

Children's Services

TRANSFER TO SECONDARY SCHOOLS 2015



Online admissions:

www.redbridge.gov.uk/eAdmissions

Children's Services 2015/2016

If you have difficulty in understanding this information in English, we can help you via the One Stop Shop in Lynton House, 255-259 High Road, Ilford, Essex IG1 1NN. This office is open during the week from 8.45am to 4.30pm except on Wednesdays when it opens at 9.30am, or you may telephone the Secondary Admissions Team on 020 8708 3562/3140. Our telephone opening times to the public are from 8:30am to 5.00pm on Mondays, Wednesdays and Fridays. We are open to calls from 2.00pm to 5.00pm on Tuesdays and Thursdays.

Bengali

[illegible]

Guiarati

[illegible]

Punjabi

[illegible]

Somali

Haddii aad dhibaato kala kulantid fahamka warbixinta ku jirta buuggan ku qoran afka Ingiriisiga, waan ku caawin karnaa. Waxaad caawimo ka heli kartaa xafiiska Kawnsalka, One Stop Shop oo ku yaal Lynton House, 255-259 High Road, Ilford, Essex IG1 1NN, oo furan maalin kasta oo kuwa shaqada ah, 8.45am ilaa 4.30pm, aan ka ahayn Arabcada oo la furu 9.30am ama adiga oo soo waca Qaybta Aqbaldaadda ivo Aabalmarinta 020 8708 3139 ama 3140.

Turkish

Bu broşuredeki bilgilerin ayrıntılarına güçlük çekiyorsanız size yardımcı olabiliriz. Bakiyemizden Lynnton Kurusu: 255-259 High Road, Wroth, Essex IG1 1HN adresindeki One Stop Shop'da burada yaşadığınız sorun için Türkiye ile iletişime geçebilirsiniz. One Stop Shop, Çarşı'da günün her bir, hafta içinde her gün saat saat 8.45'ten saat 16.30'a kadar (çikolâ Çarşı'da günleri de aynı saatler 9.30'dan) Açıkta. 020 8785 3147 / 3129 veya 1140 numaraları ile iletişime geçerseniz Kayıtlı-Kabul, Halk Kazanma ve İddâ Ekibimiz (Admissions and Awards Team) size yardımcı olabilir.

French

Si vous avez des difficultés à comprendre l'information contenue dans ce livret en anglais, nous pouvons vous aider. Vous pouvez trouver de l'aide au One Stop Shop situé à Lynton House, 255-259 High Road, Ilford, Essex IG1 1NN ; ce bureau est ouvert en semaine de 8h45 à 16h30 sauf le mercredi où l'heure d'ouverture est à 9h30. Vous pouvez également téléphoner au « Admission and Awards Team » (le service chargé des admissions) au 020 8708 3139 ou 3140.

Hindi

For more information, contact the following: **255-253 High Road, Room 155, Essex, NJ 07021** or **255-253 High Road, Room 155, Essex, NJ 07021**. For more information, contact the following: **255-253 High Road, Room 155, Essex, NJ 07021**.

Russian

Если вы не уверены, что поняли это по-английски, обратитесь в нашу службу One Stop Shop по адресу: Lynton House, 255-259 High Road, Ilford, Essex IG1 1NN. По будням офис работает с 8:45 до 16:30 (в среду открывается с 9:30). За помощью можно обратиться и по телефону 020 8708 3147/3127 в службу Admissions and Awards Team.

Tamil

[illegible]

Urdu

تفصیلات کے لیے براہ کرم ایف ایم ایم کے ایجنٹوں سے رابطہ کریں۔
 ایف ایم ایم کے ایجنٹوں کے لیے: 0208 708 3147 / 0208 3140 3140
 ایف ایم ایم کے ایجنٹوں کے لیے: 0208 708 3147 / 0208 3140 3140

Yoruba

*Tug barin goro, at my slave office it was him we passed by in the past and
gained his name (we) it is his name, just in the past. One Shop is a
small shop house 255-256 High Road, just Fossil Hut KM. When man
is he the good one at the end of the night, he is a man and a woman
and he is a man. One man is a man and he is a man. One man is a man
and he is a man.

7. <http://www.sagepub.com/journalsPermissions.nav> 0260-0826(200803)12: 0129;1-0

This booklet is published in accordance with the requirements of the School Standards and Framework Act 1998 as subsequently amended.

The Children's Service is registered under the Data Protection Act 1998.

Please note that admission authorities can change admission policies, if necessary, subject to consultation.

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Children's Services

Pat Reynolds

Director

Admissions & Awards

Lynton House, 255-259 High Road,
Ilford, Essex, IG1 1NN

Please ask for: Secondary Admissions
Direct Lines: 020 8708 3562 / 3055
admissionsandawards@redbridge.gov.uk

Date: September 2014

Dear Parents/Carers

Re: Transfer to Secondary School 2015

This transfer booklet explains the procedure for Redbridge parents to apply for their child's transfer from primary to secondary school, whether those schools are in Redbridge or another Local Authority. Please make time to visit the schools on their open evenings if you are interested in particular schools for your child, see **pages 63 and 64**.

You can apply online for a secondary school place using our online facility, 'eAdmissions'. The website is easy to follow and enables you to link to other sites which are helpful to the admissions process. One of the advantages of applying online is that you will be among the first to know the outcome of your application during the evening of 2 March 2015.

Redbridge is offering the London 'eAdmissions' service between 1 September and 31 October 2014. To begin the process, from 1 September 2014 visit the Redbridge i website, www.redbridge.gov.uk/eAdmissions. Once you have registered with a login name and password, you can start your application and go back to amend or check it as many times as necessary before you finally submit your application.

The deadline is **Friday 31 October 2014**.

If you do not live in Redbridge, you must apply to your own Authority. Useful contact numbers can be found at the back of this booklet.

May I take this opportunity to wish your child every success in his or her future secondary school.

Yours sincerely,



Pat Reynolds
Director of Children's Services

www.redbridge.gov.uk

Secondary transfer process 2015

Step 1 – page 4

Understand the process

(what you need to do to apply for schools)



Step 2 – page 7

Find out more about the schools that interest you and your child



Step 3 – page 7

Facts to consider when deciding which school to apply for (whether in Redbridge or another borough). Admissions criteria information



Step 4 – page 17

Completing your Application (known as the Common Application Form) points to consider



Step 5 – page 19

Submit your application by 31 October 2014 deadline

The eAdmissions website will close at 11:59pm on Friday 31 October 2014



Step 6 – page 19

Result of your application

(being offered a school place)

Offers will be emailed to you by your borough on **2 March 2015**

(If you apply on paper you will be sent a letter with notification of a conditional offer and told to await a formal letter during the evening of 2 March 2015)

Apply online via:



www.redbridge.gov.uk/eAdmissions

Step 1: Understanding the process

If your child is transferring from primary to secondary school in September 2015, between 1 September 2014 and 31 October 2014 you can apply **online** for the schools you want.

Here are just a few benefits of submitting an online application:

- It's quick and easy to do.
- It's safe to use.
- There is no risk that your application will get lost in the post.
- You will be told if any of your schools also need a Supplementary Information Form (SIF).
- You will get an email confirmation that your application has been submitted.
- The system helps you by checking for errors.
- You can get links to education and school websites to help you decide which schools to request.
- You can change the details on your application up until the closing date. Please submit your application by 11:59pm on Friday 31 October.
- For Redbridge residents applying online, an email will be sent to you during the evening of 2 March 2015 with the outcome of your online application. If it is possible to offer a place, this will be a conditional offer subject to the criteria being met, such as proof of residence



For Redbridge residents to try it out, just go to www.redbridge.gov.uk/eAdmissions

If more than one application is received by 31 October 2014, the latest one will be used, even if the preferences are different.

Checklist (keep photocopies where possible):

Application submitted online via eAdmissions	
Online user name:	
Online password:	
Email address used:	
Unique eAdmissions ref.	
Have you sent any SIF to the correct address?	
Have you attached the required documents to any SIF?	
Have you written your child's name and date of birth or unique reference number on documents?	
Have you taken photocopies of any forms you have sent in?	
Have you uploaded three proofs of residence?	

If you cannot apply online please contact the Secondary Admissions Team for advice.

To complete a Redbridge application you **must** live in the London Borough of Redbridge.



If you do not live in the London Borough of Redbridge you must complete your own Council's application. This is very important.

You are asked to name up to six schools in order of preference. List the school you **really want** as your first preference then add your second preference and so on. Your schools will be considered equally, please see **page 16** for examples of applications made. You do not have to list six schools and you do not have to name your catchment area school, although this is strongly advised. Remember that many parents/carers will ask for the same schools so not everyone will be offered a place at their first ranked school. It is very important that you make sensible choices. See also **page 65** to see last year's allocation statistics.

Naming your catchment school as one of your on time preferences may provide a place for your child close to home. If you do not list your catchment school there is no guarantee that you will get this school if none of your higher preferences can be offered as there is no automatic entry to catchment schools. Naming a school more than once does not give you extra priority and could mean you miss an opportunity to be offered a particular school if you have no more space to list alternative schools.

Include on the application any additional details that you feel may help your application, for example, the name and date of birth of the youngest sibling currently attending the secondary school (they must not be older than Year 10 now) and siblings must reside at the same address, reasons for applying for a particular school, and so on.

Documentary evidence must be submitted by 31 October 2014 to the Secondary Admissions Team if your child has a serious medical or psychological condition that you would like to be taken into consideration for a particular school. You will not be asked to provide this if you do not send it in and your application will not be considered in this category.

Any extra documents should be sent to the Secondary Admissions Team marked with your child's name, date of birth and admissions reference. Please keep documents stapled together wherever possible and remember to keep a copy for your records.

Please remember that you must provide evidence of residence with your application. See **page 9** for acceptable documents.

If a Supplementary Information Form (SIF) is required to prove faith etc, your application may be given a low priority if you do not submit it. For schools not in Redbridge, you should check with that school or borough to find out if a SIF is also required.

Make sure you apply by the on time deadline, this is very important. You are strongly advised to submit your application online so that it is received by Friday 24 October 2014 - the Friday before the half term holiday - so we can ensure that it is checked by the final deadline. Applications received by Friday 31 October 2014 will be accepted, but the online process will be very busy on the last day.

Please do not telephone the Secondary Admissions Team to check receipt of any additional documents at this very busy time. If you would like us to acknowledge receipt, include a small envelope at the same time as your documents, on which you have written your home address and added the correct postage stamp: this will be returned to you.

Your local authority/borough or council will pass basic details of your application to the co-ordinating authority (the school's local authority) of each school to which you apply.

The admission authority (either the school itself or its local authority) of each school will then be sent your child's details and will determine whether a place can be offered using their published admission criteria and the information provided on your SIF. Potential offers will then be exchanged with the relevant authorities and, if your child meets the admission criteria for one or more of the schools you have applied to, your local authority will offer you a place at the school you listed highest on your application and send you the outcome of your child's application on 2 March 2015. If you applied online you will be emailed with the outcome of your child's application during the evening of 2 March 2015. If it is possible to offer a place, this will be conditional on meeting the criteria such as proofs of residence.

Once the deadline has passed you cannot change your preferences until after 2 March 2015 unless you have very good reason for doing so, for example if you move address. If you have moved you must tell your previous **and** your new local authority of your change of address. If you wish to change your preferences or schools from this date, you will need to submit a new application showing all these changes and the new order ranking (i.e. your new first, second and third preferences etc); however you should understand that any changes after 31 October 2014 would be considered as a **late** application for the school(s) and this may affect the outcome.

Please remember that your child will not be considered for the waiting lists of any lower ranked schools if a higher preference school is offered to you **at any stage**.

If you want your child to stay on waiting lists of lower ranked schools, you must submit a new application moving these schools to higher preferences than the school offered and show the new order ranking. However, for the higher ranked schools, your child would remain on the waiting lists in criteria/distance order. If you no longer want one of these schools, you must let us know.

Your preference order or ranking of schools given on your application will not be revealed to any school, in accordance with the School Admissions Code 2012.

If you are unhappy with the school offered you may wish to appeal, if so you would need to tell us this after 2 March 2015 and before 16 March 2015 so that your appeal is recorded.

The appeal forms and guidance are available at www.redbridge.gov.uk. They should be completed and returned by **1 April 2015**. However, if you wish to appeal for a school which is its own admission authority (whether or not it is in Redbridge) you would need to contact the school(s) direct by the above deadlines. If the school is not in Redbridge please telephone that school's local authority for advice.

Listed below is a brief timetable that summarises what will happen once your application is received:

24 October 2014 Recommended date to apply and for SIFs to be returned to schools, where possible, to allow for checking, because of the half term holiday when schools will be closed.

31 October 2014 This is the **final** deadline for applications. This is a national deadline for all local Authorities, for applications to be considered as on time.

After this deadline there will be minimal communication with parents about their application until notification of the outcome on 2 March 2015.

14 November 2014 Application data exchanged between appropriate Local Authorities for consideration against their criteria.

12 December 2014 Deadline for any applications received after 31 October 2014 up to and including 12 December 2014 where families have moved into Redbridge from another borough: accepted as on time only if an on time application has been made to the previous LA and therefore the school preference already exists within the data exchange (Pan-London) system.

On time criteria apply in this case. However for families moving within Redbridge, late criteria apply.

Late applications will not be considered until after those on time applications have been dealt with.

See **page 11** for information on late applications for the grammar schools.

15 December 2014 All applications received on or after this date will be deemed to be late. Late criteria apply. See **page 8** which explains the Redbridge Admissions Criteria for community schools.

Exceptional circumstances presented with evidence regarding lateness will be considered, but will not usually include moving into the Borough.

3-24 February 2015 Data exchange process between Local Authorities to consider all preferences against criteria so single offer can be made.

2 March 2015 Letters will be posted first class on this date to Redbridge parents/carers who applied on paper and who could not be offered their preferred school. Online applicants will be sent an email with the outcome during the evening of 2 March 2015.

16 March 2015 Deadline to accept place offered

1 April 2015 Deadline for lodging appeals - appeal forms and guidance are available at www.redbridge.gov.uk.

2 March to 31 August 2015 Authorities continue to exchange and co-ordinate information to ensure that places which become available are allocated appropriately. Applications will continue to be forwarded to relevant boroughs for consideration against criteria.

Appeals will be heard from May/June/July 2015 depending on timetable and numbers of appeals lodged.

Step 2: Find out more about the schools that interest you

Your child's views are very important because he or she will be going to the school probably for the next seven years.

You may already have strong views on the schools you want. Going to the open evenings for these schools is important if you are interested in applying. The Headteacher will speak to prospective parents/carers once or twice that evening; there may be school tours and a chance for you to talk to current students or teachers; pick up the school prospectus which gives full information about the school as well as school times, uniform, achievements, test results and so on. See **page 63-64** for our school open evenings. Some schools offer open sessions on particular days so that you can see the school at work but you will need to telephone the school for an appointment.

