

# Admission to Secondary Schools in Bexley 2023-2024



The London Borough of Bexley is planning to deliver the Co-ordinated Secondary Admissions process, beginning in September 2022 in the usual format we have operated in the past, and as set out in this booklet. However, in the current climate, we reserve the right to alter arrangements within the framework. This also applies to arrangements for school open events, where restrictions may prevent the published arrangements from taking place and instead require tours to be virtual.

**Closing date for applications 31 October 2022**

# Bexley's School Admissions Webpages

[www.bexley.gov.uk/admissions](http://www.bexley.gov.uk/admissions)

The most recent versions of our information booklets and leaflets about admission arrangements for nursery classes, primary schools and secondary schools (including the selection test) are on our website.

This booklet is produced by

School Admissions Team, London Borough of Bexley, Civic Offices  
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## Important Dates

| 2023                      |   |
|---------------------------|---|
| 1 September               | Online application website opens  |
| 12 September              | Bexley selection test begins  |
| 14 September – 21 October | Open days/evenings for schools  |
| 22 October                | Last date for paper CAFs to be handed in to primary schools<br>Closing date for supplementary information forms to be returned to St Catherine's Catholic School. |
| 30 October                | Closing date for supplementary information forms to be returned to St Columba's Catholic Boys School  |
| 31 October                | <b>Final closing date for application forms to be submitted, either online or paper.</b>  |
| 2 November                | Closing date for supplementary information form to be sent to Trinity CE School Belvedere   |

Please apply online. Bexley's online CAF will be available from 1 September 2022 until the closing date of 31 October 2022. Please visit [www.bexley.gov.uk/admissions](http://www.bexley.gov.uk/admissions) or [www.eadmissions.org.uk](http://www.eadmissions.org.uk)

This booklet is updated every year and is accurate at the time of printing (August 2022).



However, changes can occur either before or during the school year to which this edition applies.

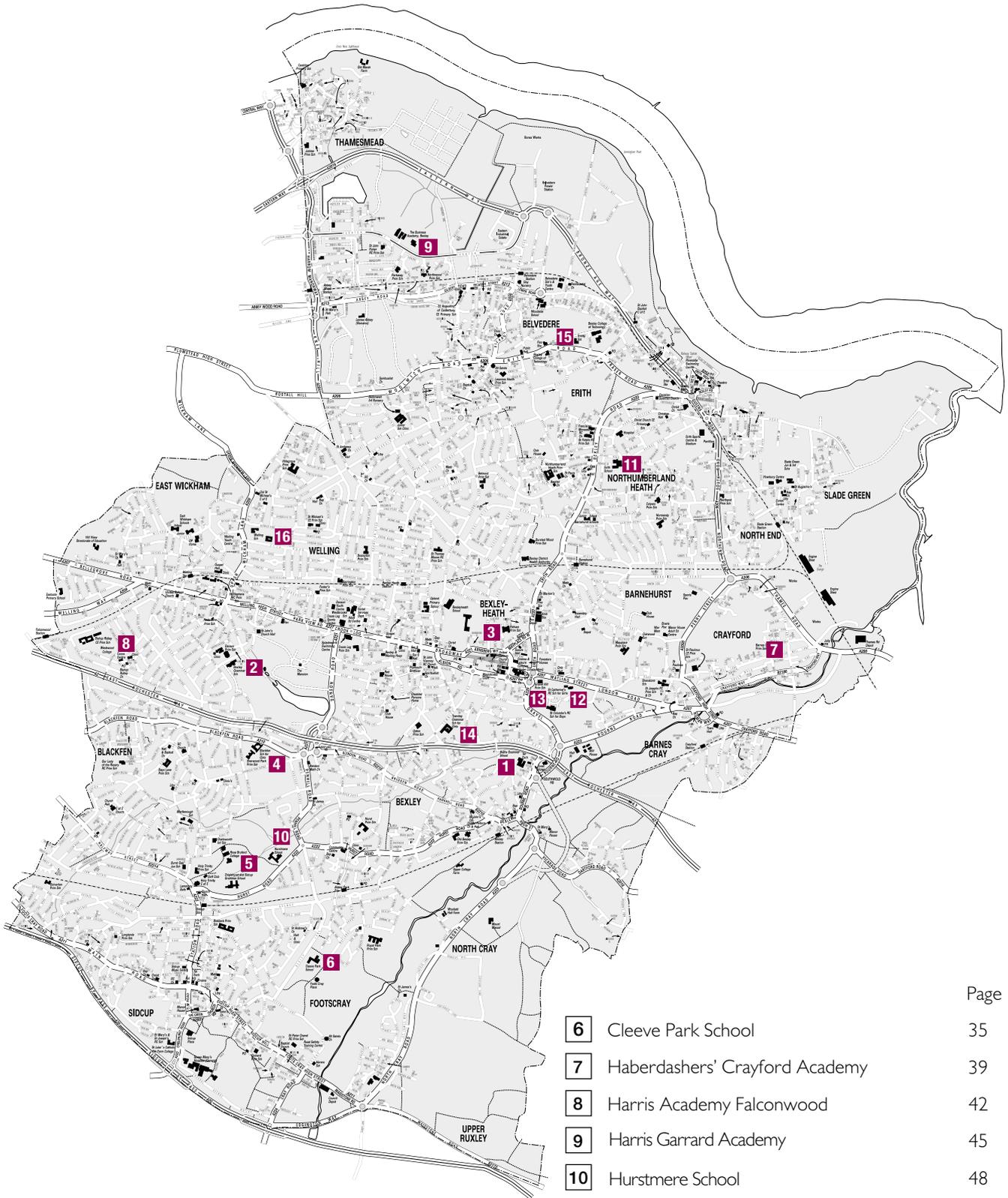
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# Secondary schools in Bexley

[www.bexley.gov.uk/services/schools-and-education/secondary-schools/secondary-schools-your-child-can-go](http://www.bexley.gov.uk/services/schools-and-education/secondary-schools/secondary-schools-your-child-can-go)



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# Dear parents and carers,



I am very pleased that you are considering a Bexley secondary school for your child. In Bexley we have outstanding, good and improving schools which achieve very good results for the young people who attend them. Whatever your child's interest or ability, Bexley has the right school to help them achieve their potential, to be happy and to thrive as they grow up.

The transition at age 11 from primary to secondary school is an important time and you need as much information as possible about the schools and the application process in order for you, with your child, to make the right choice. There are some very clear deadlines for applications which you can find on page 9. This

brochure is also available online at [www.bexley.gov.uk/admissions](http://www.bexley.gov.uk/admissions).

The booklet provides some key information about each school and the opportunities offered to its pupils. These descriptions offer a helpful starting point, but visiting the schools during an open day or evening is essential for you to find out just what the school is really like. On page 58 there is a schedule of open days and evenings for all Bexley secondary schools. If you have any particular questions, do ask them when you visit the schools- they will be happy to answer them for you.

At these open events you will be able to find out information about the school's prospectus. All schools have their own websites which we encourage you to explore to find out as much as you can on all of our schools.

You can also apply for a Year 10 place in a University Technical College or other 14+ provision through the School Admissions Team in the same way as for a Year 7 place.

The Council wants every child in Bexley to achieve their full potential. The world of work is changing rapidly and this creates a challenge for us all. We are working with schools, colleges, training providers and employers to ensure that the right learning pathways are accessible, supported by excellent careers guidance.

We are also keen to engage with parents and carers to help raise awareness of the opportunities available for their children and to ensure they are able to support their aspirations for the future. Further information will be provided on the Council's website during the autumn term.

I wish your child every happiness and success in their new school.

Moving to secondary school – a message to parents from Councillor Richard Diment, Cabinet Member for Education

**Councillor Richard Diment**  
**Cabinet Member for Education**

**August 2022**

# Apply online for secondary schools

You can apply online from 1 September 2022 for a secondary school place in Year 7, or in Year 10 of a University Technical College or 14+ provision. Go to [www.bexley.gov.uk/admissions](http://www.bexley.gov.uk/admissions) for the link to the e-Admissions website.

Paper forms are available, but applying online is quick and easy and you will receive an email on offer day

## Apply online [www.bexley.gov.uk/admissions](http://www.bexley.gov.uk/admissions)

- It's quick and easy
- You will receive an email receipt
- It's a secure system
- The system helps you by checking for errors
- There is no risk that your application will get lost in the post
- You can scan and upload supporting evidence for medical and social priority requests
- You can view and change your application right up to the closing date.
- Available 24 hours a day 7 days a week up until the closing date and time of 11.59pm on 31 October 2022
- View the outcome of your application online during the evening of 1 March 2023
- You can accept or decline your offer online

You may wish to make a note of your user name and password here:

# Part 1

## Applying for a secondary school place



# The co-ordinated admissions process

This brochure is written to help Bexley residents to apply for a secondary school place. It contains information about all the schools in the borough, how to apply, and how the schools decide which children to offer places to. If you are also considering schools outside Bexley, you should look at the brochures produced by other local authorities for details of those schools.

The application and offer process is known as co-ordinated secondary school admissions. It applies to children born between 1 September 2011 and 31 August 2012, who will start at secondary school in September 2023, and to young people already in Year 9 of a secondary school who are applying for a place at a University Technical College or other 14+ provision that admits students into Year 10.

## This is a summary of the process:

- ▶ You should complete only one application form, known as the Common Application Form (CAF), available online from the Local Authority in whose area you live (your home LA). This will normally be the authority to which you pay council tax.
- ▶ The online application website opens on 1 September 2022. We would like parents to apply online, but paper forms will be available on request from the School Admissions Team.
- ▶ If you live in the London Borough of Bexley, even if your child attends an independent primary school in Bexley or a primary school outside Bexley, you should apply for a place to the Bexley School Admissions Team.
- ▶ If you live outside Bexley, whether or not your child attends a Bexley primary school, you should apply through your home LA.
- ▶ You will be able to visit schools before you decide which schools you prefer. The dates for open days and evenings at Bexley schools can be found in the section about each school later in this booklet.
- ▶ Parents who wanted their child to sit Bexley selection test should have registered online by 1 July 2022.
- ▶ If you wish to enter your child for selection tests for schools outside Bexley, you should apply direct to the LA or school by their specified closing date.
- ▶ Selection test results will be emailed to parents on 7 October 2022, so that you know whether your child has been deemed selective before submitting your application.
- ▶ You should include all schools (apart from private or independent schools) on the CAF whether the schools are in Bexley or other areas, and whether they are faith schools, grammar schools, free schools or Academies. You may only submit one application, although if you apply online, you can make changes to your application up to 31 October 2022.
- ▶ Bexley residents can express up to six preferences for schools on the Bexley CAF.
- ▶ You should list your preferences in order. All preferences will be considered equally but the order is important as each child will be offered only one school, this being the highest of the preferences for which he or she qualifies.
- ▶ If your preferences include an Academy or a voluntary aided (faith) school, you will also need to contact those schools to ask if they need you to provide additional information (such as confirmation of baptism/church attendance) on a supplementary form. If a school requires you to complete a supplementary information form, you must obtain a copy from the school and return it to the school by the date specified by that school. Supplementary information forms for schools in Bexley are also available from [www.bexley.gov.uk/admissions](http://www.bexley.gov.uk/admissions)
- ▶ The schools in Bexley that require you to submit a supplementary information form are Beths Grammar School, St Catherine's Catholic School, St Columba's Catholic Boys' School, Townley Grammar School and Trinity CE School Belvedere.
- ▶ The online application site closes at 11.59pm on 31 October 2022.
- ▶ The final closing date for all applications is 31 October 2022.
- ▶ If you include one or more schools in your list of preferences that is not a school in your home area, your home LA will let the other LA know of your application.

- ▶ All applications for each school will be considered, by the admission authority for the school, against the published admission criteria, to decide which children can be offered places.
- ▶ We will establish which is the highest preference amongst the schools you listed that can be offered. Parents will receive only one offer. If more than one school is able to offer a place, the system will select the one that was ranked highest on your CAF.
- ▶ If you are a Bexley resident and your child cannot be offered any of the schools you list, a place will be offered at the nearest Bexley school to your home that has a vacancy.
- ▶ If you applied online, you will receive an e-mail with the school offered in the evening of 1 March 2023. If you applied online you will not receive a separate letter.
- ▶ If you receive an offer for your 1st preference school it will be assumed that you are accepting the offer, and you should only respond if declining the place. Any applicant not offered their 1st preference will be given two weeks to accept or decline the place offered.
- ▶ If you are not offered your first preference school, you can ask for your child's name to be added to the waiting list of higher preference schools than the one offered. Waiting lists will be kept by the admission authority for the school and places will be offered by the home LA.
- ▶ You have the right to appeal against not being made an offer of a school for which you have expressed a preference.

Please apply online. Bexley's online CAF will be available from 1 September 2022 until the closing date of 31 October 2022. Please visit [www.bexley.gov.uk/admissions](http://www.bexley.gov.uk/admissions) or [www.eadmissions.org.uk](http://www.eadmissions.org.uk)

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However, changes can occur either before or during the school year to which this edition applies.

This booklet is produced by The London Borough of Bexley Graphics Team (551659/7.18)



# Applying online

- ▶ You can apply online from any computer with internet access – at home or work, in a library or internet café
- ▶ It is a simple, fast, secure process with confirmation that your application has been received
- ▶ Apply when it suits you, but before the deadline of 11.59pm on 31 October 2022
- ▶ Make sure you enter sibling details in the correct box
- ▶ You can scan and upload address and date of birth evidence and other documentation with your application
- ▶ After you submit your application, you will receive a confirmation email with a unique reference number. Make sure you receive the confirmation, or your application may not be valid
- ▶ Remember to return supplementary information forms direct to the schools that ask for them, and to send in evidence of address, medical evidence etc to the School Admissions Team if not uploaded with the application
- ▶ You can view or change details at any time until 11.59pm on 31 October 2022. After that you can view, but not change, the details
- ▶ You will receive an email telling you the school offered during the evening of 1 March 2023, before your offer letter arrives, if you are offered your 1st preference, no letter will follow
- ▶ If you are not offered your first preference school, you will need to accept or decline your offer online by 15 March 2023

Visit [www.bexley.gov.uk/admissions](http://www.bexley.gov.uk/admissions) and follow the link to eAdmissions from 1 September 2022 to register and receive your user name and password..

## Pupils with an Education, Health and Care Plan

- ▶ For pupils with an Education, Health and Care Plan (EHC Plan) two processes will often run alongside each other in establishing which school the child should attend on reaching secondary school age.
- ▶ If your child attends a special school and will continue at that special school or another special school, you will not need to complete the 'secondary transfer' CAF.
- ▶ If, on the other hand, you are considering a mainstream secondary school for your child both the following processes will happen:
  - 1. An annual review of your child's EHC Plan will be arranged by your child's current school. This will take place either in the second half of the summer term of Year 5 or in the first half of the autumn term of Year 6. You will be invited to attend this meeting and you will be asked which school or schools you would like to consider for your child. Your child's case officer from Bexley's Statutory Assessment Team will also endeavour to attend this annual review.
  - 2. You will be invited to complete a CAF in exactly the same way as parents of pupils without EHC Plans. In addition, the Statutory Assessment Team has introduced a simplified version of the CAF form. All parents of young people with EHC Plans will receive information by post explaining what will happen.

Bexley's Statutory Assessment Team and School Admissions Team will liaise to ensure that your preferred secondary school is identified. Bexley's Statutory Assessment Team will liaise with your preferred school about its ability to meet your child's special educational needs, as set out in his/her EHC Plan.

Once the processes have been completed, the Statutory Assessment Team will prepare a new amended EHC Plan in which the school that your child will attend will be named. You will have received a copy of the amended EHC Plan for approval before it is sent to schools.

## Completing the application form

This is a checklist for parents when completing the online application:

Complete all the sections as fully as you can and provide all the requested evidence at the time of application

The child's home address must be where he or she is living with the parent or carer entitled to receive child tax credit or child benefit. Please upload a copy of your Council tax statement or tenancy agreement. We will check your address against records and may ask for further evidence

If you are not the parent or legal carer, or if your child is living at a different address from you, you must explain the reasons for this with the application. We may ask for further evidence of your circumstances

- ▶ Make sure your preferences are in the right order – you will be offered the highest possible preference of those on the form
- ▶ Give the name, gender and date of birth of any siblings already attending one of your preferred schools. A sibling is normally a full, half, step or adopted brother or sister living at the same address as the applicant. Check the school's admission criteria for exact details.
- ▶ Give details and upload supporting evidence with your application if you are asking for priority because of medical conditions or social circumstances
- ▶ If you are applying for a child who is looked after (in public care) or has previously been looked after but subsequently adopted or subject to a residence order or special guardianship order, you must include evidence with the application such as a letter from the social worker or copy of a court order.
- ▶ Some schools may give priority to children of staff working at the school.
- ▶ If you write a reason for your preference in the box provided, you must provide supporting evidence with the application form if it is a request for particular priority such as for medical conditions or social reasons.
- ▶ You must scan and upload copies of supporting evidence or send paper copies to the School Admissions Team clearly marked with your application reference number.

- ▶ By submitting your online application you are declaring that the information provided is correct and that you understand that an offer of a place may be withdrawn if fraudulent or incorrect information is given.
- ▶ Supplementary information forms, where required, should be returned direct to the school.
- ▶ Apply online by 31 October 2022. If your form is late, it will not be considered until after all on time applications and your child may miss out on a place at your preferred schools.

## Preferences

You can express a preference for up to six schools on your Bexley CAF. These should include all the schools for which you wish to apply, regardless of the type of school or if the school is not in Bexley. The only exceptions will be schools not participating in the co-ordinated admissions process, such as independent (private) schools.

The order of preference is very important. If more than one school can make an offer, the system will select the one that is ranked highest on your CAF.

All preferences are considered as equal. The position of a preference on your list will not be taken into account when the school is assessing which applicants have highest priority.

You can list six preferences on your form in order to ensure that your child has the best chance of being made an offer. However, you may feel able to express fewer preferences if, for example, your child has a sibling at your preferred all-ability school and you are fairly sure that you have high priority for an offer.

You should read the admission criteria carefully for all the schools you are considering. The criteria are not the same for all schools.

Faith schools give priority to families who attend church regularly. If you do not meet the criteria and the school is over-subscribed, you are unlikely to be offered a place.

Some schools ask children to sit an ability banding test and offer a certain number of places to each band of children. The home to school distances within each band may be different. Places may also be offered by random allocation within bands.

Some schools do not give priority for medical conditions or where a child has a brother or sister already attending the school.

**Be realistic about which schools you are likely to be offered. It is important for you to list at least one school in your preferences that you can be confident will be able to offer your child a place, otherwise you risk your child being left without an allocated place when offers are made on National Offer Day 1 March 2023. If your child is not selective, your preferences should include all-ability schools.**

### Number of places available

The number of places available at each school for September 2023 is shown in the section about each school. This is known as the school's published admission number (PAN). It is the number of pupils that the school intends to admit into Year 7 in September 2023.

The admission number is based on the capacity of the school. It is determined largely by the number of classrooms and specialist teaching rooms such as science laboratories. To admit more pupils than the admission number may adversely affect the school's ability to provide efficient education.

If there are more applications than a school's admission number, places will be allocated according to the over-subscription criteria explained in part 2 of this booklet.

### Oversubscription criteria

Over-subscription criteria are used to prioritise applicants when a school receives more applications than the number of places available. The criteria are different for each school. Please read the admission arrangements for each school in the next section of the booklet.

All the secondary schools in Bexley are Academies. Academies provide free education to pupils in the local community, but they are not maintained by the LA. Some schools were established as Academies from the date of opening and others have changed to Academy status. The governors of Academies set their own admission criteria, and may use ability tests to ensure a balanced intake if the school is over-subscribed. Appeals should be made direct to Academies, not to the LA.

Four of the Academies in Bexley are grammar schools. Admission to all four schools is based on the results of the Bexley selection test. A grammar school place will be allocated only to pupils who have taken the selection test and have been deemed selective, or to those on a reserve list who have just missed the selective score. Children must have registered for the selection test by 1 July 2022 and will be tested during the week of 12 September 2022. Please visit [www.bexley.gov.uk/selectiontests](http://www.bexley.gov.uk/selectiontests) for more details about the Bexley selection test.

If you ask for priority to be given under a particular criterion, for example for a medical condition or special circumstance, you must do so at the time you complete the CAF and provide all supporting evidence at the time of application and before 31 October 2022. Later requests will be considered only if the circumstances arise later.

You can enter a reason for a preference on the online and paper CAF but you must also submit separate medical or other evidence to support the reason, if appropriate, by 31 October 2022.

### Advice on home to school distance

Although all schools in Bexley decide their own oversubscription criteria, measurements of home to school distance are usually provided by the London Borough of Bexley. Distances are measured as a straight line from home to the school for all schools.

Home to school distances, where supplied to Academies by the London Borough of Bexley, are measured by the Council's GIS system using the intersection of the geographical grid co-ordinates (known as eastings and northings) supplied by the National Land and Property Gazetteer (NLPG), or equivalent database, for the home address and for the nearest school entrance approved by the Governors as an official entrance. The system measures in miles and is accurate to three decimal points.

Where home to school distances are measured by radial distance (straight line), the measurement will be taken from the intersection of the NLPG co-ordinates of the home address to the nearest official school entrance.

The home address will be taken as the child's home address on 31 October 2022, unless there is a qualifying change of address by 10 December 2022. It must be the address at which the child lives with the parent or registered guardian who is the main carer, ie, the parent eligible to receive Child Benefit and Child Tax Credit.

