.

For girls with a statement of special education needs or an education, health and care plan, the in-year admission process will not apply. Parents should contact their home Local Authority's Special Educational Needs Team. The child is offered a place if the Local Authority's Special Educational Needs Team names the school in the statement of special education needs or an education, health and care plan.

Appeals

Parents have a legal right of appeal to an independent appeal panel against the decision not to offer admission at Eden Girls' School, Slough. Educationappeals Dotcom Ltd administers the appeals process, on behalf of the school. Parents should contact the school for an appeal form.

Parents have at least 20 school days to prepare and submit their written case to the independent appeal panel. They will normally receive 14 days' notice of the place and time of the hearing, so they can attend, in order to present the case in person.

The decision letter from the independent appeal panel, which will include the reasons for the decision is communicated to all parties as soon as possible, but no later than 5 school days, after the hearing.

Re-appeals

Parents do not have the right to a second appeal in respect of the same year group, unless in exceptional circumstances, the Governing Body has accepted a 2nd application from the parents because of a significant and material change in the circumstances of the parents, child or school but were still refused admission.

Grove Academy

1 Introduction

Grove Academy is a local school for local children and families. It is the second school to have opened as part of The SASH Education Trust, the first school being Ditton Park Academy which opened in 2014.

Grove Academy is a state funded, co-educational, all through Academy, unique in Slough as it is an all through school, taking children from primary school age right through to 18.

Children who are admitted into the primary phase of the school i.e. Reception or any subsequent primary year, will not need to apply for a place in Year 7 when they reach the end of the primary phase but will automatically be allocated a place.

In September 2019 there will be 120 places available in Reception and 180 places available in Year 7.

Students will be admitted in to the sixth form in 2022 at the latest and consultation will take place regarding admissions arrangements for this year group prior to that, at the appropriate time.

When the school is full, the primary phase of the school will have 120 children in each year group. Years 7 to 11 will have 180 students in each year group and, eventually, the whole school will have 1,940 places including 200 sixth form places.

The Grove Academy is committed to straightforward, open, fair and transparent practices and policy in relation to Admissions. The school will act in accordance with the School Admissions Code, the School Admission Appeals Code and admissions law as they apply to Academies. We will operate in keeping with the local Fair Access Protocol and SASH Education Trust protocols.

2 Admission Of Children To Reception 2019

2.1 Application Process for Reception Places

The Planned Admission Number (PAN) for 2019/20 for Reception is 120 (four forms of entry).

The school will provide for the admission of all children in the September following their fourth birthday. Children eligible for entry to Reception in September 2019 will have been born between 1st September 2014 and 31st August 2015.

We are required to organise our infant classes in groups of 30 or fewer to a teacher.

Applications for places in Reception at the Grove Academy will be dealt with as part of Slough Borough Council's Coordinated Admissions process. The deadline for application is 12th January 2019. Copies of the Common Application Form (CAF) are available from 1st September 2018 from the School Services, Admissions and Transport Team at Slough Borough Council by telephone on 01753 875728 or online at: www.slough.gov.uk/admissions where full details of the application process are also available. Application forms can also be downloaded from the Grove Academy website (www.groveacademy.co.uk), printed, completed and posted to the School Services, Admissions and Transport Team St Martins Place, 51 Bath Road, Slough, Berks SL1 3UF

Please note that children who are admitted into the primary phase of the school, will not need to apply for a place in Year 7 when they reach the end of the primary phase but will automatically be allocated a place.

Inaccurate or false information on the form could result in the place being withdrawn.

Where a child is below compulsory school age in the September following their fourth birthday, parent/carers may request that the date their child is admitted to school is deferred until later in the academic year or until the term in which the child reaches compulsory school age. Parent/carers may further request that their child takes up the place part-time until their child reaches compulsory school age.

Parents/carers may request that their child is admitted to a year group outside their normal age range. Requests for admission out of the normal year group will be considered alongside other applications made at the same time.

Governors will consider each case on its merits, taking into account the individual circumstances of the request and the child's best interests. They will ensure the parent is aware of whether the request for admission out of age group has been agreed before final offers are made, and the reason for any refusal. If the request is refused, the child will still be considered for admission to their normal age group.

The process for requesting such an admission is: with the application, parents/carers should request that the child is admitted to another year group, stating which one; they should give the reasons for that request and submit any evidence in support of their case, for instance from a medical practitioner. Such applications may not be possible in the first years of opening as not all age groups will be admitting children.

2.2 Late Applications

Late applications will be dealt with according to the Local Authority coordinated scheme and will be dealt with after any 'on time' applications have been processed.

2.3 Appeals

Those who are offered a place at the Grove Academy will be informed by the Local Authority; letters are posted on 16th April 2019. Parents/carers who are not offered a place through this process have a right to appeal against the decision. The Grove Academy will use an independent appeals service.

Independent Appeals Panels are appointed in accordance with the Code of Practice for School Admissions Appeals and training is given to all who sit on these panels. These panels are independent of the school.

2.4 Parents/carers who wish to appeal should contact:

Slough Borough Council, Democratic Services Section on 01753 875015.

Information on the timetable for the appeals process will be posted on the school website: www.groveacademy.co.uk and by Slough Borough Council.

Parents/carers should make sure that they leave enough time to complete the form and return it by the deadline.

The deadline for 2019 will be in line with that published by Slough Borough Council.

2.5 Waiting Lists

If the Grove Academy is oversubscribed, names of all unsuccessful applicants will be placed on a waiting list managed by the Local Authority from 16th April 2019 to the 4th May 2019, and after that date by the school. If vacancies arise before the end of the autumn term, applicants will be offered places in accordance with the published oversubscription criteria. At the end of the autumn term, the waiting list will cease to operate and parents would need to make an application for an 'in year' admission, managed by Slough Borough Council, if they still want their child to be considered for a place at the school.

Whenever a new applicant is added to the waiting list, the list will be re-ordered in accordance with the oversubscription criteria.

2.6 Admissions Policy: Reception

The published admission number (PAN) for Reception for 2019 is 120. If there are fewer than 120 applications, all applicants will be offered a place. Places will be allocated regardless of ability.

2.6.1 Admissions Oversubscription Criteria

Children Looked After, children who have been previously looked after and adopted children who were formerly looked after by the Local Authority will take priority over all other applicants.

Note: "children looked after" by the Local Authority are those who are (a) in the care of a Local Authority or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions (See Section 22(1)) of the Children Act 1989.

Children who have an Education Health and Care Plan (formerly a statement of Special Educational Needs) which names the school must, by law, be admitted to the Grove Academy.

After these requirements have been met, places will be allocated in line with the following objective over-subscription criteria in this order:

- Children with a strong social or medical reason. This must be supported by written evidence, accepted by the school, from a professional such as a GP, hospital consultant or social worker involved in the case and must demonstrate why the school is the only one which the child can attend as a result of the social or medical need. (Examples of strong medical or social grounds

could be serious domestic or family problems or the child having a chronic medical condition).

- Siblings of children who will be attending the school in the year of admission. "Sibling" means one of two (or more) children who have one or more parent in common, or any other child (including an adopted child) who permanently lives at the same address and for whom the parent also has parental responsibility.
- Children of staff employed by the SASH Education Trust (including Grove Academy staff) who have been recruited to fill a vacant post in a demonstrable skill shortage area or who have been in post for at least two years at the time of the application.
- Distance from the school measured by a straight line measured from the main on street entrance of the child's home (whether that be front gate or front door) to the main gate of the school using GIS software.

(Note: for the purposes of defining the address of the child, if the child resides for part of the week with one parent and with the other for the remaining part of the week, then the address of the parent living closest to the school will be used.)

- In the case of flats or multiple-occupancy measurement will be taken from the main entrance of the building.
- The final criteria (distance) will always be utilised in the event of a tie-breaker. If this results in a tie, places will be allocated randomly and this process overseen by an independent body other than the Grove Academy.
- Where the application of oversubscription criteria would result in splitting children with either the same birth dates or children born in the same academic year from the same family, then places will be offered even if this will result in the school going above its admission number.

3 In-Year Admissions

Applications for in-year admissions will be made on the Application Form provided by the Local Authority.

Inaccurate or false information on the form could result in the place being withdrawn.

The published Admissions Criteria will apply to applicants. If a place is available and there is no

waiting list the child will be admitted. If there is a waiting list, then applications will be ranked by the Governing Body in accordance with the oversubscription criteria. Whenever a new applicant is added to the waiting list, the list will be re-ordered in accordance with the oversubscription criteria.

Please note that children who are admitted into the primary phase of the school, will not need to apply for a place in Year 7 when they reach the end of the primary phase but will automatically be allocated a place.

3.2 Late Applications

Late applications will be dealt with according to the Local Authority coordinated scheme and will be dealt with after any 'on time' applications have been processed.

3.3 Appeals

Parents/carers who are not offered a place for an in-year application will have a right to appeal against the decision. The Grove Academy will use an independent appeals service. Independent Appeals Panels are appointed in accordance with the Code of Practice for School Admissions Appeals and training is given to all who sit on these panels. These panels are independent of the school.

4 Secondary Phase Admissions

4.1 Admissions Process for Year 7 admission in 2019

The Planned Admission Number (PAN) for 2019/20 for Year 7 is 180 (six forms of entry).

Applications for places in Year 7 at the Grove Academy will be dealt with as part of Slough Borough Council's Coordinated Admissions process. The deadline for application is 31st October 2018. Copies of the Common Application Form (CAF) are available from 1st September 2018 from the School Services, Admissions and Transport Team at Slough Borough Council by telephone on 01753 875728 or online at: www.slough.gov.uk/admissions where full details of the application process are also available. Application forms can also be downloaded from the Grove Academy website (www.groveacademy.co.uk), printed, completed and posted to the School Services, Admissions and Transport Team St Martins Place, 51 Bath Road, Slough, Berks SL1 3UF

Please note that, in future, children who were admitted into the primary phase of the school, will not need to apply for a place in Year 7 when they

reach the end of the primary phase but will automatically be allocated a place - see paragraph 4.6.2 below.

Inaccurate or false information on the form could result in the place being withdrawn.

4.2 Late Applications

Late applications will be dealt with according to the Local Authority coordinated scheme and will be dealt with after any 'on time' applications have been processed.

4.3 Appeals

Those who are offered a place at the Grove Academy will be informed by the Local Authority; letters are posted on 1st March 2019. Parents/carers who are not offered a place through this process have a right to appeal against the decision. The Grove Academy will use an independent appeals service.

Independent Appeals Panels are appointed in accordance with the Code of Practice for School Admissions Appeals and training is given to all who sit on these panels. These panels are independent of the school.

4.4 Parents/carers who wish to appeal should contact:

Slough Borough Council, Democratic Services Section on 01753 875015.

Information on the timetable for the appeals process will be posted on the school website: www.groveacademy.co.uk

Parents/carers should make sure that they leave enough time to complete the form and return it by the deadline.

The deadline for 2019 will be in line with that published by Slough Borough Council.

4.5 Waiting Lists

If the Grove Academy is oversubscribed, names of all unsuccessful applicants will be placed on a waiting list managed by the school and, should vacancies arise before the end of the autumn term, will be offered places in accordance with the published oversubscription criteria. At the end of the autumn term, the waiting list will cease to operate and parents would need to make an application for an 'in year' admission, managed by Slough Borough Council, if they still want their child to be considered for a place at the school.

Whenever a new applicant is added to the waiting list, the list will be re-ordered in accordance with the oversubscription criteria.

4.6 Admissions Policy: Year 7 (secondary phase)

The published admission number (PAN) for Year 7 for 2019 is 180. If there are fewer than 180 applications, all applicants will be offered a place. Places will be allocated regardless of ability.