Talk to your child's primary school Headteacher, he or she can give you general advice and tell you about the schools to which pupils generally transfer, although this depends upon your home address.

Consider your child's particular interests, abilities and views on the schools visited. Consider all the schools your child could attend, to use your six preferences.

This booklet contains information about Redbridge schools including catchment information and subjects taught. If you are interested in schools outside of Redbridge, please check the website for those boroughs for open evening dates, information on their schools, whether a SIF is required and so on – contact details on **page 97**.

Websites hold a huge amount of information on different authorities, schools, Ofsted Inspection Reports (www.ofsted.gov.uk/reports), performance /league tables (www.gov.uk/), government level information and education/news organisations etc.

Transport arrangements may play a very important part in getting your child to school every day within a reasonable time. Transport for London (www.tfl.gov.uk/) has a very useful website showing a journey planner as well as travel routes and times. Free and discounted travel is available for under-18s. An Oyster photocard may be required and a small administration fee may be charged.

To apply for a Zip/Oyster photocard please telephone 0343 222 1234 or visit the Oyster website (www.oyster.tfl.gov.uk). All under-16s can travel free on buses and trams and at a child-rate on Tube, DLR and London Overground services, if they have an Oyster photocard.

For more about the Redbridge Travel Award Policy see **page 23**.

Step 3: Facts to consider when deciding on schools

There are many reasons why you might want to consider a certain school. The school might simply be your catchment school where your child's friends might be going, or you might decide it has the best results.

However, you also need to consider the **likelihood** of your child being offered a place at your preferred school(s) by looking at the admission criteria and how school places were allocated last year. See **page 65** for facts and figures.

Most Redbridge schools are oversubscribed each year, that is, they receive more applications than there are places available. Schools may be oversubscribed from their catchment area too.

The oversubscription criteria are used to determine who should be allocated a place at the school; they vary depending upon the type of school to which you are applying. All Redbridge community comprehensive schools have the same oversubscription criteria.

There are four types of secondary school in Redbridge: community (which includes mixed ability comprehensive schools, and grammar schools for which children are selected by ability at two selection tests); foundation; academy and voluntary aided schools.

Information about the different types of school is on the website at www.gov.uk.

All places are offered in accordance with the agreed oversubscription criteria of the "admission authority" of the school. In the case of a community school this is the Local Authority and in the case of foundation, academy and voluntary aided schools this will be Governing Body or Trust.

Oversubscription criteria

Every school has a size based on their “admission number”. This is the agreed and planned number of pupils in the year group that can be safely and comfortably fitted into the school.

The criteria for Redbridge schools that are their own admission authority (academy, foundation and voluntary aided schools) are on **pages 26-59**. Information about schools outside of Redbridge may be obtained by checking the relevant authority’s, website, see **page 97**.

For Redbridge community comprehensive schools the following criteria priority is followed if a school has a vacancy and no waiting list, late applications maybe offered in their respective criteria order if received in sufficient time.

Please note that children with a statement of special educational needs will be admitted to the school that is named on their statement;

1. “looked after” children and children previously looked after but immediately after being looked after became subject to an adoption, residence order or special guardianship order. A looked after child is a child who is in the care of a local authority as defined by section 22 of the Children Act 1989.
2. exceptional medical or social reasons, which should be supported by a qualified professional directly involved with the child and will be considered by the Authority’s medical or psychological advisers. Only where it is agreed that admission to that school is essential will an exception to the general policy be made.
3. children living in a catchment area;
4. children who have brothers or sisters (siblings) who are both currently on roll at the school in Years 7 to 10 only and who will continue to attend that school in the following academic year;
5. children who live out of the catchment area who have no sibling attending the school.

For the Redbridge grammar schools criteria, please see **pages 11-15**.

Distance

In each category, if there are more children than places available, priority will be based on the shortest measured walking distance as measured by a Geographic

Information System (GIS) from the child’s home to the main entrance of the school using public roads and recognised footpaths. It should be noted that when measurements involve flats in the same block, the distance will be to the entrance of each individual flat. In using distance as a tie-breaker, should there be more than one applicant for a final place living an identical distance from the school in question, the Authority will use the random allocation facility within the Admissions database which is used for allocations.

In recognising any route to be measured, the Authority is mindful of every child’s safety. In general, walking routes recognised for school admissions purposes will be paved or with a tarmac surface, lit, well-maintained with unrestricted visibility (that is, not overgrown) and accessible at all times. This means that there may be some footpaths or commonly used foot routes across private land that are not recognised as routes to school for the purposes of the Geographic Information System used to determine admissions. There may also be new footpaths or roads created (for example, by a new housing development) or a route outside Redbridge that may not be recognised.

In the event of doubt about the suitability of a route, a visit will have been made to the site by a senior officer to assess its suitability. However, the recognised routes are fixed before the start of the admissions process and new routes will only be introduced after the main allocation dates (taking account of a period within which parents can accept or decline their initial offers).

Definition of a catchment area

A catchment area is the area around a school covering a number of roads or parts of roads. All Redbridge secondary community schools have a catchment area as do The Forest Academy and Mayfield School. The Redbridge grammar schools also have a common catchment area, see **page 15**. There are catchment maps, for guidance only, towards the back of this booklet but should you need clarification please telephone the Admissions team.

All houses in Redbridge and some outside the Borough are in the catchment area of one of these schools. The catchment areas may be changed if the relevant admission authority finds it necessary to do so. Living in a catchment area gives you higher priority for admission to these schools but does not guarantee entry, especially if you make a late application. It is not always possible to give on time applicants a place at their catchment school.

A child is given catchment area priority on a waiting list once it has been confirmed that the family are permanently resident at their address. We would advise that you apply for your catchment school just in case any other schools you have applied for are oversubscribed (more applicants than places).

The address you give on your application must be the one where your child normally lives on 31 October 2014. We will need proof of your address. We will not accept a business address, a landlord's tenant's address, the home of a relative, or a childminder's address, nor will future addresses be accepted (unless there are exceptional circumstances) as a basis for allocating school places. Second homes, by virtue of a shortterm lease, will not be accepted as a normal permanent place of residence.

If you change your address after you apply you must inform the Secondary Admissions Team immediately. If you move out of the borough inform us immediately of your new address and advise your new Local Authority's admissions office as soon as you have moved. We will exchange information with them once we have your details. Likewise, if you move into Redbridge please contact the Secondary Admissions Team immediately for advice on what to do next; you will need to tell your previous Authority's admissions office that your application will be dealt with by Redbridge.

Temporary addresses, for example because you're permanent home is undergoing building works or because you are having domestic difficulties, will not be accepted.

For those moving after 2 March 2015, you must inform the Secondary Admissions Team. It will then be decided whether you may keep the school offered.

Your date of application will be the date your residence is confirmed in your new home.

If there are doubts about the information you give, it will be checked. If you use an incorrect address or an address that cannot be verified, this will be considered an attempt to obtain a school place on the basis of false or misleading information. The London Borough of Redbridge will withdraw any offer of a school place if it is discovered that you have given a false address.

In order to determine residence at least three documentary **proofs of residence** are required to be submitted with your application from the following list. They must have the name of the parent/carers with parental responsibility showing the child's ordinary place of residence and they must be the most up to date possible at the time of application. We may require the original documents at a future date so please keep them safe.

- ☒ Council Tax details: statements (mandatory), payment books, slips for 2014/15, showing payment dates
- ☒ Tenancy agreement – those with tenancy agreements will normally be required to provide a copy of their coverage under the Tenancy Deposit Protection Scheme or other deposit protection as applies to the tenancy
- ☒ Tax credit award notice (TC602) for the current financial year 2014/15
- ☒ UK driving licence
- ☒ Utility bills less than three months old: e.g. electricity, water, gas, landline phone.
- ☒ Rent book

If you are unable to provide these documents, we can instruct a Residence Officer to visit and confirm your residence; proofs may be requested later.

Guardianship: If a child does not live with their birth parent and relatives look after the child, documentary evidence like a **will** or **court order** must be shown as proof that the relatives are the guardians. Proper guardianship only applies if the relatives can prove that they have full care and the "normal, permanent residence" is not the parents' address. Picking children up from school and looking after them until the parent collects them is not guardianship. Nor does it apply if the child sleeps at the relative's house regularly but still lives part-time with the parents. If the child lives with the relatives on a full time basis, both during the week and at weekends, this is more likely to be accepted as a formal arrangement, with documentary proof.

You must provide proof that the relatives care for the child on a full time basis, for example:

- ✓ a residence or a special guardianship order
- ✓ who receives the Child Benefit (although rarely proof along of guardianship)
- ✓ Confirmation from a Social Worker

If a child were looked after by a relative during the week, this would not alter the child's "ordinary residence" which is assumed to be with their parent/s and whose address would be used for admission purposes. The relative's address will not be accepted if it cannot be proved that the child does not live with the parent/s or if there is any doubt about whether guardianship applies.

Ordinary residence: When a child lives with its birth parent/s, legal guardian or foster parent, that address will be considered to be the child's normal, permanent place of residence. However, when a child has parents who are separated, the parents must name only **one** address for the application process:

- if one parent has parental responsibility (documents must be shown to prove this), that parent's address must be used;
- if both parents have parental responsibility (documents must be shown to prove this), the Local Authority will normally accept the parent's address used by the child's primary school along with other evidence; such as who receives Child Benefits
- if a child lives, full or part-time, with neither parent, eg with a relation, Children's Services will accept this as the application address only if the arrangement is long-standing and can be confirmed as guardianship.
- if there is any doubt about the address, the decision will be made by Children's services on the balance of probability.

Sibling: Sibling priority will apply to children only if they live in the same home as another sibling attending the named school who is currently in Year 7, 8, 9 or 10 and who will continue to attend the school in 2014/15.

Please note that cousins are not treated as siblings.

A sibling is a brother or sister and includes the following:

- Half-siblings
- Adopted siblings
- Children subject of a residence order or special guardianship order
- Foster children (only those "looked after" by any local authority's Children's Services – private fostering will not be considered as a fostering arrangement for these purposes).
- Step-children
- Common law step-children

Please note that an offer of a school place for one child does not guarantee that younger siblings will get into the same school in later years. If there are doubts about the information you give, it will be checked. If not confirmed, the school place may be withdrawn.

Redbridge Grammar School Selection Test (11+)

For parents/carers who would like their child to attend the Redbridge grammar school, for which they must take the 11 plus selection test, please read this section carefully.

Places are allocated at the schools, Woodford County High School (for girls) and Ilford County High School (for boys), according to the child's performance in the 11 plus selection test. There are 120 places available at each school and over 850 applications are often received for each one. Only the boys and girls with the top 120 scores will be offered a place at the school according to the order it is placed on the home authority's application. For London boroughs, parents may apply for up to six secondary school preferences.

The schools have a common catchment area. A map and information regarding the schools' catchment area follow this section. Where there are more applicants from within the common catchment area than places available, priority for testing will be given to children from within the catchment. Children from outside the catchment will only be tested if places cannot be filled from those resident within the catchment. Given the high number of applicants from within the catchment, this is very unlikely.

For over five years, no Redbridge grammar school place has been offered to a child living outside the common catchment area.

Online registration for the 2015 Redbridge 11 plus selection test took place between 1 May and 30 June 2014 before pupils moved up to Year 6 in September 2014. Both Ilford County High School for boys and Woodford County High School for girls held their open evening for prospective pupils and their parents towards the end of June just before the deadline at 5pm on 30 June 2014.

No registrations will be accepted for 2015 after 5pm on 30 June 2014 except from applicants who move into the common catchment area for the selective schools after the application deadline for school places who did not have the opportunity to register.

These late applicants shall be included in a later test.

The selective test shall be arranged only for children whose parents certify that they intend the child to be resident within the common catchment area continuously until the deadline for expression of preferences. For 2015, this will be 31 October 2014.

It is the parents'/carers' responsibility to find out how their child should be registered for the test and to ensure that this has been done.

In order to comply with the requirement that parents have information on their child's ability, as assessed

through the selective test, before expressing a preference for these schools, arrangements were made for the test to take place on Saturday 13 September 2014. A second test date of Wednesday 24 September 2014 was arranged for those observing their religious holy day and/or those who were unable to take the test on Saturday 13 September due to illness or other exceptional reason, and for whom evidence of this was submitted by the deadline given.

Out of usual age range

If the child was not born between 01.09.2004 and 31.08.2005 but the parent/carer wanted their child to be tested, they had to contact the Secondary Admissions Team in writing because Redbridge has an underage/overage policy and children outside this age range are not generally included in the coordinated admissions process, resulting in their not being tested on the main test day.

Paperwork required

Parents often ask us whether they should also complete a Supplementary Information Form (SIF). Registering online for the Redbridge grammar school selection test is the (SIF) for the school.

Part of this process includes providing the required proofs: proof of date of birth; three proofs of residence; and, if appropriate, evidence of any serious medical condition or needs, should special test arrangements need to be made; and/or evidence of religious practice, if appropriate. Details of acceptable proofs are listed below.

The proofs required are:

- Proof of date of birth, **and**
- **three current** proofs of residence from the following documents:
- Council Tax 2014/15 details: statements (mandatory), payment books, slips,
- Utility bills less than 3 months old: electricity, gas, landline phone – which must show home phone no.
- Tenancy agreement – NB those with tenancy agreements will normally be required to provide a copy of their coverage under the Tenancy Deposit Protection Scheme or other deposit protection as applies to the tenancy showing payment dates
- Tax credit award notice (TC602) for the current financial year 2014/15
- UK Driving Licence
- Rent book
- medical evidence relevant to the child being tested, if appropriate
- evidence of religious practice, for example, letter from religious leader to confirm religious practice, if appropriate

For those moving into the common catchment area from outside the common catchment area after the main test has taken place and online registration has closed, the SIF will need to be completed and returned to Secondary Admissions Team together with the required proofs as mentioned above.

Preparation for the test

Many parents ask how they should prepare their child for the test. The test is meant to assess the child's natural or innate ability.

There are no samples or practice papers or past copies of the test available, as the Authority does not own the copyright. The test papers will assess a range of reasoning skills in various contexts, designed to be predictors of likely future performance. No detailed information will be provided about the nature of the questions; however, a familiarisation booklet, provided by the examination board, CEM University of Durham, is available on our website, to enable each parent to discuss the paper with their child. It shows what the test will look like and what response is expected on the answer sheet. There will be a small difference in appearance of the test answer sheets and questions in the actual test.

The level of ability for entry to both schools is very high. Parents should give careful thought to their child taking the test; if they are not sure about their child's ability, they would be advised to talk to their child's head teacher or class teacher. Even if the child's school thinks he or she has the ability to pass the test, or if the child has undergone substantial preparation, this does not guarantee that the child will score highly and be offered a place.