The table below shows the distance up to which places have been offered over the last five years. It is impossible to predict exactly how far places will be

offered for pupils due to start in September 2023. However, it is hoped that this table will enable parents to make a judgement of their chance of being offered a place based on what has happened in recent years.

The distances (unless stated otherwise) are by straight line measurement. The distances are those reached at the end of the process in August, not the distance when initial offers were made in March.

### Distance from school of offered places

| School                                | 5 years ago                   | 4 years ago                   | 3 years ago                             | 2 years ago                   | 1 years ago*                  | @ 7.7.2022                    |
|---------------------------------------|-------------------------------|-------------------------------|---|-------------------------------|-------------------------------|-------------------------------|
| Beths Grammar School (Boys)           | 6.5 miles<br>Straight line    | 6.9 miles<br>Straight line    | All selective applicants offered places | 7.8 miles<br>Straight line    | 10.9 miles<br>Straight line   | 6.068 miles<br>Straight line  |
| Bexley Grammar School                 | 2.3 miles<br>Straight line    | 2.2 miles<br>Straight line    | 3.2 miles<br>Straight line              | 2.5 miles<br>Straight line    | 2.5 miles<br>Straight line    | 1.92 miles<br>Straight line   |
| Bexleyheath Academy                   | All applicants offered places | All applicants offered places | All applicants offered places           | All applicants offered places | All applicants offered places | All applicants offered places |
| Blackfen School for Girls             | 3.7 miles<br>Straight line    | 2.4 miles<br>Straight line    | 2.0 miles<br>Straight line              | 4.0 miles<br>Straight line    | 3.3 miles<br>Straight line    | All applicants offered places |
| Chislehurst and Sidcup Grammar School | 5.1 miles<br>Straight line    | 4 miles<br>Straight line      | 3.2 miles<br>Straight line              | 5.0 miles<br>Straight line    | 4.4 miles<br>Straight line    | 3.914 miles<br>Straight line  |
| Cleeve Park School                    | All applicants offered places | 3.6 miles<br>Straight lines   | 2.1 miles<br>Straight line              | 3.5 miles<br>Straight line    | 4.9 miles<br>Straight line    | All applicants offered places |
| Haberdashers' Crayford Academy        | 0.9 miles<br>Straight line    | 1.4 miles<br>Straight lin     | 1.2 miles<br>Straight line              | 4.5 miles<br>Straight line    | 4.5 miles<br>Straight line    | 1.641 miles<br>Straight line  |
| King Henry School                     |                               |                               | All applicants offered places           | All applicants offered places | All applicants offered places | All applicants offered places |
| Townley Grammar School for Girls      | 9.7 miles<br>Road route       | 6 miles<br>Road route         | 6.6 miles<br>Road route                 | 5.8 miles<br>Road route       | 8.9 miles<br>Straight line    | 6.267 miles<br>Straight line  |
| Welling School                        | 4.7 miles<br>Straight line    | 2.2 miles<br>Straight line    | All applicants offered places           | All applicants offered places | All applicants offered places | All applicants offered places |

\* as at July 2022

Note: This list does not include the faith schools in Bexley nor schools that have ability banding or random allocation as part of their admission criteria (Harris Academy Falconwood, Harris Garrard Academy, and Hurstmere School).

## Address Verification

You will need to provide the following documentation as proof of your principal home address:

- ▶ A current Council Tax statement or Council Tax Benefit letter or a valid tenancy agreement from a commercial letting agency.

When applying online, you can scan and upload copies of the documents. If you will be providing a paper copy, please send it to the School Admissions Team ensuring it is clearly marked with your unique application reference number and your child's name and date of birth. Please do not send original documents.

If you are unable to provide the requested documentation, you can seek advice from us on 020 8303 7777

Please note that if you submit your application without the relevant proof of address, it may not be processed.

In establishing your principal home address, we will check records held by the Council, by schools and by external agencies. We may also ask you to provide additional proof such as:

- ▶ Opening/closing accounts for Council Tax.
- ▶ Residence orders (or other court orders) if relevant.
- ▶ Evidence confirming the completion of the sale or purchase of a new property.
- ▶ For families of service personnel with a confirmed posting to Bexley, or crown servants returning from overseas to live in Bexley, proof of address, accompanied by an official letter confirming the posting, will be accepted ahead of the return to the UK..

Secondary schools will ask to see evidence of your address and your child's date of birth after offers are made. Places may be withdrawn if your details do not match the information on your application form

## Change of address

The London Borough of Bexley is responsible for applicants resident in the borough of Bexley on the closing date for submission of the CAF, 31 October 2022. If parents provide documentary evidence both that they have left an address outside Bexley and have moved into Bexley before 10 December 2022, the London Borough of Bexley will accept responsibility for administering the application. The documentary evidence required is confirmation that liability for

council tax on the previous address has been cancelled and that the parent is now registered for council tax purposes as the occupier of the new address in Bexley. Evidence of the move must be received by the London Borough of Bexley by 10 December 2022.

Changes of address within the London Borough of Bexley will be accepted until 10 December 2022 if documentary evidence of the move as described in the paragraph above is provided by that date. After 10 December 2022, or if sufficient evidence of the move is not provided, the previous address will be used for allocation purposes until after the first round of offers has been made on 1 March 2023.

For families who move into Bexley after 10 December 2022, the application will continue to be administered by the home LA at the time of application. The London Borough of Bexley will become responsible after the national offer date of 1 March 2023.

The London Borough of Bexley is committed to removing disadvantage for service children. Where families of service personnel have a confirmed posting to Bexley, or crown servants returning from overseas to live in Bexley, proof of address, accompanied by an official letter confirming the posting, will be accepted ahead of the return to the UK.

If you change address after you have submitted your CAF, you must inform the School Admissions Team. If you are offered a place at a school based on an address that you have left without informing us, the offer may be withdrawn

## Parental responsibility

You must have parental responsibility to apply for a school place for the child named on the CAF. If you do not have parental responsibility, you must attach a letter to the application form explaining the circumstances and the reason for the application.

If you are looking after a child who is not your own child or a close relative, it may be considered to be a private fostering arrangement and you must notify the Council's Children's Social Care Team. If we receive an application for a school place for a child who is not living with one of their parents, we will ask you for further details if not provided with the application and make sure that the Social Care Team is aware of any child who is being privately fostered. (This does not apply to children in public care who are being looked after by foster parents or who are subject to formal

court or guardianship orders).

Where custody of a child is shared, the principal home address will be with the parent or guardian in receipt of child benefit.

### Admission outside the normal age group

Parents may request early or late entry to secondary school. Requests should where possible be made during the normal application period for secondary school places, accompanied by any available supporting evidence.

If the request is agreed, the application for a school place will be processed in the appropriate year's application period. If the request is not agreed, the child must transfer to secondary school at the correct time of their chronological age group. A place will not be allocated at a preferred school unless the child qualifies for a place under the published admission criteria either in the normal or deferred year of entry.

In year requests for admission outside the normal age group (ie other than for entry to year 7) should be made at the time of application with supporting evidence.

There is no right of appeal against a decision not to admit a child outside the normal age group.

### False or misleading information

The application form contains a statement that the information supplied is true and that providing false or misleading information may render the application invalid. Where there is suspected fraud, investigations will be undertaken.

If we find that an offer of a school place was made on the basis of false or misleading information, the London Borough of Bexley reserves the right to withdraw the offer at any stage during the admissions process.

In disputed cases, the London Borough of Bexley will make a judgement based on all available evidence.

### Late applications

Applications received after 31 October 2022 but on or before 10 December 2022 may be accepted and included in the main process in time for offers to be made on 1 March 2023, but only if they are late for a good reason. Evidence of the reason for lateness must be included in writing with the application. Each case is decided on its own merits.

Where the reason given for lateness is judged not to be a good reason, or the application is received after 10 December 2022 but before 1 March 2023, it will be processed only after the allocations procedure for all 'on-time' applications has been completed. This is usually from the beginning of April. If a place cannot be offered at one of the preferred schools, a place will be allocated at the nearest school to the child's home with a vacancy.

### Changes to preferences

You can edit your online application up to 31 October 2022, ensuring that you re-submit the application upon completion. After that date, the next opportunity to change preferences is after the national offer date of 1 March 2023. Change of preferences will not be accepted after 31st October 2022.

The principle of the co-ordinated admissions scheme is to offer each child the highest possible preference listed on the application form. If you wish to add a preference or change the sequence of preferences after 1 March 2023, you will need to decline any school place already offered unless evidence is supplied of a change in circumstances that make the change essential.

### Multiple applications

You can make only one application to your home local authority. If you live in Bexley and want to apply for schools in other boroughs, you should list the schools on the Bexley CAF. Do not apply both to Bexley and another local authority. If you do, the London Borough of Bexley reserves the right to consider only the preferences made on the Bexley CAF and your child may lose the opportunity of being offered a place at schools named on a second application.

The London Borough of Bexley encourages parents to apply online. If you apply online, we would ask you not to submit a paper CAF as well. If you submit a paper form as well as an online application, the details on the application submitted on the latest date (prior to the closing date) will be taken as the valid application.

If the online application and the paper CAF are submitted on the same day, the London Borough of Bexley will use the online application as the valid application.

## Offers

All preferences will be considered against the over-subscription criteria for the school. If there are more applications than there are places, the admission criteria will be applied to decide which pupils are eligible to be offered a place at each school. You will then be offered a place at the school that can accept your child and that was the highest ranked in your list.

If you applied online, you will receive an e-mail with the school offered during the evening of 1 March 2023. If you are offered your first preference school, your offer will be automatically accepted. All other applicants will have until 15 March 2023 to accept or decline their offer. If you choose to decline an offer, you must provide details of the school your child will be attending. An offer of a place may be withdrawn if you do not accept or decline by the date given to you. Information about offers will not be given over the telephone.

It may be that none of your preferred schools are able to offer your child a place. If you are a Bexley resident, a place will be offered at the nearest Bexley school to your home that has a vacancy. You can also ask whether other schools still have vacancies. If you live outside Bexley, your home LA is responsible for offering you a school place..

## Waiting Lists

Parents not offered a place at their first preference school can ask for their child's name to be included on the waiting list for higher preference schools than the one offered.

A child's name cannot be included on the waiting list for a grammar school unless he or she has achieved a high enough score in Bexley's selection tests to be deemed selective.

The London Borough of Bexley will pass on waiting list requests to the admission authority for the school. Waiting lists are kept in the same order as the over-subscription criteria for the school.

If a vacancy arises in a school before the start of the term in September 2023, the school will inform the Local Authority who the place can be offered to, and the home LA will send an offer letter. If that parent does not accept the offer, it will be offered to the child next on the waiting list. This procedure will be followed until the vacancy is accepted.

Waiting lists will be kept open until the date specified by each school in part 2 of this booklet.

## Appeals

If you are not allocated a place at a school of your preference, you have the right of appeal to an independent School Appeals Panel. The Panel considers each case individually.

Appeals Panels are independent of the Council and the school and are set up in accordance with the Department for Education's Code of Practice on School Appeals. Panels include people with experience of education and 'lay members'. None of them will have been involved in making the original admission decisions nor will they have any connection with the school for which you are appealing.

The following is a summary of the current procedures.

- ▶ An appeal must be submitted in writing setting out the grounds on which it is made.
- ▶ An Appeals Panel must give parents an opportunity of attending and speaking at the meeting. They may allow parents to be accompanied by a friend or to be represented.
- ▶ The matters to be taken into account by an Appeals Panel in considering an appeal will include:
  - any preference expressed by parents in respect of the child's admission to schools; and
  - the arrangements for the admission of pupils published by the Admission Authority.
- ▶ The conduct of the Appeals Panel will accord with the DFE Code of Practice on School Appeals.
- ▶ The appeal will be heard in private and be conducted in an informal atmosphere and in accordance with the principles of natural justice.
- ▶ The Appeals Panel's decision is binding on the admission authority for the school.

The appeal process and rules are the same for all types of schools. You should contact the admission authority for the school you wish to appeal for, for further information.

If you have been offered a place at another school, and you accept that place, it does not affect your right of appeal for your preferred school and will not influence the Panel's decision.

The appeals procedure may also be used if a parent has requested a transfer from one secondary school to

another and the request has been refused.

The table below shows the number of appeals heard

and the numbers allowed for the past three years for pupils due to start in secondary school.

### Number of appeals heard and upheld (as at July 2022)

| SCHOOLS                                  | 2022         |                | 2021         |                | 2020         |                |
|--|--------------|----------------|--------------|----------------|--------------|----------------|
|  | Number heard | Number Allowed | Number heard | Number Allowed | Number heard | Number Allowed |
| Beths Grammar School (Boys)              | 28           | 0              | 17           | 0              | 25           | 1              |
| Bexley Grammar School                    | 26           | 0              | 23           | 0              | 12           | 0              |
| Bexleyheath School                       | 0            | 0              | 0            | 0              | 0            | 0              |
| Blackfen School for Girls                | 1            | 0              | 1            | 0              | 14           | 1              |
| Chislehurst and Sidcup Grammar School    | 34           | 0              | 25           | 0              | 22           | 0              |
| Cleeve Park School                       | 0            | 0              | 0            | 0              | 0            | 0              |
| Haberdashers' Crayford Academy           | 1            | 0              | 0            | 0              | 0            | 0              |
| Harris Academy Falconwood                | 22           | 3              | 0            | 0              | 17           | 6              |
| Harris Garrard Academy                   | 10           | 1              | 0            | 0              | 0            | 0              |
| Hurstmere School (Boys)                  | 0            | 0              | 0            | 0              | 0            | 0              |
| King Henry's School                      | 0            | 0              | 0            | 0              | 0            | 0              |
| St Catherine's Catholic School for Girls | 0            | 0              | 0            | 0              | 0            | 0              |
| St Columba's Catholic Boys' School       | 0            | 0              | 0            | 0              | 0            | 0              |
| Townley Grammar School                   | 19           | 0              | 25           | 0              | 19           | 0              |
| Trinity School                           | 5            | 0              | 5            | 0              | 5            | 0              |
| Welling School                           | 0            | 0              | 0            | 0              | 0            | 0              |

### Checklist for parents

- ▶ Visit as many schools as you wish. The open days and evenings for Bexley schools are listed under each school and on page 75.
- ▶ Check the admission criteria for each school you are interested in to make sure you are likely to meet the requirements. Where home to school distance is deciding factor, please refer to the table on page 14 of this booklet.
- ▶ Complete your application online, with up to six school preferences, with your highest preference first. You should include all schools you wish to apply for, even if they are not in Bexley. Do not complete more than one application.
- ▶ You can return paper CAFs to your child's primary school, if it is in Bexley, or to the School Admissions Team. The final closing date for receipt of CAFs, either online or paper, is 31 October 2022.
- ▶ If you are applying for a school that requires a supplementary information form, obtain the form from the school or the Council's website and return it direct to that school by the specified closing date. In Bexley the schools that ask for a supplementary form are: Beths Grammar School, St Catherine's Catholic School for Girls, St Columba's Catholic Boys' School, Townley Grammar School and Trinity CE School, Belvedere. Schools that set banding tests may also ask you to complete a form to register for the banding test or to apply for special arrangements for the test.
- ▶ Make sure you submit your application by 31 October 2022. If your application is late, your child will not be considered for the schools listed on the form until after the offer day on 1 March 2023, and may miss out on a place at the most popular schools.

## Bexley selection test for entry to grammar schools

An information leaflet about the selection test can be downloaded from the Council's website [www.bexley.gov.uk/selectiontests](http://www.bexley.gov.uk/selectiontests)

You can also e-mail [selectiontests@bexley.gov.uk](mailto:selectiontests@bexley.gov.uk) if you have questions that have not been answered here, or contact the School Admissions Team on 020 8303 7777 or by e-mail [schooladmissions@bexley.gov.uk](mailto:schooladmissions@bexley.gov.uk)

## Year 10 applications for University Technical Colleges and Studio Schools

University Technical Colleges (UTCs) are technical academies for 14 to 19 year olds. They have university and employer sponsors and combine practical and academic studies. UTCs specialise in subjects that need modern, technical, industry-standard equipment – such as engineering and construction – which are taught alongside business skills and the use of ICT.

Studio Schools are innovative schools for 14 to 19 year olds, backed by local businesses and employers. They often have a specialism, but focus on equipping young people with a wide range of employability skills and a core of academic qualifications, delivered in a practical and project-based way.

There is only one local UTC:

Leigh UTC

Dartford

[www.theleighutc.org.uk](http://www.theleighutc.org.uk)

Specialisms: Engineering and Computer Sciences

A list of other UTC's and studio schools across London is available on request. Please contact [schooladmissions@bexley.gov.uk](mailto:schooladmissions@bexley.gov.uk) to request a copy.

Please look at the UTC websites for more information about the colleges and the admission criteria and process.

If you live in Bexley and your child will start Year 10 in September 2023, you can apply online for a place at a UTC or Studio School by 31 October 2022. Go to [www.bexley.gov.uk/admissions](http://www.bexley.gov.uk/admissions) for more details. The same closing date and process apply to UTCs as to secondary school admissions at Year 7.

## Changes to the school admissions code - looked after children and all previously looked after children

Changes to the School Admissions Code came into force from 1 September 2021 and include changes to the oversubscription criteria. The new Code requires that the highest priority is given to looked after children and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. The full wording is detailed below, and these changes apply to all schools and the 'looked after children' oversubscription criteria from 1 September 2021 for all schools within this admission brochure have already incorporated this change.

'The highest priority must be given, unless otherwise provided in this Code, to looked after children and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in care as a result of being adopted. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangement order or special guardianship order). All references to previously looked after children in this Code means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after and those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in care as a result of being adopted'

# Part 2

## More information about our Secondary Schools



# Bexley's schools

This section provides you with information about the secondary schools in Bexley. Further information can be found in the school prospectus published by each school. The prospectuses include information about things like organisation and curriculum of the school, religious education, sex education, discipline, pastoral care, school rules, uniform, careers advice, public examination entries and results. Parents may obtain copies of the prospectuses by applying to the individual schools in which they are interested. Schools will normally have their prospectus available at the open days and evenings.

You can also find more information about schools by reading recent Ofsted reports. A copy of the most recent Ofsted report for each school is available from Ofsted's website, [www.ofsted.gov.uk](http://www.ofsted.gov.uk)



## Beths Grammar School

Throughout his time at Beths Grammar School, your son will be academically challenged and stimulated through accelerated learning, given the opportunities and motivation for him to realise his true potential, and be supported at all times by an Outstanding team of teaching and support staff.

Our aim is to educate the whole student, readying them for higher education or the world of work through an Outstanding curriculum and wealth of extra-curricular activities which develop their independence and leadership skills. These include House Competitions, the Duke of Edinburgh and our famous Year 8 Camp. We also have highly successful sports teams, including football, rugby, basketball and cricket. We have excellent music facilities with access to a variety of instruments and chances for students to perform to audiences and a dedicated Performing Arts Centre where students can participate in yearly productions.

We retain nearly all our students into our co-educational Sixth Form, which provides an option for sibling links in the future. We also have Outstanding pastoral support available to all our students and aim to nurture them to their full potential and will be there every step of the way.

Focusing on, 'Promoting Educational Excellence and Leadership Skills', we seek to create young adults who are forward thinking, confident and highly successful, readying them for a technologically advanced age and a global community. We do this through marrying the old with the new; combining grammar school traditions with the freedom enabled by academy status to offer a diverse and engaging curriculum, enriched by the use of technology. With being the only all boys grammar school in Bexley borough, our students have thrived in this setting, which challenges and stretches our students in a positive, supportive and uplifting way.

There are a variety of bus and train routes, ensuring that getting to the school is very easy. We have recently started a private coach service operating through the Orpington and Petts Wood areas.

Above all, our students remain our most valued asset. They are polite, articulate and their behaviour is Outstanding. Students who attend here go from being young, high achieving boys to become well rounded, mature adults.

We strongly recommend you attend our Open Events to speak to them directly about their life at Beths Grammar School and look forward to showing you some of the fantastic work they produce and the exciting opportunities we have to offer.

For more information about our curriculum, a copy of our Ofsted report or any other information, please visit our website: [www.beths.bexley.sch.uk](http://www.beths.bexley.sch.uk).

## Admission arrangements for September 2023

At Age 11 (Boys born between 01.09.11 and 31.08.12 inclusive)

This school participates in the Bexley Co-ordinated Secondary School Admissions Scheme and the application process dates will be those set out in that scheme. The School also participates in the local Fair Access Protocol.

Only boys who attain the standard prescribed by the London Borough of Bexley for admittance to selective schools in the Borough will be eligible to be considered for entry to the school.

Boys for whom the Local Authority maintains a formal Statement of Special Educational Needs/Educational, Health and Care Plan naming Beths Grammar School, who attain the standard, will be admitted.

Parents of children in Bexley primary schools are notified of these arrangements and announcements are made in the local press. The number of intended admissions for the year commencing September 2023 is 192 at age 11.

### Over-subscription

Where applications for admission exceed the number of places available, the following criteria will be applied for students deemed selective in the Bexley Test, in the order set out below, to decide which students to admit:

- ▶ Applicants who are or have been Looked After Children\*.
- ▶ Those boys identified by Bexley LA as achieving one of the highest 180 scores in the selection tests. All scores are ranked from highest downwards and the top 180 students are those that achieve one of those highest 180 scores in the Bexley 11+ Selection Test. These students are awarded 'top scorer' status which gives them priority similar to that of a sibling. The cut off score varies from year to

year dependent upon the scores achieved by those sitting the test. The decision made to set the cut off is made by Bexley LA and not by the school.