4.6.1 Admissions Oversubscription Criteria

Children Looked After, children who have been previously looked after and adopted children who were formerly looked after by the Local Authority will take priority over all other applicants.

Note: “children looked after” by the Local Authority are those who are (a) in the care of a Local Authority or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions (See Section 22(1)) of the Children Act 1989.

Children who have an Education Health and Care Plan (formerly a statement of Special Educational Needs) which names the school must, by law, be admitted to the Grove Academy.

After these requirements have been met, places will be allocated in line with the following objective over-subscription criteria in this order:

- Children with a strong social or medical reason. This must be supported by written evidence, accepted by the school, from a professional such as a GP, hospital consultant or social worker involved in the case and must demonstrate why the school is the only one which the child can attend as a result of the social or medical need. (Examples of strong medical or social grounds could be serious domestic or family problems or the child having a chronic medical condition).
- Siblings of children who will be attending the school in the year of admission. “Sibling” means one of two (or more) children who have one or more parent in common, or any other child (including an adopted child) who permanently lives at the same address and for whom the parent also has parental responsibility.
- Children of staff employed by the SASH Education Trust (including Grove Academy staff) who have been recruited to fill a vacant post in a demonstrable skill shortage area or who have been in post for at least two years at the time of the application.

- Distance from the school measured by a straight line measured from the main on street entrance of the child’s home (whether that be front gate or front door) to the main gate of the school using GIS software.

(Note: for the purposes of defining the address of the child, if the child resides for part of the week with one parent and with the other for the remaining part of the week, then the address of the parent living closest to the school will be used.)

- In the case of flats or multiple-occupancy measurement will be taken from the main entrance of the building.
- The final criteria (distance) will always be utilised in the event of a tie-breaker. If this results in a tie, places will be allocated randomly and this process overseen by an independent body other than the Grove Academy.
- Where the application of oversubscription criteria would result in splitting children with either the same birth dates or children born in the same academic year from the same family, then places will be offered even if this will result in the school going above its admission number.

4.6.2 Moving from the Primary to the Secondary Phase

Underpinning the Admissions policy for the secondary phase of the Grove Academy is the importance of the continuity of learning from primary to secondary phase. Children’s learning is enhanced and they make better progress if there is a smooth transition from Year 6 to Year 7.

The Grove Academy is an all-through school for students aged 4 -19 and as such, children who are admitted into the primary phase of the school, i.e. Reception or any subsequent primary year, will automatically continue in to Year 7 without the need for parents/carers to apply for a place.

In the future, students moving up from Year 6 of the Grove Academy will not need to apply for a place in Year 7 but will automatically be allocated a place.

The published admission number (PAN) for Year 7 will be 60 in the future (i.e. once there are pupils in Year 6). This is the number of new students who will be admitted to Year 7. These students will be in addition to those moving up from Year 6 of the Grove Academy. There will be a total of 180 places available in Year 7.

The Year 7 published admissions arrangements will include a date by which all Year 6 parents/carers will need to indicate whether or not they wish to take up their allocated place. If any do not, then additional places will be available for students not already attending the school.

Parents/carers of Grove Academy Year 6 students will, of course, be free to apply for alternative Year 7 places if they wish to, via the Local Authority coordinated scheme for Year 7 admissions.

The Admissions Policy for Post 16 (sixth form) will also be developed and consulted upon prior to the Grove Academy first admitting students in to Year 12 in 2022 at the latest.

Herschel Grammar School

1. The school's planned admission number (PAN) is 150.
2. Pupils will be admitted to the School at the age of 11 on the basis of their ability and aptitude as determined by their performance in 11+ entrance examination set and administered by the Slough Consortium of Grammar Schools. The procedures for the examination are outlined in the Slough Consortium of Grammar School - a Guide to the 11+ Entrance Examination document published annually by the Consortium.
3. All children whose Education Health and Care (EHC) Plan names the school will be admitted (Note a).
4. A standardised score of 111 or above in the entrance examination means that an applicant is eligible for consideration for admission to the School.
5. Where the number of eligible pupils reaching the required standard in the 11+ entrance examination exceeds the number of places available, places will be allocated according to the following oversubscription criteria in this order of priority:
 - (i) Looked after Children who are being accommodated, or who have been taken into care by a local authority under section 20, 31 or 38 of the Children Act 1989 (Note b).
 - (ii) Pupils living within the school catchment area, which is defined as a home address within 4 miles of the school. Distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance gate of the school, using Slough's Geographical Information System (GIS), with those closer to the school receiving the higher priority (Note c).
 - (iii) Up to a further 10 places will be offered to eligible applicants with a home address within 10 miles of the school who are eligible for the Pupil Premium at the closing date for submission of the Common Application Form (Notes c and d). Distance will be measured as stipulated in section 5 (ii).
 - (iv) Children of permanent members of the school staff who have been continuously employed by the school for a period of not less than 2 years prior to the closing date for applications.
 - (v) The remaining places, up to the PAN of 150, will be allocated to pupils in rank order of performance in the examination.
6. In the event of one or more eligible pupils being tied for a final place or places within criteria (ii), (iii) or (v), priority will be decided according to proximity to the school. Distance will be measured as stipulated in section 5 (ii).

Once all offers of places have been made according to section 5 above, any remaining applicants that have demonstrated eligibility for a place through scoring 111 or above in the 11+ examination but were not offered a place initially due to over-subscription, will be placed on a waiting list. The position of each applicant on the waiting list is determined through the application of the over-subscription criteria above. Each time an applicant joins or leaves the waiting list, the rank order of remaining applicants will be re-assessed.

If a new applicant expresses an interest to join the waiting list, his/her position will be assessed through the administration of the 11+ examination, provided the eligibility score of 111 is reached. Accordingly, the position of other applicants on the waiting list will be re-drawn.

The waiting list will operate until 31 December 2020.

7. No child will be admitted to the school, other than at the start of Year 7, unless there are available places and they are eligible in the school's entrance examination.

Any pupil who has taken the Slough Consortium 11+ entrance examination and who has not achieved the eligibility mark will not be permitted to re-sit an entrance examination for Herschel Grammar School whilst in Years 7-11 and will not be considered for entry into the school. Once a pupil has sat an in-year entrance examination for Herschel Grammar School or another school within the Slough Consortium and are not considered to be eligible, no further opportunities for testing will be given in Years 7-11.

8. The planned admission number for Year 12 is 160. The intended number of students admitted from outside the school is 50-60. There are a variety of A Level courses on offer, each with different entry criteria. Full details of the Sixth Form admission requirements (both general and the subject specific) are published annually in the Sixth Form Course Information Booklet which is available on the school's website. Conditional offers of Sixth Form places will be based on whether an applicant's predicted GCSE grades meet these requirements. In place of GCSE, NARIC verified overseas equivalents will be accepted.
9. The school will establish arrangements for all appeals against non-admission, which will be independent of the school.
10. The school will publish details of admissions and appeals arrangements every year.

11+ Examination Arrangements

11. Herschel Grammar School is part of the Slough Consortium of Grammar Schools, and operates the CEM 11+ entrance examination to assess eligibility of students through ability. A standardised score of 111 is the minimum score required to be eligible for consideration for admission, as described above.
12. Full details of the examination arrangements, including key dates and an examination familiarisation booklet can be found on our website.

13. For September 2020 entry, the 11+ entrance examination will be held at one of the Slough Grammar Schools on Saturday 14 September 2019, for children born between 1 September 2008 and 31 August 2009. Applicants will be advised at which school their examination will take place.

14. If an applicant is unable to sit the entrance examination on Saturday 14 September 2019, such as due to the child's sickness, parental sickness, transport failure, the school should be advised before 5pm on Saturday 14 September 2019, by emailing the admissions officer on athorne@herschel.slough.sch.uk explaining reasons for the applicant missing the examination. Relevant evidence will be required. Other circumstances such as a clash with another 11+ entrance examination for admission to a different selective school, religious observance etc must be advised to the Consortium by deadline of registration.

An alternative examination date has been set for Monday 23 September 2019, for applicants unable to take the examination on Saturday 14 September 2019.

15. The CEM 11+ Entrance Assessments are targeted at the expected age range for Year 6 children. If applicants are out of the normal age range, where pupils are too young or too old for Year 6 because of, for example, being accelerated through primary school due to exceptional ability or being held back a year due to poor health. The examinations are intended to be administered in Year 6, sat on the main examination date or as close to that date as possible, and within the academic year of the examination.

Pupils with a date of birth before the expected date have their age capped because they would be unduly penalised for being in the year group below that for their age.

Pupils with a date of birth after the expected date have their age capped because the child would need to be able to work at the level of the rest of their cohort, and so are not inappropriately advantaged by being tested a year early.

NOTES

- a) *An Education Health and Care Plan is a plan made by the local authority under Section 37 of the Children and Families Act 2014 specifying the special education provision required for that child. Section 39(2) of the Children and Families' Act 2014 says that the local authority must consult the school before naming a school on the EHC plan and section 39(4) gives the only reasons why a school should not be named. These are "a) the school or other institution requested is unsuitable for the age, ability, aptitude or special educational needs of the child or young person concerned, or b) the attendance of the child or young person at the requested school or other institution would be incompatible with - (i) the provision of efficient education for others, or (ii) the efficient use of resources."* Pursuant to this act, Herschel Grammar School will work with recognised authorities to ensure that a child with an EHC plan is suitable.
- b) *Priority will go to children who are legally defined as looked after by the local authority at the time an application to the school is made, and young people previously looked after, who are children defined as those who were looked after, but ceased to be so because they were adopted (in accordance with Section 46 of the Adoption and Children Act 2002), or subject to a residence order (in accordance with Section 8 of the Children Act 1989) or a special guardianship order (in accordance with Section 14A of the Children Act 1989).*
- c) *In applying these admission arrangements, your home address will be defined as the place of residence of the parent with whom the applicant spends the majority of his/her time. This address must be the address where the applicant is living at the time of application and before the closing date for applications (31 October). Where parents share responsibility for part of the week, then both home addresses must be quoted. The school will check the authenticity of the home address stated.*
- d) *Parents wishing to have eligibility for Pupil Premium considered as part of the admissions process must be able to demonstrate that they are in receipt of free school meals at the closing date for the Common Application Form, or have been in receipt of income-related free school meals at any time since 1 September 2014.*

The Langley Academy

Aim of the academy

To provide unique and enriching opportunities for all.

1 General

- 1.1 The Langley Academy is an inclusive school and welcomes children from the whole of the Slough area and beyond. The Governors are also committed to ensuring that the admissions to the Academy reflect the full range of ability.
- 1.2 The Langley Academy admits up to 180 students to Year 7 each September.
- 1.3 In order to ensure that the intake to the Academy represents the full range of ability, the Academy uses student banding as part of its admissions arrangements if it is oversubscribed. Other than to determine the ability band into which a student will be placed, the assessment of a student's ability plays no other part in the admission arrangements for The Langley Academy.

- 1.4 All applications received are considered on an 'equal preference' basis.
- 1.5 Admissions to The Langley Academy are co-ordinated through the Slough LA's Co-ordinated Scheme and its timetable. Applications should be submitted on the Common Application Form to the local authority responsible for the parental address. In addition to naming the Academy as a preference on the SBC CAF form, parents/carers must also complete The Langley Academy Registration form which is available on the Academy website.
- 1.6 All students with a Statement of Special Educational Needs that names The Langley Academy will be admitted if it is felt the Academy can meet their needs.