Parents should not need to prepare their child extensively for the Redbridge test. Extensive coaching or tutoring for the 11 plus selection test is not appropriate and could be costly without any guarantee of a school offer. It could also seriously affect a child's ability to cope with the day to day high academic demands of grammar schools. We want all children joining Ilford County High and Woodford County High Schools to thrive at the school and this may not happen if they needed to be coached for the test.

Invitation to the Redbridge 11 plus test

Registrants will receive a letter approximately two weeks before the date of the test from the Secondary Admissions Team, confirming the test arrangements, including date, time and venue. The letter will include a Photo Identity Form.

The Photo Identity Form will have some of the candidate's information already printed on it. A recent, passport-sized photograph of the candidate (taken no more than 3-6 months prior to the test) must be attached to the form in the space provided and the form filled out and then given to the child's current school to have the form and photo correctly signed and completed by the child's head teacher along with the school stamp applied towards the bottom of the form or the school's compliment slip attached to it. For a child who is home educated or does not yet have a school place, the parent/carer **must** contact Secondary Admissions Team to arrange a visit to Lynton House accompanied by the child together with their passport and proof of residence, so that one of the team may authorise the Photo Identity Form and complete it as required.

It is each parent's/carer's responsibility to ensure their child's photo identity form meets these requirements. All candidates must take the correctly completed Photo Identity Form to the test venue. The form will be collected in at the end of the test. If the correct identification is not produced, the child will be refused entry to the test and no further arrangements will be made for him or her to be tested. Please do not send the Photo Identity Form to Secondary Admissions Team but keep it carefully ready for test day.

Registrants living outside the common catchment area

If a child has been registered for the Redbridge 11 plus test with an address outside the common catchment area for the Redbridge grammar schools, a letter will have been sent to those parents at the end of August 2014.

Test venue

The main test will take place at one of the two Redbridge grammar schools: girls will take the test at Woodford County High School; boys will take the test at Ilford County High School. Later tests may take place at an alternative venue.

Candidates must bring with them the completed and signed Photo Identity Form together with 2 HB or B pencils and a rubber. A drink may also be supplied (but no fizzy drinks or glass containers). It is a multiple choice test and the answer sheets are designed to be completed using an HB or B pencil. Please see our website to view the Familiarisation Booklet for the test.

Unable to take the test

Clash of test dates

It is sometimes the case that the test date falls on the same date as other grammar school test. Parents must register their child for the test at each of the schools for which they would like their child to be considered whether those tests are held on the same test date or not. If it is found that a candidate has registered to sit the particular CEM test more than once, the result obtained in the first test will be the only result which will be confirmed to parents and grammar schools. Parents must inform the Secondary Admissions Team of other grammar schools for which they have registered their child. Further contact should be made to confirm which school test venue the parents nominate as the place where their child will take the test, to ensure the test papers are prepared and sent to the correct school.

In respect of those who registered on-time but were unable to take the test on the published date due to religious observance or sickness, late testing has been arranged on Wednesday 24 September 2014 on the provision of evidence of religious practice provided by the religious leader by (4 July 2014,) or a doctor's certificate (by 18 September 2014) or similar proof to confirm why the child could not sit the test on the original date.

This includes evidence of:

- religious practice signed by the family or child's religious as well having the stamp of the religious centre/church/mosque/temple, etc.
- a holiday booked before the test date was published on 17 April 2014 (holidays booked after the date is published will not be accepted as valid reason to miss the test).
- a death certificate, where relevant.
- ill health, in the form of an official medical certificate signed and stamped by the child's GP/doctor/consultant/hospital – this must be received by 1pm on Thursday 18 September. Please note that should a parent/carer be charged for this certificate we are unable to reimburse them. If a parent knowingly lets their child sit the test when they are unwell/unfit, the Authority cannot be responsible for the outcome.

It is important that the evidence is provided as a matter of urgency as the test papers must be prepared in advance of the test date, otherwise the child may not be able to be included in the particular test.

If the child is unwell or unfit, we strongly advise that they do not take the test if this means their ability is impaired. If a parent/carer knowingly lets their child sit the test when they are unfit, the Authority cannot be responsible for the outcome.

Should any parent no longer want their child to take the test, please let the Secondary Admissions team know as soon as possible before test day.

11 plus test results

After the test has taken place, the answer sheets will be marked before being "standardised" according to the candidate's age on the test date by the examination board. All candidates have age weighted points added to their test results where appropriate. The standardisation also takes into account the number of children taking the test, their average age and their average score. This is called "standardisation". Please note that the examination board has confirmed that no test papers will be remarked.

The standardised score will be paired with the distance from the candidate's home to the school in accordance with our distance policy (see **page 8**). This will give the candidate's ranked position which will place them by score and distance out of all the girls or boys who sat the test.

On Friday 10 October 2014, parents whose children were tested in September 2014 will be provided with advice on their child's overall ranking, calculated in order of total standardised test score with distance as a tie-breaker, before the deadline for online applications on 31 October 2014. The last five years' results will be provided to show the cut off at which a place at the Redbridge grammar school was offered, so that the parent may compare their child's performance at the 2015 test. The 2014 through to 2010 data is provided below. This advice will not be any guarantee of an offer but will show whether the child has a realistic chance – or not – of being offered a place at the school.

Year	Woodford County lowest score offered	Ilford County lowest score offered
2014	227	227
2013	228	221
2012	225	224
2011	223	221
2010	227	222

Apply for the Redbridge grammar school?

Having compared their child's results with those over the last five years, should parents then wish to apply for a place at Ilford County High School for boys or Woodford County High School for girls, the parent/carer must name the school on their home authority's application online by 11.59pm on 31 October 2014.

Parents should take care when ranking their preferred schools on their application because, if their child achieves a score within the successful range but he or she is offered a school that the parent ranked higher on their application, a place at the grammar school or any other lower ranked school will not be offered: the child will be automatically removed from those lower ranked school waiting lists.

No guarantee can be made before 2 March 2015 that the candidate's ranking will secure them a place at the school. On 2 March 2015 offers will be made to those candidates ranked in the top 120 scores for Ilford County High School for boys and Woodford County High School for girls.

We would point out to parents that their child would not be offered a place at the grammar school if they have not named the school on their local authority's application, even if that child achieved one of the highest scores in the test.

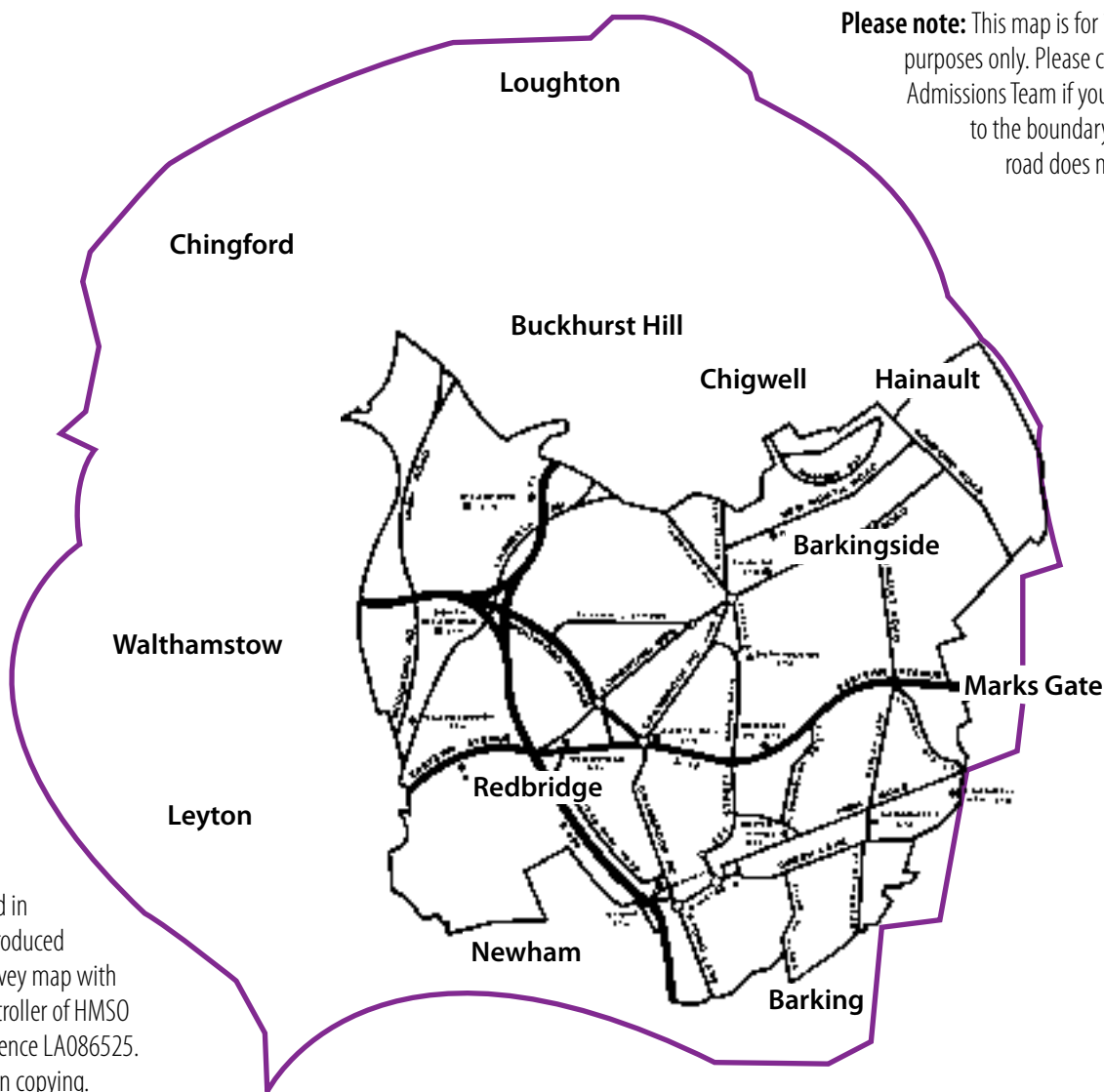
If it is not possible to offer the child a place at the grammar school, the parent/carer can appeal, however, it is rare for an appeal to be successful for a Redbridge grammar school. Further information on appeals can be found on **page 20**.

After September 2015

Should a vacancy arise at one of the grammar schools within any year group, students, who have not been tested before and are eligible to be tested, will be invited to take the Redbridge selection test once proofs have been checked. The candidate deemed to have reached the standard after the test shall be offered the place at the school. Should none of those tested be found to be of selective ability, the place will be offered to the candidate at the top of the waiting list. A high score will take precedence over a lower score.

Map of the 'common catchment area' for Redbridge grammar schools

Please note: This map is for illustrative purposes only. Please contact the Admissions Team if you live close to the boundary or if your road does not appear.



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The 'common catchment area'

The catchment area for the two Redbridge grammar schools follows 'natural boundaries' as far as possible. It includes the whole of Redbridge and Waltham Forest and parts of Barking & Dagenham and Newham authorities.

In the west the boundary is along the west side of the William Girling Reservoir, past Banbury and Lockwood Reservoirs, across Warwick Reservoir following the railway line through Leyton Marshes and Temple Mills to Stratford Station in the south west corner.

In the south, the boundary follows the railway lines through Maryland, Forest Gate, Manor Park, Barking and Upney Stations to the south east corner of Mayesbrook Park.

In the east, it follows Lodge Avenue north to the A124 until the junction with Valence Avenue. Then past Chadwell Heath Station on Station Road to the High Road. The boundary then follows Whalebone Lane North to Marks Gate, along the Borough boundary to Taylors Plain and Lambourne End, then along Hoe Lane to the south of Abridge and the sewage works to Broadfield Shaw.

The northern most point of the boundary passes along Debden Lane and Gregson's Ride to Goldings Hill Ponds. It then crosses Little Monk Wood to High Beech, Aldergrove Wood and Barn Hill joining King George Reservoir to the south of Woodlands and Picks Farm. Full details of this area can be seen at Lynton House.

Examples of how the allocations process works

It is impossible to know how many parents/carers will ask for particular schools for their child. This, together with the fact that the number of children with higher priorities (such as living in a catchment area) varies from year to year, makes it difficult to be sure how likely it is that we will be able to offer the requested school.

It is important to take account of the admissions criteria for the schools you want and to take care when placing them in order on your form. All applications are considered against the admissions criteria for that school. If a child qualifies for more than one place, in order to determine the **single offer** that will be made, the parental ranking of the schools will be taken into account. If a child qualifies for more than one school, the highest ranked school will be offered and all lower preferences will be withdrawn automatically.

You may find the examples listed on the following pages helpful in understanding how ranking works when applications are considered.

Anil

Anil lives in the catchment area of Oaks Park. His parents would like him to go to the grammar school, Ilford County High but, if not, would like Seven Kings. They rank their requested schools on the application form as:

- 1st Ilford County High
- 2nd Seven Kings
- 3rd Oaks Park

Anil does not qualify for a grammar school place in the selection tests. Although he lives close to Seven Kings, he does not qualify for a place, as there are other applicants with higher priority who live in the catchment area. Anil qualifies for a place at Oaks Park, as living in the catchment area and there are enough places for all those catchment children who apply this year.

Anil is offered Oaks Park but remains on the Seven Kings and Ilford County waiting lists.

Sara

Sara’s family used to live in Chigwell and would like her to attend West Hatch High School in Essex. However, they know since moving to Ilford they have lower priority on the criteria for West Hatch on a distance basis. They now live in the Valentines High School catchment area.

Sara’s parents know that even though West Hatch is in Essex, they must name the school on the Redbridge form and Redbridge will co-ordinate their application with that authority; they have also found out that they must supply that school with a completed ‘Evidence of Address’ form

by the deadline. Her parents name West Hatch only on their form.

Unfortunately, Sara does not qualify for a place at West Hatch. However, because her parents named no other school, she was not considered for any other school. and had to be offered a school with places available as the nearest school to their home address that could accomdate her. Sara’s parents then asked for her to be considered as a late applicant for Valentines and her name is added to the waiting list.

It is unlikely that a place for Sara will become available at Valentines by September but she would remain on the waiting list.

Sara would be allocated a place at the nearest school with a vacancy.

Yasmin

Yasmin has a sister already at Chadwell Heath Academy. Her parents have read the admissions criteria for Chadwell Heath and see that priority is given to applicants with a sibling.

However, since sending Yasmin’s older sister to Chadwell Heath, the family have moved out of Redbridge to the London Borough of Barking and Dagenham. The family know that they have to apply for Chadwell Heath Academy on the Barking and Dagenham application form and that authority will co-ordinate their application with Redbridge.