- ▶ For applicants with a sibling currently attending Beths Grammar School at the time of enrolment. A sibling includes full, half, adopted and step brother or sister living at the same address.
- ▶ Applicants with a parent or registered carer employed by Beths Grammar School on a permanent contract at the time of application.
- ▶ Up to 12 places for boys who are eligible for Pupil Premium and/or Free School Meals and deemed selective at the time of application in rank order of distance from the school. A supplementary form will be downloadable from the school website and will need to be returned to the school by 31 October 2023 for those wishing to be considered under this criteria.
- ▶ On the basis of proximity to the school measured by reference to the shortest radial distance (direct line distance between the applicant's home address to Beths Grammar School's east entrance in Hartford Road). In cases where parents live at different addresses, the home address is that at which the child resides for the greater part of the week.
- ▶ Where the distance is identical to 0.001 of a mile, the scores in the selection tests will be used as a tie-breaker with priority given to the higher score.

On occasions it may be possible for us to offer places from our Reserve List. Any offers from this list will be made once our waiting list of selective students has been exhausted..

### In-Year Applications for Years 7-11

Boys will only be admitted in Year 7-11 if the number on roll in the relevant year group falls below the planned admission number of 192. The School does not normally offer places after the beginning of Year 10 or in Year 11 other than to boys who have moved into the area and cannot continue to attend their previous school. In such circumstances, places will be offered in accordance to oversubscription criteria 1, 3, 4, 5 and 6 above. (Criterion 2 does not apply for In-Year applicants). New In-Year applicants who are eligible for a place will be added to the waiting list when a place is not available.

Applications for admission should be made to the School using the In-Year application form which is available on the School's website at [www.beths.bexley.sch.uk](http://www.beths.bexley.sch.uk).

Applicants who took the Bexley Selection Test when in Year 6 and were deemed selective will be eligible to be considered for entry to the School.

Other applicants will sit the In-Year test. Applicants deemed selective as a result of this test will be eligible to be considered for entry to any of the four Grammar Schools in the London Borough of Bexley.

Applicants who took the Bexley Selection Tests when in Year 6 and were not deemed selective will not be tested as In-Year applicants before 1 June in Year 7. Applicants who have not previously taken the Bexley Selection Test, for example those moving into the area, will, as far as possible, be tested within 30 school days of receipt of their application form by the School. Applicants who were not deemed selective will not be added to the waiting list and will not be considered for admission into a year even if there is space, given that termly in-year tests could yield selective students.

## Waiting List

A waiting list will be kept in the same order as the relevant oversubscription criteria for each year group. A student's name can only be included on the waiting list for Beths Grammar School for Years 7-11 if they have been deemed selective and for Year 12 if they are predicted to meet the entry requirements.

## Appeals

In cases where a student is not offered a place at Beths Grammar School, parents/carers will be informed of their statutory right of appeal to an independent School Appeal Panel

\* A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to adoption, child arrangements, or special guardianship order, including those who appear to Bexley LA to have been in state care outside of England and cease to be in state care as a result of being adopted. 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)..

| Name of school                | Beths Grammar School  |
|-------------------------------|---|
| Contact details               | 01322 556538<br><a href="mailto:headsoffice@beths.bexley.sch.uk">headsoffice@beths.bexley.sch.uk</a><br><a href="http://www.beths.bexley.sch.uk">www.beths.bexley.sch.uk</a>  |
| Headteacher                   | Mr R J Blyghton   |
| Admissions contact            | Mrs J Owen  |
| Type of school                | Boys Grammar, Mixed Sixth Form  |
| Age range                     | 11-18   |
| School DFE number             | 303 5403  |
| Y7 places available Sept 2023 | 192   |
| Preferences for 2022          | 1739  |
| Total pupils on roll now      | 1683  |
| Bus route(s)                  | 132, 229, 269, 492, 601, B12  |
| Nearest station               | Bexley  |
| Open events                   | Open Mornings<br>Monday 26th September Wednesday 28th September Thursday 29th September<br>Thursday 6th October Friday 7th October Monday 10th October Tuesday 11th<br>October Wednesday 12th October Thursday 13th October Please see our website<br>in September to book a space on one of our tours. |
| Supplementary form required   | Yes, if you are applying under the Pupil Premium criteria, only .   |

## Bexley Grammar School



All visitors to Bexley Grammar School, from parents to contractors, comment on the atmosphere they feel as soon as they enter our school: friendly, stimulating and welcoming. We pride ourselves on the quality of the relationships between students and staff which underpin this very palpable sense of cohesive school community. Our students rise to the ambitious challenges we set them both within and beyond the curriculum so that they leave as self-assured, compassionate, highly skilled young people, equipped to flourish in higher education or employment in our ever-changing world.

We look forward to welcoming prospective Year 6 pupils and their families to our Open Mornings where you can see the school going about its daily life and make your own judgements about our strengths. Our vision is of a school that gives students the confidence to succeed in whatever they aspire to do in their lives. We want all students to reach their full academic potential and to develop into compassionate future leaders in line with our ethos: At Bexley Grammar School we strive to develop students who value Intellect, Empathy and Courage

We have a first rate curriculum: Our outstanding academic record speaks for itself and Ofsted has rated us outstanding for over a decade. Our challenging curriculum includes two languages and three separate sciences as standard at GCSE and a fully IB (International Baccalaureate) Sixth Form. Our Sixth Form students regularly achieve the highest proportion locally of places at Oxbridge and other top universities and some of the highest rates of entry into Higher Education in the country. We have been designated as a Specialist Language College and awarded a further specialism in Science with Mathematics which we use to focus on promoting STEM, especially with girls.

We offer unrivalled pastoral care and excellent standards of discipline: Bexley Grammar School is, primarily, its students; their achievements present the best evidence for judging how the school is progressing. Students are valued as individuals in their own right and challenged to achieve their personal best in whatever they tackle. As a mixed selective school, we believe we are in a particularly privileged position to support the development of responsible, reflective, well-rounded people who understand tolerance and who appreciate and value differences

between individuals. Year 7 students are nurtured particularly carefully as they settle into a new school, as are our relationships with you as parents and carers; this home-school partnership is central to the success of your child. Our highly qualified, enthusiastic and dedicated staff are committed to providing this care in a disciplined, inspiring environment which allows students to flourish and to face their next steps with confidence.

We offer a truly remarkable array of enriching trips and extracurricular activities: There are opportunities to travel both locally and across the globe; to take part in World Challenge, Duke of Edinburgh, Sports, Music, Drama, enrichment visits to the theatre, lectures from prominent academics; the list is endless. But for many Bexley Grammar students, their most precious memories arise out of the healthy rivalry generated by our extremely lively House competitions which encompass everything from dance to gardening and from music to bridge. These also provide a strong link with the past traditions and values of the school.

We look forward to welcoming prospective Year 6 pupils and their families to our Open Evening and hope that you will also choose to join us for one of our Open Mornings where you can see the school going about its daily life and make your own judgements about our strengths.

In the meantime, if you wish to find out more about the school, please visit the website at [www.bexleygs.co.uk](http://www.bexleygs.co.uk) and be sure to have a look at our weekly newsletters to get a flavour of our vibrant community.

### Admissions Policy 2023-2024

The number of intended admissions for the year commencing September 2023 is 192.

Only applicants who attain the standard prescribed by the London Borough of Bexley for admittance to selective schools in Bexley (these pupils are 'deemed selective') will be eligible to be considered for entry to the school.

### Basic Information

Bexley Grammar School participates in the Bexley Co-ordinated Secondary School Admission Scheme and the application process dates will be those set out in that scheme. The School also participates in the local Fair Access Protocol.

All applicants complete their Local Authority Common

Application Form (CAF) which is returned to their home Local Authority. On the CAF all schools applied to are listed in order of preference. This order is used by the Local Authority when allocating applicants to schools.

## Application Process

Applicants must reach the required standard in a set of tests. The tests are marked and the scores are standardised. The scores achieved in these tests are then considered by the selection panel convened by Bexley Council in order to decide which students should be 'deemed selective'. The assessment decision is based on the test results. However, the applicant's primary school Headteacher may request a review of the decisions they disagree with. In such cases, the 'Head Teacher Review Panel' considers all the relevant information before making a decision. This can include the applicant's test scores, recent school work and comments from the applicant's primary school Headteacher.

Note: If Bexley Grammar School is named in a student's Statement of Educational Needs he/she will be admitted to the school if he/she is deemed selective.

Only applicants 'deemed selective' are eligible to be considered for a place at the school.

## Over-Subscription Criteria

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which students to admit:

- ▶ **Looked After Children and Previously Looked After Children** - (children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order, special guardianship order or residence order). Top priority is given to children who are, or have been, in public care.
- ▶ **Guaranteed Grammar School Place** - Those students identified by Bexley Council as achieving one of the highest 180 scores in the selection tests.
- ▶ **Sibling** - Those students with a brother, sister or step/half brother or sister living at the same address who are currently attending Bexley Grammar School in Years 7 – 11 at the time of application.
- ▶ **Staff Children** - Bexley Grammar give priority to children of staff where the member of staff has been employed at the school for two or more years at the time at which the application was made.

▶ **Distance** - Students will be admitted on the basis of proximity to the school measured in a straight line from the home address, with priority given to pupils living nearest to the school (Irrespective of selective score – excluding top 180 students). The distance will be measured by the Local Authority's computerised measuring system from the gate of the home address to the middle gate entrance approved by the Governors as the official entrance to the school. Home will be taken as the child's home address at the time of allocation, (National Offers Day) that is the address at which the child lives with the parent or legal guardian who is also the main carer, defined as the parent. Distance from home to school will not be revised if parents/carers re-locate after National Offers Day.

▶ **Test Score** - Where distance is identical to an accuracy of 0.001 of a mile then the scores in the selection tests will be used as a tie-breaker with priority given to the higher score.

Home address is the address at which the child lives with a parent or registered guardian who is the main carer, defined as 'the Home address where the child spends the majority of the school week (Mon-Fri)' Proof of residency will be required. The offer of a place may be withdrawn if proof of residency is not met.

Where applications exceed places, a waiting list will operate and is maintained by Bexley Grammar School. Names will be listed according to the oversubscription criteria above and the waiting list will be updated to include late and in-year applications.

Where parents are not offered a place they will be informed of their statutory right of appeal to an independent School Appeals Panel and sent further information on the appeal process.

## Admission except at the beginning of Y7

Students wishing to join Bexley Grammar School except at the normal point of admission must be deemed selective under testing arrangements for selection similar to those required at the age of 11. Students may not undertake more than one test in an academic year and students that take the test at the usual time in Y6 and who are not deemed selective may not undertake a retest before the summer term of Y7.

Where applications for admissions exceed the number of places available the oversubscription criteria 1 and 3 to 6 above apply. (The second criterion only applies to students applying to join the school for the start of Year 7).



|                               |  |
|-------------------------------|--|
| Name of school                | Bexley Grammar School  |
| Contact details               | 020 8304 8538<br><a href="mailto:enquiries@bexleygs.co.uk">enquiries@bexleygs.co.uk</a><br><a href="http://www.bexleygs.co.uk">www.bexleygs.co.uk</a>  |
| Headteacher                   | Mr S C Elphick   |
| Type of school                | Academy, Co-educational, Selective   |
| Age range                     | 11-18  |
| Specialisms                   | Languages, Science and Mathematics   |
| School DFE number             | 303 4000   |
| Y7 places available Sept 2023 | 192  |
| Preferences for 2022          | 1491   |
| Total pupils on roll now      | 1444   |
| Bus route(s)                  | 51, 89, 96, 486, B15, B16  |
| Nearest station               | Welling  |
| Open events                   | Tuesday 11th October 2022 Morning 8.45am – 10.45am (Last admittance at 10.00am).<br>Wednesday 12th October 2022 Morning 8.45am – 10.45am (Last admittance at 10.00am).<br>Thursday 13th October 2022 Morning 8.45am – 10.45am (Last admittance at 10.00am) |
| Supplementary form required   | No   |

## Bexleyheath Academy



We are part of the thriving Academies Enterprise Trust, and serve more than 1300 students in the London Borough of Bexley between the ages of 11 and 18. Bexleyheath Academy is a school where every student can be inspired to choose a Remarkable Life. In the last Ofsted visit, the school was described as 'A School Transformed'.

The core purpose of our Academy is to ensure that every student enjoys an education that will help prepare them for a Remarkable Life in our modern world; to encourage a thirst for knowledge that will continue beyond their time with us at Bexleyheath Academy.

Our curriculum has been designed specifically for our students by the talented team of subject-experts at Bexleyheath Academy. Within our curriculum:

- ▶ Students experience a curriculum with social equality and opportunity at its heart; ensuring that students develop an astute awareness of themselves, their peers and their place in the world.
- ▶ Students are met with intensity and rigour in every aspect of their school life and, with no time to waste in the lives of our students, there will be no wasted minutes in the classroom. Teachers will craft intellectually demanding sequences of lessons that meet students with high expectations; sequencing learning for long-term retention and depth of understanding. As a cornerstone of our academy, students will develop a deep, increasingly complex, working knowledge in their chosen areas of study.
- ▶ Students will grow a toolkit necessary to solve in-depth tasks in every subject and, in developing their complexity of thought, they will understand the ability to make links as the foundation of intellect. Students will acknowledge a focus on the progress they are making in terms of knowing more, remembering more and being able to do more.

Bexleyheath Academy provides an environment in which talents and abilities can thrive. We are a truly inclusive Academy offering all our students, whatever their background or ability, a great experience in the classroom, fantastic cultural opportunities and caring pastoral support.

We are proud of our high expectations in terms of behaviour, effort and a readiness to take an active role

in Academy life. The sense of community and pride in our Academy is clear as you walk around. We pursue excellence because we are proud of what we stand for. No matter what a person's role in the Academy, all staff work tirelessly to ensure every one of our students pursues excellence in all that they do.

Should you require any additional information, or would like to visit the Academy, please do not hesitate to contact us.

## Admissions Arrangements 2023 - 2024

### Admission Number

Bexleyheath Academy has an agreed Published Admission Number (PAN) of 330 for entry into Year 7. The Academy will accordingly admit up to 330 students in the relevant age group, each year, if sufficient applications are received. All applicants will be admitted if 330 or fewer apply

### Oversubscription Criteria

Students will be admitted at age 11 without reference to ability or aptitude. If the Academy is oversubscribed after the admission of students with an EHCP where the Academy is named in the EHCP, priority for admission will be given to those children who meet the criteria set out below, in order:

- ▶ Looked after children and previously looked after children (see definition).
- ▶ Children with exceptional medical grounds.
- ▶ Children with a sibling (brother or sister) who will still be on roll at the Academy at the time of admission.
- ▶ Distance - children resident closest to the Academy.

### Applying for a place in Year 7 for September 2023

All applications must be made in accordance with the co-ordinated admission scheme operated by the child's home Local Authority (LA). For children resident in Bexley this is published by London Borough of Bexley in the Secondary Education in Bexley booklet. Applications must be received by the national closing date, 31 October 2022. Offers of places will be sent on 1 March 2023.

### Late Applications

Applications received after the published closing date are late applications and will be dealt with in

accordance with the co-ordinated admission scheme operated by the child's Local Authority. For children resident in Bexley this is published by the Local Authority in the Secondary Education in Bexley booklet which is available on its website. The Local Authority processes late applications after those applicants who applied on time unless there is good reason for lateness. You are encouraged to ensure that your application is received on time.

### **Distance tie-breaker**

The distance measure is provided by the Local Authority. The straight line distance between the applicant's home and the Academy is calculated electronically using the Local Authority's GIS system with coordinates supplied by the National Land and Property Gazetteer (NLPG). The system measures in miles and is reported to three decimal places..

### **Twins, triplets etc**

Where the parent has made the same preferences of school and, through the normal operation of the admission arrangements, the last available place has been allocated to one twin or child from a multiple birth, the other twin or children from the multiple birth will be offered a place at the Academy. In such circumstances the PAN would be exceeded..

### **Waiting Lists**

If the Academy receives more applications than there are places available, a waiting list will be maintained by the Academy until the last school day of the summer term. Places from the waiting list will be offered in the order set out in the oversubscription criteria and not in the order that the applications were received. After each added child, the list will be ranked again in line with the published oversubscription criteria.

### **In-year admissions**

In-year admissions are applications made outside the normal round of admissions. The Academy will coordinate its own in-year admissions and an application for in-year admission should be made directly to the Academy. On receipt of an in-year application, the Academy will notify the Local Authority of the application and its outcome, to allow the Local Authority to keep up to date on the availability of school places within the authority.

### **Fair Access Protocol**

The Academy works in accordance with the in-year Fair Access Protocol held by the LA. Should a vulnerable child within the protocol require a place at the Academy, they will take precedence over any child on the waiting list.

### **Appeals**

Academies Enterprise Trust (AET) as the Admissions Authority delegates the responsibility for appeals back to Bexleyheath Academy. The Academy buys into the Independent Appeals Service at the London Borough of Bexley. If your child has not been offered a place you have the statutory right to appeal to an independent appeal panel against the decision not to admit your child. Parents/carers have twenty school days from the date of their refusal letter to make an appeal.

This is to ensure that it is heard along with all others. Detailed information about how to appeal will be sent to parents/carers with their offer pack. Parents/carers making a mid-year appeal against the decision of the Admissions Authority to refuse their child a place at the Academy must be lodged within twenty school days of the date on their refusal letter by completing the Notice of appeal form. The form should be sent to the Clerk to the Appeal panel c/o Jo Laurance, Schools' Appeals Administration, Customer and Corporate Services, Bexley Civic Offices, Bexleyheath, Kent DA6 7AT.

### **Admission outside the normal age group**

Parents may seek a place for their child outside of their normal (chronological) age group, for example, if the child is exceptionally gifted and talented or has experienced problems such as ill health. Parents do not have the right to insist that their child is admitted to a particular year group. The Academy will admit children outside their normal age group only in exceptional circumstances. If parents wish their child to be admitted outside their normal age group they must still make their application alongside children applying at the normal age and must make their request for admission outside the normal age group clear on their Application Form to the Local Authority for a school place. At the same time, parents should also write to the Principal at the address below to request admission out of the normal age group. Parents should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and

why an exception should be made in the case of the child. The decision made by AET will be based on the individual circumstances of each case and in the best interests of the child concerned. In making the decision, AET will consider the views of the Principal.

|                               |  |
|-------------------------------|--|
| <b>Name of school</b>         | <b>Bexleyheath Academy</b>   |
| Contact details               | T:020 8303 5696<br>F:020 8303 9151<br><a href="mailto:info@bexleyheathacademy.org">info@bexleyheathacademy.org</a><br><a href="http://www.bexleyheathacademy.org">www.bexleyheathacademy.org</a>   |
| Headteacher                   | Mr J Sparks  |
| Admissions contact            | Mrs D Fisher ( <a href="mailto:dfisher@bexleyheathacademy.org">dfisher@bexleyheathacademy.org</a> )  |
| Type of school                | Mixed Secondary Academy  |
| Age range                     | 11-18  |
| School DFE number             | 303/4002   |
| Y7 places available Sept 2023 | 330  |
| Preferences for 2022          | 815  |
| Total pupils on roll now      | 1144   |
| Bus route(s)                  | 89, 96, 132, 229, 401, 422, 469, 492, 494, 726, B11, B12, B13, B15, B16  |
| Nearest station               | Barnehurst and Bexleyheath   |
| Open events                   | Virtual Open Evening:<br>Wednesday 21st September 2022 7pm<br>Open Mornings Tours:<br>Every day from Monday 25th September until Friday 20th October 2022.<br>Please visit our website to book a place for a tour.<br><a href="http://www.bexleyheathacademy.org">www.bexleyheathacademy.org</a> |
| Supplementary form required   | No   |



## Blackfen School for Girls



Blackfen School is a progressive and vibrant learning community that focuses on raising the aspirations and releasing the potential of every young person in our care.

The school is an Academy and is part of the Penhill Academies Umbrella Trust with Sherwood Park School, Hurstmere, Bexley Grammar School and Chislehurst and Sidcup Grammar School. This enables us to continue ensuring that students leave Blackfen School as successful, happy and fulfilled young people who are equipped with the necessary skills, qualifications and experiences to make them successful in their future lives. We believe everything is possible and can be achieved through hard work, determination and perseverance. We believe that all our young people have a growth mind set and that their intelligence is not fixed.

Our beliefs are demonstrated through a learning community that thrives on innovative and challenging teaching, complemented by frequent visits and enrichment activities.

Students participate in extra-curricular activities ranging from Music, Drama, Book Club and the Duke of Edinburgh awards to life-changing trips to, for example, New York, Poland, Barcelona, Rome and our partner school in India. The welfare programme is characterised by strong personal and academic support, as well as the development of students' leadership skills. Our frequent rewards and celebrations for high-level attainment and progress are welcomed by students and their parents.

The success of Blackfen students at school is underpinned by the support of parents – at home and in partnership with staff. The contribution of our parent partners ensures that Blackfen School provides an educational experience that nurtures the very best outcome in every student. We invest heavily in nurturing our new students. All Year 6 pupils are visited in their primary school and spend a day with us in the summer term to familiarise themselves with different school routines. We look forward to welcoming prospective Year 6 pupils and their families to one of our Open Mornings to see the school in action and to the Open Evening, to collect a Prospectus and further subject information.

## Admission arrangements for September 2023

At age 11 (Girls born between 01.09.11 and 31.08.12 inclusive)

The school participates in the Bexley Co-ordinated Secondary School Admissions Scheme and the application process dates will be those set out in that scheme.

### Consideration of Applications

Blackfen School will consider all applications for places Where fewer than the published admission number (230) for any relevant age group are received Blackfen School will offer places to all those who have applied.