2 Oversubscription criteria

- 2.1 If there are more applicants than the number of places available the following oversubscription criteria will be applied. All applicants who name the Academy as a preference on the SBC CAF Form, including those with a Statement of Special Educational Needs that names the Academy, will be asked to take an NFER non-verbal reasoning test (or similar) and based on their test score will be placed in one of nine equal ability bands, with the same number of places in each band. After places have been allocated to children with a Statement of Special Educational Need that names The Langley Academy, places within each band will be allocated in the following order of priority:
 - (i) Children in Public Care (Children Looked After)
 - (ii) Children of staff at the Academy (to include any school formally linked through the Langley Academy Trust) in either or both of the following circumstances a) where the member of staff has been employed at the Academy for two or more years at the time at which the application for admission to the Academy is made, and b) where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
(If there are more children than places available then the distance criterion shall be applied*)

- (iii) Children who attend a primary school that is formally linked with The Langley Academy through The Langley Academy Trust (TLAT). Currently this includes Parlant Park Primary Academy and, from September 2021, The Langley Academy Primary. (If there are more children than places available then the distance criterion shall be applied*)
 - (iv) Siblings - children are considered as siblings if they have brothers or sisters, half brother or sister including step, adopted or foster or the child of the parent/carer's partner where the child for whom the Academy place is sought is living permanently in the same family unit at the same address as the sibling and attending The Langley Academy in years 7 to 10 at the time the child is due to start the Academy. (Please note this does not apply if the older sibling joined the Academy at sixth form level or if the older child is in Year 11 at the time of application. Also note that if there are more children fulfilling the sibling criteria than spaces available in any band then the distance criteria shall be applied *)
 - (v) Other applicants on the basis of proximity of the home address to the Academy. (Distance will also be used as a tie break in category (iii) siblings above to decide who has the highest priority for admission in the band)
- 2.2 *Distance criterion - All distance measurements are made by a straight line from a fixed point within the Academy's site to the front entrance of the applicant's place of residence. In the case of flats and other houses in multiple occupancy, lower floors are deemed to be closer than higher ones. In the case of multiple flats on one floor, lower numbers will be deemed closer than higher ones.
- 2.3 A child's permanent address is the place of normal residence during term time. Where parental responsibility is shared, the address of the parent/carer who receives the Child Benefit Allowance for the child will be taken as the permanent address.
- 2.4 If places become vacant in a band, for example, because parents/carers accept offers of places at other schools, and no applicants in those bands remain without a place, they will be evenly filled by children falling into the next nearest bands (i.e. the bands on either side, or below or above, if the first child is selected by proximity from the band above, the next will be selected by proximity from the band below.)
- 2.5 Late applications are dealt with in accordance with the procedures set down by Slough LA as part of their co-ordinated scheme.
- 2.6 The Academy provides reasonable opportunities for children to take the NFER test that is used to determine the ability band for each child, but with the exception of children with a Statement of Special Educational Needs that names The Langley Academy, children who have sat the Academy's NFER test will be given priority over those who have not.
- ### 3 Waiting Lists
- 3.1 Where in any year The Langley Academy receives more applications for places than there are places available a waiting list is maintained by the Academy from 1 September to 31 October of the year to which the allocation applies. It is open to any parent/carer to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.
- 3.2 A child's position on the waiting lists is determined solely in accordance with the oversubscription criteria set out in Section 2 above. Where places become vacant they are allocated to children on the waiting list in accordance with the published oversubscription criteria.
- 3.3 Children who are the subject of a direction by the Secretary of State to admit, or are allocated to the Academy in accordance with Slough LA's In-Year Fair Access Protocol, will be given precedence over children on the waiting list.
- ### 4 In Year Admissions
- 4.1 Subject to any provisions in the Slough LA's co-ordinated admission arrangements relating to applications submitted for years other than the normal year of entry, the Academy will consider all such applications and if the year group applied for has a place available, a place will be

offered. If a place is not available, the parent/carer can ask for his or her child's name to be added to the waiting list. Parents/carers whose application is turned down are entitled to appeal to an independent appeals panel.

5 Appeals

5.1 Parents/carers who are not offered a place for their child have the right to appeal to an independent appeal panel. Parents/carers wishing to appeal should obtain an appeal form from the Academy. The form should be sent to reach the Clerk to the Appeal Panel, care of The Langley Academy, within 14 days of the date of the letter confirming the governors' decision not to offer a place. Should an appeal be unsuccessful, the governing body will not consider further appeals within the same academic year unless there have been significant or material changes in the child's circumstances.

6 Arrangements for admission to post 16 provision

- 6.1 The Langley Academy will publish specific criteria in relation to minimum entrance requirements for the range of courses available based upon GCSE grades or other measures of prior attainment and any specific entry requirements for individual courses. These will apply to both transfers from Year 11 and new admissions to Year 12.
- 6.2 Good conduct and attendance is a requirement for admission into The Langley Academy 6th Form.
- 6.3 After the application of the criteria referred to in paragraph 6.1 the following additional factors will be taken into account in the allocation of places for admission to Year 12:
- (i) The availability of courses which best suit the applicant's preferences.
 - (ii) The effective use of staff resources.
- 6.4 The following additional factors will be taken into account in the allocation of places for admission to Year 13:
- (i) At least 3 A-D grades at AS level for students wishing to continue with A2 levels in 3 subjects.
 - (ii) 10 BTEC assignments completed to at least PASS level.

(ii) Good attendance to lessons.

An exemplary behaviour record.

6.5 If more candidates fulfil the requirements of paragraph 6.1, after allowing for transfers from Year 11, the available places will be allocated in the following order:

- (i) Students in Public Care.
- (ii) Proximity of the student's home address to the Academy.

6.6 Students will be considered on an individual basis for a re-take Year 12 option taking into consideration student conduct, behaviour, attendance and progress.

6.7 We look to avoid fixed term exclusions; students can leave the 6th Form based on mutual agreement between the student and The Langley Academy.

6.8 There will be a right of appeal to an Independent Appeals Panel for unsuccessful applicants.

7 Other points to note:

7.1 Twins and same-year siblings

Where applications are received from twins, triplets or same-year siblings the following procedure will be followed. If one child is selected for a place within their band the twin/triplet/same year sibling will be ranked in their band immediately below Children Looked After.

7.2 Confirmation of Address

Home addresses supplied to the Academy will be confirmed with each applicant's primary school, or by other means. In any case of dispute parents/carers will be asked to provide appropriate documentary evidence to confirm address and residency. If false or misleading information is used to gain entry to the Academy, the offer of a place shall be withdrawn.

Langley Grammar School

Admission numbers

1. The School's planned admission number (PAN) for entry into Year 7 in September 2019 is 180.
2. For entry into Year 12, there will be a minimum of 20 places for external students who have met the entry requirements in addition to students from the School's own Year 11 cohort who have met the entry requirements.

11+ Admission (Year 7 in September 2019)

3. Students will be admitted to the School at the age of 11 on the basis of their ability as determined by their performance in the 11+ entrance examination set and administered by the Slough Consortium of Grammar Schools. The procedures for testing are outlined in the Slough Consortium of Grammar School - a Guide to the 11+ Test document published annually by the Consortium.
4. A standardised score of 111 or above in the entrance examination means that an applicant is eligible for consideration for admission to the School.
5. Children who have a Statement of Special Educational Need or an Education Health and Care Plan where the School has been named by the Local Authority will be admitted automatically [See note (a)] and the number of places available to other applicants will be reduced accordingly.
6. In the event of oversubscription Children Looked After, or children who have been previously looked after [See note (b)], will take priority over all other applicants provided they are eligible for consideration. If this happens during the normal admission round, the number of places available to other applicants will be reduced accordingly.
7. To resolve issues of oversubscription, the School operates a series of Priority Admission Areas as described in the notes [See note (c)]. Where the number of eligible applicants exceeds the number of places available, places will be allocated according to the oversubscription criteria below. In all cases, students must have taken the Consortium 11+ tests and achieved equal to or higher than the eligibility score of 111.
 - a) Eligible applicants with a permanent home address [See notes (d) & (e)] within the school's Priority Area 1, up to a maximum of 100 places. If there are fewer places available than eligible applicants, places will be allocated firstly to those applicants who attract Pupil Premium funding at the closing date for submission of the Common Application Form [See note (g)], and then in rank order of performance in the entrance examination.
 - b) Eligible applicants with a permanent home address [See notes (d) & (e)] within the school's Priority Area 2 and who attract Pupil Premium funding at the closing date for submission of the Common Application Form [See note (g)]
 - c) Eligible applicants who are children of permanent members of the School staff who have been continuously employed by the school for a period of not less than 2 years prior to the closing date for applications or who have been recruited to fill a vacant post for which there is a demonstrable skill shortage.
 - d) Eligible applicants with a permanent home address [See notes (d) & (e)] within the school's Priority Area 2, in rank order of performance in the admission examination.
 - e) Eligible applicants who live within the school's Priority Area 3, in rank order of performance in the admission examination.
 - f) Eligible applicants who live outside the Priority Admission Areas, in rank order of performance in the admission examination.
8. In the event of two or more eligible applicants being tied for the final place or places, places will be allocated to the applicants whose permanent home address is nearest to the School. [See notes (d), (e) & (f)]. If applicants still remained tied, the Governors will exercise their discretion to admit above the Planned Admission Number.
9. Year 7 admissions to Langley Grammar School are co-ordinated through the Slough LA's Co-ordinated Scheme and its timetable. Applications should be submitted on the Common Application Form to the local authority responsible for the parental address.

10. All applicants who score 111 or above in the 11+ entrance examination but who may not be offered a place initially due to over-subscription will be placed on a waiting list. This waiting list will operate until 31st December 2019. The position of each applicant on the waiting list is determined through the application of the over-subscription criteria above. Each time an applicant joins or leaves the waiting list, the rank order of remaining applicants will be re-assessed. If a new applicant expresses an interest to join the waiting list, his/her position will be assessed following the administration of the 11+ entrance examination, provided the eligibility score of 111 is reached. Accordingly, the position of other applicants on the waiting list will be re-drawn.

In-year admission to Years 7-11

11. Children will only be admitted to the School other than at the start of Year 7 if there are available places and they are:
- transferring from another grammar school within the Slough Consortium; or are
 - successful in the School's entrance assessment procedures relevant to their year of entry.

Applicants who have previously sat the Slough Consortium 11+ admission examination but did not attain a score of at least 111 will not be eligible for consideration for entry to Years 7-11.

Admission to the Sixth Form

12. The intended number of students starting Year 12 in September 2019 is a minimum of 160. The planned admission number for applicants from outside the school is a minimum of 20. A variety of Sixth Form courses are offered, with different entry requirements; full details of these are published on the School website in the Sixth Form Course Guide together with further information about the application process. [See note (g)];
13. The minimum entry requirements for admission to Year 12 apply equally to both internal and external applicants and are based on:
- a minimum average points score across all GCSE or equivalent qualifications taken; [See note (g)];

- minimum grades in both GCSE English Language and GCSE Mathematics (reformed qualifications);
- specific minimum GCSE grades or other academic entry criteria for the particular A Level subjects to be taken.

Full details of the general and subject specific entry requirements are given in the Sixth Form Prospectus and Sixth Form Course Guide published annually on the school website [See note (g)]

14. In the event of the number of external applicants exceeding the planned admission number into Year 12, the following oversubscription criteria will apply:
- Children Looked After, or children who have been previously looked after, [See note (a)] who meet the general entrance requirements as described in paragraph 13;
 - Applicants who meet the specific requirements for the subjects they intend to study, in rank order of GCSE average points score.

The Governors may exercise their discretion to admit above the planned admission number in order to ensure that the minimum target number of 160 students in Year 12 is reached.