On their application form, Yasmin’s parents also name the school in their new area, Warren High School and rank their requested schools as:

- 1st Chadwell Heath Academy
- 2nd Warren High School

Yasmin qualifies for a place at Chadwell Heath as she has sibling priority. Yasmin also qualifies for Warren High School on a distance basis.

As Yasmin’s parents name Chadwell Heath highest, a place is offered at this school and the place at Warren is withdrawn automatically.

Thomas

Thomas is a Baptised, practising Catholic, whose parents want him to attend Trinity Catholic High School. He and his family attend Mass at their parish church regularly and provide this information on the Supplementary Information Form (SIF), confirmed by their priest.

They also live close to the school in a parish that is high on the admissions criteria of the school. His parents think that Thomas has always achieved very high standards at primary school and would also like him to take the grammar school tests.

They rank their requested schools as:

1st Trinity Catholic High

2nd Ilford County High

Thomas meets the criteria closely enough to qualify for a place at Trinity. He also performs well in the selection tests and qualifies for a place at Ilford County. As he qualifies for two schools the one named highest by the parent is offered. The lower preference school is withdrawn automatically.

Thomas is offered Trinity.

Step 4: Completing the application

Please apply to make your application online – click on eAdmissions on the Redbridge website.

Do not complete a Redbridge online application form if:

- ☒ you do not live in Redbridge – you must contact your own borough to complete your online application (see back of this booklet for contact details of local boroughs/councils);
- ☒ your child has a Statement of Special Educational Needs – you should contact the Redbridge Special Educational Needs Team on 020 8708 8210, who handle the arrangements for secondary transfer in such cases.

Please list six schools and we advise you to name your catchment area school. Remember, many parents/carers will be asking for the same schools and it will not be possible to offer everyone a place at their first ranked school. It is very important that you make realistic choices.

The Admissions Policies for Redbridge schools can be found on pages **8, and 26 - 59**.

Each school listed on your application considers your application separately against its admissions criteria only; it must not give you any extra priority just because you name the school first. Please put the school you want most for your child as your first preference, then your second school preference, and so on, whether they are in Redbridge or in another borough. If you can be offered more than one school, you will be offered the one you ranked highest.

Do not forget to include the name of any school for which you have also completed a SIF. You will not be considered for the school(s) if they are not named in your online application.

Any change to your preferences can only be made from 2 March 2015 unless you have an exceptional reason. You will need to show changes by completing a new

application form and show the new preference rank of schools. Your new preferences will be treated as a **late application**. This is important for you to know.

Private/Independent schools

If you are also – or only – considering private or independent schooling for your child please inform us of the school(s) you are applying for; this would not affect your application in any way but would help the Secondary Admissions Team during the allocations process to know whether your child needs to be offered a school place.

Please do not list a private or independent school as one of your six named schools on your application as this would be a wasted preference and Redbridge cannot progress your child's admission; you must contact the private or independent school direct.

Special circumstances and exceptional placement policy

If your child does not have a statement of educational needs but you think they have a serious medical or psychological condition that requires them to attend your first named Redbridge community school, you can apply for a place at that school through the Exceptional Placements Policy. This is only used for a very small number of pupils and there is no guarantee that you will get your named school.

You must submit documentary evidence from a suitably qualified person i.e. a consultant doctor, to tell us about your child's condition and why they must attend that school. It is your responsibility to send this evidence – you will not be contacted to supply this.

The information will be sent to the Borough's Principal Medical Officer or the Principal Educational Psychologist who will consider your case and provide Children's Services with observations, which will be taken into account when considering your application.

Only where it is agreed that admission to that school is **essential** will an exception to the general policy be made. Please note that no decision will be sent out before 2 March 2015 offers are sent. Requests submitted after offers are made can take eight to 12 weeks and sometimes longer for a decision to be made and it may be necessary for your child to be examined by a doctor. Very few cases are successful and it is better to provide evidence as part of your original application than to hope for a place to be offered later.

There may also be special circumstances that can be taken into account for schools other than Redbridge community schools and you can find this out by checking the admission criteria for the school concerned. For schools that are their own admission authority, supporting evidence should be sent direct to that school by 31 October 2014.

Where physically disabled pupils are in the catchment area of any accessible school they should be considered for admission to that school. If a student out of catchment requires a school that is accessible then the schools that are accessible should be considered equally and the student placed in the most appropriate school that meets their needs. This should be provided as part of your online application.

Applying after 31 October 2014

Applications for schools received after the deadline of 31 October 2014 but up to and including 13 December 2014 will be considered as late. If you can provide documentary evidence giving good reason for lateness, for example, if there was an exceptional incident within your family, your application may be considered exceptionally as on time, as long as your residence can be proved at the particular address. If you have moved into Redbridge from another borough your application may be accepted as on time only if an on time application already exists that is, if you made an application on time to your previous borough, otherwise late criteria applies i.e. your application will be considered after all on time applications.

Late applications may not be considered until after the first allocations have been dealt with, after 2 March 2015; the information will be forwarded as appropriate to other authorities to consider against their criteria. If you can be offered a school place on 2 March 2015, you will, but not if the application was received too late to be included in the late process.

Out of Borough schools

The following schools sometimes offer places to Redbridge children, but you must apply for any of them through the online application for Redbridge. We will then co-ordinate your application with the relevant borough(s), a list of which may be found at the back of this booklet. You may need to complete a SIF for these schools: please check with the school or borough as appropriate. You must send the SIF direct to the school.

The borough is in brackets below.

All Saints Catholic School & Technology College,
Terling Road, Wood Lane, Dagenham (Barking & Dagenham)
Phone: 020 8270 4242

The Campion RC (Boys),
Wingletye Lane, Hornchurch (Havering)
Phone: 01708 452332

Chingford Foundation,
Nevin Drive, Chingford (Waltham Forest)
Phone: 020 8529 1853

The Coopers Company & Coburn,
St Mary's Lane, Upminster (Havering)
Phone: 01708 250500

Davenant Foundation,
Chester Road, Loughton (Epping)
Phone: 020 8508 0404

Highams Park School,
Handsworth Avenue, (Waltham Forest)
Phone: 020 8527 4051

The Holy Family Catholic & Sixth Form,
Shernhall Street, Walthamstow (Waltham Forest)
Phone: 020 8520 0482

Jewish Free School,
The Mall, Kenton, Harrow HA3 9TE (Brent)
Phone: 020 8206 3100

St Angela's Ursuline School RC (Girls),
St Georges Road, Forest Gate (Newham)
Phone: 020 8472 6022

St Bonaventure's RC (Boys),
Boleyn Road, Forest Gate (Newham)
Phone: 020 8472 3844

St Edwards C of E School & Sixth Form College,
London Road, Romford (Havering)
Phone: 01708 730462

Stratford School Academy,
Upton Lane, Forest Gate (Newham)
Phone: 020 8471 2415

West Hatch High School,
High Road, Chigwell (Essex)
Phone: 020 8504 8216
This school requires an 'Evidence of Address' form to be completed and returned direct to that school by 31 October 2014.

There are several grammar schools within Essex and Southend on Sea and applications and the test procedure for these are dealt with by the Consortium of Selective Schools in Essex. For further information please contact CSSE on 01245 348 257 or online: www.csse.org.uk

University Technical Colleges and Studio Schools

University Technical Colleges and Studio Schools are opening in some areas to provide technically-oriented courses of study or work skill based learning for 14-19 year olds.

Redbridge will co-ordinate applications for residents for University Technical Colleges (UTCs) and Studio Schools in neighbouring Local Authorities. Applicants are encouraged to apply on line via www.redbridge.gov.uk, click on eAdmissions. Currently there are no UTCs or Studio Schools in Redbridge.

Please see www.utcolleges.org and www.studioschoolstrust.org for further information.

Step 5: Submitting your Application

Online applications (via www.redbridge.gov.uk, click on eAdmissions), may be submitted at any time from 1 September 2014 up until the final deadline on 31 October 2014. Remember that if you have accessed and saved your application, you must click on the **submit** button in order for your application to be successfully submitted to us. You will be sent a reminder email approximately 48 hours before the final deadline if your application has still not been submitted.

If you do not submit your application it will not be considered.

The website closes at 11.59pm (one minute to midnight) on 31 October 2014 and once this time passes, a message will tell you that it is too late to apply online or submit an application online.

If you are unable to apply online, please contact the Secondary Admissions Team for advice or visit the One Stop Shop.

It is the parent's/carer's responsibility to ensure they complete and submit an application for their child, together with all supporting documents.

We do not automatically acknowledge receipt of documents. However, if you would like us to acknowledge receipt you must attach a stamped, self-addressed envelope with your documents. This acknowledgment will be sent to you. Please do not telephone the Admissions Team to confirm receipt as staff will be extremely busy trying to process all the information received. We advise that you keep a photocopy of all the documents you submit and retain your email showing your online application was submitted.

You MUST contact the Secondary Admissions Team if there have been any changes in your address or your circumstances and also inform your child's primary or junior school of these. If you move to Redbridge and you are not sure what to do, please contact the Secondary Admissions Team for advice as soon as possible on 020 8708 3562/3055 or visit the One Stop Shop.

Step 6: Result of your application

An email telling you the outcome of your application will be sent to all Redbridge applicants in the evening of Monday 2 March 2015. If you are offered your first preference school, you will not receive a follow up letter, unless your offer is conditional on you providing proof of address. You will need to accept the school offered online. If you applied on paper or can't be offered your first preference school, or the offer is conditional, you will receive a letter explaining why you couldn't be offered a higher preference and what you need to do if you wish to appeal the decision. You must reply to this letter by 16 March 2015, online, by email or letter.

If it was not possible to offer your child any of your named schools, you will be informed in this offer letter and your child will be offered the nearest school with a vacancy according to the distance measurement.

If you tell us that you do not want the place offered, please provide written evidence. An alternative school place may need to be offered at a later stage.

Waiting list information

All Redbridge schools must hold waiting lists until 31 December 2015. If your child was offered a lower preference school, he or she will remain on the waiting lists for **all** higher preference schools.

If you receive an offer and you still wish to be considered for a school that you ranked lower and was therefore withdrawn, you must submit a new application to your authority, showing the new preference order of all your schools, naming that school higher than the school offered.

As places become available, they will be allocated from the waiting list in the correct criteria order. If you can be offered a higher preference school, your lower preference offer will be withdrawn even if accepted and replaced with the higher preference automatically. You will not be telephoned to be offered a choice of schools. If you no longer wish to be considered for a higher preference school, you MUST email or write to the Secondary Admissions Team to remove your child from the waiting list.

Waiting lists after September 2016

Waiting lists for Redbridge community comprehensive schools Years 8 to 11 start again from September each year. All waiting lists will continue until 31 August and applicants must reapply for continued consideration. You can submit your in-year application for the waiting list online. New waiting lists will then be drawn up in accordance with the agreed secondary admissions criteria as below:

- a. 'Looked after' children, that is children in care of the Local Authority and previously looked after children;
- b. Children resident in the catchment area;
- c. Out of catchment area children.

If there are several children in each category, priority will be based on distance as explained on **page 8**.

Once a child's name is on the waiting list, parents will be required to reaffirm their interest in the school each year **or their child's name will be removed from the waiting list**. If your child has started at a school and can be offered a place at another school from the waiting list, you will be contacted by email and given 7 days to accept or refuse the offer. Please only add your child to a school's waiting list if you really want them to move schools, as this can result in other children being denied a place while you decide whether to move your child.

In the case of the two selective (grammar) schools, if there is a vacancy in the appropriate year group, eligible late applicants resident in the catchment area will be tested.

A vacant place will only be allocated to a candidate who meets the qualifying standard of those candidates already offered places at the school and, should two or more candidates achieve this standard, the place will be offered to the candidate with the highest qualifying total standardised score. If a vacant place still exists after this procedure has taken place, candidates who were tested at 11+ and achieved the next highest total standardised score in overall order of merit will be considered. Should this situation arise, the Secondary Admissions Team will contact the parents of these children.

The place offered will be at the school that is least oversubscribed within a "reasonable distance" of home. If there is more than one such school, a place will be offered at the nearest to the child's home.

It should be noted that a school is full in the appropriate age group, if the number of pupils is equal to or greater than the admission number for that age group, as determined by the admission authority.

When considering the least oversubscribed school, no account is taken of whether a child's faith matches the faith of the school.

Appeal Information

The School Standards and Framework Act 1998 (as amended) allows parents to appeal against any decision made by or on behalf of Redbridge Children's Services about the school at which education is to be provided for a child.

Every effort is made to meet parental preferences and no appeal to any appeal panel may be lodged before the Authority has made a firm decision. If you are unhappy with the school you have been offered you can appeal against the decision not to offer you one of your preferred schools.

To be sure your appeal request reaches the correct admission authority; you should read your 2 March 2015 letter very carefully for appeal information and then write to the appropriate admission authority informing them that you intend to lodge an appeal for your preferred school(s) by the common deadline 16 March 2015. You will be able to find the appeal form(s) which you need to complete at www.redbridge.gov.uk. Please return them by 1 April 2014 together with any supporting documents in order for your appeal to be arranged.

Appeals submitted after this deadline may not be considered until after those received by the deadline and this could be late in the summer term.

You can accept a place in one school and still appeal for a place at another; appealing for any school does not affect the progress of your child's application regarding priority or waiting list position. As vacancies arise when places are declined by other parents/ carers, they will be filled from the waiting lists, whether or not parents have appealed or accepted another school place.

Please note that you must complete a separate appeal for each school for which you wish to appeal, for each child. If you would like to appeal for more than one school and/ or for more than one child, you must tell us so that we note the correct number of appeals to be lodged. This generally means that each appeal will be heard with a different appeal panel and on a different date and time – not necessarily on the same day or in the same week.

Appeal Statistics for 2014 heard by 8 July 2014

School	Heard	Allowed	Dismissed
Beal	22	1	21
Caterham High School	0	0	0
Chadwell Heath Academy	48	8	40
Ilford County	2	0	2
Isaac Newton Academy	45	2	43
King Solomon High School	0	0	0
Loxford	12	0	12
Mayfield School	0	0	0
Oaks Park High School	11	2	9
Seven Kings	42	2	40
The Forest Academy	0	0	0
The Palmer Catholic Academy	4	0	4
Trinity Catholic High School	19	0	19
Ursuline Academy Ilford	6	0	6
Valentines	27	3	24
Wanstead	13	2	11
Woodbridge	1	0	1
Woodford County	2	0	2
Totals	254	20	234

Please note that you cannot have two appeals in the same academic year for the same school unless there have been significant and material changes in circumstances relevant to the application and admission authority agrees to allow second hearing by a new appeal panel.

Other Helpful Information

Admissions for pupils already in secondary school from September 2014

Transfers between schools for older children are arranged if parents ask and if there is a vacancy in the school you want.