Girls with a statement of special educational needs or an Education, Health and Care Plan (when Blackfen School is named on the statement or plan) will be admitted.

### Over-subscription criteria and priority

#### Priority 1 - Looked After Students

This is given to a girl in public care ('Looked After') or a girl who has previously been in public care (previously Looked After), but has ceased to be so because she has been adopted or become subject to a child arrangements or special guardianship order.

#### Priority 2 – Medical

This is given where a girl, sibling or a parent has a medical condition which makes it essential on medical grounds, for the girl to attend Blackfen School.

Documented social, medical or psychological evidence must be provided from an appropriate independent registered professional. The Council's own medical advisor may be asked for a professional opinion on the case presented.

#### Priority 3 – Sibling

This is given to a girl with a sister or brother attending a Penhill Academies Trust school named in the list here (Sherwood Park Primary School, Blackfen School or Hurstmere School). This includes a full or adopted sister/brother or step/half-sister or brother or foster sister/brother living at the same address at the time of application. Where twins or children from a multiple birth apply, if one child is allocated a place, their sibling or siblings will automatically be allocated a place..

**Priority 4 – Penhill Academies Trust Feeder School**

This is given to a girl who attends a Penhill Academies Trust primary school (Sherwood Park Primary School).

**Priority 5 – Children of a member of staff**

This gives priority to children of staff where the member of staff has been employed at the school for two or more years at the time at which the application was made.

**Priority 6 – Distance**

This gives priority on the basis of proximity to the school measured by reference to the shortest radial distance (direct line distance between the applicants' home address to Blackfen School's main visitor pedestrian entrance). Home address will be taken as the girl's home address at the time of application. That is the address at which she lives with the parent or registered guardian who is the main carer; that is the parent eligible to receive Child Benefit and/or Child Tax Credit or if this does not apply the address where the child spends the majority of the school week (Monday-Friday).

**Tie-break**

Distance (as defined above) is used as a tie-breaker in any case where two applicants cannot otherwise be separated and random allocation will be used as a tie-break to decide who has highest priority for admission if the distance between two children's homes and the school is the same. This process will be independently verified..

**In-Year Admissions**

Applications for places during the year should be made direct to the school. A girl's position on the waiting list is determined solely in accordance with the oversubscription criteria set out above.

**Right of Appeal**

There is a right of appeal to an Independent Appeal Panel for unsuccessful applicants. Please contact the school to make an appeal.

For applications for in-year admissions, appeals must be heard within 30 days of the appeal being lodged.

**Waiting List and Continued Interest List**

Where applications exceed places, a waiting list will be maintained until 31st December in the year of admission, in accordance with the admission criteria. After that date a new Year 7 list will be created and held from January 1st to 31st July, containing the names of students whose parents have expressed (in writing) a continued interest in a place at Blackfen. Similarly, continued Interest lists will be created and held from September 1st until 31st July each year for Years 8-11 inclusive.

Continued Interest lists will be ordered in line with the oversubscription criteria, and therefore positions on those lists are subject to change in the event of new applications.

**Fair Access Protocol**

Blackfen School is required to participate in the Fair Access Protocol. The school can be directed to admit a student and this could mean such a child being admitted ahead of the waiting list or even if the year group is full.



| Name of school                | Blackfen School for Girls   |
|-------------------------------|---|
| Contact details               | 020 8303 1887<br><a href="mailto:admin@blackfen.bexley.sch.uk">admin@blackfen.bexley.sch.uk</a><br><a href="http://www.blackfenschoolforgirls.co.uk">www.blackfenschoolforgirls.co.uk</a>     |
| Headteacher                   | Mr Matthew Brown  |
| Admissions contact            | Mrs Janice Clayton  |
| Type of school                | Non-Selective Girls School with mixed Sixth Form  |
| Age range                     | 11-18   |
| School DFE number             | 303/4008  |
| Y7 places available Sept 2023 | 230   |
| Preferences for 2022          | 655   |
| Total pupils on roll now      | 1368  |
| Bus route(s)                  | 132, B13, 51  |
| Nearest station               | Sidcup  |
| Open events                   | Thursday 15 September 5.30pm to 8pm (Head Teacher talks 5.30pm, 6.15pm & 7pm)<br>Tuesday 20, Wednesday 28 and Thursday 29 September and Monday 10 October (Head Teacher talk and tour at 9am) |
| Supplementary form required   | No  |

## Chislehurst and Sidcup Grammar School



The vision of Chislehurst and Sidcup Grammar school is to 'help the learners of today become

the leaders of tomorrow' whilst offering the best of selective education to young people. The school stands for excellence in all fields: academic, cultural, aesthetic and sporting. All pupils are encouraged to develop their character in a caring, disciplined environment, and above all to have high expectations of themselves. The school prides itself on its traditions and values and in developing a friendly and personal atmosphere.

### Curriculum

The school offers a broad and balanced curriculum, including two languages, three Sciences and a full range of artistic and creative subjects, all of which can be studied to A level. The staff are highly qualified and dedicated to ensuring that students achieve highly at GCSE and A Level. Students leaving the Sixth Form go on to many of the country's most prestigious universities or achieve apprenticeships with leading companies.

### Pastoral care

Pastoral care is organised around six tutor groups led by a Head of Learning. Each tutor group is part of a House, which forms the basis for extensive competitions during each year. We understand the importance of the transition process for Year 7 and have a bespoke programme in place, including a team building day and support from senior students through the early weeks of Year 7 and beyond. Each student is treated as an individual and challenged to fulfil their potential during their Chis 'n Sid journey. We value our partnerships with parents and parents are encouraged to be actively involved in their son or daughter's education. The school's achievement of the prestigious Quality in Careers Award reflects the outstanding support given to all students as they prepare for life beyond school.

### Enrichment

The extra-curricular life of the school is outstanding. A wide variety of opportunities exist for all pupils in sport, music, drama, language exchanges, trips abroad, debating, dancing, clubs and societies. The music,

drama and sport is exceptional with outstanding children in all years. In particular, our rugby and netball teams are very successful and enjoy excellent facilities, including the new floodlights for the netball courts and the extended weight training facility for the senior rugby squads. There are purpose built facilities for Drama and Music.

The hallmark of the school is its success in developing each pupil's skills and abilities and enabling them to take their place with confidence in higher education or employment. Pupils are confident, self-disciplined and eminently marketable in the world that lies ahead.

### Admission arrangements for September 2023

Pupils born between 01.09.11 and 31.08.12 inclusive will be admitted to secondary school in September 2022. The number of intended admissions for Chislehurst and Sidcup Grammar School in Year 7 is 192.

This school participates in the Bexley Co-ordinated Secondary School Admissions Scheme and the application process dates will be those set out in that scheme.

Only students who attain the standard prescribed by the London Borough of Bexley for admittance to selective schools in the Borough will be eligible to be considered for entry to the school.

Students for whom the Local Authority maintains a formal Education Health and Care Plan naming Chislehurst and Sidcup Grammar School, who attain the standard, will be admitted.

The school will consider applications from students on a case by case basis who are no more than one year younger (that is, they were born no later than 31st August 2012) provided that they are already in Year 6 at a primary school and the school confirms that they are working successfully in that group.

Parents of children in Bexley primary schools are notified of these arrangements and announcements are made in the local press.

The number of intended admissions for the year commencing September 2023 is 192 at age 11.

## Over-subscription

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which students to admit:

- ▶ Students who are or have been looked after children.
- ▶ Those students identified by the Local Authority as achieving one of the highest 180 scores in the selection tests.
- ▶ Students with a sibling attending Chislehurst and Sidcup Grammar School at the date of close of applications. In the case of In Year Admissions, this will be either at the date of application or would take effect when a sibling has joined the school subsequent to the date of application. A sibling includes full, half, adopted and step brother or sister living at the same address.
- ▶ Those students with a parent or registered guardian employed at Chislehurst and Sidcup Grammar School on a permanent basis for two or more years at the date of close of applications.
- ▶ Priority is given to pupils living nearest the school based on distance from home to school. This is measured in a straight line from the applicant's home address to Chislehurst and Sidcup Grammar School's entrance on Hurst Road. Home address will be taken as the child's home address at the time of allocation. This is the address at which the child lives with the parent or registered guardian who is the main carer, that is, the parent eligible to receive Child Benefit and/or Child Tax Credit.
- ▶ Where the distance is identical to 0.001 of a mile, the scores in the selection tests will be used as a tie-breaker with priority given to the higher score. Random allocation tie-break will be used to decide who has highest priority for admission if the distance between two children's homes and the scores are the same. This process will be independently verified.

## In-Year Applications for Years 7-11

Students will only be admitted In-Year 7-11 if the number on roll in the relevant year group falls below the planned admission number of 192. In such circumstances, places will be offered in accordance to oversubscription criteria 1, 3, 4 and 5 above. (Criterion 2 does not apply for In-Year applicants). New In-Year applicants who are eligible for a place will be added to the waiting list when a place is not available.

Applications for admission should be made to the School using the In-Year application form which is available from the School or from your local authority.

Applicants who took the Bexley Selection Tests when in Year 6 and were deemed selective will be eligible to be considered for entry to the School.

Other applicants will be tested using the CEM Selection Tests and if deemed selective as a result of these tests will be eligible to be considered for entry to any of the four Grammar Schools in the London Borough of Bexley. Students may not undertake more than one in year test in an academic year and students that take the test at the usual time in Y6 and who are not deemed selective may not undertake a retest before the summer term of Y7

## Waiting List

A waiting list will be kept for each year group. A student's name can only be included on the waiting list for Chislehurst and Sidcup Grammar School for Years 7-11 if they have been deemed selective.

## Appeals

Where parents are not offered a place for their child at Chislehurst and Sidcup Grammar School, they will be informed of their statutory right of appeal to an independent School Appeal Panel. Parents should contact the school direct to obtain an Appeal Form

| Name of school                | Chislehurst and Sidcup Grammar School  |
|-------------------------------|--|
| Contact details               | T:020 8302 6511<br><a href="mailto:enquiries@csgrammar.com">enquiries@csgrammar.com</a><br><a href="http://www.csgrammar.com">www.csgrammar.com</a>  |
| Headteacher                   | Mr N Walker  |
| Type of school                | Grammar, Mixed, Academy status   |
| Age range                     | 11-18  |
| School DFE number             | 3034009  |
| Y7 places available Sept 2023 | 192  |
| Preferences for 2022          | 1374   |
| Total pupils on roll now      | 1444   |
| Bus route(s)                  | 51, 160, 229, 233, 269, 492, 624, 625  |
| Nearest station               | Sidcup   |
| Open events                   | <p>Open Mornings<br/>Friday 14th October 2022 9.00am - 11.00am<br/>Monday 17th October 2022 9.00am - 11.00am</p> <p>Guided tour dates:<br/>Friday 7th October<br/>Monday 10th October<br/>Tuesday 11th October<br/>Wednesday 12th October<br/>Thursday 13th October<br/>Tuesday 18th October<br/>Wednesday 19th October</p> <p>Guided tours are for those children who are in Year 6 and have been deemed selective. Places are limited and tours begin promptly at 8.40am and 2.00pm and will include an opportunity to meet the Headteacher.<br/>Please email <a href="mailto:tours@csgrammar.com">tours@csgrammar.com</a> to make a reservation.<br/>Please be aware that there is no parking available on site..</p> |
| Supplementary form required   | No   |



## Cleeve Park School



Cleeve Park is a school that bases our educational values on Commitment, Pride and Success. Commitment to learning; Pride in ourselves and our community; Success in all we do.

From the moment you visit our school we will support your child to recognise their potential and build confidence & ambition. Our school offers a broad and balanced curriculum that is partnered with strong pastoral care

### Academic achievement

Academic success is important to open doors for the future. We understand that success looks very different for different people and celebrate those differences but with a clear focus on GCSE and Post 16 qualifications as the main route to success in adult life. We have high expectations for all students whatever their starting point. Students are set challenging but achievable targets. Where appropriate there is a wide menu of support and intervention. .

### Openness and Respect for self and others

We are a caring, polite, well-mannered and inclusive school community where everyone understands

what is right and what is wrong and this holds strong influence over the way they treat themselves, the way they treat others and the way they make decisions.

We recognise that we can all continue to learn and improve and accept that the ways of the past may not be the way of the future.

### Sport & the Arts

Education concerns the whole person and every pupil has the ability to achieve or excel if exposed to the correct opportunities. For some success in sport and the arts is the key to success in school. We have state of the art sports and performing arts facilities that encourage creativity and talent. We will encourage all students to participate in extra-curricular activities.

We look forward to welcoming you to our school to experience its unique atmosphere.

Further information is available from the web site [www.cleevepark-tkat.org](http://www.cleevepark-tkat.org)

Cleeve Park School has been an Academy since 2012 and as part of The Kemnal Academies Trust (TKAT) benefits from the support a large Multi-Academy Trust can provide [www.tkat.org](http://www.tkat.org)



## Cleeve Park School admission arrangements for 2023/24

### Introductory statement

Cleeve Park School, located in the Borough of Bexley, is a comprehensive entry 11-18 mixed academy and is part of The Kemnal Academies Trust (TKAT).

We offer 180 places in Year 7 each year and 120 places in Year 12.

The school will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission numbers (PAN) for the relevant year group are received, the Academy Trust will offer places at the school to all those who have applied.

### Application process

Applications for admission must be made via the local authority, more information can be found at <https://www.bexley.gov.uk/services/schools-and-education/secondary-schools/starting-secondary-school>

Applications for September 2023 must be received by the 31st October 2022. The local authority will send parents/carers letters / emails telling them the outcome of their applications on 1st March 2023.

Where more than 180 students apply places will be allocated in accordance with the criteria and in the order set out below:

### Oversubscription criteria

The criteria in this section apply to entry at both phases of the school. Any students wishing to enter the sixth-form will also be required to have met the academic entry criteria for the sixth-form set out below.

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care plan or a Statement of Special Educational Needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

- ▶ Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship

order. (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).

- ▶ Siblings in school at the time of proposed entry. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address.
- ▶ Distance to the School as measured in a straight line route 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.
- ▶ Other children.

### Tie-break

If in categories 2-3 above a tie-break is necessary to determine which child is admitted, random allocation undertaken by the local authority or another body unconnected with the Academy Trust will be used as a tie-break to decide who will be admitted.

Random allocation will not be applied to multiple birth siblings (twins and triplets etc.) from the same family tied for the final place. We will admit them all and exceed our PAN.

### Late applications

All applications received by the LA after the deadline will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

### Admission of children outside their normal age group

Parents may request that their child is admitted outside their normal age group. To do so parents should include a request with their application, specifying why admission out of normal year group is being requested and the year group in which they wish their child to be allocated a place.

When such a request is made, the academy trust will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the Executive Head Teacher and any supporting evidence provided by the parent.

Children directed via Fair Access Protocol will take precedence over any child already on the school waiting list and this includes admitting children over the published admissions number

## Waiting lists

The school will operate a waiting list for each year group. Where the school receives more applications for places than there are places available, a waiting list will operate until the end of the academic year. This will be maintained by the Academy Trust and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

The school will also keep a list, ranked against the oversubscription criteria, of those applying for entry to year 12 who are not made a conditional offer by 28th March 2023 Any of those students meeting the academic entry criteria on Thursday 18th August 2023 will be considered for a place if any students who were

previously offered places, conditional upon meeting the above academic entry criteria, do not achieve their grades

## In-year admissions

Any parent can apply for a place for their child at any time to any school outside the normal admissions round. They can do this by applying directly to the local authority who coordinates all in-year admissions for the school. Details on how applications can be made and how they will be dealt with can be found at: <https://www.bexley.gov.uk/services/schools-and-education/year-applications/applying-school-year>

## Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Appellants should contact the Chair of Governors by 1st May 2022. Any child not offered a place has the statutory right of appeal to an Independent Appeal Panel. The Independent Appeal Panel will be determined by the Governing Body on an annual basis and will, usually, consist of two lay members and one person from the community, independent of the School. The decision of the Independent Appeal Panel will be binding on the Governors and the parents. Full details of the appeals process are available from the Clerk to Governors.



## Falsifying information

Falsifying information to gain advantage in obtaining a school place will lead to the withdrawal of the offer of a place. If it is found that a place has been achieved by falsifying information, any further siblings will not be considered

| Name of school                | Cleeve Park School   |
|-------------------------------|--|
| Contact details               | 020 8302 6418<br><a href="mailto:admissions@cleevepark-tkat.org">admissions@cleevepark-tkat.org</a><br><a href="http://www.cleevepark-tkat.org">www.cleevepark-tkat.org</a>  |
| Headteacher                   | Mrs Alex O'Donnell, Executive Head Teacher   |
| Admissions contact            | Ms Stenson-Croset  |
| Type of school                | Academy, Mixed, All Ability  |
| Age range                     | 11-18  |
| School DFE number             | 3034030  |
| Y7 places available Sept 2023 | 180  |
| Preferences for 2022          | 501  |
| Total pupils on roll now      | 991  |
| Bus route(s)                  | 669 (bus comes on site) & B14  |
| Nearest station               | Albany Park or Sidcup Station  |
| Open events                   | Open Day on Saturday 1st October - 9.30am - 12.30pm<br><br>See the school in action between 8.45am – 9.45am on:<br>Tuesday 27th September Thursday 29th<br>September Wednesday 5th October<br>Friday 14th October<br><br>Due to demand please contact the school on 0208 302 6418 in advance to reserve a space.<br><br>Please check our school website <a href="http://www.cleevepark-tkat.org">www.cleevepark-tkat.org</a> for any updates to arrangements and for times of the Head Teachers speech.. |
| Supplementary form required   | No   |



## Haberdashers' Crayford Academy

### Principal's Welcome

On behalf of the pupils and staff at Crayford Academy, I would like to extend a warm welcome to our school.



We are delighted when families from the local community we serve choose to send their children to us, to receive a Haberdashers' education.

Many pupils who will join us in year 7 will have already experienced life in our trust, having attended one of our primary schools. Many more from local primary schools choose to join us with a firm belief in our ethos at secondary. Expectations of our pupils are high from the start. We are a larger than average school and we take pride in getting to know pupils and parents, working in partnership to get the best possible academic results for children and providing an education for character that is synonymous with the Haberdashers' schools.

Year 7 students are supported in their transition into Crayford Academy by members of our team of Pastoral staff. Our Pastoral & Wellbeing Mentors are on hand to help year 7 settle in and offer strategies for dealing with anxiety if they are worried about the transition. They are each allocated to a school house and they will become an approachable, familiar face for your child.

Belonging to a Trust of schools affords our pupils the 'Haberdashers' Advantage'. We work closely with members of the Haberdashers' Company. Some of whom are able to mentor our students, equipping them with knowledge and experience for their next pathway, and some students have been offered Apprenticeships through the Company. Our own staff expertise gives all students the opportunity to complete in sporting and extra-curricular activities. There is a focus at Crayford Academy on the importance of academic studies particularly in essential literacy and numeracy skills which we believe provide greater access to the breadth of secondary subjects offered.

Sixth Form students are role models for younger students in the secondary phase of the school and are able to help staff promote our values and ethos.

We are very proud of the environment in which we work and our students feel the same. Facilities for learning and recreation are first class, purpose built, safe and allow us to cater for a wide range of abilities. We have a thriving Sixth Form, and when you meet these students, you will notice that standards of behaviour and uniform, codes of conduct and good manners are consistent.

Haberdashers' Crayford Academy is very popular with parents and children, bringing stability and self-esteem to all involved. We serve over 1000 pupils. As the Executive Principal, I am determined that this school, our staff and pupils continue to make a positive difference to the local community. We are proud to be Haberdashers' Crayford Academy and look forward to welcoming you to our school.

### Procedures where Haberdashers' Crayford Academy is oversubscribed

Haberdashers' Crayford Academy offers the National Curriculum to all pupils. When the secondary school is oversubscribed, after the admission of pupils with a statement of special educational needs or an education, health and care plan (EHC) where the academy has been named in the statement/EHC, priority for admission will be given to those children who meet the criteria set out below, in priority order:

- ▶ a) A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements or special guardianship order. A 'looked after child' includes those children who appear (to the admissions authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- ▶ b) Pupils who are on the roll of Haberdashers' Crayford Primary and Haberdashers' Slade Green Primary, which are designated feeder schools for Haberdashers' Crayford Academy.
- ▶ c) Pupils for whom it is essential to be admitted to the secondary school because of special circumstances to do with significant medical or social needs. The application will need to be supported by a letter from a hospital consultant, social worker or similar professional. "The information should demonstrate why the academy is the only school able to meet the child's specific needs".

- ▶ d) Pupils who on the date of application will have a sibling (i.e. a natural brother or sister, or a half brother or sister, or a legally adopted brother or sister or half-brother or sister, or step brother or sister who will be living with them at the same address) who is on the roll of the academy. Pupils will be considered under this criterion if they have a sibling who meets the above definition and who will continue to be on roll when the pupil joins the academy. Proof of the sibling relationship will be required if a place is offered.
- ▶ e) Pupils who on the date of application will have a parent (i.e. a natural Father or Mother, or a legally adopted Father or Mother, or step Father or Mother or award of legal guardianship who will be living with them at the same address) who is employed by the academy. Pupils will be considered under this criterion if they have a parent / guardian who meets the above definition and who will continue to be employed when the pupil joins the academy. Proof of the relationship may be required if a place is offered.
- ▶ f) The remaining places will be offered to pupils who live nearest to Haberdashers' Crayford Academy on the basis of proximity. Home to academy distance will be measured as the direct line distance between the pupil's home post code and the academy's post code. This will be calculated using [www.freemaptools.com/distance-between-uk-postcodes.htm](http://www.freemaptools.com/distance-between-uk-postcodes.htm). If more than one applicant lives in a multi-occupancy building, such as a block of flats, priority will be given to the applicant whose door number is the lowest numerically and/or alphabetically. Proof of residency will be required if a place offered.