Appeals

15. The School will establish arrangements for appeals against non-admission, which will be independent of the School.

Notes (these form part of the admission arrangements)

- 5 A Statement of Special Educational Need is a statement made by the local authority under Section 324 of the Education Act 1996 specifying the special educational provision required for that child. An Education, Health and Care plan is a plan made by the local authority under Section 37 of the Children and Families Act 2014 specifying the special education provision required for that child.*

Section 39(2) of the Children and Families' Act 2014 requires the local authority to consult the school before naming a school on the Education Health and Care Plan. Section 39(4) gives the only reasons why a school should not be named as "(a) the school or other institution requested is unsuitable for the age, ability, aptitude or special educational needs of the child or young person concerned, or (b) the attendance of the child or young person at the requested school or other institution would be incompatible with - (i) the provision of efficient education for others, or (ii) the efficient use of resources." Langley Grammar School will therefore work with recognised authorities during the consultation process to ensure that a child with an Education, Health and Care Plan is of suitable ability to be successful in a selective school context.

b) Children Looked After are defined as children who are (a) in the care of a Local Authority, or (b) being provided with accommodation by a LA in the exercise of their social services functions in accordance with Section 22 of the Children Act 1989, at the time an application to the school is made. Previously Children Looked After are defined as those who were looked after but ceased to be so because they were adopted (in accordance with Section 46 of the Adoption and Children Act 2002), or subject to a residence order (in accordance with Section 8 of the Children Act 1989), child arrangement orders (in accordance with the Children and Families Act 2014 (Chapter 6, Part 2, Section 12), or a special guardianship order (in accordance with Section 14A of the Children Act 1989).

c) The School's Priority Admissions Areas are defined using postcodes as follows:

Priority Area 1 (Inner)	SL3 7, SL3 8, SL3 9, SL3 0
Priority Area 2 (Outer)	SL0, SL1, SL2, SL3 (outside Area 1), SL4 TW18, TW19, TW20 UB3, UB4, UB7, UB8, UB10
Priority Area 3 (General)	SL5, SL6, SL7, SL8, SL9 TW3, TW4, TW5, TW7, TW13, TW14, TW15 UB1, UB2, UB5, UB6, UB9 HA1, HA2, HA3, HA4, HA5, HA6 W5, W7, W13 RG12, RG42

d) An applicant's permanent home address is their normal place of residence, excluding any business address or a relative or childminder's address, and must be the permanent place of residence of the parent/carer with whom the applicant spends the majority of his/her time. Where there is a formal residence order or child arrangements order which states that care of the child is equally shared between parents/carers, then it is up to them to agree which address to use for the purpose of making a school place application. If care of the applicant is not equally shared, the address of the parent with whom the applicant spends the majority of his/her time must be used. If there is no formal agreement in place the address at which any Child Benefit is claimed must be used.

Applicants must be resident at that address on the closing date for the Common Application Form on 31st October 2018 and have been continuously resident at the same address since 1st May 2018, ie six months prior to the closing date for the Common Application Form. The school may check the authenticity of the address stated; proof of residence or further information may be requested and must be provided.

e) If the main address has changed temporarily, for example where a family is renting a property on a Short Term Tenancy Agreement (12 months or under), then the parental address remains that at which the parent was resident before the period of temporary residence began unless it can be shown that all ties to the previous address have been relinquished, or that the move is not easily reversible. The Governors may refuse to base an allocation on an address which might be considered only a temporary address or an address of convenience. An address of convenience is considered to be an address used for the purposes of gaining a school place which is not a child's normal, permanent residence.

If the permanent home address of an applicant is incorrectly stated or a parent/carer submits false or misleading information or deliberately withholds any relevant information, the application will be invalid and will result in the withdrawal of an offer of a place or a place already accepted at the School.

Where Service families or other Crown Servants who often move within the UK and from abroad, are posted to the area, we will allocate a place in advance of the family move if an official government letter is provided declaring a relocation date and an intended address.

f) Distances will be measured using a computerised mapping system. The measurement is taken from the address point of the applicant's home to the address point of the school. It does not take into account the actual or expected route a child will travel to school.

g) Parents/carers whose children attract the Pupil Premium funding must be able to demonstrate that they are in receipt of, or eligible for free school meals at the closing date for the Common Application Form, or have been eligible to receive income-related free school meals since September 2013.

h) The Sixth Form Prospectus and the Sixth Form Course Guide form part of the school's determined admissions arrangements and are published annually on the school website.

Advice (this is not part of the admissions arrangements)

The Priority Admission Areas represent the geographical area in which almost all students across the school live. It is anticipated that the school will continue to be heavily oversubscribed and that applicants living outside these defined areas therefore have no realistic chance of being offered a place under these admission arrangements.

Lynch Hill Enterprise Academy

Lynch Hill Enterprise Academy is a learning environment at the heart of its community. We promote care and respect, and expect high standards in all aspects of Academy life. Our Admissions Policy reflects these aspirations.

Lynch Hill Enterprise Academy is an all ability school which provides secondary school places for young people aged 11-19 and the Admissions Policy for the Year 7 and Year 12 intakes is set out below.

Lynch Hill Enterprise Academy is committed to straightforward, open, fair and transparent practices and policy in relation to Admissions. The school will act in accordance with the Schools Admissions Code (as revised February 2012), the School Admissions Appeals Code and admissions law as they apply to Academies.

How to apply

Lynch Hill Enterprise Academy will be part of the Local Authority's coordinated arrangements which requires all parents to complete a Common Application Form (CAF) provided by the Local Authority.

Copies of the form are available from the Admissions Teams at Slough Borough Council or online at: www.slough.gov.uk/admissions where full details of the application process are available.

In completing the Common Application Form, Lynch Hill Enterprise Academy must be listed as one of the preferences on the LA form. Inaccurate or false information on the form could result in the place being withdrawn.

Applications must be submitted by 31st October 2019. We will operate in keeping with the local Fair Access Protocol.

Late applications

Late applications will be dealt with according to the Local Authority coordinated scheme.

Appeals

Those who are offered a place at Lynch Hill Enterprise Academy will be informed during the first week of March 2017 by the Local Authority. Parents who are not offered a place through this process have a right to appeal against the decision. Lynch Hill Enterprise Academy will use an independent appeals panel. Independent Appeals Panels are appointed in accordance with the Code of Practice for School Admissions Appeals and training is given to all who sit on these panels.

Waiting List

After 1 March 2017, if the school has more applicants than places available, a waiting list will be administered. A child's position on the waiting list is determined by applying the over-subscription criteria as described below. Positions on the waiting list may go up or down due to pupil withdrawals or new or revised applications and no account is taken of the length of time spent on the waiting list.

Waiting lists will be maintained until such time as the policy is changed, to fill places that may become available during the school year. Parents will receive periodic requests to see if they wish to remain on the list. Children who are the subject of a direction by the local authority to admit, or who are allocated to Lynch Hill Enterprise Academy in accordance with an in-year fair access protocol will take precedence over those on the waiting list.

Administration and Verification of Information

Applications are processed on the basis of the child's single permanent home address, the definition of which is included below. Temporary addresses cannot be used to obtain school places, e.g. temporary addresses whilst retaining a previous permanent home will not be accepted. Evidence is required of a single address. Where this is changing, evidence regarding the new address, and disposal of the previous address through a contract for sale or otherwise, will be required. Parents will be asked to declare that the address used will be their place of residence beyond the date of the pupil starting school. The school will reserve its right to carry out

further investigation and require additional evidence, and to reject applications or withdraw offers of places, if it believes it has grounds to do so. In such cases parents have recourse to putting their application through the independent appeals process.

If an applicant is moving house and wishes to use the new address for the allocation of places, evidence will be required that the parent and child has moved and are living in the new home by 1 January 2017. If the move takes place later or information is provided later, the school will only be able to treat the new address for waiting list purposes and consider this information after the initial allocation of places has taken place.

False information, or the omission of material information, may result in disqualification, or the loss of a place even after it has been offered, accepted or taken up.

Admission to Year 7

Lynch Hill Enterprise Academy is an independent, state funded school which has an agreed Published Admissions Number of 180 per year for admission into Year 7 and shall admit up to this number each year. All applicants will be admitted if fewer than 180 applications are received.

Oversubscription Criteria

Where the school receives more applications for year 7 than it has places available the criteria listed below will apply.

Children with a statement of Special Educational Need (SEN), or Education, Health and Care Plan where Lynch Hill Enterprise Academy is named on the statement must, by law, be admitted to Lynch Hill Enterprise Academy.

After this requirement has been met, places will be allocated in line with the following objective over-subscription criteria in this order:

- Any request for the allocation of a place for children looked after or formerly looked after¹ by the Local Authority and adopted children who were formerly looked after by the Local Authority will be admitted next.
- Children with a strong social or medical reason. This must be supported by written evidence from a professional such as a doctor or social worker involved in the case and must demonstrate why the school is the only one

which the child can attend as a result of the social and/or medical need.

- Children who attend Lynch Hill School Primary Academy or another primary school within the Learning Alliance Academy Trust.
- Siblings of children who will be attending the school in the year of admission i.e brothers or sisters including step, adopted or foster brothers or sisters living in the same family unit at the time when the child would be due to start at Lynch Hill Enterprise Academy.
- Children of staff
 - a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
 - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- Distance from the nodal point closest to their home, using the GPS co-ordinates for their home and the nodal point.

The nodal points are:

Node 1: Lynch Hill Primary School Academy - main entrance

Node 2: Lynch Hill Enterprise Academy - main entrance

The final criteria (distance) will always be utilised in the event of a tie-break. In the case of flats or multiple occupancy measurement will be taken from the main entrance of the building. If this results in a tie, places will be allocated randomly and this process overseen by an independent body other than Lynch Hill Enterprise Academy and The Learning Alliance Academy Trust.

Where the application of oversubscription criteria would result in splitting children with either the same birth dates or children born in the same academic year from the same family, then places will be offered even if this will result in the school going above its admission number.

Admission to Year 12

It should be noted that students will not be admitted to Year 12 until such time as students from Lynch Hill Enterprise Academy reach the end of Year 11. There will therefore be no admissions into Year 12 until 2019.

This Admissions Policy will be the subject of consultation and review prior to the first year of admission for Year 12 students to ensure that the minimum criteria set for access to Post 16 courses are appropriate, fair and equitable.

The proposed number of Year 12 places will be 120.

Capacity and admission number

Lynch Hill Enterprise Academy will operate a sixth form for a maximum total of 240 students. 120 places overall will be available in Year 12 (the year 12 'capacity'), with pupils being admitted to Year 12 in 2019.

If fewer than 120 Lynch Hill Enterprise Academy of the school's own Year 11 pupils transfer into Year 12, additional external pupils will be admitted until Year 12 meets its capacity of 120.

There are a variety of Sixth Form courses on offer each with different entry requirements. Full details of these will be published annually in the Sixth Form prospectus and applicants should contact the school for information.

Year 12 Admissions Criteria

Lynch Hill Enterprise Academy will admit any pupils with a statement of Special Educational Needs whose statement names Lynch Hill Enterprise Academy and who meet the minimum entry requirements.

To be eligible for entry into the sixth form both internal and external pupils will be expected to have met the minimum academic entry requirements for the sixth form course and its level of qualification. These will be determined and published well in advance of the year of admittance.

In addition to the sixth form's minimum academic entry requirements pupils will need to satisfy minimum entrance requirements to the courses for which they are applying. If either internal or external applicants fail to meet the minimum course requirements they will be given the option of pursuing any alternative courses the school offers for which they do meet the minimum academic requirements, providing these courses are not already full and oversubscribed. Course requirements are published annually on the school's website in the Sixth Form prospectus.

When the sixth form is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted.