If you live in Redbridge, to transfer your child from one Redbridge school to another, you may want to speak to the Head Teacher of your child's school first. Transfers can only be arranged if there is a place available in the right age group and no waiting lists. You will need to apply direct to the borough where the school is situated or if the school is responsible for its own admissions, the school direct. Information is available on www.redbridge.gov.uk/schools about making an in-year application.

What happens if all the schools in Redbridge are full for children joining existing year group?

There may be occasions, when due to demand, all schools are full in an existing year group (i.e. not secondary transfers). While your child's name can go on a waiting list, the Authority still has to make sure they are receiving an education.

The Authority has a Fair Access Protocol that considers cases where no school place is available at a suitable maintained school within a "reasonable travelling distance" of the child's home. In these cases, a place will be offered above a school's agreed admission number.

For these purposes a place is available to a child if the child is a registered pupil at a school and is entitled to remain on the school register even if the school is in another borough; or if the child has been offered a place at a school and that offer has not been withdrawn; or if the child would be offered a place at that school, if the parents sought such a place.

In assessing a child under this policy, consideration is given as to whether the child could continue to attend the available school taking account of the distance and journey to assess whether it is "reasonable". In this context only "reasonable" travelling distance is as set out in the following table:

Band	Distance	How journey can be reasonably achieved
Band 1	Up to 3 miles	By walking
Band 2	Over 3 miles and up to 7 miles	By 1 or 2 bus/tube/BR journey and walking
Band 3	Over 7 miles and up to 10 miles	By 1 bus/tube/BR journey and walking
Band 4	Over 10 miles	No such journey is reasonable unless by parental preference

Note: All distances by the shortest walking distance.

This "reasonable distance" does not apply to secondary transfer, which is not covered by the Fair Access Protocol.

In cases where all schools are full and the travel to the existing school does not meet "reasonable distances", the Authority would offer a place at a school in the borough, even though this school could itself be further than the one the child had been attending. It would be for the parent to consider this offer in relation to the school already attended and to decide whether to accept the in-borough place or not within 7 days.

Fair Access Protocol

Redbridge has an agreed protocol that applies to applications other than secondary transfer, to achieve a fair and balanced approach in the placement of vulnerable children including those unplaced through a shortage of places. This includes admitting children above the published admission number to schools that are already full and such admissions take precedence over others on waiting lists. All Redbridge schools are subject to this protocol even if they are responsible for their own admissions. You will be asked questions for in-year admissions to see if the Fair Access Protocol should apply to your application.

Sixth Form admission

If you wish to apply for admission to the Sixth Form of a school, you will need to contact the individual schools direct for information regarding their admissions criteria and the courses available. Telephone numbers for schools in Redbridge are listed on **pages 61 and 62** of this booklet. For further information on schools or colleges outside this borough, telephone numbers are available inside the back cover for other boroughs.

Please note that schools may request a meeting with your child to discuss their sixth form options, but it would be unlawful for them to refuse a place by interviewing you or your child.

Financial support for sixth formers

Assistance may be given to children over school leaving age to continue their studies until the age of 19, based upon income. For further details please contact the Awards and Support Team on 020 8708 3561 or visit www.redbridge.gov.uk

Travel awards

While free travel is available in London, it is generally very unlikely that an applicant would qualify for a Redbridge Travel Award. Free and discounted travel is available for under-18s.

All under 16s can travel free at any time on buses and trams and at a child-rate on Tube, DLR and London Overground services and some National Rail Services, if they have a ZIP oyster photocard.

Children aged 5-10 can travel free at anytime on buses, Tube, trams, DLR and London Overground Services.

A Zip Oyster photocard may be required. For further information or to apply for a Zip/Oyster visit any Post Office in London or www.tfl.gov.uk.

The Local Authority will only issue travel awards to pupils whose journeys consist of more than 2 buses or if they travel a long distance out of the borough, other than by choice, therefore requiring the use of British Rail Trains or the London Underground.

Travel Awards may be awarded dependant on the distance between home and school, measured over the shortest available walking route, the distances are:-

For a child of Infant School age: 2 miles or more

For a child of Junior School age: 3 miles or more

For a child of Secondary School age: 3 miles or more

Denominational School Travel Awards will be granted to pupils attending the nearest denominational school within Redbridge, subject to the distance criteria being met. If your child is not attending the nearest denominational school, you will need to attach a letter of refusal from your local denominational school when submitting your application.

Normally the cheapest form of travel MUST be issued and the Authority reserves the right to amend applications to this effect.

For further details on applying for a Travel Award, please contact Awards and Support on 020 8708 3561.

Free School Meals (FSM)

You are strongly encouraged to apply for **Free School Meals** if you are in receipt of one or more of the listed benefits:

- ☒ Income Support (IS)
- ☒ Income Based Jobseekers Allowance (IBJSA)
- ☒ The Guarantee element of State Pension Credit
- ☒ An income-related employment and support allowance
- ☒ Support under part VI of the Immigration and Asylum Act 1999
- ☒ Child Tax Credit, provided they are not entitled to Working Tax Credit and have an annual income (as assessed by Her Majesty's Revenue and Customs) that as of 6 April 2010 does not exceed £16,190
- ☒ Working Tax Credit -during the four-week period immediately after your employment ceases, or after you start to work less than 16 hours per week, your children are entitled to free school lunches

Children who receive IS or IBJSA in their own right are also entitled to receive free school meals.

Uniform Awards

Awards towards the cost of Uniform may be made where appropriate in cases of exceptional circumstances.

Exceptional circumstances criteria are as follows:-

- Enforced re-housing and an associated move of school;
- Parent and children in a refuge necessitating a change of school;
- Exceptional circumstances requiring a replacement of a uniform e.g. fire damage.

All Exceptional factors will be assessed on an individual basis; taking into account written evidence from the professional support agency involved with your family e.g.

- Education Welfare Officer;
- Social Worker;
- Police.

To obtain further details of exceptional circumstances and application forms, please contact Awards & Support on 020 8708 3561.

Public examinations

Entry to public examinations – for example GCSE and 'A' levels – follows discussion between you and the Headteacher.

The school pays the fees of pupils entered for approved public examinations. Your child may enter subjects he or she has not studied at the school, but you will have to pay the fees. You will need the Headteacher's agreement to do this.

Special Educational Needs

Wherever possible, children will be educated in their local mainstream school. Some children will require additional support which is usually provided through the school's own resources. For children with statements of special educational needs (Education, Health and Care Plans from September 2014) additional resources are allocated to help address their special educational needs.

All mainstream schools have a Special Educational Needs Co-ordinator (SENCO) who is a teacher responsible for coordinating the assessment and support for children with special educational needs within the school.

There are two Redbridge mainstream secondary schools which have specialist provision. Caterham High School has provision for children with hearing impairment and The Communication and Learning Department at Beal High School has provision for children with communication and learning difficulties.

Where physically disabled pupils are in the catchment area of any accessible school they should be considered for admission to that school. If a student out of catchment requires a school that is accessible then the schools that are accessible should be considered equally and the student placed in the most appropriate school that meets their needs. Loxford School Trust, Oaks Park High and Seven Kings High Schools each have full wheelchair accessibility.

More details are available from specialist services within the Children's Trust.

Leave of absence

Redbridge Children's Services recommends in accordance with government guidelines that leave of absence should not be taken during term time. If leave is taken without permission of the Head teacher, a Penalty Notice may be issued and a child may be at risk of losing their school place.

Under the Education (Pupil Registration) Regulations 2006 schools can only lawfully delete a pupil from the admissions/attendance register where there are 20 consecutive days of unauthorised absence and there is evidence that both the LA and school have tried to locate the pupil.

Where there is evidence that a pupil is truanting or at home without justifiable cause, the LA will pursue their statutory duty under the Education Act (1996) to ensure a child is receiving a suitable education.

Child protection

Child Protection Procedures have been set in line with "the London Safeguarding Board Procedures 4th Edition". We recognise that all staff has a responsibility in relation to the Safeguarding Children Agenda and that schools have to discharge their functions as outlined by the Education Act 2002.

Education Staff have to report any complaint, concern or suspicion of abuse to their "Designated Senior Person". The "Designated Senior Person" will then relay the concerns direct to the Child Protection and Advice Team. Further information will be available from Children's Services or through the designated senior person.

Information for families in Redbridge

Families Information Direct (FiND) is a 'one stop' information and advice service for families and people who work with families.



FiND specialise in providing information and advice on a wide range of issues that impact on family life, for example:

Childcare and childcare funding, including lists of childcare settings that offer free places for three and four year olds and guidance about the free places.

Care and support services. We know that children do not come with an instruction manual and that most families need support at some time as they face the rewards and challenges of bringing up children.

Information for parents about applying for a school place. FiND can help parents who might have difficulties understanding the application process or signpost to national organisations who can provide additional guidance and support.

Information, advice and guidance for parents of children and young people with special needs or a disability.

Activities for children and young people and their families.

FiND is made up of a small team of knowledgeable information advisors who are happy to assist with any question you may have related to you and your family's needs. Visit the website at <http://find.redbridge.gov.uk> or contact directly at Telephone: 0800 587 7500 Email: find@redbridge.gov.uk

Sustainable modes of travel

When choosing which school your child attends, choosing the way your child gets to school must form part of the equation. A school that can be reached through walking, cycling or scooting, can enable essential daily exercise to be introduced into a child's daily routine. Walking and cycling with your child on the way to school will also enable you to undertake some of your daily exercise.

Most schools in the borough have a school travel plan which is usually available on the school's website. The school travel plan shows how the school is trying to increase the numbers of those reaching the school through sustainable means of travel such as walking, cycling, scooting or using public transport and how it is addressing the problems associated with the school car run. It will also show the different ways that pupils and staff currently use to reach the school and the available school travel options.

Choosing to walk, cycle, scoot or use public transport to get to school will enable your child to become independent, safe and confident in the outdoor environment. Walking, cycling and scooting to school on a daily basis will reduce the chances of your child becoming obese or developing diabetes. There is also considerable evidence that children who exercise more, such as walking, cycling or scooting to school, concentrate better in the classroom and have fewer behaviour problems.

Schools can help you with the journey to school. Many schools in the borough offer cycle training to teach a range of cycling abilities to various age groups. Some schools also offer scooter training. Most schools offer safe and secure storage facilities for bicycles and scooters during the school day. Schools also sometimes have pool bikes that pupils can borrow in order to learn to cycle.

Identifying possible routes to the school of your choice can be found using the Transport for London Journey Planner. This is a web based facility for identifying public transport, walking and cycling routes available to travel from your home to your school. It is available at www.tfl.gov.uk/journeyplanner. A cycle specific journey planner is included in the TfL journey planner.

The way children travel when young often dictates how they will travel when they get older. Children who don't use public transport, walk, cycle or use scooters when young won't even consider these options as they grow older. As the number of cars on the roads increases, the available road space for cars remains broadly unchanged. Therefore traffic congestion increases, air quality deteriorates and levels of exercise and health for those reliant on the car worsens. The attractiveness of using the car over time will continue to deteriorate.

Walking, cycling and using public transport are lifelong skills that will support a healthy life style all the way through adulthood into old age.

Redbridge works hard to reduce the use of cars as part of the school run in the borough. The additional cars on the road during term time, add to local pollution levels, increase traffic congestion and reduce the local road safety in the roads immediately surrounding the school. To address these problems, the borough has developed a Sustainable Modes of Travel Strategy. This is available on Redbridge's website www.redbridge.gov.uk.

The choice you make when choosing which school your child attends should of course consider the educational needs of your child, but it should also take into account how your child will get to school. School travel is an issue that the borough cannot address without your help.

For your information

If you are dissatisfied with our procedures, you may use the Council's Complaints Procedure; or you may write to the Secretary of State for Education to express your views. The Secretary of State has the power to instruct the Authority if he thinks it has acted unreasonably.

Admissions criteria for Own Admission Authority schools

- Beal High School
- Chadwell Heath Academy
- Isaac Newton Academy
- King Solomon High School
- Loxford School Trust
- Mayfield School
- The Forest Academy
- The Palmer Catholic Academy
- The Ursuline Academy Ilford
- Trinity Catholic High School

These definitions are in relation to the admission criteria for own admission authority schools, except where individual arrangements spell out a different definition.

'Child Looked After'

"Looked after" children and children previously looked after. A looked after child is in the care of a Local Authority as defined by section 22 of the Children Act 1989.

Sibling

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 who is living in the same family unit at the same address.

Parent/Family members

A parent is any person who has parental responsibility or care of the child. Where admission arrangements refer to 'parent's attendance at church' it is sufficient for just one parent to attend. 'Family members' include only parents and siblings.

Distance

Distance will be measured by the shortest walking 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 higher priority. Chadwell Heath Academy uses a different distance measuring system: see their admission policy.

Supplementary Information Forms

All parents who list their preferred schools on the Local Authority's common application form or online are regarded as having made valid applications. A SIF should be completed for applicants considered under faith criteria of faith schools and for selective schools.

Beal High School

Admission Policy 2015-2016

1 Definitions

In this document the following words and expressions (unless the context requires otherwise) have the following meanings:

- 1.1 **Admission Authority.** The body responsible for setting and applying a school's admission arrangements. For academies this is the Academy Trust.
- 1.2 **Beal Multi-Academy Trust (BMAT)** – Beal Multi-Academy Trust may also be referred to as the 'Beal Academy Trust' (BAT). It should be noted that Beal Academy Trust is the admissions authority for Beal High School.
- 1.3 **'Geographic Information Systems' (GIS).** This refers to the computer software by which straight line distance measurements are calculated from the school's front gate to the home postcode of applicants.
- 1.4 **Local Authority (LA)** may also be referred to as Redbridge. The LA co-ordinates admissions to all secondary schools in Redbridge as part of the pan-London agreement.
- 1.5 **Published Admissions Number (PAN).** As part of determining their admission arrangements, all admission authorities must set an admission number for each 'relevant age group'. This is the number of places that the admission authority must offer in each age group at which pupils will be normally admitted to the school from outside; years 7 and 12.
- 1.6 **Siblings** – brothers and sisters living at the same address as the child for whom the application is being made. This includes half brothers and sisters, step brothers and sisters who live at the same address.

2 Introduction

- 2.1 Beal Academy Trust is the Admissions Authority for Beal High School. This policy will be administered fairly and impartially and is in accordance with The Equality Act 2010 and the Public Sector Equality Duty, The Human Rights Act 1998, School Standards Framework Act 1998 and the DfE Admissions Code February 2012. The Admissions policy for Beal High School will be reviewed annually in line with requirements laid down in the Admissions Code and full consultation occurs at least every seven years.