All decisions made will be reviewed by a panel of governors and their decision recorded and held on file. If false or misleading information is used to gain entry to the academy, the offer of a place will be withdrawn.

### Tie Break

- ▶ a) Sibling. If there are more siblings than there are places available, the places will be offered to the siblings living nearest to the academy (clause 5f).
- ▶ b) Distance. In the event of a tie break under the distance criterion, random allocation will be used.



| Name of school                | Haberdashers' Crayford Academy  |
|-------------------------------|---|
| Contact details               | T:01322 402 180<br>F:01322 402 181<br><a href="mailto:creception@habstrustsouth.org.uk">creception@habstrustsouth.org.uk</a><br><a href="https://www.habscrayford.org.uk">https://www.habscrayford.org.uk</a>   |
| Headteacher                   | Mr S Wheatley   |
| Admissions contact            | Ms T Taylor or Mrs C S Nicholson<br><a href="mailto:crayfordadmissions@habstrustsouth.org.uk">crayfordadmissions@habstrustsouth.org.uk</a>  |
| Type of school                | Secondary   |
| Age range                     | 11 – 18   |
| Specialisms                   | Music   |
| School DFE number             | 303 6907  |
| Y7 places available Sept 2023 | 180   |
| Preferences for 2022          | 511   |
| Total pupils on roll now      | 1060  |
| Bus route(s)                  | 428, 469, 96  |
| Nearest Train Station         | Crayford  |
| Open events                   | Wednesday 14th September 2022<br>Wednesday 21st September 2022<br>Wednesday 28th September 2022<br><br>All sessions will be at 9:35am - 10:20am and 10:45am -11:25am and will need to be booked in advance by contacting the school on 01322 402 180.<br><br>There will be an Open Evening on Wednesday 28th September 2022 4:00pm – 7:00pm Principal's Speeches will be at 5:00pm and 6:00pm |
| Supplementary form required   | No – not required   |



## Harris Academy Falconwood

Dear Parent/Carer,



Harris Academy Falconwood opened in September 2008. It is set up and managed by the Harris Federation, which has over twenty five years' experience in education. The £25 million building opened in September 2011 which boasts a variety of state-of-the-Art facilities for our students, allowing them to enrich and progress in their academic, social and extracurricular journey.

At Harris Academy Falconwood, we hold three core values dear to us. These values are Serve, Support, Success. We believe in serving our local community with excellence. We care for our students, inspiring and encouraging them to take pride in their work, and serve themselves every day at our Academy. Developing our students is key at Harris Academy Falconwood. We support them continuously through every element of their academic studies, but equally, support our students through their growth into young adults. Our high expectations allows our students to succeed academically, giving them a currency to progress onto further education or the world of work. Investing in our community is our passion and we are driven by our students' inquisitive minds. We encourage self-belief and in doing so we give our students the confidence to aim high in all aspects of their lives.

The Academy combines the traditional values of respect and good behaviour with the latest techniques in teaching and technology. These are the principles in place which we believe help us to produce happy, educated young people with the drive and desire to succeed.

We provide a knowledge-rich curriculum that challenges our students academically, preparing them for life in the 'real world'. Our focus is raising the aspirations of our young people, opening their minds and presenting them with a range of opportunities that fuels self-drive and ambition. Our students are polite, articulate, respectful and support one another everyday within our academy.

At Harris Academy Falconwood, our Sixth Form offers a variety of A-Level and Vocational subjects. Outside of group lessons, our Sixth Form students are able to study independently in our Sixth Form Study Base or well-equipped library.

The wellbeing of the Academy community is our top priority and all our staff members support our students both academically and pastorally.

We all look forward to seeing you at our open events.

### How to Apply

The Harris Academy Falconwood will be free of charge and open to students of all abilities and backgrounds. If you wish to apply, you will need to include the Academy in your preferences on the online Common Application Form administered by your home local authority. The Academy will apply its own oversubscription criteria to applications.

### Admission Arrangements for Harris Academy Falconwood for September 2023

The Academy has an agreed published admission number (PAN) of 200 students. Applications for places at the Academy will be made in accordance with the London Borough of Bexley's co-ordinated admission arrangements and will be made on the online Common Application Form (CAF) provided and administered by Bexley Local Authority (LA).

The Academy will consider all applications for places.

### Ability Banding

The Academy will operate an Ability Banding Admissions procedure with nine ability bands. All applicants will be required to undertake a Non-Verbal Reasoning Test (NVRT) on Friday 9th December 2022. Applicants also applying to other Harris Academies will only need to sit the test once, this may be at Harris Academy Falconwood or at another named Academy. Applicants will be allocated to an ability band based on their NVRT score. The test has no pass or fail mark. The percentage of places available in each of the nine bands will be determined by the distribution of the national ability profile. This means that there will be more places available in the middle bands than in the outer bands where the highest and lowest bands are.

### Oversubscription Criteria for Year 7

After the admission of Students with a Statement of Special Educational Needs or an Educational, Health and Care Plan. Where there are more applications than places available (within each band) the order in which places will be allocated will be as follows:

- ▶ Looked after and previously looked after children

- ▶ Children with a sibling at the Academy (for inclusion in this category, the sibling must attend the Academy in Years 7 – 11 at the time of application and at the time the applicant child is admitted)
- ▶ Children of staff employed at Harris Academy Falconwood
- ▶ Children living within the Academy's defined catchment area
- ▶ Up to 90% of remaining places in each ability band shall be randomly allocated to children whose home address is situated in the Academy's defined catchment area, until all places in each ability band are allocated, or until all applicants in that ability band have been placed. The defined catchment area is a 1.75 mile radius from the main entrance gate on The Green.
- ▶ Children living outside the Academy's defined catchment area
- ▶ All remaining places in each ability band shall be randomly allocated to children living outside the Academy's defined catchment area, until all places in each ability band are allocated, or until all applicants in that ability band have been placed.

Where there are still places left in a band after all children in that band have been allocated a place, the remaining places will be allocated to children in adjacent bands, starting with the lower ability band first and then alternating between lower and upper.

## Multiple Births

Where at least one child of a multiple birth achieves a place at the Academy within the PAN in the normal way, their twin, triplet(s) or sibling(s) of a higher multiple birth will also be offered a place to avoid them having to attend different schools

## Waiting lists

The Academy operates a waiting list, until 31 December 2023, for children who are unsuccessful in achieving a place in Year 7. After this date, the waiting list is completely cleared, and parents who want their child to be included on the waiting list going forwards will need to submit an application for in-year admission. Thereafter, the Academy operates a waiting list for the remainder of Year 7, as well as Year 8 to 11.

The waiting list is ranked strictly in accordance with the oversubscription criteria, and not by reference to the date that the child's name was added to the list

## Appeals

Parent/Carer(s) wishing to appeal against the Academy's decision should complete an Appeal Form, available from the Academy, stating the reason for the appeal based on the published Admissions Criteria.

Completed forms should be sent to the Clerk to the Appeal Panel, Harris Academy Falconwood, The Green, Welling, Kent, DA16 2PE.

The appeals will be heard in private by an Independent Appeal Panel.



| Name of school                | Harris Academy Falconwood   |
|-------------------------------|---|
| Contact details               | T:020 8304 4916<br>F:020 8301 9169<br><a href="mailto:info@harrisfalconwood.org.uk">info@harrisfalconwood.org.uk</a><br><a href="http://www.harrisfalconwood.org.uk">www.harrisfalconwood.org.uk</a>  |
| Headteacher                   | Mr T Street BA, MA, NPQH  |
| Admissions contact            | Mrs D Woodhouse   |
| Type of school                | Academy   |
| Age range                     | 11 - 18   |
| School DFE number             | 303 6906  |
| Y7 places available Sept 2023 | 200   |
| Preferences for 2022          | 1330  |
| Total pupils on roll now      | 1223  |
| Bus route(s)                  | 51, B15, B16, 89, 486, 624, 625   |
| Nearest station               | Falconwood  |
| Open events                   | Open Evening: Monday 26th September 2022 5.00pm – 8.00pm (No admittance to the Academy after 7.30pm)<br><br>Open Mornings: Pre-booked ticket holders only<br>Tuesday 27th September 2022<br>Wednesday 28th September 2022<br>Monday 3rd October 2022<br>Thursday 6th October 2022 9.00am – 10.15am (No admittance to the Academy after 9.45am)<br><br>Tickets for the open mornings will be available to book in September via the Academy website. Tickets are not required for the open evening. <a href="http://www.harrisfalconwood.org.uk">www.harrisfalconwood.org.uk</a> |
| Supplementary form required   | Only if extra time is required in the Banding Test. Please contact the Academy for a Form.  |



## Harris Garrard Academy



Harris Garrard Academy opened in September 2017, as part of the Harris Federation. This is one of England's most successful groups of academies.

As an all-through school, pupils can join us in EYFS, Year 7 or Year 12.

The academy's motto is 'Learning Changes Lives'. This motto underpins everything that we do. The academy is characterised by the highest expectations of conduct and achievement for all. It is a happy and caring community, but one in which academic achievement remains an unrelenting focus. Students make exceptional academic progress and achieve impressive exam results as a direct result of the excellent teaching that they receive. Through both the formal and informal curriculum, students practise the habits of virtue and develop good character. They will become thoughtful and polite young people, interested in the world around them, in the arts, in culture, in travel and in politics. They will relish their time at the academy and, when the time comes, will leave ready and eager to lead their lives as effective, well-rounded and responsible citizens.

We warmly invite you to visit the academy at one of our Open Events. More information about the academy can be found on our website

[www.harrisgarrard.org.uk](http://www.harrisgarrard.org.uk)

### Admissions Policy and Admissions Arrangements for 2023/2024

The capacity of Year 7 is 180 students. The published admission number (PAN) is 90 students for entry in Year 7. The PAN applies only to external applicants.

Applications to the secondary school will be made in accordance with the local authority's coordinated admission arrangements. A common application form (CAF) is provided by the local authority in which the child resides and should be completed and returned to the home local authority to administer.

Of the capacity number of 180 for the Year 2023/24, the Academy will allocate 90 places to the Year 6 children already on roll in the primary school.

Year 6 students from the Academy's primary school have an automatic right to transfer to the secondary school. Parents of Year 6 at the Academy are therefore not required to complete a CAF unless they wish to apply for a place in a different school.

If fewer than 90 students in the Year 2023/24 intend to progress from Year 6 to Year 7, the Academy will offer the available places until the capacity number of 180 is reached.

### Banding tests

The Academy uses 'banding' in the allocation of places in Year 7 in the normal admission round in September.

Banding is used by secondary schools to ensure the admission of a proportionate spread of children of different abilities (according to the national average) at their normal point of entry. It is not designed to enable the selection of high ability students, as is the case with grammar schools. In summary, all children for whom a place is sought in Year 7 (including looked after and previously looked after children) will take a non-verbal reasoning test which will be standardised against the national distribution of abilities.

The test has no pass or fail mark. When the results are known, all of the children will be placed in rank order according to their mark and will then be allocated to one of nine groups (known as 'bands') ranging from highest to lowest ability. The number of places allocated to each band is determined by the national distribution of abilities by applying national percentages in each band, to the number of places available within the published admission number. This essentially means that there will be more places available in the middle bands than in the outer bands where the highest and lowest ability bands are. Once all children have been placed in their applicable band, places will be allocated to children in each band by applying the criteria in this policy. Children with an EHC plan will be allocated their places first, and then the oversubscription criteria set out in this policy will be applied to each band, using the tie breaker where necessary. Where there are still places left in a band after all children in that band have been allocated a place, the remaining places will be allocated to children in adjacent bands, starting with the lower ability band first and then alternating between lower and upper.

Full details about the banding process and tests, including the dates that the tests are scheduled and how standardisation works, will be published alongside this policy and all other admission related documents on the Academy's website.

## Secondary oversubscription criteria

All students with a Statement of Special Educational Needs or Educational, Health and Care Plan where the Academy is named in the Statement or Plan will be admitted.

Where there are more applications than places available (within each band in Year 7), the order in which places will be allocated will be as follows:

### ► Looked after and previously looked after children.

- 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, in England. A 'previously looked after child' is a child who was looked after in England, but ceased to be so because they were adopted, or became subject to a child arrangements or residence order, or a special guardianship order.
- Applications in this category must be accompanied by a signed letter from the child's social worker or former social worker confirming their status, to be received by the application deadline in the normal admission round.
- For the avoidance of doubt, looked after and previously looked after children will always be allocated a place in their band, even if there are no places remaining in that band.

### ► Children with a sibling at the Academy in Reception Year to Year 11.

- For inclusion in this category, the sibling must attend the Academy in Reception Year to Year 11 at the time of application/the application deadline and when the applicant child is admitted.
- For the purpose of this category, a 'sibling' is a full sibling (sharing both parents), a half sibling, or children of cohabiting partners (sharing one parent), an adopted sibling or a long-term foster sibling (i.e. not a temporary placement). In all cases, the sibling must live at the child's home address (as defined by this policy) as part of the same core family unit. For the avoidance of doubt, a child of the applicant child's spouse, cohabiting partner, friend or extended family member (e.g. cousin) will not be a 'sibling' for this purpose, even if they live at the same address as the applicant child.

- For inclusion in this category, parents must state the sibling's details in the application form.

### ► All other children .

- This category will include all children who do not fall into any of the oversubscription categories above.

## Tie Breaker

Where there are more applications than places remaining in any of the oversubscription categories, the order in which places will be allocated will be determined by the distance between the child's home address (as defined by this policy) and the Academy, with those living nearest receiving highest priority.

Distance will be measured by London Borough of Bexley's GIS system using the intersection of the geographical grid co-ordinates (known as eastings and northings) supplied by the National Land and Property Gazetteer (NLPG), or equivalent database, for the home address and for the entrance to Academy's official entrance. The system measures in miles and is accurate to three decimal points.

Where the child lives in a multi-dwelling building (for example, an apartment block), distance will be measured from same point in the building so that the distance will be the same for all children living there.

Where two or more children live an equal distance from the Academy (including where they live in the same multi-dwelling building), the order in which places are allocated will be determined by random allocation supervised by someone who is independent of the Academy.

As indicated, in the event that the allocated places to the primary sector are not taken and the number of applicants exceeds the published admission number, the Academy will offer places in line with the oversubscription criteria until the capacity of 180 is reached.

Offers of places will be made in writing direct to parents by the local authority.

Any application for school places outside the normal admissions round, i.e. for places in-year, should be made direct to the secondary section of the Academy.

## Waiting lists for primary and secondary schools

Where applications exceed places, waiting lists will operate for Reception for the primary school and Year 7 for the secondary school. The lists will operate from the day after the national offer day until 30 September of the new academic year. The ranked order of the waiting list will be set out in accordance with the oversubscription criteria.

Secondary applicants will remain on a waiting list within their band and when vacancies arise within each band a place will be offered from the same band's waiting list. Applicants who did not take the banding test will be placed on the waiting list below those who did sit the test and ranked in accordance with the oversubscription criteria.

After 30 September applicants to Reception or Year 7 need to confirm in writing that they wish to remain on the waiting list and this will be maintained by the Academy for the remainder of the academic year.

Banding will now not apply to the Year 7 list and it will be open to all applicants in accordance with the oversubscription criteria.

When a place becomes available the next applicant on the list will be offered a place. Whenever a new applicant asks to be added to the waiting list the order of the waiting list will be adjusted applying the oversubscription criteria to all the applicants now on the list.

## Arrangements for admitting students to all year groups outside the normal admissions round (in-year applications)

In-year applications should be made directly to the Academy by obtaining and completing an Academy Application Form at any time throughout the academic year. The application will be considered in line with this policy, the School Admissions Code and any other legal requirements on funding or otherwise, for example post 16. If a place is available in the relevant year group, the child will be admitted. Where there are no places, the opportunity will be offered to be placed on a waiting list.

The Academy will operate a waiting list for each year group which is full and it will maintain the ranked order in accordance with the oversubscription criteria. Positions on these lists are subject to change in the event of new applications being made throughout the academic year. The list will be operated for the remainder of the academic year that the application was made. If a place is still required for the subsequent year group in the following September then a new application should be made.

The Academy will participate in the Bexley Fair Access Protocol (FAP) and will give priority to a child allocated via FAP over children on the waiting list for that particular year group if it should be full.

| Name of school                | Harris Garrard Academy  |
|-------------------------------|---|
| Contact details               | 0208 320 4800<br><a href="mailto:info@harrisgarrard.org.uk">info@harrisgarrard.org.uk</a><br><a href="http://www.harrisgarrard.org.uk">www.harrisgarrard.org.uk</a> |
| Headteacher                   | Mr Steve West   |
| Admissions contact            | Charmain Powell   |
| Type of school                | All-through Academy   |
| Age range                     | 4-18 years  |
| School DFE number             | 303 4003  |
| Y7 places available Sept 2023 | 180   |
| Preferences for 2022          | 537   |
| Total pupils on roll now      | 1294  |
| Bus route(s)                  | 401, 180, B11   |
| Nearest station               | Abbeywood   |
| Open events                   | To be confirmed   |
| Supplementary form required   | Yes (but only for students wishing to be considered for additional time, support or concessions when sitting the NVR Test)  |

## Hurstmere School



Hurstmere School is a popular non-selective secondary academy for boys aged 11 – 16 situated in Sidcup.

Our school is a special place with a strong sense of community and a determination to succeed in what we do.

Our vision for our pupils is to 'Believe and Achieve'; to be the best that they can be. We aim to provide the very best educational experience for every single one of our pupils. We work hard to provide this by:

- ▶ Having the highest academic standards and expectations for all our pupils, which celebrates success and promotes aspiration, so that pupils exceed their potential.
- ▶ Firing pupil's imaginations which fosters self-belief, resilience and the ability to learn from failure.
- ▶ Providing a wide range of learning opportunities in and outside of the classroom for pupils to learn in a safe, supportive, creative and happy environment.
- ▶ Working with a range of educational and supportive bodies to provide the best education and pastoral care possible, so all pupils believe and achieve, as well as looking after pupil's mental health and well-being.

We believe that it is essential that school is a challenging, inspirational and nurturing place. Our beliefs and values of ambition, respect, integrity, self-belief, teamwork, leadership, and resilience allows us to support parents in developing confident, courteous and successful members of society. Our values instil a sense of pride and accomplishment in our pupils; they are proud of who they are, they are not afraid of hard work and they are eager to learn from their mistakes.

We take huge pride in the contributions our pupils make to the local and global community. All pupils participate in the Learning for Life programme which develops awareness of and fundraises for local charities. Pupils also visit our link school in Zambia where they teach Tag Rugby and participate in community development projects. Our school also hosts the School Games Programme in which our pupils support Primary schools in developing young people's physical ability and social skills.

We recognise that each young person will experience modern day pressures and that individual circumstances can impact their day to day lives and mental health.

We believe that care and positivity is essential at promoting the holistic development and wellbeing of every student. Our Mental Health Ambassador's programme raises awareness and challenges the stigmas surrounding mental health. It gives pupils the opportunity to seek guidance, support and self-help and recognise that they are cared for and supported.

We look forward to welcoming prospective year 6 pupils and their families to our Open Saturday and to one of our Open Mornings to see the school in action and to collect a Prospectus and further subject information.

### Hurstmere Admissions Policy For Entry in September 2023

#### Responsibility for Admissions

The admissions authority is the Governing Body of Hurstmere School. The planned admission number is 210.

The parents of all applicants must complete an application form obtained from their home Local Authority. Applicants will then sit a compulsory ability banding test at the school.

Hurstmere School will admit pupils representing all levels of ability from admission applicants. They will be tested and placed in one of nine bands.

There will be 23 places available in bands 2, 3, 4, 6, 7 and 8 and 24 places available in bands 1, 5 and 9. In the event of oversubscription, applicants will be admitted using the criteria set out below:

#### Priority 1 – Looked after children

Looked after children (in public care) and previously looked after children.

- ▶ Children in public care at the time of application, or children who were previously in public care, but ceased to be so because they were adopted, or became subject to residence orders or a special guardianship order.
- ▶ Children who appear to the Admission Authority to have been in State Care outside of England but ceased to be so as a result of being adopted.

#### Priority 2 – Medical

This is given where a child, sibling or a parent has a medical condition, which would cause significant hardship if the child could not attend the school of parental preference. In such cases the school will require confirmation that it is essential, on medical

grounds, for the child to attend Hurstmere School

Note: If you wish to request this priority you must do so, and provide any supporting evidence, at the time of application. Later requests will be considered only if the medical condition occurs after the closing date for applications. Medical conditions consequential from a failure to obtain the preferred school, for example emotional distress (whether or not leading to a recognised medical condition), do not fall within this priority. "Significant hardship" will be interpreted as being greater than inconvenience, financial disadvantage or emotional upset.

### **Priority 3 – Sibling**

This is given to a boy with a brother or sister attending a Penhill Academies Trust school (currently Sherwood Park Primary, Blackfen School for Girls or Hurstmere) at the time of admission living in the same household. This includes a full or adopted brother/sister or step/half brother or sister.

### **Priority 4 – Penhill Academies Trust Feeder School**

This is given to a boy who attends Sherwood Park Primary School.

### **Priority 4 – Penhill Academies Trust Feeder School**

This is given to a boy who attends Sherwood Park Primary School.

### **Priority 5 – Children of a member of staff**

This gives priority to children of staff where the member of staff has been employed at the school for two or more years at the time at which the application was made.