When there are more external applicants that satisfy any academic entry requirements, priority, will be given in the following order:

- Any request for the allocation of a place for children looked after or formerly looked after by the Local Authority and adopted children who were formerly looked after by the Local Authority will be admitted next.
- Children with a strong social or medical reason. This must be supported by written evidence from a professional such as a doctor or social worker involved in the case and must demonstrate why the school is the only one which the child can attend as a result of the social and/or medical need.
- Siblings of children who will be attending the school in the year of admission i.e. brothers or sisters including step, adopted or foster brothers or sisters living in the same family unit at the time when the child would be due to start at Lynch Hill Enterprise Academy.
- Children of staff
 - c) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
 - d) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage
- Distance from the nodal point closest to their home, using the GPS co-ordinates for their home and the nodal point.

The nodal points are:

Node 1: Lynch Hill Primary School Academy - main entrance

Node 2: Lynch Hill Enterprise Academy - main entrance

The final criteria (distance) will always be utilised in the event of a tie-break. In the case of flats or multiple occupancy measurement will be taken from the main entrance of the building. If this results in a tie, places will be allocated randomly and this process overseen by an independent body other than Lynch Hill Enterprise Academy and The Learning Alliance Academy Trust.

Definitions used in this document

Distance from School

Distance will be measured by a straight line on a map from the front door of the child's home address to the front door of the school using an electronic mapping system for example Geographic Information Systems (GIS). In the case of the home address being a building of multiple occupancy, priority will be given to the dwelling which has the lowest identifying number or letter (A being considered lowest).

Permanent home address

The address at which the child is normally resident. Where a child lives at more than one address, the address will be where the child lives for the majority of the time. Where the child lives at more than one address and spends equal time at both, the home address will be counted as that at which the child is registered with their General Practitioner (doctor).

Children Looked After

Looked-after children and previously Looked-after children are those who have been adopted, or have become subject to a residence order or special guardianship order. A Looked-after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in their exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

Siblings

Children are siblings if they are step-siblings, adopted or foster brothers or sisters living in the same family unit at the time when the child is due to start in the school.

Slough and Eton Church of England Business and Enterprise College

1. General

Slough and East Berkshire C of E Multi Academy Trust (SEBMAT) has been established to form a group of schools that can support each other to ensure the best possible outcomes for the young people in Slough and the nearby areas.

Slough and Eton builds on the tradition of our foundation as a Church of England School which, over the years, has welcomed all faiths and cultures.

We have developed into a school that celebrates unity in diversity by educating a multi-faith community within the Christian ethos of the School. Students from a multitude of countries, nations, cultures and religions, work, play, learn and flourish together. In this way they develop respect and understanding for each other and are well prepared for life in the multi-cultural society in which they will live their adult lives.

All students are encouraged to acquire values and knowledge that underpin the Christian ethos of the School and develop an enjoyment of learning which will enable them to achieve a lifetime of fulfilment and success. The school promotes an environment of mutual respect where all members of the community are equally valued and work together in an atmosphere of tolerance and good humour.

1. Admissions to Year 7

The admission arrangements will apply to applicants for places in Year 7 from September 2020.

Applicants will apply for places at Slough and Eton using the Common Application Form (CAF) provided by their Local Authority. The Planned Admission Number is 180. Priority will be given to pupils in the local community and applicants attending a Slough and Eton Multi Academy Trust (SEBMAT) primary school. Copies of the form are available on Slough Borough Council's website (slough.gov.uk/admissions) and from the Admissions and Access Team. Full details about the application process for Year 7 students will be available from Slough Borough Council in September 2019.

2. Applications to other Year Groups

Applications for other year groups should be made using the in-year application form available on Slough Borough Council's website (slough.gov.uk/admissions) and from the Admissions and Access Team. Full details of the application process for in-year applicants will be available from Slough Borough Council in September 2019.

3. Oversubscription Criteria

All children who have a statement of special needs that names the school will be admitted. After this requirement is satisfied the following oversubscription criteria will apply with children being admitted by means of these criteria being applied in alphabetical order.

- (a) Children Looked After and previously Children Looked After. (See note 1).
- (b) Feeder schools (Godolphin Junior, James Elliman Primary, Montem Primary and St Mary's CofE Primary) and children who attend any school that is formally linked with Slough and Eton through the SEBMAT. A maximum of 36 places will be available to SEBMAT Schools. The remaining places will be offered to children in the following categories.
- (c) Children who live in the catchment area of the school.
- (d) Children who have an older brother or sister at the school when the applicant will enter. Children are considered as siblings if they have brothers or sisters including step, adopted or foster brothers and sisters living in the same family unit and attending the school at the time the child is due to enter.
- (e) Children who have strong medical or social grounds for admission. The reasons must be fully supported in writing from a professional person involved in the case such as a doctor or social worker.
- (f) Children whose families have applied on denominational grounds and can provide written evidence of a commitment to Christian worship.
- (g) All other applicants.

If there are more applicants than places in any of the categories above, applicants living closest to the school will be given priority. Distance will be measured in a straight line from the front door of the child's home address to the main entrance of the school.

4. Withdrawing an offer of a place

The Governing Body reserves the right to withdraw an offer of a place if it was made in error, a parent fails to respond to the offer of a place within a reasonable period of time, or it is established that the offer of a place was obtained through a fraudulent or misleading application. Where a parent fails to respond to the offer of a place, the Governing Body will give the parent a further opportunity to respond and explain to them that the offer of a place will be withdrawn unless they respond by the specified date. Where an offer of a place is withdrawn on the basis of misleading information, the Governing Body will consider the

application afresh, and will offer a right of appeal if admission cannot be offered.

The Governing Body will not withdraw the offer of a place once the child has started at the school, except where that place was fraudulently obtained. In deciding whether or not to withdraw the offer of a place, account will be taken of the length of time the child has been at the school. Where the child has been at the school for less than a term, the Governing Body may consider it to be appropriate to withdraw the place.

Where the Governing Body decide not to withdraw the place and allows the child to continue attending the school, their siblings will not be considered for admission under the siblings criterion.

5. Appeals

Arrangements for appeals will be independent of the school in accordance with the Admissions Appeals Code of Practice. Full details will be provided for unsuccessful applicants.

6. Admissions to Sixth Form

Applicants who meet the academic entry criteria for Sixth Form will be prioritised as follows:

- (a) Children Looked After and previously Children Looked After. (See note 1)
- (b) Current pupils at Slough and Eton
- (c) Siblings of pupils at Slough and Eton
- (d) All other applicants

Note 1

A "looked-after child" is one who is in the care of a local authority or being provided with accommodation by a local authority in the exercise of its social services function. Adoption orders come under the terms of the Adoption and Children Act 2002, Section 46. A 'residence order' is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8). A 'special guardianship order' is one appointing one or more individuals to be a child's special guardian/s (Children Act 1989, Section 14A). Applications under this criterion must be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, residence or special guardianship order).

Tie Breaker

If there are not sufficient places for all the children in one of the criteria above, priority will be given to children who fulfil more than one of the criteria. The greater the number of criteria fulfilled the higher the priority. After this the final decision will be made according to the straight line distance between the home and the school.

Multiple Births

In the event that it is possible to offer a place to one child and not the other we will work with the parent/carer to find the best solution. In most cases the place would be allocated using random allocation.

Parent

A parent is any person who has parental responsibility for or is the legal guardian of the child

Home Address

The address given on the form must be the parent's permanent address on the closing date.

St Bernard's Catholic Grammar School

Responsibility

The Governing Body is the Admissions Authority for St. Bernard's which is a Roman Catholic, Voluntary- Aided, Co-educational Grammar School. The Governing Body will, therefore, give priority in the consideration of applications to baptised Roman Catholic children who have a written reference from their Roman Catholic priest. This policy has been agreed after consultation with the Diocese of Northampton and Slough Local Authority.

The Governors aim to offer a Catholic education. The school fully respects the beliefs of parents and children from all denominations and faith backgrounds and welcomes their applications. Children are taught respect and tolerance for others and there is provision in the religious education programme for the study of different faiths.

Number

The Planned Admission number for admission at age 11+ for the academic year beginning September 2019 is 150.

Application to the School

Owing to the school's strict admissions criteria it is very important that all parents are aware that they will need to fill out Supplementary Forms A & B as well as a Common Application Form (CAF) from their local authority. The Supplementary Forms A & B collect essential information to allow the Governing Body to put all applicants in order of priority for admission, using the school's oversubscription criteria. The Supplementary Forms A & B must be returned to the Admissions Secretary

at the school by 31st October 2018. If Supplementary Forms A & B are not returned, then the child will automatically be considered as “Any Other Children” in the oversubscription criteria (see below). In place of Form B, the school will accept the Bishops Conference of England and Wales’ Certificate of Catholic Practice, as an equivalent document.

Admission

The Governing Body will only consider for admission those children who have gained a mark of 111 or above in the Slough 11+ Consortium tests. Where the number of pupils gaining 111 or more in the tests exceeds the number of places available, the Governors will apply their oversubscription criteria.

A standardised score of 111 or above in the entrance tests means that an applicant is eligible for consideration for admission to the School. There is, however, no guarantee of a place, even for those children who have attained the eligibility score, if there are more applications than places available. If the number of eligible applications is greater than the Planned Admission Number, then the Governors will apply the Oversubscription Criteria (see below).

Pupils with an Education Health and Care Plan under the Children and Families Bill 2014 will be admitted only when this pupil has reached the required standard on the test (i.e. they have achieved a standardised score of 111 in the Slough Consortium Tests) and where the school has been named by the local authority on the EHC plan as agreed with the Governors and the Headteacher. If this happens during the normal admission round to Year 7, then the number of places available to other applicants will be reduced accordingly. If this happens at any other time, then the child can only be admitted if the year group applied for is not already full.

Over-Subscription Criteria

Should places be oversubscribed, the Governing Body will consider children for admission following the criteria set out below. These categories relate to the child, not to the parent(s)/guardians(s). Please refer to the endnotes indicated for the following terms: Practising, Catholic, Looked After, Staff and Other Christian:

1. Catholicⁱ Looked Afterⁱⁱ children.
2. Practisingⁱⁱⁱ Catholic children.

3. Catholic children.
4. All other Children Looked After.
5. Children from other Christian Churches.^{iv}
6. Children from Other Faiths who attend a Slough Catholic Primary School within St Peter’s Pastoral Area, (Holy Family Catholic Primary School, Our Lady of Peace Catholic Primary School, St Anthony’s Catholic Primary School, St Bernard’s Preparatory School and St Ethelbert’s Catholic Primary School) and live in Slough with a permanent home address.^v
7. Children from Other Faiths who attend a Slough Primary viSchool within St Peter’s Pastoral Area Holy Family Catholic Primary School, Our Lady of Peace Catholic Primary School, St Anthony’s Catholic Primary School, St Bernard’s Preparatory School and St Ethelbert’s Catholic Primary School).
8. Children of Staff^{vi}.
9. Any other children.

If necessary, the Governing Body will determine an order of priority within the above categories based on the following criteria in this order of priority:

1. Children currently in receipt of the Pupil Premium^{viii}.
2. On the child’s score in the Selective Tests.

In the event of one or more eligible pupils being tied for the final place or places at the school, priority will be decided by proximity to the school^{ix}.

Waiting List

The school will keep a waiting list of the names of applicants who have qualified for admission but have not been allocated a place, ranked in descending order according to the above oversubscription criteria. The placing of a child’s name on the waiting list does not remove the right of appeal. Parents will be informed if their child’s name has been placed on this list.

A waiting list will be held for all those applicants who score 111 and above but who may not be offered a place initially due to over-subscription. This waiting list will operate until the end of December 2019.

Appeals

The school will publish and establish arrangements for appeals against non-admissions, which will be independent of the school and will follow the School Admission Appeals Code 2012.