3 The Application Process for year 7

- 3.1 Beal High School participates in the co-ordinated admissions procedure, provided and administered by the local authority, for schools and academies in Redbridge. The Local Authority co-ordinates the application process on behalf of Beal High School according to the scheme which they publish in their annual Admissions Booklet.
- 3.2 Parents must use the Local Authority Common Application Form (CAF) to apply for a place for their child at Beal High School. The CAF must be submitted to the Local Authority by the deadline date published in the Local Authority Admissions Booklet which also includes clear guidance on how to complete the CAF on-line, information on dates for notification to parents of admissions decisions and the closing dates for accepting places or lodging appeals.
- 3.3 Children with statements of Special Education Needs where Beal High School is named on the statement are admitted ahead of other applicants but will be included in the Published Admission Number (PAN).

4 Admission Policy for year 7

- 4.1 The Published Admission Number (PAN) for Beal High School in year 7 is 360. Previous PANs for years 8-11 were 180.
- 4.2 Beal High School has a set 'catchment area' and children living in the catchment area have priority for admission. A catchment area is the area around the school covering a number of roads or parts of roads. The catchment area for Beal High School is available to download from our website at www.bealhighschool.co.uk.
- 4.3 All children whose statement of Special Educational Needs (SEN) names the school will be admitted to the school.

- 4.4 If the school is not oversubscribed all children will be offered a place. If the demand is more than the number of places available, all applications will be considered on an equal basis according to the following oversubscription criteria:
- Looked after children or children previously looked after but immediately after being looked after became subject to an adoption, residence order or special guardianship order. A looked after child is a child who is 9 (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social service functions (see section 22(1) of the Children Act 1989);
 - Children for whom there are particular medical or social reasons which justify admission to the school. Requests which are based upon the serious medical or psychological condition of a child must be supported by a qualified professional;
 - Children who live in the catchment area;
 - Children with a brother or sister (sibling) who is currently on roll at the named school in Years 7, 8, 9 or 10 only and who will continue to attend the school in the academic year 2013/2014, who reside at the same address;
 - Children living outside the catchment area, without a sibling.
- 4.5 In each category, if there are more children than places available, priority will be based on the shortest measured walking distance as measured by a Geographic Information System from the child's home to the main entrance of the school using public roads and recognised footpaths. It should be noted that when measurements involve flats in the same block, the distance will be to the entrance of each individual flat. In using distance as a tie-breaker, should there be more than one applicant for a final place living an identical distance from the school in question, the random allocation facility within the Tribunal 'Admissions and Transfer' system pupil data base will apply.
- 4.6 Applications received after the published deadline (31st October 2015) will not be considered until all of the applications received by that date have been dealt with unless there is evidence to show that the application could not have been reasonably made on time. Late applications will be dealt with after all 'on time' applications in the first round of offers on the statutory annual allocation dates.

- 4.7 If a parents' preference cannot be met a child's name can be put on the waiting list of the school. As places become available they will be allocated from the waiting list.
- 4.8 The waiting list will continue to operate until 31st August and applicants will be told in advance of the need to re-apply for continued consideration.

5 In-Year Admissions

- 5.1 Any parent can apply for a place at Beal High School at any time during the school year – there are no deadline dates for in-year applications.
- 5.2 Applications must be made using the LA in-year CAF.
- 5.3 The allocation of any places which may become available during the year will be made on the basis of the current over-subscription criteria described in section 4 of this policy.
- 5.4 Beal High School participates in the Local Authority in-year Fair Access Protocol.

6 Admission Appeals

- 6.1 If parents are unsuccessful in gaining a place for their child at Beal High School they will be informed by the Local Authority in writing and informed of their right to an independent appeal against the decision.
- 6.2 All Admission Appeals are considered by an independent Appeals Panel.

7 Waiting Lists

- 7.1 If we receive more applications than there are places available we will operate a waiting list. The waiting list will continue to operate until 31st August.
- 7.2 After the 31st August parents will be told in advance of the need to re-apply for continued consideration.
- 7.3 A student's position on the waiting list will be determined solely in accordance with the over-subscription criteria detailed in Section 4 of this policy.
- 7.4 If a place becomes available students will be offered a place in accordance with the over-subscription criteria detailed in Section 4 of this policy.
- 7.5 Looked after children, previously looked after children, and those allocated a place in accordance with a fair access protocol, will take precedence over those on the waiting list.

Admission Arrangements for Beal High School Sixth Form 2015

Sixth Form Admissions: Mr Mark Smith

Beal High School, Woodford Bridge Road, Ilford, Essex, IG4 5LP.

Website: www.bealhighschool.co.uk

Tel: 020 8551 9378

Fax: 020 8551 9249

Email: vgoldreich@beal.redbridge.sch.uk

Introduction

Beal High School Sixth Form is a comprehensive Sixth Form providing an exciting range of A Level and Level 3 BTEC courses.

Admission to the Sixth Form at Beal High School is managed by the school in accordance with the Department for Education (DfE) School Admissions Code and the law relating to admissions.

The capacity for the Sixth Form at Beal High School is 500.

Admission to the Sixth Form

Admission to the Sixth Form will be from:

- Pupils in Year 11 at Beal High School
- Pupils from outside of Beal High School

The Published admission number (PAN) for pupils entering the Sixth Form from outside of Beal High School will be 100.

Students on roll at Beal High School are required to apply for a place in the Sixth Form as are students from other schools.

The entry requirements for admission to the Sixth Form shall be the same for students on roll in Year 11 at the school and external applicants.

Applicants will not be interviewed for admission but Beal High School will offer all Year 11 students at Beal High School two Information, Advice and Guidance meetings during the course of Year 11. External applicants may be invited for a meeting to discuss subject choices.

Students will be admitted into the Sixth Form at the start of the autumn term in each academic year although there may be some school occasions when the students transfer during the academic year.

Minimum Entry Requirements

All those seeking admission to the Sixth Form must achieve the necessary grades for access onto the courses they have chosen. The minimum entry requirements for Beal High School Sixth Form and the subject-specific entry requirements can be found in the Sixth Form Prospectus on the Beal High School website at www.bealhighschool.co.uk.

Oversubscription Criteria

Where the number of eligible external applicants for a course of study exceeds the places available then admission will be considered on an equal basis according to the following oversubscription criteria:

1. Looked after children or children previously looked after but immediately after being looked after became subject to an adoption, residence order or special guardianship order. A looked after child is a child who is 9 (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social service functions (see section 22(1) of the Children Act 1989), subject to meeting the specific entry criteria for their chosen programme of study.
2. Internal Year 12 students completing 1 year courses subject to meeting the specific entry criteria for their chosen programme of study.
3. Internal Year 11 students subject to meeting the specific entry criteria for their chosen programme of study.
4. External applicants subject to meeting the specific entry requirements for their chosen programme of study where places are still available on that programme.

Where there are more external applicants than places available, applicants will be ranked according to their predicted grades.

Should a tiebreak be necessary, priority will be given to applicants:

1. Attending our Trust partner schools The Forest Academy and Beal Business Innovation Hub (BBIH)
2. Based on the shortest measured walking distance from the child's home to the main entrance to the school as measured by the Authority's geographic measuring system. In using distance as a tie-breaker, should there be more than one applicant for a final place living an identical distance from Beal High School, the Authority will use the random allocation facility within the Tribal "Admissions and Transfers System" pupil database.

The number of students who have applied for each course will need to be taken into account, meaning that extra students can sometimes be accommodated over the admission number if the pupils' chosen course is not full.

Appeals

Should admission to the Sixth Form at Beal High School be refused, applicants can request details of the statutory appeals procedure. Any student refused a place in the Sixth Form has the right of appeal to an independent appeals panel. An Appeal Form can be downloaded from the School's website www.bealhighschool.co.uk or telephone 020 8551 9378 and a form will be sent to you.

Timetable for Admission

Prospectus and Application Form are published on the School's website.

20th January 2015

Closing date for applications 1st March 2015

Processing of applications January – May 2015

GCSE Results published 20th August 2015

Admissions confirmed or refused 20th-21st August 2015

Chadwell Heath Academy Admission Policy 2015-16

1. Introduction

- 1.1 The approved admission number agreed by the Governing Body and the Secretary of State is 180 pupils.
- 1.2 Pupils are admitted at the age of 11 without reference to ability or aptitude.

2. Application for places by parents of year 6 pupils for Year 7 entry

- 2.1 Parents must apply on the common application form which will be issued from the beginning of the Autumn Term and is available on line.
- 2.2 Parents must return the completed common application form, or complete and submit their on-line application form, to the Borough they live in by the published deadline for the year of entry.
- 2.3 The address given on the closing date for admissions (31 October) will be deemed the residency of the pupil until the 1st September of the year of entry.
- 2.4 Letters of offer for entry will be sent to parents on 1st March (or the next working day if the 1st is not a working day) by the London Borough of Redbridge.
- 2.5 Parents must return the acceptance slip to the London Borough of Redbridge within fourteen days.
- 2.6 After the 1st March of the year of entry, admissions are dealt with in collaboration with the London Borough of Redbridge.

3. In the event of over subscription

- 3.1 Where applications for admissions exceed the number of places available, the highest priority will be given to:
 - 3.1.1 looked after children and previously looked after children.
 - 3.1.2 the child who has/had a sibling on roll for part of their Schooling in Years 7 to 11.
 - 3.1.3 proximity of the child's home to the School, with those living nearer being accorded the higher priority.
- 3.2 Where a child is eligible for a place at this School and other named schools, they will be allocated a place at whichever of these is the highest ranked school according to the parental common application form.

- 3.3 Where more than one child lives exactly the same measured distance from the School lots will be drawn to decide how the place will be allocated.

4. Definitions of over subscription criteria

- 4.1 **Looked After Children and former looked after children:** children who are or have been in public care within a Local Authority.
- 4.2 **Sibling:** a brother or sister, whether natural, legally adopted or fostered and any other 'child of the family' (a child whose primary residence is the same as that of the applicants sibling and who lives with a natural parent or a person with genuine parental responsibility). Such a sibling must have been admitted onto the School roll for part of their schooling between Years 7 to 11.
 - 4.2.1 The Governing Body reserves the right to require production of official documentation by way of verification of sibling status, (e.g. child benefit letter; court order relating to adoption or parental responsibility).
- 4.3 **Proximity:** The shortest actual distance by public pedestrian route as measured by the "mapinfo 9" official mapping system between the child's home to the pupil entrance gate beside the main entrance of the School in Christie Gardens.
 - 4.3.1 The Governing Body measures this distance using, wherever possible, officially recognised pedestrian footpaths (including those through parks) and pedestrian crossing points (e.g. public subways and pelican crossings).
 - 4.3.2 Where a child lives in a block of flats the measurement will be to the front entrance of the block. Where more than one child lives in the same block of flats priority will be given according to whose door number is the lowest numerically and/or alphabetically.
- 4.4 **Home:** The primary residence of the child. The place where the child lives for the majority of the week. The Governing Body reserves the right to require production of official documentation by way of verification in respect of the child's primary residence. (e.g. Council Tax Form).
- 4.5 Applicants who falsify information in order to gain admission to the School will have their offer of admission withdrawn if this is discovered within one term of their admission.

5. Appeals for admission

- 5.1 An appeal against a refusal of a place must be made within 20 School days from the date of notification of refusal.

6. parents who are unsuccessful in their application

- 6.1 Parents who are unsuccessful in their application will be asked if they wish to be placed on an interest list.
- 6.2 Interest lists (waiting lists) for Years 7 to 11 will be reviewed in the January (Spring Term) following the transfer from primary to secondary school. All parents/carers are written to and asked to confirm, in writing, their continued interest in this School. Those parents/carers who wish their child's name to stay on the interest list will be considered in accordance with the school's admission criteria.
- 6.3 Once a child's name is on the Interest List, parents/carers will be required to reaffirm their wish to remain on the Interest List of the School in September of each subsequent year or their child's name will be removed from the Interest List.

7. LATE APPLICATIONS

- 7.1 Late Applications will not be considered until after the first allocation of places have been made on the 1st March (or the next working day if the 1st is not a working day)

8. APPLICATIONS DURING THE ACADEMIC YEAR

- 8.1 Applications received after the start of the academic year must be made directly to the School and the School will then inform the Local Authority in accordance with the revised code. The Application form is available from the School Office or can be downloaded from the Academy website.
- 8.2 Pupils will be admitted where places are available.
- 8.3 Where a Year group is full, i.e. it is at its standard admission number, the parents will be advised of their right of appeal.

9. ENTRY TO THE SIXTH FORM

- 9.1 The Sixth Form is available for all existing pupils at Chadwell Heath Academy if they fulfil the individual requirements of suitable courses, details of which can be found in the Sixth Form Prospectus.
- 9.2 The School will admit 30 external students who must be of statutory school age, are living in the UK with parents who have a right of abode and meet the School and individual subject requirements of suitable courses.
- 9.3 In the event of oversubscription for these 30 places, allocation will be in accordance with the School's oversubscription criteria, subject to applicants fulfilling the School and individual subject requirements of suitable courses.

10 WITHDRAWING AN OFFER OF A PLACE

- 10.1 An offer of a place will be withdrawn if it:
- has been made in error;
 - a parent has not responded within a reasonable period of time;
 - was obtained through a fraudulent or intentionally misleading application.
- 10.2 Once a child has started at the Academy, the place will be withdrawn if it is discovered that the place was obtained fraudulently.

11. WAITING LIST

- 11.1 From the start of each academic year, the Academy will maintain a waiting list for each Year group.
- 11.2 Parents will be asked if they wish to remain on the waiting list.
- 11.3 The waiting list will be sorted by applying the Academy's entry criteria for oversubscription.

Isaac Newton Academy Admission Policy 2015-16

GENERAL

1. This document sets out the admission arrangements for Isaac Newton academy ("the academy"). The academy is designated as an 'all through' academy. It does not currently have a sixth form, but in the event that these educational categories are introduced, the admission arrangements will follow the criteria described in this document.
2. The academy will comply with all relevant provisions of the Department for Education's School Admissions Code 2012 ("the Admissions Code") the School Admission Appeals Code 2012 ("the Appeals Codes") and the law on admissions. Reference in the Codes to admission authorities shall be deemed to be references to the Board of ARK Schools, the powers and functions of which may be delegated to the local governing body of the academy.
3. All academies in the ARK Schools network including the Isaac Newton academy will participate in the co-ordinated admission arrangements administered by the local authority in the relevant geographical location and in respect of other arrangements specified in the Admissions Code.
4. Notwithstanding these arrangements, the Secretary of State may direct the academy to admit a named pupil to the academy on application from a LA. Before doing so the Secretary of State will consult the academy.

NB:

1. The Academy is one of a number within a network of academies overseen by ARK Schools.
2. ARK Schools is the Admissions Trust and through its Board may delegate some functions to Local Governing Bodies (LGB's) set up to provide a local oversight of individual academies.
3. The ARK Schools Board is responsible for the admissions policy of each academy. From time to time some admissions functions may be delegated to academies whilst others are carried out at ARK Schools under the direction of the Board.
4. In the event of a query, enquiries should be made to the Admissions Team at ARK Schools 65 Kingsway London WC2B 6TD.