### **Priority 6 – Distance**

Pupils who live within the nearest radial distance (direct line distance between the applicant's home to Hurstmere School's entrance on Hurst Road) to Hurstmere School on the close of the published admissions application date.

Note: Home address is the address at which the child lives with a parent or registered guardian who is the main carer, defined as the parent eligible to receive Child Benefit and Child Tax Credit or if this does not apply the address where the child spends the majority of the school week (Monday-Friday).

### **Tie-break**

Random allocation will be used as a tie-break to decide who has highest priority for admission if the distance between two children's homes and the school is the

same. This process will be independently verified.

Pupils with a statement of Special Education Needs or an Education, Health and Care Plan will be dealt with through a separate process. The Governing Body will admit those students whose statements or plans name Hurstmere, after the process has been completed.

### **In-Year Admissions**

Applications for places during the year should be made direct to the school. For an In-Year application form please contact the school.

### **Waiting List and Continued Interest List**

Where applications exceed places, a waiting list will be maintained until 31st December in the year of admission, in accordance with the admission criteria. After that date a new Year 7 list will be created and held from January 1st to 31st July, containing the names of pupils whose parents have expressed (in writing) a continued interest in a place at Hurstmere. Similarly, Continued Interest lists will be created and held from September 1st until 31st July each year for Years 8-11 inclusive.

Continued Interest lists will be ordered in line with the oversubscription criteria, and therefore positions on those lists are subject to change in the event of new applications.

### **Fair Access Protocol**

Hurstmere School is required to participate in the Fair Access Protocol. The school can be directed to admit a pupil and this could mean a child being admitted ahead of the waiting list or even if the year group is full.

### **Right of Appeal**

Unsuccessful applicants have the right to appeal. In such cases parents should forward their appeal in writing to the Clerk to the Governors, at the school address, within 20 school days of hearing that their child has not been allocated a place. An Independent Appeals Panel will then hear the appeal..

Banding Tests will be held on Monday, 5th , Tuesday, 6th and Wednesday, 7th December 2022. Tests will take place between 16:00 – 18:00 on each of the 3 days.

In accordance with the Coordinated School Admission Arrangements parents will be sent a letter saying which school their child has been offered. This letter will be posted by first class post on the first working day of March 2023.

| Name of school                | Hurstmere School  |
|-------------------------------|---|
| Contact details               | T:020 8300 5665<br>F:020 8300 2039<br><a href="mailto:info@hurstmere.org.uk">info@hurstmere.org.uk</a><br><a href="http://www.hurstmere.org.uk">www.hurstmere.org.uk</a>  |
| Principal                     | Mrs L Bennett   |
| Admissions contact            | Mrs K Mason   |
| Type of school                | All boys  |
| Age range                     | 11 – 16   |
| School DFE number             | 3035404   |
| Y7 places available Sept 2023 | 210   |
| Preferences for 2022          | 513   |
| Total pupils on roll now      | 1050  |
| Bus route(s)                  | 229/269   |
| Nearest station               | Sidcup/Albany Park  |
| Open events                   | Saturday 24th September 2022: Open morning 10am - 12.00<br>A chance to walk around the school with the family, no booking necessary.<br>Weekday Open Morning Tours, begin promptly at 9am<br>Monday 26th September 2022<br>Tuesday 27th September 2022<br>Monday 3rd October 2022<br>Tuesday 4th October 2022<br>Monday 10th October 2022<br>Tuesday 11th October 2022<br>Monday 17th October 2022<br>Tuesday 18th October 2022<br>Guided tours of the school for parents followed by Principal's address.<br>Please telephone 020 8300 5665 to make a reservation. |
| Supplementary form required   | No  |



## King Henry School

We aspire for King Henry School to be a highly effective and truly inclusive school, reflecting the vibrant, diverse, and dynamic community that we serve. We believe in connecting with our local community and championing our local area.



We believe in providing our young people with an education; one that unlocks curiosity, ignites ambition, and forges a social conscience, equipping our students with the tools they need to have an impact on the world around them.

We are committed to rapid and sustainable improvement and are delighted to confirm that we are already working with Leigh Academies Trust (LAT) who have agreed to support King Henry School (KHS) following a turbulent period in the aftermath of the pandemic, and in recognition of areas of improvement identified in the recent OFSTED Report.

LAT is one of the largest and most successful multi-academy trusts in the region with 31 academies in Kent, Medway, Bexley, and Greenwich. It has the capacity to provide significant and immediate support in all areas required so that KHS can enjoy the benefits of being part of a wide local educational network.

At the same time, LAT is embarking on due diligence to consider whether KHS should transfer to the Trust formally from early-2023. It is working closely with The Odyssey Trust for Education, the Department for Education, and Bexley Council to consider all relevant information carefully and will make a decision in due course.

Meanwhile, our top priority is delivering on the improvement areas identified by the recent Ofsted inspection to ensure an excellent standard of education for pupils at KHS. We will keep all stakeholders regularly updated about progress over the coming months.

An increasingly broad programme of extra-curricular opportunities is offered to all students, extending the curriculum beyond the classroom and providing students with increased confidence and building resilience.

We aim to enhance the life chances of every KHS student, an ambition which goes beyond exams and league tables alone.

Further information about our extraordinary school can be found on our King Henry School website, [www.kinghenry.org.uk](http://www.kinghenry.org.uk), or by following us on Twitter @KingHenrySch

### Admission arrangements for September 2023

King Henry School has a published admission intake number of 250 pupils.

### Responsibility for Admissions

The 'Admissions Authority' is the Governing Body of King Henry School. The admission number is 250. The parents of all applicants must complete an application form obtained from their home Local Authority. King Henry School will admit students representing all levels of ability from admission applicants. Where the number of applications for admission is greater than the published admissions number, children will be admitted from each band on the basis of the oversubscription criteria set out below. Note: Where a pupil has an Educational Health Care Plan (EHCP), that names King Henry School as the educational provision suitable to meet the pupil's SEN, that pupil will be admitted to King Henry School. Therefore, for the purposes of allocating places such students will be treated as having the first priority for admission to the King Henry School, and will be automatically allocated a place. Children who are born in the summer 01 April and 31 August 2011 (inclusive) where parents delayed entry to reception and the child has remained out of cohort for their entire primary attendance are also eligible for admission in Year 7.

#### Priority 1 – Looked after children

This is given to Children in Public Care and Children previously in Public Care. Note: This is a mandatory requirement from the new admissions code February 2012 reference below: All schools must have oversubscription criteria for each 'relevant age group' and the highest priority must be given, unless otherwise provided in this Code, to Looked After Children and previously Looked After Children. Previously Looked After Children 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). Further references to previously Looked After Children in this Code means such children who were adopted (or subject to residence orders or special guardianship orders) immediately following having been looked after.

Oversubscription criteria must then be applied to all other applicants in the order set out in the arrangements.

### **Priority 2 – Medical**

This is given where a child, sibling or a parent has a medical condition, which would cause significant hardship if the child could not attend the school of parental preference. In such cases the school will require confirmation that it is essential, on medical grounds, for the child to attend King Henry School.

Note: If you wish to request this priority you must do so, and provide any supporting evidence, at the time of application including confirmation of the relevant condition from a registered medical practitioner. Medical conditions consequential from a failure to obtain the preferred school, for example emotional distress (whether or not leading to a recognised medical condition), do not fall within this priority. “Significant hardship” will be interpreted as being greater than inconvenience, financial disadvantage or emotional upset.

The Governors’ Admissions Committee will determine whether the evidence provided is sufficiently compelling to meet the requirements of this criterion.

### **Priority 3 – Sibling**

This is given to a child with a brother or sister attending the school at the time of admission, other than where the older sibling started at the school in the sixth form. Note: For this priority, brother/sister includes a full brother/sister or step/half brother/sister living at the same address. Please be aware that you must provide the necessary details when you apply.

### **Priority 4 – Staff Child**

Staff Children – those students with a parent or registered guardian employed within the Odyssey Trust for Education on a permanent basis at the time of application.

### **Priority 5 – Distance**

This gives priority to students living nearest the school based on distance from home to school, measured by radial distance (straight line) from the home address to the nearest official school entrance. The distance will be measured from the front door of the home address (the main entrance in the case of flats or multi-occupation dwellings) to the nearest school entrance. The official pupil entrances, approved by the Governors’

Admissions Committee, are on Avenue Road, Ramsden Road and Limewood Road.

Note: Home address is the address at which the child lives with a parent or registered guardian who is the main carer, defined as the parent eligible to receive Child Benefit and Child Tax Credit. In the event of there being two or more applicants at a flat or multi-occupational dwelling vying for a lesser number of remaining places, a random lottery will be used to determine allocation of those places.

### **Tie-Breaker**

If the number of applicants assigned to one of the above oversubscription criteria exceeds the number of remaining places, a tie-breaker will be used to allocate those remaining places amongst that group of applicants. The tie-breaker will be home to school distance as set out in criterion number 4 above.

Where applications exceed places, a waiting list will be maintained in accordance with the admissions criteria.



| Name of school                | King Henry School  |
|-------------------------------|--|
| Contact details               | 01322 348231<br><a href="mailto:info@kinghenry.org.uk">info@kinghenry.org.uk</a><br><a href="http://www.kinghenry.org.uk">www.kinghenry.org.uk</a>   |
| Headteacher                   | Miss H Gibbs   |
| Admissions contact            | <a href="mailto:admissions@kinghenry.org.uk">admissions@kinghenry.org.uk</a>   |
| Type of school                | Academy  |
| Age range                     | 11-18  |
| School DFE number             | 303/4005   |
| Y7 places available Sept 2023 | 250  |
| Preferences for 2022          | 560  |
| Total pupils on roll now      | 1513   |
| Bus route(s)                  | 89, 99, 229, 428, 469, B12, (Note: there is an end of school 229 school bus service specifically for King Henry students on school days).  |
| Nearest station               | Barnehurst and Erith stations  |
| Open events                   | <p>We are delighted to welcome Year 6 students and their families to King Henry School for our Open Day on Saturday 17th September 2022.</p> <p>This open event will run from 9am until 12.30pm, with two addresses by the Headteacher in the Main Hall at 9.30am and 11.30am.</p> <p>Families will receive a tour by students, and the opportunity to participate in exciting activities within each subject area.</p> <p>Once secondary school places are confirmed in the Spring Term, we will also host a full induction programme during the Summer Term.</p> <p>We cannot wait to meet you and we look forward to welcoming you into our extraordinary KHS family.</p> |
| Supplementary form required   | No   |



## St Catherine's Catholic School



Applicants wishing to apply for this school are advised to double check all information with the school at [www.stccg.co.uk](http://www.stccg.co.uk)

Thank you for your interest in St Catherine's. We are a thriving Catholic comprehensive school with a reputation for providing the highest quality educational opportunity for all its students.

The school has developed over the years and is situated on a beautiful green site. The grounds of the school are fully accessible to the students throughout the day for them to enjoy.

Behaviour and the students' attitude to learning are exceptionally good. The school is described by visitors as being very calm yet purposeful. Our staff work extremely hard in creating learning experiences for the students that are interesting, active and challenging.

The students are well supported throughout their journey and will leave St Catherine's as young women empowered to take on the challenges of adult life but also with a true sense of social responsibility.

We believe it is essential to your daughter's future success that we develop a healthy partnership with all parents and carers. Regular communication is essential and at St Catherine's this has been a key to our success.

Please come and visit our school. It is a great place to be.

Please remember, if you wish to apply to St Catherine's as well as putting the school on your CAF you must complete a supplementary form and return it to the school by Friday 22nd October 2022.

### Admissions Policy for entry in the academic year commencing September 2023

St. Catherine's Catholic School is a Catholic Academy in the Diocese of Southwark. The governors are fully committed to maintaining the status of the school and wish to encourage applications from girls of all abilities.

Admissions to the school are made by the Governing Body. The planned number for admissions in September 2023 is 210.

Parents must make application for admission to Year 7 by completing the Common Application Form (CAF) provided by the Local Education Authority in which the applicant lives. The closing date set nationally for the

return of the forms to the Local Education authority is 31st October 2022. Applications for places in other year-groups can be made at any time.

The Governors will require parents to complete a supplementary form and return this to the school by the Friday 22nd October 2022. The Supplementary Form will be to establish Catholic practice and commitment. It will seek information not available on the common Application Form relating to the evidence set out in Section 1 below. It will require a reference from a parish priest or other minister of religion. If a supplementary form is not received, the Governors will not be able to apply their admission criteria and the application will be considered under the 'other girls' category.

### Criteria for admission

Governors will give priority to Catholic girls with Catholic practice. Baptised Catholic girls whose practice is not within Catholic tradition will be considered after Catholic girls with Catholic practice. The evidence which governors will take into account will be:

#### ► 1. Evidence

- 1.1. A self-assessment of Catholic or religious practice and observance, to be counter-signed by the parish priest, chaplaincy minister or minister of religion;
- 1.2. The originals of the baptismal or First Holy Communion certificates of the applicants for places.

#### ► 2. Oversubscription criteria:

Where more applications are received than there are places, applicants will be admitted in the following order:

- 2.1. Looked after baptised Catholic children or looked after children in the care of Catholic families and previously looked after Catholic children who have been adopted or who have become the subject of a residence or guardianship order.
- 2.2. Baptised Catholic children and members of Oriental Rite Churches in Union with Rome.
- 2.3. Other looked-after children and other previously looked after children who have been adopted or who have become the subject of a residence or guardianship order.
- 2.4. Girls who are baptised members of Eastern rite churches that are not in communion with the See of Rome.

- **2.5. Girls of other faiths**, provided that they have a statement of membership from the appointed minister or leader.

- **2.6. Other girls.**

Where it is necessary to choose between applicants either within the category of 2.2. or that of 2.4., priority will be given to those girls whose applications show the greatest degree of religious practice. Applications will be ranked in the order shown on the supplementary form: highest ranking to those who attend Mass regularly, then those who attend Mass occasionally, etc. Evidence scrutinised will include: the priest's endorsement form showing degree of practice; evidence of baptism or First Holy Communion.

▶ **3. Tie-breakers**

Where applicants are of equal standing within each of 2.1. – 2.6. above, the following sub-criteria will apply:

- 3.1. Within each of groups 2.1. to 2.6 above, preference will be given to applicants who have a named sibling attending St. Catherine's Catholic School, St. Columba's Catholic Boys' School or Christ The King: St Mary's at the time of the applicant's application;  
[Note: siblings equals "brothers or sisters" which means children who live as brother and sister, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers or sisters. It would not include other relatives eg cousins.]
- 3.2. Within each of groups 2.1. to 2.6 above, preference will be given to applicants who are the daughters or in the care of a member of staff who has been employed at the school for at least two years (except for new joiners in shortage subjects).
- 3.3. The shortest distance from the girl's home to the front entrance of the school as measured by the Local Authority. The distances are straight line measurements.
- Where the last remaining place is to be allocated and two or more children are deemed to live at the same distance from the school the place will be decided by the drawing of lots.

▶ **4. Notes for guidance**

- 4.1. Catholics include members of the

Ordinariate and the Latin and Oriental Rite Churches are in union with the Bishop of Rome.

- 4.2. An applicant who has received sacramental baptism according to the rites of a church which is in membership of Churches Together in England and is either preparing formally for or has made her First Holy Communion in a Catholic church at the time of application shall be considered a Catholic for the purposes of these criteria, as will an applicant baptised into an Eastern rite church which is in communion with the See of Rome.
- 4.3. Applications made after the closing date will be processed once the allocation procedure for on-time applications has been finalised. Priority among applications will be given to those who have recently moved into the area, in accordance with the Admissions criteria.
- 4.4. The School will keep a Waiting List which will be reviewed annually. The order in which applicants appear on the waiting-list will be determined according to the same criteria as are the admissions. Placing a child's name on the waiting list does not guarantee that a place will become available. This does not prevent parents from exercising their right to appeal against the decision not to offer a place.
- 4.5. If an applicant and her parents have lived in a parish for fewer than two months at the time of application, they may seek support from the parish priest of their previous parish.
- 4.6. In the event that a parish priest has been in post for fewer than two months before the time of signing or who is away from the parish long-term, the governors will accept a signature from the previous parish priest, or from a parish worker (such as a deacon or parish sister) who knows the applicant. In this case, the parish priest should countersign.
- 4.7. If a Christian, non-Catholic girl applies to the school, whose father or mother is the local minister/pastor, the 'priest's endorsement' should be counter-signed by another accredited pastor/minister.

▶ **5. Statements**

Any child who has a statement of special education needs (SEN) or an Education Health and Care (EHC) Plan that names the school must be admitted without reference to the oversubscription criteria.

## ▶ 6. In-year (casual) Admissions

Applications for a place at the school in-year must be made by completing the school's supplementary form to enable the governors to rank the application in the event of there being more than one application for a place. The governors will use the same criteria to rank the application as that listed above. The offer of a place at the school will be made by the Admissions Committee on behalf of the governors. In the event of the governors deciding that a place cannot be offered, parents will be offered the opportunity of placing their child's name on the waiting list. This does not prevent parents from exercising their right to appeal against the decision not to offer a place.

## ▶ 7. Fair Access

The school participates in the local authority's Fair Access Protocol to allocate places to vulnerable and other children in accordance with the School Admission Code 2014. Admitting pupils under the protocol may require the school to admit above the planned admission number for the relevant year group.

## ▶ 8. Appeals

Parents whose applications for places are unsuccessful may appeal to an Independent Appeal Panel set up in accordance with section 85(3) of the School Standards and Framework Act 1998. Appeals must be made in writing and must set out the reasons on which the appeal is made. Appeals should be made to the Admissions Appeal Clerk at the school address. Parent/Carers have the right to make oral representations to the Appeal Panel.

| Name of school                | St Catherine's Catholic School   |
|-------------------------------|--|
| Contact details               | T:01322 556333<br>F:01322 555919<br><a href="mailto:info@stccg.co.uk">info@stccg.co.uk</a><br><a href="http://www.stccg.co.uk">www.stccg.co.uk</a> |
| Headteacher                   | Nicola Thompson  |
| Admissions contact            | Ms Wendy Boyle   |
| Type of school                | Catholic Comprehensive Academy   |
| Age range                     | 11-16  |
| Specialisms                   | Arts   |
| School DFE number             | 303 5402   |
| Y7 places available Sept 2023 | 210  |
| Preferences for 2022          | 438  |
| Total pupils on roll now      | 1015   |
| Bus route(s)                  | 96   |
| Nearest station               | Barnehurst   |
| Open events                   | Open Evening: Thursday 6th October 2022, 5-8pm   |
| Supplementary form required   | Yes  |

## St Columba's Catholic Boys' School



As a Catholic Comprehensive Academy, we welcome boys of all academic and religious backgrounds. St Columba's Catholic Boys' School is a welcoming, vibrant and happy community dedicated to faith, learning and achievement. We have a tradition of high standards and high expectations. As a caring Christian community, we work in partnership with parents and parishes to enable our students achieve their very best.

We are a community where the Gospel values inform all aspects of community life and learning. Our motto is "Tenue Nec Dimittam" meaning "Have Faith". Our community ethos ensures that the school is a place where everyone has the right to be happy, be safe and achieve.

We had a one-day Ofsted inspection in October 2016 and in their letter, which confirmed the previous Good judgement, Ofsted said "Pupils at St Columba's show respect, tolerance and courtesy towards each other, staff and visitors in this harmonious school. Relationships between staff and pupils are positive. The boys feel well cared for and those spoken to were unanimous that, should they have any concerns, their teachers would deal with them quickly and efficiently. School leaders set high expectations around pupils' behaviour."

In January 2019, Ofsted returned for a full inspection and recognised that St Columba's remained a Good school. They said 'Warm and positive relationships are a strong feature of your school. As a result, pupils feel confident in lessons to ask questions and push themselves forward in their learning. You have continued to maintain high standards of behaviour since the last inspection.' Gratifyingly they also said 'The school has strong support from staff, parents and carers. A high number of parents responded to Parent View, Ofsted's online questionnaire, and they are extremely positive about the school. Virtually all respondents would recommend St Columba's Catholic Boys' School to other parents.'

Ofsted recognise that our success is built upon our vision which is everywhere in our school, in every classroom, corridor and office. The vision says,

'Our school is an inclusive place of learning that celebrates and welcomes diversity. Every member of

our community is a unique and special creation of God and is known, cared for and valued for the contribution they make. Every student is challenged and supported to achieve his best.'

During the Covid-19 pandemic, we have maintained our commitment to our Vision Statement by continuing with our high standards of pastoral care and academic challenge. During Lockdowns, on-line lessons were well attended and the enthusiasm shown and the quality of work students produced, was a testament to the good relationships between students and staff. Evidence can be seen in the St Columba's Weekly News which can be found here <https://tinyurl.com/ansu9f97> where students' work and participation were highlighted and helped maintain the community ethos of the school during what were, and have continued to be, especially challenging times.

Our highly committed and caring staff ensure high academic standards are achieved and also offer a wide variety of exciting extracurricular activities. Our broad and balanced curriculum is designed to match the needs of the individual child. As part of the Corpus Christi Partnership of Bexley Catholic schools, all students have access to the very successful Christ the King: St. Mary's sixth form college to continue their studies.

More information is available on our website [www.st-columbas.bexley.sch.uk](http://www.st-columbas.bexley.sch.uk)

### Admissions into the School commencing September 2023

St. Columba's Catholic School for Boys' is a Catholic comprehensive school in the Diocese of Southwark. The governors are fully committed to maintaining the status of the school and wish to encourage applications from boys of all abilities.