For Admission to Other School Years

In the event of there being vacancies in other school years, the Governing Body, in consultation with the Headteacher, will consider admitting students who have demonstrated their suitability for education in a Selective School, and their intention to respect the Roman Catholic ethos of the School. Should applications for places in these years be oversubscribed, the Governing Body will consider children in order of priority following the criteria listed above.

Applicants who have previously sat the Slough Consortium 11+ test but did not attain a score of 111 or above will not be considered for entry to Years 7-11.

No other pupils will be admitted to the school, other than at the start of Year 7, unless there are available places and:

- I. they are transferring from another grammar school; or
- II. they have not already taken the Slough Consortium 11+ test; and
- III. they are successful in the school's entrance examination relevant to their year of entry.

In year applications must be made directly to the school and should be addressed to the Admissions Secretary at the school.

For Admission of Children outside their normal age group

If parents request for a child to enter the school outside the normal age group for that child, the school shall consider the application. The parents must adhere to the same admission requirements and process as for all other children and meet all the entry requirements and secure a place according to the oversubscription criteria. The decision as to whether to admit a child who is outside their normal age group lies with the governors who will make their decision based on the circumstances of each case and in the best interests of the child concerned. This will include taking account of the

parents' views; information about the child's academic, social and emotional development; and whether they have previously been educated out of their normal age group. They will also take into account the views of the Headteacher.

For Admission to Sixth Form

In relation to Sixth Form admission, all applicants (both internal and external) must meet the minimum entry requirements specified by the school as follows:

1. Grade 6 in at least 5 subjects at GCSE (B grades or higher in unreformed GCSEs).
2. At least grade 5 or above in English Language and Mathematics, if these subjects are not being taken in the Sixth Form.
3. Grade 6 for Triple Award Science or a grade 7 if they do the Double Award Science. (B grade for Triple or an A grade for Double or higher in unreformed subjects) if these subjects are to be studied at A Level.
4. Grade 6 at GCSE for Mathematics or grade 8 at GCSE for Further Mathematics (B grade for Mathematics or an A grade for Further Mathematics in unreformed subjects) if these subjects are to be studied at A Level.
5. Grade 6 (or grade B for unreformed subjects) at GCSE in all other subjects studied at A Level. For subjects not previously studied at GCSE, a grade 6 or higher is required in an equivalent subject (please see Sixth Form Courses Booklet for further information).

In place of GCSE, NARIC verified overseas equivalents will be accepted. Entry to the Sixth Form is also dependent upon a positive recommendation from the student's current headteacher - this also applies to students in St Bernard's Year 11.

Students must come directly into the Sixth Form from Year 11; no student will be admitted to the school to repeat/restart Year 12. Any student that has previously repeated Year 11 will only be considered for admission to the Sixth Form once Governor's approval has been granted.

The planned admission number for Year 12 entry, includes all existing St Bernard's Year 11 students and a minimum of 20 external applicants.

No student will be admitted to Year 12 after 15 school days from the beginning of the Autumn Term; the beginning of the Autumn Term being defined as the first day of school for students.

All applicants to the sixth form must submit an application form by the date published on the school's website. Students must hold a conditional offer of a place which may be made following a Careers Information Advice and Guidance (CIAG) interview with the school. Once the eligibility criteria have been met and the applicant has completed the registration form (to be completed at the school on or immediately after results day) then the place in the Sixth Form is confirmed. At this stage, other conditions for admissions must be met in addition to academic achievement, such as NARIC certificates for overseas qualification equivalences, and eligibility to receive free education in the United Kingdom.

Where the number of eligible students reaching the required standards in GCSE or equivalent exceeds the number of places available in the sixth form or in the chosen subject classes; places on various courses will be decided according to the oversubscription criteria stated above (i.e. for entry to Year 7). Existing St Bernard's Catholic Grammar School students will be given priority for admission to a course.

ⁱ Catholic means a member of a church which is in full communion with the See of Rome, a baptismal certificate will be required as evidence of belonging to that church.

ⁱⁱ Both Currently Looked After and Previously Looked after are considered to be 'Looked After' in this Policy. Currently Children Looked After are defined as children who are (a) in the care of a Local Authority, or (b) being provided with accommodation by a LA in the exercise of their social services functions in accordance with Section 22 of the Children Act 1989, at the time an application to the school is made. Previously Children Looked After are defined as those who were looked after but ceased to be so because they were adopted (in accordance with Section 46 of the Adoption and Children Act 2002), or subject to a child arrangements order (in accordance with Section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014) or a special guardianship order (in accordance with Section 14A of the Children Act 1989).

ⁱⁱⁱ Practising means a member of a church who attends mass regularly, as evidenced by a Priest's (or minister's) reference including the parish priest's (or minister's) signature and the parish stamp or seal completed on the Supplementary Form B. For members of other faiths, the person who most closely takes on the equivalent role of priest will complete the priest's reference.

^{iv} Children from other Christian Churches refer to a member of a church that belongs to "Churches Together in Britain and Ireland" www.ctbi.org.uk. A baptismal certificate will be required as evidence of belonging to that church. The only exception will be for those Christian denominations where infant baptism is not practised.

^v Children on roll at one of the Catholic Primary Schools in St Peter's Pastoral Area when the application is made and live in Slough (Verification may be requested to show you pay your council tax to Slough Borough Council). The Catholic Primary Schools are Holy Family Catholic Primary School, Our Lady of Peace Catholic Primary School, St Anthony's Catholic Primary School, St Bernard's Preparatory School and St Ethelbert's Catholic Primary School.

^{vi} Children on roll at one of the Catholic Primary Schools in St Peter's Pastoral Area when the application is made. These are Holy Family Catholic Primary School, Our Lady of Peace Catholic Primary School, St Anthony's Catholic Primary School, St Bernard's Preparatory School and St Ethelbert's Catholic Primary School.

^{vii} Children of staff concern only those members of staff who are employed directly by the school's Governing Body and have a permanent contract for 50% (or more) of a full time member of staff or filling a vacant post where there is a skills shortage. In order to qualify, the member of staff must still be in post when their child joins the school.

^{viii} For the purposes of this policy, Pupil Premium refers to Pupil Premium and Service Premium. The pupil premium is additional funding paid annually to schools under section 14 of the Education Act 2002 for the purposes of supporting the attainment of disadvantaged children. The Service Premium is additional funding paid annually to schools under section 14 of the Education Act 2002 for the purposes of supporting the pastoral needs of the children of Armed Services personnel.

^{ix} Proximity to the school means nearest first, measured 'as the crow flies' from the main entrance of the school to the front door of the child's home address (house or flat), using Slough's Geographical Information System (GIS), with those closer to the school receiving higher priority. The 'home address' is defined as the address where the child is normally resident. Where there is shared custody of the child or the child lives at more than one address in any given week, it is the address of the parent or carer who receives child benefit for that child, or in the absence of child benefit it is the address of the parent or carer with whom the child resides for the greater duration. In the event of a tie between two or more children with equal proximity to the school, lots will be drawn.

St Joseph's Catholic High School

St Joseph's Catholic High School is a co-educational academy, within the St Peter Catholic Academy Trust and the Diocese of Northampton.

The Academy Trust is responsible for Admissions.

The Planned Admissions Number is 135.

Application Procedures:

Parents who wish to apply for a place for their child at St Joseph's Catholic High School must name St Joseph's on the Common Application Form (CAF) and submit the form to their Local Education Authority no later than 31st October of the year before their child joins Year 7.

They must also complete a St Joseph's Application Form and return it to the school by 31st December of the year before their child joins Year 7.

Applications received after this date will be placed in Criteria 9 and will be considered after all on-time applications.

Children with a Statement of Special Educational Needs where St Joseph's has been named in the Statement, will be admitted in accordance with the regulations and the policy of the Local Authority.

In the event of there being more applications than the planned admissions number, priority will be given according to the following criteria:

- 1) Children Looked After & Previously Children Looked After
- 2) Practising Baptised Catholic Children with a priest's reference
- 3) Other Baptised Catholic Children
- 4) Baptised or Dedicated Children of other Christian denominations with a religious leader's reference
- 5) Baptised or Dedicated Children of other Christian denominations
- 6) Children of other faiths with a religious leader's reference
- 7) Children of other faiths
- 8) Any Other Children
- 9) Late applications

Children from other faiths should be sympathetic to the ethos of our Catholic school.

A completed Priest's/Religious Leader's Reference Form (which is attached to the school application form) will be asked for to support the application, where relevant.

If your child has been baptised or dedicated, the Academy Trust insist that a copy of a valid Baptism or Dedication Certificate is sent in with the application form.

Tie Breaker:

For any admission category that is over-subscribed, applications will be prioritised by distance from the home address to the school building. Distance will be measured in a straight line from the front door of the child's home address (including flats), to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. In the event of a tie between two or more children with equal proximity to the school, lots will be drawn.

Receiving An Offer Of A Place:

An offer of a place at St Joseph's Catholic High School, will be sent in writing from the applicant's Local Education Authority. St Joseph's will only send correspondence to those who have been offered a place at the school.

Appeals Procedure:

Parents have the right to appeal if they have not been offered a place at the school. They must send a letter of appeal to the Secretary to the Trust at St Joseph's within 30 days of receiving their offer letter. They will then be notified of the appeal date and time.

Waiting Lists:

Any waiting lists which are held will be ranked in the same order as the above criteria.

Mid Year Admissions:

Applicants for places mid-year, subject to the above criteria, will be admitted up to a maximum of 135 pupils in each year group.

Explanatory Notes:

Catholic: A Catholic child is defined as a child baptised in accordance with the rites of the Catholic Church or enrolled in a baptismal programme.

Baptised Catholic or Baptised/Dedicated Christian: The Academy Trust insist on a copy of a valid Baptism/Dedication Certificate being produced at the time of application to the school.

Practising: Practising means the child's weekly attendance at Sunday mass.

Home Address: This is defined as the place where the child permanently lives with his or her parents/legal guardians/carers.

Should parental responsibilities be equally shared, the home address will be considered to be that of the parent/legal guardian/carer who receives the relevant Child Benefit Allowance.

Children Looked After: Children Looked After are children who are in the care of a local authority or are provided with accommodation by that authority.

Previously Children Looked After: are children who were looked after, but ceased to be so, because they were adopted, or became subject to a residence order or special guardianship order.

False Information: If false or misleading information is used to gain entry to the school, the offer of a place may be withdrawn.

St Joseph's Catholic High School Sixth Form Admissions Policy

Admissions Criteria:

St Joseph's Catholic High School offers a variety of Sixth Form courses, some with different entry requirements. Full details of these are published annually in the Sixth Form Prospectus and applicants should contact the school for information. A supportive school report in the form of a letter from the current Head teacher will be required.

In the event of there being more applications than available places, priority will be given according to the following criteria/factors:

- 1) Children Looked After & Previously Children Looked After
- 2) Those applicants who have attended St Joseph's Catholic High School up to Year 11, who fulfil the entry requirements for their chosen course.
- 3) The availability of courses which best suits the applicant's preferences.

Tie Breaker:

- Applications will be prioritised by distance from the home address to the school building. Distance will be measured in a straight line from the front door of the applicant's home address (including flats), to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Explanatory notes:

Home Address: This is defined as the place where the child permanently lives with his or her parents/legal guardians/carers.

Should parental responsibilities be equally shared, the home address will be considered to be that of the parent/legal guardian/carer who receives the relevant Child Benefit Allowance.

Children Looked After: Children Looked After are children who are in the care of a local authority or are provided with accommodation by that authority.

Previously Children Looked After: Previously Children Looked After are children who have previously been looked after by the local authority.