ADMISSION ARRANGEMENTS APPROVED BY SECRETARY OF STATE

THE NORMAL ADMISSIONS ROUND:

5. The admission arrangements for the Academy for the academic year 2015/2016 and for subsequent years are set out below.

a) Secondary

The Academy has an agreed Published Admission Number of 180 pupils.

1. In September 2021 (when the first primary entrants will have completed Year 6) and in subsequent years it is proposed that pupils in the primary school will transfer to the secondary school. This will reduce the number of places available for admission to 'external applicants' (i.e those children not already attending the primary school).

b) Post 16 provision

- 1) If at any time in the future the academy opens a Sixth Form, (currently planned to be in September 2017) the number of places available will be published in advance on the academy website. When the Sixth Form is open, those students already attending the academy and achieving the minimum academic entrance requirements will transfer to the Sixth Form.
- 2) The minimum academic entrance requirements for admission to the post-16 provision will be published in the academy sixth prospectus which will be available on request and also published on the academy website. These requirements will relate to both internal and external applicants.
- 3) Students will be informed in writing whether or not they have been allocated a place.
- c) The academy may set a higher or lower admission number than its Published Admission Number for any specific year. Before making any change to the agreed admission number, or a permanent change to its PAN the Academy will in accordance with the provisions of the School Admission Code 2012 notify the Local Authority of the consent to such an arrangement of the ARK Board and the Local Governing Body. Where it is proposed to have a lower admission number the academy will consult as required by paragraphs 1.3 and 1.42 of the School Admissions Code
- d) In accordance with its funding agreement the Academy will also seek the consent of the Secretary of State to any permanent change to its PAN.

CONSIDERATION OF APPLICATIONS

6. Arrangements for applications for places at the academy will be made in accordance with the relevant Local Authority's ("LA") co-ordinated admission arrangements and will be made on the Common Application Form provided and administered by the relevant LA.
7. The Academy Trust will use the LA's timetable for applications to the Academy each year (exact dates within the months may vary from year to year). This will fit in with the timetable for the co-ordination of admission arrangements agreed following consultation, within the LA.

8. For secondary applications:

- a) September - The academy will publish in its prospectus information about the arrangements for admission, including oversubscription criteria, for the following September (e.g. in September 2014 for admission in September 2015). This will include details of open evenings and other opportunities for prospective pupils and their parents to visit the school.
 - b) September/October - The academy will provide opportunities for parents to visit the Academy.
 - c) October - Common Application Form to be completed and returned to the relevant LA to administer by 31 October.
 - d) December - LA sends applications to the academy.
 - e) January - the Academy sends list of pupils to be offered places to the LA; the academy or ARK central will advise the LA of applicants who meet required admissions criteria where it has been necessary to verify this for them e.g distance measurement.
 - f) February - The LA applies agreed scheme for own schools, informing other local authorities of offers to be made to their residents.
 - g) March - offers made to parents by LA.
 - h) April/May - Determination of the next academic year's admissions policy. This will be published on the academy's website and sent to the LA by 1 May for inclusion in the composite prospectus.
9. After the admission of pupils with statements of Special Educational Needs or Education Health and Care Plans where the Academy is named on the

statement, the academy will consider all applications for places.

- 9.1 Where fewer applications are received than places available, the Academy will offer places to all those who have applied including from 2021 all those pupils attending the primary school in year 6.

PROCEDURES WHERE THE ACADEMY IS OVERSUBSCRIBED

Secondary Oversubscription Criteria

10. Where the Academy is named on a pupil's Statement of Special Educational Needs or Education Health and Care Plan, that child will be admitted by the Academy. If the number of applications for admission to the secondary school is greater than the published admissions number, applications will be considered against the criteria and order set out below:
 - a) Looked After Children and children who have been previously looked after (pursuant to the Admissions Code)¹.
 - b) Children of staff at the school where there is a demonstrable skill shortage- children of members of staff will have priority in the oversubscription criteria if the staff member is filling a post for which there is a demonstrable skill shortage. ARK Schools is required to approve the Principal's designation of such posts and confirm the assessment that a member of staff appointed meets the requirements of the shortage. Priority will be limited to one place for each form of entry in any year.
 - c) Children who at the time of the admission have a sibling who attends the academy. For this purpose "sibling" means a whole, half or step-brother or -sister or an adopted child resident at the same address. In the case of multiple births or brothers and sisters in the same year group, where there is only one place available in the academy, both will be considered together as one application.
 - d) Children of staff in the school - Where there is no demonstrable skill shortage, priority may be given where the academy is oversubscribed to a child of a person who will have been employed in the academy for two or more years at the time the application for admission is made. Priority will be limited to one place for each form of entry in any year.

¹ A 'looked after' child is a child who is a) in the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services function 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 the subject of a residence order or special guardianship order.

- e) Distance measurement - A child's home will be the address at which the child normally resides and which has been notified to the Academy and other relevant agencies as being the child's normal place of residence.
- i. In those cases where the relevant local authority measures distance on behalf of ARK Schools, the method they adopt for measurement and also selection between equal applicants and those living in flats will apply.
- ii) In those cases where ARK Schools is required to carry out the measurement itself priority will be given to those children who live closest to the school using a straight line measurement taken from Ordinance Survey Data from the Academy building's main reception to the main entrance of the child's home. Where a child resides in a block of flats, the distance will be measured from the Academy building's main reception to the main entrance of the building in which the flats are located.

Tie Breaker: If ARK Schools is unable to distinguish between applicants using the published criteria, including those who live in blocks of flats with the same building entrance, places will be offered via a random draw which will be supervised by someone independent of the academy.

Post 16 Oversubscription Criteria

11. Where the sixth form is oversubscribed, priority will be given to those qualifying applicants i) with SEN, where the academy on the Statement, followed by ii) eligible looked after children or former eligible looked after children. Other criteria for priority will be published on the Academy website.

Right of Appeal

12. There will be a right of appeal to an Independent Appeals Panel for all applicants refused admission (see paragraph 15 below).

OPERATION OF WAITING LISTS

13. Subject to any provisions regarding waiting lists in the LA's co-ordinated admission scheme, the academy will operate a waiting list. Where in any year the academy receives more applications for places than there are places available, a waiting list will operate. This will be maintained by the academy 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.

14. A child's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in paragraph 10 above. When places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

ARRANGEMENTS FOR APPEALS PANELS

15. Parents will have the right of appeal to an Independent Appeal Panel ("Appeal Panel") if they are dissatisfied with an admission decision of the Academy.
16. The Appeal Panel will be independent of the Academy. The arrangements for Appeals will be in line with the Appeals Code. The determination of the Appeal Panel will be made in accordance with the Code and will be binding on all parties. The Academy will provide written guidance for parents about how the appeals process works and will provide parents with a named contact who can answer any enquiries parents may have about the process.

APPLICATIONS FOR ADMISSION TO THE ACADEMY OUTSIDE THE

NORMAL ADMISSIONS ROUND - 'IN YEAR' APPLICATIONS

17. Pursuant to the Admissions Code, there is no requirement for local authorities to co-ordinate admissions for in-year applications and for applications for year groups other than the normal point(s) of entry. **(It may be that the academy will reach agreement with the local authority or other agency to handle the co-ordination of 'in year' applications for admission and waiting lists. If this is the case full details will be published on the Academy's Website).**
18. These applications should be submitted direct to the academy unless other arrangements as described above have been made and published on the academy Website.
19. Subject to any provisions in the LA's published and agreed protocol on arrangements relating to applications submitted for years other than the normal year of entry, the academy will consider all such applications and if the year group applied for has a place available, admit the child.
20. If more applications are received than there are places available, the oversubscription criteria in paragraph 10, shall apply.

APPEALS AGAINST REFUSAL OF AN 'IN YEAR' APPLICATION

21. Parents will have a right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the Academy as described in paragraph 15 above.

PROCEDURES FOR DETERMINING ADMISSION ARRANGEMENTS

CONSULTATION

22. The academy shall consult every seven years on its proposed admission arrangements unless these are the subject of change in any year.
23. Where consultation is required the academy will consult for a period of 8 weeks between November and the following March. All relevant parties listed in paragraph 1.44, Section 1 of the Admission Code (will be consulted and the consultation will be conducted directly with the relevant LA and applicable church authorities and by way of publication on the academy's website and that of ARK Schools.

DETERMINATION AND PUBLICATION OF ADMISSION ARRANGEMENTS

24. Following consultation, the Academy Trust will consider comments made by those consulted. The Academy Trust will then determine its admission arrangements by 15th April of the relevant year and notify those consulted what has been determined.

PUBLICATION OF ADMISSION ARRANGEMENTS

25. The Academy Trust will publish its admission arrangements each year once these have been determined, by sending copies to the relevant LA and by way of publication on its website and that of ARK Schools in the Admissions Code.
26. The published arrangements will set out:
 - a) The name and address of the academy and contact details;
 - b) A summary of the admissions policy, including oversubscription criteria;
 - c) Numbers of places and applications for those places in the previous
 - d) year; and
 - e) Arrangements for hearing appeals.

REPRESENTATIONS ABOUT ADMISSION ARRANGEMENTS

27. All changes to the admission policies for ARK academies need to be approved by the Secretary of State.
28. Where any bodies that were consulted, or that should have been consulted, make representations to the Academy Trust about its admission arrangements, the academy Trust will consider the representations before determining the admission arrangements.
29. Where the Academy Trust has determined its admission arrangements and notified all those bodies whom it has consulted and any of those bodies object to the admission arrangements, they can make representations to the Schools Adjudicator. Objections must be referred to the Adjudicator by 30th June in the admissions determination year. Information on how to make an objection can be obtained from the office of the Schools Adjudicator: <http://www.schoolsadjudicator.gov.uk>.
30. Those bodies referred to in paragraph 23 above have the right to ask the Academy to increase its proposed Published Admissions Number for any year. Where such a request is made, but agreement cannot be reached locally, they may ask the Secretary of State to direct the academy to increase its proposed Published Admissions Number. The Secretary of State will consult the academy and will then determine the Published Admission Number.
31. The Secretary of State may direct changes to the academy's proposed admission arrangements and, in addition to the provisions above, the Secretary of State may direct changes to the proposed Published Admissions Number. The Secretary of State will consult the academy and/or the Academy Trust before making any direction.
32. Pursuant to the Admission Code 2012 the academy may decide to admit above its PAN in year. It may also increase its stated PAN for any determination year and future years provided that the necessary approvals at governing board levels and that of the Secretary of State are received. In these cases it is not necessary to consult but the Admissions Code provides for the local authority to be given notice to enable them to deliver their coordinated responsibilities effectively.

PROPOSED CHANGES TO ADMISSION ARRANGEMENTS BY THE ACADEMY AFTER ARRANGEMENTS HAVE BEEN PUBLISHED

33. Once the admission arrangements have been determined for a particular year and published, the Academy will propose changes only if there is a major change of circumstances. In such cases, the Academy must notify the bodies referred in paragraph 23 above of the proposed variation and must then apply to the Secretary of State setting out:
- a) the proposed changes;
 - b) reasons for wishing to make such changes;
 - c) any comments or objections from those entitled to object.

NEED TO SECURE SECRETARY OF STATE'S APPROVAL FOR CHANGES TO ADMISSION ARRANGEMENTS

34. Following the consultation process outlined in this policy, the academy will through ARK Schools, consult as may be required and/or necessary and seek the consent of the Secretary of State to any changes in its admission arrangements.
35. Records of applications and admissions shall be kept by the academy for a minimum period of ten years and shall be open for inspection by the Secretary of State.

King Solomon High School Admission Policy 2015-16

Introduction

King Solomon High School is a co-educational comprehensive school serving the Jewish Communities of Redbridge, Essex and the surrounding areas.

King Solomon High School's Foundation Body is the United Synagogue. The School embraces modern orthodox Jewish belief and practice and a unique feature of the school is its Jewish atmosphere. The School is keen on presenting a totally fresh approach to Jewish life. We teach the full range of national curriculum subjects in addition to providing a range of formal and informal Jewish educational programmes. We encourage our students to take their place as healthy, active and tolerant citizens in a multi-cultural society, accepting those who are different and caring for those who are in need.

Applications are welcome from students practicing other faiths. Should places be available, offers will be made according to the criteria set out below

By applying to send your child to King Solomon High School you are stating a clear commitment to respect the School's Jewish ethos and values. [Please see the School website for a full description of the School's ethos and values. kshsonline.com]

Numbers

The School will admit a maximum of 150 students to Year 7 in September 2015.

Children with a Statement of Special Educational Needs

The law provides a separate process for the admission of students with a Statement of Special Education Needs. Those students who have the School named in their statement will be admitted, if necessary in addition to the admission number of the School.

Application Procedure

All parents/guardians must complete the Common Application Form (CAF) and return it to the Local Authority within which the child lives. The CAF is to be found as an addendum to the Redbridge 'Transfer to Secondary School 2015 booklet' and may be obtained from other local authorities. The CAF should be returned to Redbridge by October 31st 2014. Parents/Guardians should also complete the Supplementary Forms 1 and 2 [SIF 1 and SIF 2] and where relevant SIF 3 (please see below) and these should be returned to the School's Admissions Officer by October 31st 2014.

Applications must be made by the date given above. All applications received on time will be processed together.

The Governors will give priority to students who meet the religious practice criteria, SIF 2, based on guidelines from the Chief Rabbi, such as attendance at synagogue services, commitment to Jewish education and voluntary work within the community. A Certificate of Religious Practice, the Supplementary Information Form 2 [SIF 2], is to be found as an addendum to the Redbridge 'Transfer to Secondary School 2015' booklet and may be obtained from other local authorities and from the School. This should be completed by the parent/guardian, signed by the relevant bodies and then returned to the School office. Only students who achieve 3 points in "the practice criteria" as set on SIF 2 will be accorded priority in categories 1-4 of the admissions criteria.

Applicants of other faiths should complete Supplementary Information Form 3 [SIF 3] which is also available as an addendum in the Redbridge 'Transfer to Secondary School 2015 booklet' and may be obtained from the School. This is to be completed by the parent/guardian, signed by the relevant religious body and then returned to the School office.

All forms are also available from the School's website at www.kshsonline.com and the Redbridge website at www.redbridge.gov.uk.

Late Application Forms

Application forms received after the published closing date will be considered after those who meet the deadline. Each late form will be considered against the appropriate criteria, including the tie break, explained below.

Waiting Lists

The waiting list is maintained throughout the academic year in which we receive the Supplementary Information Forms. If parents/guardians wish their child to remain on the waiting list for the following year, they must contact the school in writing after the start of the school year, in early September. Being on the waiting list does not imply any priority in the Admissions Criteria which, when a vacancy arises, are applied to the circumstances pertaining at that time.