Admissions to the school are made by the Governing Body. Admission will be made without reference to ability.

- ▶ Governors plan to admit 180 boys into Year 7 without reference to ability to the school in September 2023
- ▶ Boys with an Education, Health and Care Plan (EHC) which names the school will be admitted under a separate procedure and without reference to the criteria below.
- ▶ Application for admission must be made by completing the Common Application Form (CAF)

provided by the Local Authority in which the applicant lives. The closing date set nationally for the return of the forms to the home Local Authority is 31 October 2022. Applications for places in other year-groups can be made at any time.

- ▶ Governors request parents to complete a supplementary form and return this to the school by 31 October 2022. The Supplementary Form will be to establish Catholic practice and commitment. It will seek information not available on the Common Application Form relating to the evidence set out in Section 1 below. It will require a reference from a parish priest or other minister of religion. If a supplementary form is not received, the Governors will not be able to apply their admission criteria and the application may be considered under the 'other boys' category. Parents of boys applying under the 'other boys' category do not need to complete the Supplementary Information Form.

## Criteria for Admission

Governors will give priority to Catholic boys with Catholic practice. Baptised Catholic boys whose practice is not within Catholic tradition will be considered after Catholic boys with Catholic practice. The evidence which governors will take into account will be:

### ▶ 1. Evidence

- 1.1. A self-assessment of Catholic or Christian practice and observance, to be counter-signed by the parish priest, chaplaincy minister or minister of religion;
- 1.2. The originals of the baptismal certificate of the applicants for places.

### ▶ 2. Oversubscription criteria

Where more applications are received than there are places available, applicants will be admitted in the following order:

- 2.1 Baptised Catholic 'Looked-after children' or 'Looked-after children' in the care of Catholic or non-Catholic families, or those who have previously been 'Looked-after' according to the Local Government and Children's Act 1989.
- 2.2 Baptised Catholic children and members of Oriental Rite Churches in Union with Rome
- 2.3. Other 'Looked-after children' including those who have previously been adopted or 'Looked-after'

- 2.4. Boys who are baptised members of Eastern rite churches that are not in communion with the See of Rome.
- 2.5. Boys who are Christians (either baptised or preparing for adult baptism) who are in membership of Churches Together in England or the Evangelical Alliance, provided that they have a statement of Church membership from the appointed minister or leader.
- 2.6. Boys of other faiths, provided that they have a statement of membership from a faith leader etc
- 2.7. Other boys.

### ▶ 3. Tie-breakers

Where applicants are of equal standing within each of 2.1 – 2.6 above, the following sub-criteria will apply:

3.1 Social, pastoral and medical needs which make the school particularly suitable for the child in question. Strong and relevant evidence must be provided by an appropriate professional authority (eg qualified medical practitioner, education welfare officer, social worker or priest).

3.2 Within each of groups 2.1 to 2.6 above, preference will be given to applicants who have a named sibling attending St. Columba's Catholic School for Boys', St. Catherine's Catholic School or Christ the King Sixth Form College at the time of the applicant's application; [Note: A "brother or sister" means children who live as brother or sister, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers or sisters. It would not include other relatives eg cousins.]

3.3 Where it is necessary to choose between applicants either within the category of 2.2 or that of 2.4, priority will be given to those boys whose applications show the greatest degree of religious practice. Applications will be ranked in the order shown on the supplementary form: highest ranking to those who attend Mass regularly on three out of four Sundays over the past three years. Evidence scrutinised will include: the priest's endorsement form showing degree of practice and evidence of baptism.

3.4 Within each of groups 2.1 to 2.6 above, preference will be given to applicants who are the sons or in the care of a member of staff who

has been employed at the school for at least two years (except where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage).

3.5 On the basis of proximity to the school between the applicants' home address to the School's main visitor pedestrian entrance where priority is given to those determined to be closer to the school as measured by the Local Authority's system. Home address will be taken as the boy's home address at the time of application. That is the address at which he lives with the parent or registered guardian who is the main carer; that is the parent eligible to receive Child Benefit and/or Child Tax Credit. Where the last remaining place is to be allocated and two or more children are deemed to live at the same distance from the school the place will be decided by the drawing of lots.

#### ► 4. Notes for guidance

4.1 In the context of school admissions Catholic children are defined as Children who are baptized or received into the Catholic Church, children baptized or received into the Eastern Churches in union with Rome and children of members of the Ordinariate. (All children covered by this definition will be treated equally.)

4.2 Applications made after the closing date will be processed once the allocation procedure for on-time applications has been finalised. Priority among applications will be given to those who have recently moved into the area, in accordance with the Admissions criteria.

4.3 If an applicant and his parents have lived in a parish for fewer than two months at the time of application, they may seek support from the parish priest of their previous parish.

4.4 In the event that a parish priest has been in post for fewer than two months before the time of signing or who is away from the parish long-term, the governors will accept a signature from the previous parish priest, or from a parish worker (such as a deacon or parish sister) who knows the applicant. In this case, the parish priest should countersign.

4.5 If a Christian, non-Catholic boy applies to the school, whose father or mother is the local minister/pastor, the 'priest's endorsement' should

be counter-signed by another accredited pastor/minister.

4.6 The school participates in the local authority's Fair Access Protocol to allocate places to vulnerable and other children in accordance with the School Admission Code 2014.

Admitting pupils under the protocol may require the school to admit above the planned admission number for the relevant year group.

#### ► 5. In-year (casual) Admissions

Applications for a place at the school in-year must be made using the Common Application Form of the local authority (LA) where the child resides. This form must be returned to the LA. The school's supplementary form should also be completed to enable the governors to rank the application in the event of there being more than one application for a place. The governors will use the same criteria to rank the application as that listed above. The offer of a place at the school will be made by the LA on behalf of the governors. In the event of the governors deciding that a place cannot be offered, parents will be offered the opportunity of placing their child's name on the waiting list. This does not prevent parents from exercising their right to appeal against the decision not to offer a place.

#### ► 6. Waiting Lists

Parents of children who have not been offered a place at the school may ask for their child's name to be placed on the waiting list. The waiting list will be operated for the rest of the academic year using the same admissions criteria listed above. Placing a child's name on the waiting list does not guarantee that a place will become available. This does not prevent parents from exercising their right to appeal against the decision not to offer a place. It is possible that when a child is directed under the local authority's fair access protocol, they will take precedence over those children already on the list. .

#### ► 7. Appeals

Parents whose applications for places are unsuccessful may appeal to an Independent Appeal Panel set up in accordance with section 85(3) of the School Standards and Framework Act 1998.

Appeals must be made in writing and must set out the reasons on which the appeal is made.

Appeals should be made to the Admissions Appeal Clerk at the school address. Parent/Carers have the right to make oral representations to the Appeal Panel.

| Name of school                  | St Columba's Catholic Boys' School   |
|---------------------------------|--|
| Contact details                 | 01322 553236<br><a href="mailto:office@st-columbas.bexley.sch.uk">office@st-columbas.bexley.sch.uk</a><br><a href="http://www.st-columbas.bexley.sch.uk/">http://www.st-columbas.bexley.sch.uk/</a>  |
| Head Teacher                    | Mr Dave Evans  |
| Admissions contact              | Mrs Vanessa Walker   |
| Type of school                  | Academy  |
| Age range                       | 11-16  |
| School DFE number               | 3035401  |
| Yr 7 places available Sept 2023 | 180  |
| Preferences for 2022            | 303  |
| Total students on roll now      | 815  |
| Bus route(s)                    | 89; 96; 132; 401; 494; B13; B15; 601   |
| Nearest station                 | Barnehurst, Bexley   |
| Open events                     | Saturday 1 October 2022 – 9:30-12:30 – OPEN DAY<br>Tuesday 4 October 2022 – Tour at 9:30 – OPEN MORNING<br>Wednesday 5 October 2022 – Tour at 9:30 – OPEN MORNING<br>Thursday 6 October 2022 – Tour at 9:30 – OPEN MORNING<br>Tuesday 11 October 2022 – Tour at 9:30 – OPEN MORNING<br>Wednesday 12 October 2022 – Tour at 9:30 – OPEN MORNING<br>Thursday 13 October 2022 – Tour at 9:30 – OPEN MORNING |
| Supplementary form required     | Yes  |



## Townley Grammar School



### Townley Grammar School - From here it's possible

I am delighted to introduce you to Townley Grammar School, one of the selective schools in Bexley and part of the Odyssey Trust for Education. The school was founded in 1937, and has over the years established a tradition of academic excellence whilst being a lively, caring community of which we are justly proud. Townley is a diverse and inclusive school and we celebrate and promote democracy and student voice to ensure we continually make changes for the better; ensuring all students have equal opportunities to flourish and excel.

It is our responsibility to draw out our students' talents, to extend their potential and to develop their personal qualities. Our school values resonate in everything we do; our vision is of leading a learning community fostering academic, emotional and physical confidence. We aim to cultivate resilience, courage and compassion; to enhance communication skills; to embrace creativity, and to promote a progressive and outward-looking mentality so that our students are well prepared to make a real difference in their community. Character education is at the heart of all we do, our work in this field has been highly commended by the DfE.

It is through the pursuit of the arts, coupled with academic rigour that our students fully flourish; this is facilitated through our specialisms in the Performing and Visual Arts, as well as Maths and Computing. Townley is a leading school for STEM (Science, Technology, Engineering and Maths) and actively encourages students to consider career pathways related to these industries. We are a flagship school for Digital Schoolhouse and have formed a number of international strategic partnerships with leading tech companies in Silicon Valley such as Google, Adobe, Amazon, Facebook and Netflix.

### The Curriculum

We offer a broad, balanced and inspiring curriculum, which is designed to match the educational needs of the students. The rationale for our curriculum aims is guided by a desire to further enhance our students' aptitudes to know things, question existing ideas, communicate clearly and reach out to the 21st century with an open hand. Creativity and imagination are valued in all aspects of the curriculum.

Our innovative 21c curriculum is a commitment to developing Townley students into confident, knowledgeable and active change agents; ready to thrive in a forever changing world. We fully comprehend change is occurring faster than any of us could have imagined so we are preparing our students to navigate and shape the direction they choose rather than simply following established paths. This vision embodied in Townley 21c is designed to foster a learning community intrigued by the world around them and nurture academic, emotional and physical confidence in tackling the future. Townley 21c is a holistic approach to learning; at its core is the value of generating wonder and encouraging students to identify cross-curricular links, whilst promoting interest-led learning. Our focus on global perspectives facilitate exciting links with partner schools across the world, providing opportunities for a wide array of international trips. Through our enlightened curricular and pioneering symposium model our students learn to challenge and question as well as to listen to alternative views. With such an education our girls have a duty to grow into young women who desire to improve the world for others; to be the change they wish to see.

### Facilities

Constructed on a 17-acre site, the school's extensive grounds provide a pleasant environment as well as excellent sporting facilities and students benefit from up-to-date equipment in all areas of the curriculum. The music facilities and the recording studio provide access to the latest technology whilst a professional theatre, photography facilities and dance studio give students the opportunity to explore and develop their creative potential. Additionally, there are 12 science laboratories, a fitness suite and a sports hall complete with showers and changing rooms, whilst our impressive Ada Lovelace computing suite provides a particularly stimulating environment for STEM.

If you wish to find out more about our school please visit the website at [www.townleygrammar.org.uk](http://www.townleygrammar.org.uk), I look forward to welcoming you to one of our open events.

**Nevita Pandya**  
Headteacher

## Year 7 Admission Arrangements 2023 entry

Girls are eligible for admission to Year 7 in the September following their 11th birthday (for admission in September 2023 that is girls born between 1st September 2011 and 31st August 2012 (inclusive). The school will accept applications from girls who are no more than one year younger (that is, they were born no later than 31st August 2013) provided that they are already in Year 6 at a primary school and the school confirms that they are working successfully in that group. Girls who are born in the summer 01 April and 31 August 2011 (inclusive) where parents delayed entry to reception and the child has remained out of cohort for their entire primary attendance are also eligible for admission.

In the first allocation of places, the school will only consider applicants “deemed selective” by the London Borough of Bexley – using arrangements published by them.

At this stage, girls with a statement of special educational needs will be considered only if they reach that standard.

If there are fewer than 224 such applicants, all will be admitted.

Where there are more applicants than places available, after the admission of pupils with Statements of Special Educational Need which name the school, priority for admission will be given to those children who meet the criteria set out below.

### Over-subscription Criteria

- ▶ **Looked after children** - Children in Public Care (Looked after children) or children who were previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. (Looked after children are children who are in the care of the local authority as defined by section 22 of the Children Act 1989. A child is considered to be a looked after child for school admissions purposes only if the local authority confirms he or she will be in public care at the time of admission to school.)
- ▶ **Pupil Premium** - Children attracting Pupil Premium who achieve the qualifying score in rank order of distance from the school.
- ▶ **Guaranteed Grammar School Place** - Girls identified by the London Borough of Bexley as achieving one of the highest scores (top 180) in the selection tests

and who apply for a place at Townley Grammar School

- ▶ **Sibling** – Girls who will have a sibling attending a school within the ‘Odyssey Trust for Education’ at the time of application. For this priority, sibling includes a full brother or sister, adopted brother or sister, or step/half brother or sister living at the same address living at the same address
- ▶ **Staff Children** – Children of members of Odyssey Trust staff in either or both of the following circumstances: 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 the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage. .
- ▶ **Distance** – Distance from school with priority given to pupils living nearest to the school based on the distance from home to school in a straight line. The distance will be measured by the Local Authority’s computerised measuring system from the home address to the student entrance approved by the Governors as the official entrance to the school. Home will be taken as the child’s home address at the time of allocation (National Offers Day) that is the address at which the child lives with the parent or legal guardian who is also the main carer defined as the parent. Distance from home to school will **not be** revised if parents/carers re-locate after National Offers Day. .

### Further Allocations

If places remain available at Townley Grammar School after all girls “deemed selective” by the London Borough of Bexley have been offered places, the Governors will adopt the principles and process of the London Borough of Bexley’s reserve list, and will participate in that process where it is managed by the Admissions Authority.

Under that process, places will be offered to girls in descending order of the aggregate score achieved in the Bexley selection tests. Within each aggregate score priority will be given to girls with a statement of special educational need achieving that score and then according to oversubscription criteria 1 (LAC), 2 (Pupil Premium) 4 (sibling) 5 (staff children), 6 (distance) in that order, using the tie break described above where necessary.

## Waiting List

A waiting list will be kept in the same order as the over-subscription criteria set out above.

## Appeals

Where parents are not offered a place at Townley Grammar School, they will be informed of their statutory right of appeal to an independent School Appeal Panel.

| Name of school                | Townley Grammar School  |
|-------------------------------|---|
| Contact details               | T:020 8304 8311<br>F:020 8298 7421<br><a href="mailto:admin@townleygrammar.org.uk">admin@townleygrammar.org.uk</a><br><a href="http://www.townleygrammar.org.uk">www.townleygrammar.org.uk</a>  |
| Headteacher                   | Mrs Nevita Pandya   |
| Admissions contact            | Mrs G Bradshaw-Smith  |
| Type of school                | Selective girls' grammar with academy status  |
| Age range                     | 11-18   |
| Specialisms                   | Performing & Visual Arts/Mathematics & Computing  |
| School DFE number             | 3034001   |
| Y7 places available Sept 2023 | 224   |
| Preferences for 2022          | 974   |
| Total pupils on roll now      | 1631  |
| Bus route(s)                  | B13, 269, 602   |
| Nearest station               | Bexley or Bexleyheath   |
| Open events                   | Tuesday 18th October – morning session times tbc<br>Tuesday 18th October – afternoon session times tbc<br>Wednesday 19th October – morning session times tbc<br>Thursday 20th October – morning session times tbc Thursday 20st October – afternoon session times tbc |
| Supplementary form required   | Yes   |



## Trinity Church of England School, Belvedere, Part of the Trinitas Academy Trust



Trinitas Academy Trust was formed in 2013 and combines seven schools in the north of Bexley (Trinity CofE Secondary School and Cornerstone Special School, together with Christ Church (Erith) CofE, St Augustine of Canterbury CofE, St Paul's (Slade Green), Jubilee and Northwood Primary Schools). We are a family of schools working together towards outstanding outcomes for all our pupils. Pupils from these Primary Schools are given priority admission to Trinity School

Trinity School aims to:

- ▶ Offer an all-round excellent education for pupils of all abilities and backgrounds by providing a positive working environment in which all children and staff can develop to their full potential
- ▶ Encourage the highest standard of achievement for all
- ▶ Provide a caring and happy community in which our Christian ethos, underpinned by our values, is upheld
- ▶ Provide the highest standard of pastoral care and support to enable individuals to flourish
- ▶ Provide the highest standard of communication with parents and the wider community.

Trinity is a diverse learning community, welcoming pupils from a broad range of backgrounds into its nurturing Christian environment. The School is committed to safeguarding and promoting the welfare of children and young people and all staff and volunteers are expected to share that commitment.

The school is strongly committed to encouraging high academic standards and equal opportunities for all. The broad curriculum provided is engaging, excites pupils and encourages resilience. Over a seven-year programme, pupils, supported by staff, construct the building blocks that allow them to widen their frame of reference, opening their eyes to a panoramic view of the world in which they live. For most subjects pupils are grouped by ability, with support provided for those with additional needs.

The curriculum, coupled with expansive extra-curricular opportunities, enables pupils to succeed in making a valued and sustained contribution to their community, achieving the school spiritual vision where all can flourish.

For further information about the school (including our latest Ofsted and SIAS reports) please refer to our website, [www.trinity.bexley.sch.uk](http://www.trinity.bexley.sch.uk)

### Open Day

Saturday, 8th October, 2022 10am – 2pm

Please arrive in time to be seated in the main hall at either 10.15am or 12 noon to hear a presentation which will be followed by tours of the school.

### Open Mornings

Wednesday 12th and Thursday 13th October 2022 - please arrive promptly by 8.40am. Act of Worship at 8.40am prompt followed by tours, talk at 10am.

To apply for a place at Trinity you must:

- ▶ Complete the Supplementary Information Form provided by Trinity School - forms can be obtained from the school office or website.
- ▶ Return the form to the school by Tuesday, 31st October 2022 – please note we only accept paper copies.
- ▶ Complete and return the Common Application Form provided by your Local Authority by the published deadline, naming Trinity School (not necessarily as first choice).

**Parents whose children attend our feeder schools also need to complete this process.**

### Trinity Church of England School, Belvedere, Admission Policy 2023-24

All parents/carers applying for places for their children at Trinity School are expected to respect the Christian ethos of the school.

Trinity School admits children from the whole range of academic ability; therefore applicants are not required to take or pass any academic test to gain admission.

### Feeder Schools

Trinity School recognises the primary schools in Trinitas Academy Trust as named feeder schools because they are members of the same Multi-Academy Trust.

**Christ Church (Erith) C of E Primary School, Erith, Kent.**

Jubilee Primary School, Thamesmead, London

Northwood Primary School, Erith, Kent

St. Augustine of Canterbury C of E Primary School, Belvedere, Kent.

St Paul's (Slade Green) C of E Primary School, Slade Green, Kent.

## Oversubscription Criteria

The published admission number for Trinity School is 180 in Years 7 – 11. If there are more applications than available places the following oversubscription criteria for admission will be applied in numerical order. The oversubscription criteria have been devised in accordance with the School Admissions Code

**Children with a Statement of Special Educational Needs or an EHC Plan which names the school are given priority before the criteria are applied.**

- ▶ 1. Children in Local Authority Care or Previously in Local Authority Care (defined as children under the age of 18 years for whom the local authority provides accommodation by agreement with their parents/carers (Section 22 of the Children Act 1989) or who ceased to be so because they became subject to an adoption, residence or special guardianship order under Part IV of the Act) or children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- ▶ 2. Children who attend a named feeder school at the time of application. (See Feeder Schools list above)
- ▶ 3. Children of parents / guardians who **regularly** attend a Church of England Church. (See Notes B, C and D. *See also Footnote 1*)
- ▶ 4. Children of members of Trinity school staff in either or both of the following circumstances:
  - a) Where the member of staff has been employed by 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.
- ▶ 5. Children of parents / guardians who **regularly** attend a Church which is a member of Churches Together in England, or the Evangelical Alliance. (See

*Notes B, C and D. See also Footnote 1*)

- ▶ 6. Children of parents / guardians who **regularly** attend their place of worship from another faith. (See Notes B, C and D. *See also Footnote 1*)
- ▶ 7. Children who have siblings in the school at the time of admission. If over-subscription occurs within this category, places will be offered in order of the age of the sibling – youngest first. (*See Note E*)
- ▶ 8. Places still available after the previous criteria have been applied, will be offered to children living nearest to the school measured by a straight line from the school gate, which has been approved by the governors, to the child's home address. Distance will be measured using Ordnance Survey address point data as supplied by the Local Authority. In the event of a tie, lots will be drawn. (*See Note F*)

## Notes

- ▶ A: Where a distinction has to be made within the above categories, then the following criteria will be used to determine priority within each category:
  - a. Children who have siblings in the main school at the time of admission for subscription criteria 1 and 2. If over-subscription occurs within this category, places will be offered in order of the age of the sibling – youngest first
  - b. Those living nearest to the school measured by a straight line from the school gate, which has been approved by the governors, to the child's home address.
- ▶ B: Regular attendance is defined as attending worship at least twice a month, over a minimum of twelve months. (*Please see also Footnote 1*).
- ▶ C: It is the parent/guardian's responsibility to ensure that they make their regular attendance known to the church clergy (or church leader/religious leaders) in order to support their declaration. Church clergy (or church leader/religious leader) will advise of ways to do this. Evidence will be required on the Supplementary Information Form completed by the parents / guardians and the church clergy (or church leader/religious leader). It must be completed and returned to the school by the published closing date. (*Please see also Footnote 1*)
- ▶ D: If the family has moved to the area or has moved to a different Church within the previous year, the applicant should provide clergy references for all churches attended during the previous year by completing the appropriate section of the

**Supplementary Information Form.** (Please see also Footnote 1).

- ▶ E: For the purpose of this criterion, a 'sibling' is a child who lives at the same address as the child for whom a place is being requested, and is one of the following:
- The brother or sister
  - The half-brother or half-sister
  - The step-brother or step-sister (i.e. related by parent's marriage)
  - Any other child for whom it can be demonstrated that he/she is residing permanently at the same address (e.g. under the terms of a residence order or Foster-care plan).
- ▶ F: The home address must be the address at which the child lives with the parent or registered guardian, who is the main carer. Where there are shared responsibilities for the child, and as a consequence the child lives at two different addresses during the week, the home address will be regarded as the one at which the child sleeps for the majority of weekdays.