False Information: If false or misleading information is used to gain entry to the school, the offer of a place may be withdrawn.

Upton Court Grammar School

Admissions to Year 7

1. The school's planned admission number (PAN) for Year 7 Entry in September 2019 is 165.
2. As a Grammar (selective) School, the school is not required to fill all the places if pupils do not meet the admissions criteria. Pupils will be admitted to the school at the age of 11 on the basis of their ability and aptitude, which will be determined by their performance in entrance examinations administered by the Slough Consortium of Grammar Schools. The procedures for testing are outlined in the Slough Consortium of Grammar Schools - a Guide to the 11+ Test document published by the Consortium.
3. The procedure for application and testing will be published by the School each year.
4. A standardised score of 111 or above in the entrance test means that an applicant is eligible for consideration for admission to the school.
5. Pupils with Special Educational Needs, supported by written evidence supplied by a recognised authority, and who have named Upton Court Grammar School specifically on the statement, will be admitted automatically. Also, pupils with an Education Health and Care Plan under the Children and Families Act 2014, and where the school has been named by the local authority on the EHC plan, will be admitted automatically.

Section 39(2) of the Children and Families' Act 2014 says that the local authority must consult the school before naming a school on the EHC plan and section 39(4) gives the only reasons why a school should not be named. These are "a) the school or other institution requested is unsuitable for the age, ability, aptitude or special educational needs of the child or young person concerned, or b) the attendance of the child or young person at the requested school or other institution would be incompatible with - (i) the provision of efficient education for others, or (ii) the efficient use of resources." Pursuant to this act, Upton Court Grammar School will work with recognised authorities to ensure that a child with a statement of SEN or EHC plan is of suitable ability.

6. Where the number of eligible pupils reaching the required standard in the 11+ tests exceeds the number of places available, places will be allocated according to the following oversubscription criteria in this order of priority:
- (i) Children Looked After who are being accommodated, or who have been taken into care by a local authority under section 20, 31 or 38 of the Children Act 1989. The first priority will go to children who are legally defined as looked after by the local authority at the time an application to the school is made, and young people previously looked after, who are children defined as those who were looked after, but ceased to be so because they were adopted (in accordance with Section 46 of the Adoption and Children Act 2002), or subject to a residence order (in accordance with Section 8 of the Children Act 1989) or a special guardianship order (in accordance with Section 14A of the Children Act 1989).
 - (ii) Up to 15 places will be offered to applicants who are currently eligible, or have been eligible within the previous six years, for Free School Meals (Pupil Premium). If the number of applicants in this category is greater than 15, places will be offered in rank order according to 11+ score, and then distance from the school (see paragraph vii).
 - (iii) Children of members of staff who have been employed at Upton Court Grammar School for 2 years or more prior to submission of the Common Application Form (CAF) on 0.5 of full time or above or filling a vacant post where there is a skills shortage. The term “staff” refers to any employee who is permanently employed by Upton Court Grammar School, and excludes those contracted through external agencies.
 - (iv) Children that are attending, at the time of submission of the Common Application Form (CAF), Foxborough Primary School or Trevelyan Middle School (members of Pioneer Educational Trust) as the designated feeder schools.
 - (v) Up to 120 Pupils in rank order of performance in the 11+ tests. If pupils are admitted through criteria 5, 6(i), 6(ii), 6(iii) and 6(iv), this number will reduce accordingly.
 - (vi) The remaining offers, up to the PAN of 165, for a place will be made by proximity to the school, nearest first, measured ‘as the crow flies’ from the main entrance of the school to the front door of the child’s home address (house or flat), using Slough’s Geographical Information System (GIS), with those closer to the school receiving higher priority.
- The ‘home address’ is defined as the address where the child is normally resident. Where there is shared custody of the child or the child lives at more than one address in any given week, it is the address of the parent or carer who receives child benefit for that child, or in the absence of child benefit it is the address of the parent or carer with whom the child resides for the greater duration.
- In the event of a tie between two or more children with equal proximity to the school, for example if two applicants live in the same block of flats, governors will exercise their discretion to admit above the Published Admission Number.
7. Once all offers of places have been made according to sections 5 & 6 above, any remaining applicants that have demonstrated eligibility for a place through scoring 111 or above in the 11+ tests but were not offered a place initially due to over-subscription, will be placed on a waiting list. The position of each applicant on the waiting list is determined through the application of the over-subscription criteria above. Each time an applicant joins or leaves the waiting list, the rank order of remaining applicants will be re-assessed.
- If a new applicant expresses an interest to join the waiting list, his/her position will be assessed through the administration of the 11+ test, provided the eligibility score of 111 is reached. Accordingly, the position of other applicants on the waiting list will be re-drawn.
- The waiting list will operate until 31 December 2019.

8. The school will establish arrangements for appeals against non-admission to year 7, which will be independent of the School and will follow the statutory guidance in the School Admissions Code, December 2014.
9. Details of admissions and appeals arrangements will be published by the school every year.

11+ Testing Arrangements

10. Upton Court Grammar School is part of the Slough Consortium of Grammar Schools, and operates CEM 11+ testing to assess eligibility of students through ability. A standardised score of 111 is the minimum score required to be eligible for consideration for admissions, as described above.
11. Full details of testing arrangements, including key dates and a test familiarisation booklet can be found on our website, at <http://www.uptoncourtgrammar.org.uk/year7-entry-september-2019>
12. For September 2019 entry, the 11+ tests will be held at one of the Slough Grammar Schools on Saturday 14 September 2019, for children born between 1 September 2007 and 31 August 2008. Applicants will be advised at which school their test would take place.
13. If an applicant is unable to sit the test on 14 September 2019, such as due to the child's sickness, parental sickness, transport failure, clash with another 11+ test for admission to a different selective school, religious observance, the school should be advised before 5pm on 19 September 2019, by sending an email the administrator on juj@uptoncourtgrammar.org.uk explaining reasons for the applicant missing the test. Please note, in the case of the applicant's sickness, a medical certificate is required.

An alternative testing date has been set on Monday 23 September 2019, for applicants unable to take the test on 14 September 2019.
14. The CEM 11+ Entrance Assessments are targeted at the expected age range for Year 6 children. If applicants are out of the normal age range, where pupils are too young or too old for year 6 because of, for example, being accelerated through primary school due to exceptional ability or being held back a year due to poor health. The tests are intended to be

administered in Year 6, sat on the main test date or as close to that date as possible, and within the academic year of the test.

Candidates with a date of birth before the expected date have their age capped because they would be unduly penalised for being in the year group below that for their age.

Candidates with a date of birth after the expected date have their age capped because the child would need to be able to work at the level of the rest of their cohort, and so are not inappropriately advantaged by being tested a year early.

In-Year Admissions to Years 7-11

15. No child will be admitted to the school, other than at the start of Year 7, unless there are available places and:
 - (i) They are transferring from another grammar school within the Slough Consortium, or
 - (ii) They have not previously taken the 11+ test within the Slough Consortium and were unsuccessful and they are successful in the school's entrance examination relevant to their year of entry.

Applicants who have previously sat the Consortium 11+ test but did not attain a score of at least 111 may not be considered for in year entry in years 7-11.

Admissions to the Sixth Form

16. In relation to Sixth Form admission, all applicants must meet the entry requirements specified by the school for their preferred courses, where the relevant admissions test will be performance in GCSE examinations, or level 2 qualifications, or NARIC verified overseas equivalent. All applications must be supported by satisfactory references from the school the applicant attended most recently.
17. Students must come directly into the Sixth Form from Year 11; no student will be admitted to the school to repeat/restart Year 12. Any student that has previously repeated year 11 may not be considered for admission to the Sixth Form.
18. The planned admission number for Year 12 entry, including existing UCGS Year 11 students and external applicants, is 160.

19. No student will be admitted to Year 12 after 15 school days from the beginning of the Autumn Term; the beginning of the Autumn Term being defined as the first day of school for students.
 20. There are a variety of Sixth Form courses on offer, each with different entry requirements. Full details of these are published annually in the Sixth Form Prospectus on the school website. Applicants should contact the school for further information.
 21. All applicants to the sixth form must submit an application form by the date published on the school's website. Students must hold a conditional offer of a place which may be made following a Careers Information Advice and Guidance (CIAG) interview with the school. On GCSE results day, applicants holding a conditional offer must attend an enrolment interview with the school where the place may be confirmed if the published eligibility criteria have been met. At this stage, other conditions for admissions must be met in addition to academic achievement, such as NARIC certificates for overseas qualification equivalences, and eligibility to receive free education in the United Kingdom.
 22. Where the number of eligible students reaching the required standards in GCSE or equivalent exceeds the number of places available, places on various courses will be confirmed on a first-come-first-served basis on GCSE results day. Existing Upton Court Grammar School students will be given priority for admission to a course.
- d) *The Local Authority, in carrying out their functions under the Children and Families Bill 2014, must have regard to:*
- *the views, wishes and feelings of the child or young person, and their parents;*
 - *the importance of the child or young person, and their parents, participating as fully as possible in decisions; and being provided with the information and support necessary to enable participation in those decisions;*
 - *the need to support the child or young person, and their parents, in order to facilitate the development of the child or young person and to help them achieve the best possible educational and other outcomes, preparing them effectively for adulthood.*
- Specific duties that Upton Court Grammar School has towards disabled children are included in the Equality Act 2010 the key elements are as follows:*
- *The School must not discriminate against, harass or victimise disabled children and young people;*
 - *The School must make reasonable adjustments to ensure that disabled children and young people are not at a substantial disadvantage compared with their peers.*
- This duty is anticipatory: adjustments must be planned and put in place in advance, to prevent that disadvantage.*
- Parents and young people have the right to request a particular school, to be named in their Education, Health and Care plan. If a parent or young person makes a request for Upton Court Grammar School to be named, the local authority must comply with that preference and name the school on the EHC plan unless it would:*
- *be unsuitable for the age, ability, aptitude or SEN of the child or young person (notably attaining the required standard in the 11+ tests); or*
 - *the attendance of the child or young person there would be incompatible with the efficient education of others, or the efficient use of resources, as deemed by the Governing Body.*
- e) *The Statutory Policies for Schools circular issued by the Department for Education (September 2014) requires schools to review admissions policies annually, and any changes must undergo consultation. The next review will take place in January 2019. In the event of no changes, consultation must take place every seven years, scheduled for September 2024.*

Notes:

- a) *In applying these admission arrangements, 'permanent home address' will be as defined by Child Arrangement Orders in the Children and Families Act 2014 (Chapter 6, Part 2, Section 12). The home address must be the address where the applicant is living at the time of application and before the closing date for applications. Where parents/carers share responsibility for part of the week, then both home addresses must be quoted. The school may check the authenticity of the address stated. Proof of residence or further information may be requested and must be provided.*
- b) *If the main address has changed temporarily, for example where a family is renting a property on a Short Term Tenancy Agreement (12 months or under), then the parental address remains that at which the parent was resident before the period of temporary residence began unless it can be shown that all ties to the previous address have been relinquished, or that the move is not easily reversible. The Governors may refuse to base an allocation on an address which might be considered only a temporary address.*
- c) *Distances will be measured using a computerised mapping system. The measurement is taken from the address point of the applicant's home to the address point of the school. It does not take into account the actual or expected route a child will travel to school.*

The Westgate School

1 Admissions

1.1 Children will be admitted to the School without reference to academic ability or aptitude on an 'equal preference' basis.

1.2 Admission to The Westgate School will be coordinated through the Slough Coordinated Administration Scheme and its timetable. Applications must be submitted using the Common Application Form (CAF). Copies of the form are available from the Admissions and Access Team at Slough Borough Council or online at www.slough.gov.uk/admissions. Full details are contained in 'A Parent's Guide to Transferring to a Slough Secondary School'

2 Oversubscription criteria

2.1 In the event of the School being oversubscribed, children will be admitted in the following order of priority:

- 2.1.1 Children with a Statement of Special Educational Needs;
- 2.1.2 Child looked after and child previously looked after;
- 2.1.3 Children living in the school's catchment area*
- 2.1.4 Children living outside the school's catchment area*

3 *Tie Breaker

If any individual criterion is oversubscribed priority will be given to those children who live nearest the school. This will be based on a straight line from the front door of the child's home address to the main entrance of the school using the Local Authorities computerised measuring system. If the same distance applies medical, social or special educational needs will be taken into consideration.

Notes:

- i. The child's place of residence is taken to be the parental home.
- ii. The catchment area is as outlined on the attached map.

4 Application outside of the normal intake timetable

4.1 Applications for admission into year groups outside of the normal intake timetable (i.e. for children moving into the designated area or wishing to transfer from another school) shall be allowed unless the year group into which admission is sought exceeds the size dictated by the net capacity of the School.

The planned admission number for each year group in 2020/21 is 180 with the exception of Year 7, Year 8 and Year 9 which will be 240.

5 Sixth Form

5.1 The maximum number of places in the sixth form is 135. Of this number, ten places will be reserved for students entering the School for the first time at 16+.

6 Appeals against non-admission

- 6.1 Arrangements will be made for appeals against non-admissions which will be independent of the School. Appeals shall be heard in accordance with the Schools Admission Appeals Code of Practice. The school exercises its right not to consider further appeals for the same child within the same academic year.
- 6.2 Appeals will only be heard from parents who have first sought admission, and been refused.
- 6.3 Casual Admissions or transfer of school appeals will only be heard from parents who have first sought admission, using the LA Casual Admissions/Transfer of Schools form, and been refused.
- 6.4 The School will agree any changes to its admission with the Secretary of State for Education. Details of admission and appeals arrangements will be published each year.

Wexham School Sports College

Wexham School is a Community school, within the Local Education Authority (LEA) of Slough.

The school's planned admission number for 2019 is 240.

Application Procedures

Parents who wish to apply for a place for their child at Wexham School must apply using the Common Application Form (CAF) that can be obtained from the Admissions and Access Team. If your child attends a Slough Primary school, the school will issue this form. The CAF is also available online.

Visit www.slough.gov.uk/admissions.

An Offer of a Place

An offer of a place at Wexham School will be sent in writing from the applicant's Local Education Authority.

Catchment Area

The catchment area is the geographical area served by a school.

For any admission category that is over-subscribed, applications will be prioritised by the distance from the home address to the school building. Distance will be measured in a straight line from the front door of the child's home address (including flats), to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

If you have any queries on catchment areas please contact the Admissions Access Team.

Admissions Access Team 01753 875725 lines open 1.00pm - 4.30pm Wednesday and Friday.

Siblings

Children are considered as siblings if they have brothers or sisters including step, adopted or foster brothers or sisters living in the same family unit and attending the school at the time the child is due to start the school. Please note that this does not apply if the older brother or sister joined the school at Sixth Form level, or if the older child is in year 11 at the time of application.

Strong Medical or social grounds for admissions

If you want us to consider your child for a place at school under this category, you must include supporting evidence from an independent professional person who is aware of the situation and supports your reasons. A panel including educational professionals will decide which children will be considered under this category before we make any allocations. We will not consider your application if you do not provide written independent evidence as we are not able to collect evidence on your behalf.

Can I choose the school my child attends?

By law parents are allowed to indicate which school they wish their child to attend and the Local Authority (LA) has a duty to meet this request if possible, but each school has a limited number of places available. If there are more applications than there are places available then it is not possible to provide a place for all those who apply.

Criteria for Community and Voluntary Controlled Schools

Children with a Statement of Educational Needs (SEN) that names a specific school must, by law, be admitted to that school. Any request for allocation of a place to a child who is in the care of the Local Authority or provided with accommodation in that authority in accordance with Section 20 or 37 of the Children's Action 1989 (Looked After Children), will be considered next.

After these two requirements have been satisfied the following criteria will apply. They are set out in descending order of priority:

- A) Children who live in the catchment area of the school
- B) Children who have strong medical, social grounds for admission. These reasons must be fully supported in writing from a professional person involved in the case, such as a doctor or social worker. This must show that the school requested, is the only school that the child can attend because of the medical or social needs. All documents must be submitted with the Common Application Form or with a printed copy of the on-line form if completed on-line.
- C) Children who have older brothers (s) or sister (s) at the school when the applicant would enter.

- D) Children who attend a Primary school that is formally linked with the secondary school (Wexham Court Primary School).
- E) Children whose parents have selected the school for co-educational reasons.
- F) All other applicants.

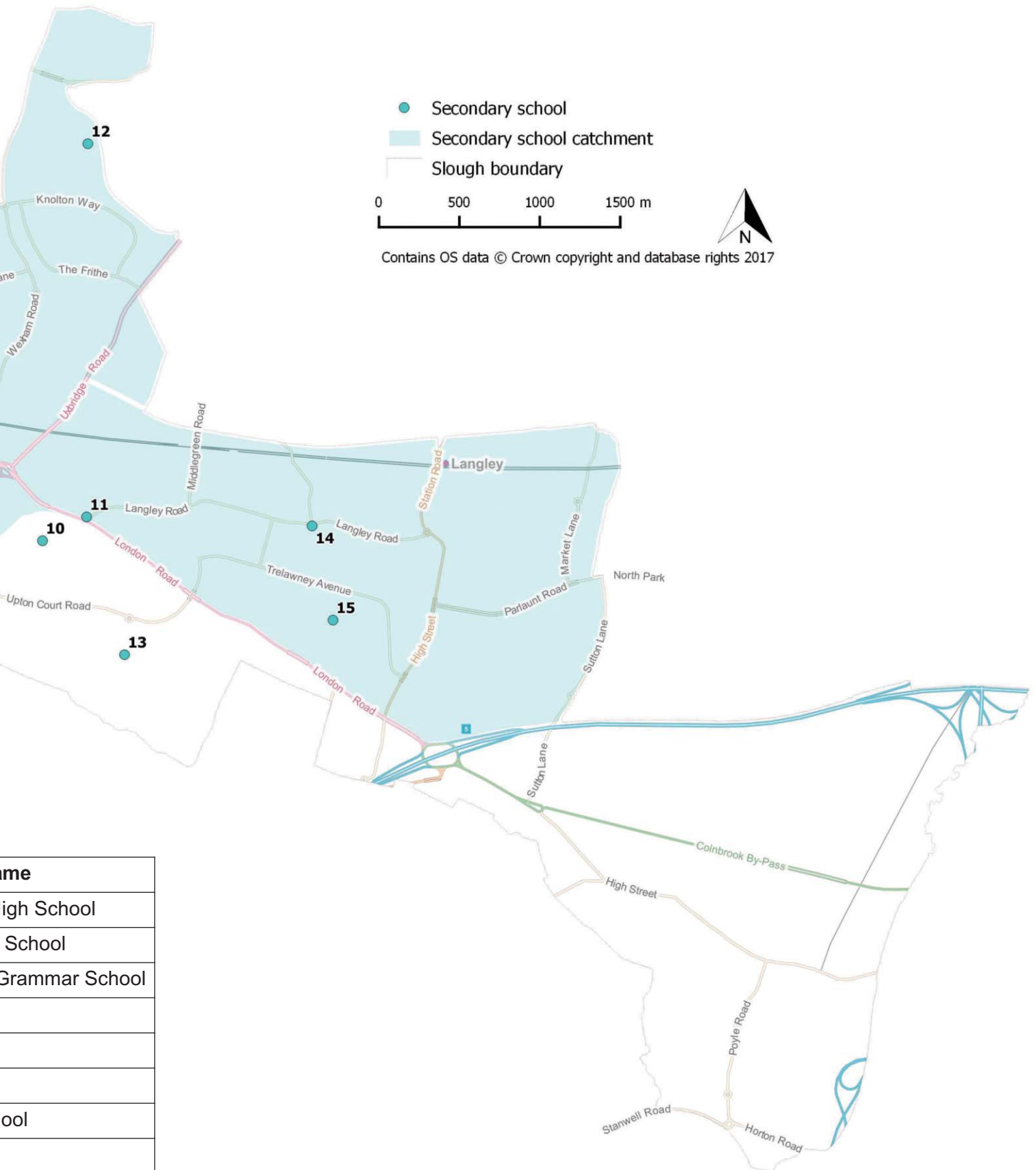
In some cases a tie-breaker will be required. If a school does not have places for all the children in one of the above criteria, places will be offered within that category according to which children live the closest to the school. The distance will be measured using the Slough Geographical Information System, which draws a straight line on a map, from the home-residence to the front door of the school, and calculates the distance.

Wexham School provides a number of places for pupils on the Autism Spectrum. Allocation of these places is decided by the Local Authority's SEN Panel and the School.

Secondary School Map



Number	Secondary school name	Number	Secondary school name
1	The Westgate School	9	St Joseph's Catholic H
2	Beechwood School	10	Upton Court Grammar
3	Eden Girls School Slough	11	St Bernard's Catholic C
4	Herschel Grammar School	12	Wexham School
5	Baylis Court School	13	Ditton Park Academy
6	Grove Academy	14	The Langley Academy
7	Slough and Eton Church of England Business and Enterprise College	15	Langley Grammar Sch
8	Lynch Hill Enterprise Academy		





This document can be made available on audio tape, braille or in large print, and is also available on the website where it can easily be viewed in large print.

Secondary Schools in Slough

If you would like assistance with the translation of the information in this document, please ask an English speaking person to request this by calling 01753 875728.

यदि आप इस दस्तावेज में दी गई जानकारी के अनुवाद किए जाने की सहायता चाहते हैं तो कृपया किसी अंग्रेजी भाषी व्यक्ति से यह अनुरोध करने के लिए 01753 875728 पर बात करके कहें.

ਜੇ ਤੁਸੀਂ ਇਸ ਦਸਤਾਵੇਜ਼ ਵਿਚਲੀ ਜਾਣਕਾਰੀ ਦਾ ਅਨੁਵਾਦ ਕਰਨ ਲਈ ਸਹਾਇਤਾ ਚਾਹੁੰਦੇ ਹੋ, ਤਾਂ ਕਿਸੇ ਅੰਗਰੇਜ਼ੀ ਬੋਲਣ ਵਾਲੇ ਵਿਅਕਤੀ ਨੂੰ 01753 875728 ਉੱਤੇ ਕਾਲ ਕਰਕੇ ਇਸ ਬਾਰੇ ਬੇਨਤੀ ਕਰਨ ਲਈ ਕਹੋ।

Aby uzyskać pomoc odnośnie tłumaczenia instrukcji zawartych w niniejszym dokumencie, należy zwrócić się do osoby mówiącej po angielsku, aby zadzwoniła w tej sprawie pod numer 01753 875728.

Haddii aad doonayso caawinaad ah in lagu turjibaano warbixinta dukumeentigaan ku qoran, fadlan weydiiso in qof ku hadla Inriis uu ku Waco 01753 875728 si uu kugu codsado.

اگر آپ کو اس دستاویز میں دی گئی معلومات کے ترجمے کے سلسلے میں مدد چاہئے تو، براہ کرم ایک انگریزی بولنے والے شخص سے 01753 875728 پر کال کر کے اس کی درخواست کرنے کے لئے کہیں۔

Admissions and Transport Team, Access and Inclusion
Slough Borough Council, 51 Bath Road, Slough SL1 3UF

September 2019