After offers of places have been made, a waiting list is drawn up according to our oversubscription criteria, in accordance with the DfE School Admissions Code - September 2021.

**In year admissions**

Applications for in year admissions will be considered by the Governing Body having regard to the Admissions Policy stated above and according to whether places are available in the appropriate year group. If a place cannot be offered at this time, then you may ask us for the reasons and you will be informed of your right of appeal. You will be offered the opportunity of being placed on a waiting list as outlined above.

**Appeals**

Parents / guardians have the right to appeal if their child is not offered a place at the school. They should do so in writing to the Clerk to the Governors at the School, within 14 days of hearing that their child has not been allocated a place. An independent appeals panel will then be convened to hear the appeal.

**Footnote 1.** In the event that during the period specified for attendance at worship the church [or, in relation to those of other faiths, relevant place of worship] has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church [or in relation to those of other faiths, relevant place of worship] or alternative premises have been available for public worship.

|                               |  |
|-------------------------------|--|
| <b>Name of school</b>         | <b>Trinity Church of England School, Belvedere</b>   |
| Contact details               | 01322 441371<br><a href="mailto:reception@trinity.bexley.sch.uk">reception@trinity.bexley.sch.uk</a><br><a href="http://www.trinity.bexley.sch.uk">www.trinity.bexley.sch.uk</a>   |
| Headteacher                   | Mr Simon Godden  |
| Type of school                | Non-selective Church of England Academy, part of the Trinitas Academy Trust  |
| Age range                     | 11-18  |
| School DfE number             | 303/4603   |
| Y7 places available Sept 2023 | 180  |
| Preferences for 2022          | 583  |
| Total pupils on roll now      | 1086   |
| Bus route(s)                  | 99, 229  |
| Nearest station               | Erith, Belvedere   |
| Open events                   | Open Day<br>Saturday 8th October 2022 10am – 2pm Talks at 10.15am and 12noon<br><br>Open Mornings<br>Wednesday 12th & Thursday 13th October 2022 8.40-10.45 – Act of Worship at 8.40am prompt followed by tours, talk at 10am. |
| Supplementary form required   | Yes  |

## Welling School



Welling School is an all ability, co-educational 11-18 school, located in the London borough of Bexley. As well as serving our local community we welcome students from a diverse range of backgrounds and areas. Each of them bringing their own part to make up the Welling School Community. We are proud to be part of The Kemnal Academies Trust (TKAT) which is one of the largest Multi Academy Trusts in South East England with over 40 Primary and Secondary Academies in the TKAT family. As well as ensuring our students are knowledgeable and confident at Welling our shared values are to be:

We are extremely proud to be an all ability school, at the heart of the Welling community. We strive for the very highest standards for all our students and take our place in their lives very seriously. We believe in doing whatever it takes to help them achieve their ultimate and personal success.

From the moment they start at Welling School students study a full range of subjects; all of which are designed to offer them new and exciting opportunities. We understand the importance of learning how to learn and make sure time is spent helping students understand how they learn best and developing ways to help them maximise their potential and increase their knowledge and skills.

Our vision is simple – to ensure that all of our students achieve beyond our expectations and thrive as confident learners with the highest aspirations, ready for a bright and successful future and ready for the world in which they will work and live. We are relentless in our pursuit of the very best for all our students. We understand challenges but do not accept them as limitations.

### Admission arrangements for September 2023

Arrangements for applications for places in Year 7 at Welling School will be made in accordance with Bexley's co-ordinated admission arrangements; parents resident in Bexley can apply online here; parents resident in other areas must apply through their home local authority. Welling School will use Bexley's timetable published online for these applications and Bexley will make the offers of places as required by the School Admissions Code.

### Published Admission Number (PAN)

The PAN for Year 7 is 300. If there are fewer applicants than places available all applicants will be admitted.

### Special Educational Needs

Any child with an Education, Health and Care Plan that names the academy will be admitted.

### Oversubscription Criteria

If there are more applications than places available we will apply the oversubscription criteria listed below:

- ▶ 1. Looked after children and previously looked after children. 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. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Previously looked after children also includes those who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- ▶ 2. Siblings in school at the time of proposed entry, other than where the older sibling started at the school in the 6th Form. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address.
- ▶ 3. Distance. Priority will be given to those children living nearest to the school from the child's home address at the time of place allocation. Distance to the school is measured by straight-line distance, using the Local Authority's computerised measuring system.

Where a child lives normally during the school week with more than one parent at different addresses, the permanent home address for the purposes of school admissions will be the one closest to the school entrance on Elsa Road.

Distance to the school as measured by the radial or straight line distance, using the Local Authority's computerised measuring system, with those living

closer to the school receiving the higher priority. In event of a tie the tie break will be actioned.

## Tie-break

If the distance criterion is not sufficient to distinguish between two or more applicants for the last remaining place then random allocation will be used. This process will be supervised by somebody independent of the school.

## Multiple Births

In the case of twins or other multiple births, where there is only one place available in the school, both will be considered together as one application. The school will be allowed to go above its admission number for this purpose.

## Fraudulent or Misleading Applications

As an admission authority we have the right to investigate any concerns we may have about your application and to withdraw the offer of a place if we consider there is evidence that you have made a fraudulent claim or provided misleading information, for example a false address was given which denied a place to a child with a stronger claim. We reserve the right to check any address and other information provided so we can apply the oversubscription criteria accurately and fairly.

## Fair Access Protocol

Local Authorities are required to have Fair Access Protocols in order to make sure that unplaced, vulnerable children are offered a place at a suitable school as quickly as possible. The school will comply with Bexley's Fair Access Protocol. This may mean admitting children above the PAN.

## 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 the child is gifted and talented or has experienced problems such as ill health. It is important for parents to note that they will have responsibility for providing evidence to support their request.

If parents wish for their child to be considered for admission to a year group which is outside their normal age group, then they must:

- a. Complete the LA common application form or the in-year admission form, as appropriate
- b. Attach a letter outlining reasons for the request and all supporting letters and/or documentary evidence in support of the application.

Welling School will make decisions on the basis of the circumstances of each case and in the best interests of the child concerned.

This will include taking account of:

- the parent's views;
- any available information about the child's academic, social and emotional development;
- where relevant, their medical history and the views of a medical professional;
- whether they have previously been educated out of their normal age group;
- any evidence that the child may naturally have fallen into a lower age group if it were not for being born prematurely;
- the views of the head teacher.

## Falsifying information

Falsifying information to gain / keep a place at Welling School will lead to the withdrawal of the offer of a place and any further siblings will not be considered.

## Managed moves

Welling School follows the New Horizons Federation protocol for managed moves. Should a child at the end of the managed move timeframe be accepted at Welling School, the child will take precedence over any child already on a waiting list and this includes admitting children over the published admission number. Should a child not have a successful managed move, in line with the protocol, the school would not expect an admissions application by the parents / carers.

## Operation of waiting lists and Continued Interest List

All in year admissions and waiting lists will be co-ordinated by Welling School.

Where applications exceed places, a waiting list will be maintained until 31 December in that year's admission, in accordance with the admission criteria. After that date, a new Year 7 list will be created and held from 1 January to 31 July, containing the names of students

whose parents have expressed, in writing, a continued interest in a place at Welling School.

Similarly, Continued Interest Lists will be created and held from 1 September to 31 July each year for Year 8-13 inclusive.

Continued Interest Lists will be ordered in line with the oversubscription criteria and, therefore, positions on those lists are subject to change in the event of new applications.

### Fair Access Protocol (FAP)

Welling School is required to participate in the Fair Access Protocol. The school can be directed to admit a student and this could mean such a child is admitted ahead of the waiting list or even if the year group is full.

### Children of UK service personnel

Governors will abide by the Admissions Code December 2014 for children of UK service personnel.

Admissions Code February 2012 - previously looked after children who were looked after but ceased to be so because they were adopted (or become subject to a Residence Order or Special Guardian Order).

Admissions code December 2014 - Looked After Children. Children who are in the care of local authorities as defined by Section 22 of the Children Act 1989. In relation to school admissions legislation a 'looked after child' is a child in public care at the time of application to a school.

| Name of school                | Welling School  |
|-------------------------------|---|
| Contact details               | T:020 8304 8531<br>F:020 8301 6414<br><a href="mailto:enquiries@wellingschool-tkat.org">enquiries@wellingschool-tkat.org</a><br><a href="http://www.wellingschool-tkat.org/">http://www.wellingschool-tkat.org/</a> |
| Headteacher                   | Mr Daniel Hatley  |
| Admissions contact            | Mrs Tracey Burvill  |
| Type of school                | Academy converter, Non-selective  |
| Age range                     | 11 to 18  |
| Specialisms                   | Specialist Arts School  |
| School DFE number             | 303/4021  |
| Y7 places available Sept 2023 | 300   |
| Preferences for 2022          | 536   |
| Total pupils on roll now      | 1545  |
| Bus route(s)                  | B15, 96, 422  |
| Nearest station               | Welling   |
| Open events                   | Open Evening<br>6 October 2022 (6pm-8pm)<br><br>Open Mornings<br>10, 11, 12 October 2022 (9am - 10am) .   |
| Supplementary form required   | No  |

# Schools outside Bexley

Each year a number of Bexley parents apply for their children to attend secondary schools outside the Borough. Applications by Bexley residents for out-borough schools must be included as one of the six preferences on the online application and submitted to London Borough of Bexley.

Please note that travel assistance is available to a pupil attending an out-borough school only in exceptional circumstances.

For guidance and further information on travel assistance, please contact the:

## **School Admissions Team,**

London Borough of Bexley,  
Civic Offices,  
2 Watling Street,  
Bexleyheath,  
Kent, DA6 7AT.

Telephone: 020 8303 7777

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

[www.bexley.gov.uk/admissions](http://www.bexley.gov.uk/admissions)

Each Authority will produce a booklet similar to this one with details of their schools' open days and admission criteria.

The neighbouring Authorities to Bexley are:

## **London Borough of Bromley**

Education, Care & Health Services  
Civic Centre  
Stockwell Close  
Bromley BR1 3UH

[school.admissions@bromley.gov.uk](mailto:school.admissions@bromley.gov.uk)

Tel 020 8313 4044

## **Royal Borough of Greenwich**

Admissions Service  
The Woolwich Centre  
35 Wellington Street  
London SE18 6HQ

[school-admissions@royalgreenwich.gov.uk](mailto:school-admissions@royalgreenwich.gov.uk)

Tel 020 8921 8043

## **Kent County Council**

Sessions House  
County Hall  
Maidstone  
Kent ME14 1XQ

[kentonlineadmissions@kent.gov.uk](mailto:kentonlineadmissions@kent.gov.uk)

Tel 03000 41 21 21

## **London Borough of Lewisham**

Admissions and Appeals Team  
Laurence House, Catford SE6 4RU

[secondaryadmissions@lewisham.gov.uk](mailto:secondaryadmissions@lewisham.gov.uk)

Tel 020 8314 8282

# Part 3

## General information



# Admission to secondary school after the start of Year 7

Applications for a secondary school place after the beginning of Year 7 should be made on an in year application form. You can apply either to the School Admissions Team if you live in Bexley, or direct to the schools that you are interested in. If you apply to the School Admissions Team, we will pass details on to the schools listed. The school will make a decision on whether a place can be offered and let you know the outcome. If a place is refused, you can ask for your child to be placed on the waiting list and you have the right to appeal against the decision.

Applications for places at grammar schools where the child has not already been deemed selective will be dealt as an in year application. Arrangements for testing will only be made on receipt of a completed in year application form submitted either to the Council or to the school. If a child is deemed selective after an in year test, it does not guarantee the offer of a place at a grammar school. Any vacancies will be offered in accordance with the school's oversubscription criteria.

Every effort will be made to meet your preferences. However, it will not always be possible to place your child in one of the schools you would prefer. If you live in Bexley, the School Admissions Team will ensure that your child is offered a school place if he or she is not on the roll of any school or is not being educated at home.

The London Borough of Bexley prides itself in the work it undertakes to plan for and commission school places. That said, like the rest of London, it is coming under increasing and unprecedented pressure. In the case of applications for Year 7 places received by the published closing date, offers of first or second choices remain amongst the highest in London. For applications received at any other time in the academic year including all other year groups, options are far more restricted. Therefore, before you consider applying please be aware of these limitations. Further advice on this can be obtained from [schooladmissions@bexley.gov.uk](mailto:schooladmissions@bexley.gov.uk).

## Transfer between Bexley secondary schools

Occasionally parents ask for their child to transfer from one school to another. Parents are expected to consult the head teacher of their child's current school, before

the request to transfer is made, to establish whether a change of school is in the child's best interests. If, after full consultation with the child's head teacher, you wish to apply to move schools, you should ask the head teacher to arrange a managed move. If that is not agreed, an in year application can be made either to the School Admissions Team or to your preferred school.

Decisions on in year admission to Academies will be taken by the governors.

## Fair Access Protocol

Pupils who have been permanently excluded, or who are having difficulties finding a school place for the reasons specified in the School Admissions Code 2021, may be considered under the Fair Access Protocol agreed by Head Teachers and operated in partnership with the Local Authority. A panel of secondary school head teachers considers applications for places made under the protocol and seeks to facilitate an appropriate placement. Parents should apply as described above for a school place; the London Borough of Bexley will determine whether the Fair Access Protocol applies and will inform parents as necessary.

## Entry into 6th form

Further information on school sixth forms and other post-16 learning opportunities in and beyond Bexley will be provided to students at the start of Year 11 at secondary schools. It will also be posted on London Borough of Bexley's web site

[www.bexley.gov.uk/admissions](http://www.bexley.gov.uk/admissions)

## Home to school transport

For most children, transport needs will be met by the provision of free travel by Transport for London (TfL). Children who travel by bus will need to obtain the appropriate Oyster photocard in place at the time. It will be the parent/carers' and child's responsibility to meet the requirements set by TfL for retaining their Oyster photocard.

The parent/carer of any children whose transport needs fall within the criteria set out within The London Borough of Bexley's Travel Assistance Policy, but which

are not met by the TfL scheme should write to the Schools Admissions Team setting out why they believe that they need additional support. The transport needs of children with Statements or Education Health and Care Plans will be considered as part of the child's annual review.

### Home to school travel assistance and Special Educational Needs (SEN) for children aged between 5 and 16

The majority of children with an EHC Plan will not need or receive specialised travel assistance from the Council, and the completion of an EHC Plan does not confer an automatic entitlement to the provision of travel assistance by the Council. Please see Bexley's Travel Assistance Policies, available online at <http://www.bexleylocaloffer.uk/Services/3109>

Bexley parents/carers, can contact the Travel Assistance Commissioning Team on [tact@bexley.gov.uk](mailto:tact@bexley.gov.uk) tel: 020 3045 4321 for guidance or complete an online application form via the Bexley Local Offer website at <http://www.bexleylocaloffer.uk/Services/3109>

All referrals are assessed for eligibility and most appropriate form of transport provision against Bexley's Home to School Travel Assistance Policy.

The London Borough of Bexley requires good standards of behaviour on all transport to and from school and reserves the right to withdraw transport where a child places himself or herself, other passengers or transport staff, at risk in terms of health, wellbeing or safety.

### Travel Training

Travel training is designed to help young people get more from life by giving them the confidence to travel independently. Being able to access public transport helps people to make their own choices about how they live and what they want to achieve.

If you would like more information about home to school travel training, please contact the Travel Assistance Commissioning Team on [tact@bexley.gov.uk](mailto:tact@bexley.gov.uk) or tel: 020 3045 4321

### School Meals

Midday meals are provided at all schools in Bexley for pupils who wish to have them. Arrangements are also made for pupils who bring their own food to eat at lunchtime.

Children in Reception, Year 1 and Year 2 are provided

with a free meal by the school. Your school still needs to know if your child would have been entitled to free meals, as it can claim valuable extra funding.

Please complete a free school meal application form and return it to your school if you receive any of the benefits below. Even if you don't want your child to receive a free meal, it is still important to complete the application form so that the school can get extra Government funding towards things like learning support and after school activities.

Children in Year 3 and above are eligible for free school meals if their parents receive one of the benefits listed below. We would encourage you to apply for free school meals if you think you may qualify.

Parents do not have to pay for school lunches if they receive any of the following:

- ▶ Income Support
- ▶ Income-based Job Seeker's Allowance
- ▶ Income-related Employment and Support Allowance
- ▶ Support under Part VI of the Immigration and Asylum Act 1999
- ▶ The Guarantee element of State Pension Credit
- ▶ Child Tax Credit, provided they are not entitled to Working Tax Credit and have an annual income (as assessed by HM Revenue & Customs) that does not exceed £16,190
- ▶ Working Tax Credit 'run-on' - the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit

Children who receive any of the qualifying benefits listed above in their own right are also eligible to receive free school meals.

The application form for free school meals is available from [www.bexley.gov.uk/freeschoolmeals](http://www.bexley.gov.uk/freeschoolmeals). You do not have to provide evidence of your income to support your claim, as the Council will check all details through the Department for Education's Free School Meals Eligibility Checking System.

Claims will normally be processed within 10 working days of the form being received, although it may take longer during busy periods at the start of the school year.

You must inform the Council immediately if you change address, stop receiving any of the qualifying support payment/benefits or about any other circumstance

that might affect entitlement to free school lunches. If you do not, you may be liable to repay the cost of any lunches taken by your children.

Some schools (currently: Barrington Primary School, Bedonwell Infant School, Bedonwell Junior School, Belvedere Infant School, Belvedere Junior School, Burnt Oak Junior School, Chatsworth Infant School, Chislehurst and Sidcup Grammar School, Christ Church, Erith, CE Primary School, Cleeve Park School, East Wickham Primary Academy, Haberdashers Academy, Harris Academy Falconwood, Harris Garrard Academy, Hurst Primary School, Jubilee Primary School, King Henry School, Northumberland Heath Primary School, Northwood Primary School, Peareswood Primary School, Royal Park Primary School, Sherwood Park Primary School, St Augustine of Canterbury CE Primary School, St Catherine's Catholic School, St Columba's Catholic Boys School, St Paul's (Slade Green) Primary School, Townley Grammar School, Trinity School, Belvedere and Willow Bank Primary School) administer their own free school meals and applications should be made direct to the school.

### Entry for public examinations

The information booklet published for each school sets out how courses leading to public examinations are organised and the options available to pupils. The school will normally meet the cost of all entries for public examinations. Before a pupil is entered for any particular examination, the school must be satisfied that the candidate has undertaken and completed the appropriate course of study, intends to present him/herself for the examination and, in the opinion of the Head Teacher, has a reasonable chance of success.

Parents whose child, without good reason, absents him/herself from an examination for which he/she has been entered will be expected to repay the amount of the examination fee.

Precise details for each school will be printed in the school's information booklet

### Special educational provision

Appropriate provision will be made for all children with Education, Health and Care Plans.

If you have an enquiry concerning Special Educational Needs that is not covered in this booklet, you should contact the Statutory Assessment Team, Education and Social Care, London Borough of Bexley, Civic

Offices, 2 Watling Street, Bexleyheath, Kent, DA6 7AT. Telephone 020 3045 4451, or email [specialneeds.els@bexley.gov.uk](mailto:specialneeds.els@bexley.gov.uk)

### General enquiries and information

For any general enquiries about London Borough of Bexley and its services, you can telephone 020 8303 7777 or email [customer.services@bexley.gov.uk](mailto:customer.services@bexley.gov.uk). The Contact Centre is located at the Civic Offices at 2 Watling Street, Bexleyheath DA6 7AT. The Council's website [www.bexley.gov.uk](http://www.bexley.gov.uk) gives details of Council departments and services.

### Data Protection Act 1998

Any information parents provide when applying for a school place will be entered on a computerised data base. As such the information is protected by the Data Protection Act 1998 which ensures the information can be used only for defined purposes and can be passed only to specific people

#### The defined purposes are:

- ▶ administering the admissions process as set out in
- ▶ this information booklet
- ▶ preventing any fraud/criminal offence or to ensure
- ▶ the safety of any child
- ▶ The people who may receive the information are:
  - the current school (if any)
  - the schools which parents have included amongst their preferences
  - other admission authorities in the borough for
  - the purpose of securing a school place
  - other Local Authorities so as to ensure that parents have provided consistent information and do not hold on to more than one offer of a place
  - an organisation legitimately investigating allegations of fraud, criminal offences or child protection.
  - a government department in order to comply with statutory requirements

## Notes

## Notes





If you would like the information in this document in a different format, please call 020 8303 7777 and ask for Communications/Graphics. The reference to quote is: 551695/9.20