Applications Outside the Normal Admissions Round

Applications received after the start of the academic year should be made directly to the School and the School will inform the Local Authority in accordance with the School's Admission Code 2012. Application is by way of completion of the School's Supplementary Information Form [SIF 1] and the Certificate of Religious

Practice [SIF 2 or SIF 3]. All forms are available from the local authority, from the School Office and website, and must be returned to the school. Applications for in-year admissions will be dealt with so far as practicable in accordance with the over subscription criteria listed below.

Fair Access Protocol

King Solomon High School is committed to taking its reasonable share of children who are vulnerable and/or hard to place, as set out in the locally agreed Fair Access Protocol. Accordingly, outside the normal admissions round, the Governing Body is empowered to give absolute priority to a child where admission is requested under a local Fair Access Protocol that has been agreed for that year. The Governing Body has this power, even when admitting the child would mean exceeding the 150 admitted students.

Over Subscription Criteria

If the number of applications exceeds the number of places available Governors will offer places in the following order to:-

1. Looked-after children: meaning children who are within the definition in S.22 (1) of the Children Act 1989, that is, children who are in the care of the Local Authority or are provided with accommodation by the Authority, or who have previously been looked after, who meet the practice criteria on SIF 2.
2. Siblings of students attending the School at the date of application and siblings of former students who meet the practice criteria on SIF 2. This includes half-siblings, step-siblings, adopted-siblings and others living permanently in the household.
3. Students at Ilford Jewish Primary School and Clore Tikva Primary School who meet the practice criteria on SIF 2.
4. Students at other Jewish primary schools who meet the practice criteria on SIF 2.
5. Children of parent/s/guardians who attend synagogue.
6. Other looked after children: meaning children who are within the definition in S.22 (1) of the Children Act 1989, that is, children who are in the care of the Local Authority or are provided with accommodation by the Authority, or who have previously been looked after by the Local Authority.
7. Siblings of students attending the School at the date of application and siblings of former students who meet the practice criteria on SIF 3. This includes half-siblings, step-siblings, adopted-siblings and others living permanently in the household.

8. Siblings of current and former students who apply without SIF 2 or SIF 3. This includes half-siblings, adopted siblings and others living permanently in the household.

9. Students attending Jewish schools.

10. Children of any staff member employed at the school for a minimum of two years at the time at which the application to the school is made and/or children of any member of staff who is recruited to fill a vacant post for which there is a demonstrable skill shortage.

11. Applicants of other faiths whose application is supported by a reference from their religious leader on SIF 3.

12. Other children

Tie Break

Within any individual criterion there is always the possibility of more applicants than there are places available. In such a situation, priority will be given to students who live nearest the school gate, measured in a straight line to the front door of their home as suggested by Redbridge's Geographic Information System. Where parents reside at separate addresses, but with shared responsibility for the child, it will be the address at which the child spends most of the week. If there is a situation where the tie break involves students living equidistant from the school, the place will be offered according to the local authority's computerized random selection procedure.

Right of Appeal

In the event of parents not being offered places for their children, they are entitled to appeal by writing to the Clerk to the Governors within 20 days of notification of the non-offer. In response, the procedure will be explained and a timetable for the process will be published on the School's website according to a schedule set out by the local authority and the School Admissions Appeals Code 2012.

Entry Year 12

The School will accept 15 external students. Priority will be given to those who have completed the Year

12 CRP [SIF 2 or SIF 3]. Priority will be given to those students who gain three points and who meet our entry criteria as set out above and who also fulfill the following academic criteria:

- **A Level studies**

Minimum of 6 GCSE grades at A*-C including English and Mathematics with a grade B or above in the subjects to be studied at A level.

- **Vocational Level 3 Courses**

Minimum of 4 GCSEs at grade C or above.

- **Vocational Level 2 Courses**

3/4 GCSEs at grade D or above.

Right of Appeal

In the event of a potential sixth former not being offered a place, either the parent or the student him/herself is entitled to appeal by writing to the Clerk to the Governors within 20 days of notification of the non-offer. In response, the procedure will be explained and a timetable for the process will be published on the School's website according to a schedule set out by the local authority and the School Admissions Appeals Code 2012.

Loxford School Trust Admission Policy 2015-16

Applications for transfer in September should be submitted by 31st October the year before.

Notification of the allocated school will take place via the Local Authorities by 1 March or next working day.

Applications received after the 31 October will not be considered until all the applications received have been dealt with unless there is evidence to show that the application or amendment could not reasonably have been made on time.

Where physically disabled pupils are within the catchment area of any particular school they should be considered for admission to that school.

If a student out of catchment requires a school that is accessible then the schools that are accessible should be considered equally and the student placed in the most appropriate school that meets their needs.

If the parents preference cannot be met the child's name will be placed on the waiting list of the School. As places become available they will be allocated from the waiting list. All age group waiting lists will operate in accordance with Local Authority admissions.

In all cases under admissions protocols the School will follow the Local Authorities Admissions Processes and Procedures.

In all places at the Loxford Trust the tie-breaker will be the shortest measured walking distance as measured by a geographic information system from the child's home to the main entrance to the School using public roads and recognised footpaths. It should be noted that when measurements involve flats in the same block, the distance will be to the entrance to each individual flat. In using distance as a tie-breaker should there be more than one applicant to a final place living an identical distance from the school, the school will use the random allocation facility within the Tribal (Admissions and Transfer System Pupil Database) which is used for allocations.

Nursery

The Loxford School Trust will admit 78 Nursery places in September.

Children shall be admitted when a place becomes available for up to 15 hours per week for 38 weeks. They will be granted either a morning session or an afternoon session depending on availability.

Admissions for the Nursery are considered as follows:

- Looked After Children and children previously looked after but immediately after being looked after become subject to an adoption, residence order or special guardian order. A Looked After Child is a child who is in care of a Local Authority as defined by Section 22 of the Children's Act 1989.
- Exceptional medical or social reasons, which should be supported by a qualified professional directly involved with the child and will be considered by the Trust's medical or psychological advisors. Only where it is agreed that admission to the Trust is essential will an exception to the general policy be made.
- Siblings, with preference to older children according to the date of birth, preference will only be given to those with siblings who will still be in attendance at the date of admission.
- All applicants with preference to older children according to their date of birth authenticated by the child's birth certificate and proof of home address.

Further Information

Admission to a Nursery class does not guarantee admission to the main school, applications for which should be made in accordance with the locally agreed Admissions Policy.

The statutory right to appeal does not apply to admissions to Nursery classes.

Reception

The Loxford School Trust will admit 120 students into Reception in September and will follow the Local Authorities Admissions Procedures.

Year 7

The Loxford School Trust will admit 300 pupils into Year 7 in September in accordance with the PAN London System.

The Loxford School Trust will consider all applications for places from the PAN London System. Where fewer than 300 applications are received, subject to the appropriate processes and the School Admissions Code, the School will offer places to all those who have applied.

Where the number of applications for admission is greater than 300 using the PAN London Admissions by 31 October, applications will be considered using the following criteria. All children with a statement of SEN naming the school will be admitted. The Criteria will be applied in the order in which they are set out below:

Admission Criteria, in order of consideration.

If the demand is more than the number of places available, all applications will be considered on an equal basis as follows:

- “looked after” children and children previously looked after but immediately after being looked after became subject to an adoption, residence order or special guardianship order. A looked after child is a child who is in the care of a local authority as defined by section 22 of the Children Act 1989.
- children who live in the catchment area;
- children who have brothers or sisters (siblings) who are both currently on roll at the school in Years 7 to 10 only and who will continue to attend that school in the following academic year; and
- children who live out of the catchment area who have no sibling attending the school.

Mid-Term Applications

The School participates in the LA Fair Access Protocol for secondary schools. Parents/carers will be informed in writing of the decision on whether a place can be offered.

Appeals Against Admissions Decisions

The School will abide by the relevant Local Authorities Appeals Procedure.

6th Form – 16-18

Internal students

Loxford School welcomes applications for entry to the Sixth Form from students who have attended the Academy in Year 11 during 2013-2014 and wish to transfer to the Sixth Form in September 2014. Conditional offers made will indicate the appropriate route of study on the basis of GCSE performance.

External students

The school also accepts applications for entry to the Sixth Form from external candidates who attended another School or Academy in Year 11 during 2013-2014. The Planned Admission Number for Year 12 is 45 – this figure refers only to year 12 students being admitted to the school for the first time, and not to the students transferring who currently attend Loxford School. Students who have studied abroad will be expected to have undertaken GCSE's or I-GCSE's. If neither programme has been studied students will need to undertake GCSE equivalent testing in subjects agreed by The Senior Deputy Headteacher to ascertain performance levels and suitability for entry to the Sixth Form.

Late Applications

Students applying to join the Sixth Form after the deadline for applications should note that admission will be subject to entry requirements as shown below, and availability of places on preferred courses.

Entry requirements for both internal and external applicants

Entry to the Sixth Form is subject to a student having achieved the appropriate grades for their intended route of study. Prospective students should refer to the Sixth Form Prospectus for individual subject requirements; individual subjects may be limited in the number of students they are able to accommodate.

Oversubscription regarding applications by External applicants

Should applications from suitably qualified external students exceed the number of places available, the following oversubscription criteria will be applied:

1. Children in Care (Looked After Children) Including Children that were looked after but ceased to be so because they were adopted or became subject to a residence order or special guardianship order.
2. children who live in the catchment area;
3. children who have brothers or sisters (siblings) who are both currently on roll at the school in Years 7 to 10 only and who will continue to attend that school in the following academic year; and
4. children who live out of the catchment area who have no sibling attending the school.

Mayfield School Admission Policy 2015-16

For admission on or after 1st September 2015

Admission at 11+

- 1. Mayfield School**, hereinafter called 'Mayfield', has a designated size based on "the planned admission number" which is the number of pupils per year group that can be accommodated. The Planned Admission Number for years 7 to 11 inclusive is up to 360 students.

Mayfield has a set 'catchment area' from which it takes children.

In the event that the number of applicants exceeds the number of places available, children will be admitted in accordance with the following criteria provided their carers/parents confirm their acceptance of the place at Mayfield within the deadline set by the London Borough of Redbridge.

See Notes to the Admission Arrangements for definitions of 'siblings', 'living', 'closest to Mayfield', 'looked after', etc.

The priority order is:

- (a) 'looked after children', i.e. children in public care and previously looked after
- (b) children who live in the catchment area and have a sibling at Mayfield
- (c) children who live in the catchment area and do not have a sibling at Mayfield
- (d) children who live outside the catchment area and have a sibling at Mayfield
- (e) children who live outside the catchment area and do not have a sibling at Mayfield

In each category, if there are more children than places available, priority will be given to children who live closest to Mayfield (see Note 4). In the event of more than one child residing at the same distance from the school, lots will be drawn to decide how the place(s) will be allocated.

- 2. Unfulfilled requests** - If the request for a place cannot be met, a child's name can be put on Mayfield's waiting list. As places become available, they will be allocated in accordance with the priority order as detailed above.
- 3. Children with a Statement of Special Educational Needs** - The law provides a separate process for the admission of children with a Statement of Special Educational Needs. The school will work in full co-operation with the appropriate agencies to ensure children with a statement of educational needs which names Mayfield on their statement will be admitted to the school.

- 4. Waiting List** - This will continue to operate until the last Friday in the August of the year of admission. After this time, parents still wishing their child to be considered for Mayfield will be asked to re-affirm their interest and a waiting list will be drawn up in accordance with the 'Admission after 11+' criteria listed below.

- 5. Late applications** - In the case of applications received after the closing date for Redbridge (the due date), it should be noted that:-
 - i) there can be no guarantee that a child will be given a place at Mayfield;
 - ii) if a vacancy exists, the child will be admitted;
 - iii) if there are no places available at Mayfield, a child's name will, if the carers/parents so wish, be placed on the waiting list in the following order:
 - (a) 'looked after children', i.e. children in public care
 - (b) children who live in the catchment area and have a sibling at Mayfield
 - (c) children who live in the catchment area and do not have a sibling at Mayfield
 - (d) children who live outside the catchment area and have a sibling at Mayfield
 - (e) children who live outside the catchment area and do not have a sibling at Mayfield

In each category, if there are more children than places available, priority will be given to children who live closest to Mayfield (see Note 4). In the event of more than one child residing at the same distance from the school, lots will be drawn to decide how the place(s) will be allocated.

Admission after 11+

- 1.** If there is a vacancy in the appropriate year group, a request for a place will be granted.
- 2.** If the request for a place cannot be met, children will be allocated a place, as and when each one becomes available, in accordance with the following priority order:
 - (a) 'looked after children', i.e. children in public care and previously looked after children
 - (b) children who live in the catchment area and have a sibling at Mayfield
 - (c) children who live in the catchment area and do not have a sibling at Mayfield
 - (d) children who live outside the catchment area and have a sibling at Mayfield
 - (e) children who live outside the catchment area and do not have a sibling at Mayfield

In each category, if there are more children than places available, priority will be given to children who live closest to the Mayfield (see Note 4).

3. A child is given catchment area priority on the waiting list once it has been confirmed that the family is permanently resident at the new address.
4. Once a child's name is on the appropriate waiting list, parents will be asked to re-affirm their interest in the school annually or their child's name will be removed from the waiting list.

ADMISSION ARRANGEMENTS FOR MAYFIELD SCHOOL'S SIXTH FORM

For admission on or after 1st September 2015

Admission into Year 12

The Admission Number for Year 12 is 40 external students, i.e. the school plans to admit up to 300 students into Year 12, of which up to 50 will be from schools other than Mayfield.

Students already on roll at Mayfield and external students will be offered a place in Year 12 if an appropriate course in one of the three 'Pathways' exists and they have the necessary entry qualifications, as follows:

The entry requirements for all pathways are reviewed annually and published to students and parents.

PATHWAY 1

GCE A Level in most of traditional subjects plus others including Government & Politics and Ancient History.

Students are required to have 5 GCSE passes grade A* to C (minimum of 3 Bs and 2 Cs) and at least a grade B at GCSE in the subject to be studied at GCE A level where appropriate. NB: Grade B or above is required in GCSE English Language for the majority of A level subjects. To study Mathematics A level students require at least a grade A in the higher paper. To study A level Science students require at least BB in Additional Science, or a minimum of a B in the subject at Triple Science.

PATHWAY 2

Level 3 BTEC Subsidiary Diploma/Level 3 BTEC Diploma

Minimum of 5 A* - C passes. Where students have gained a grade B or above at GCSE they may also take one A level subject.

PATHWAY 3

Level 2 BTEC Diploma

For all students who did not achieve five GCSEs at grade A* to C.

In addition to the above, all students are given the opportunity to retake their GCSE in English, Mathematics or both, where they have not achieved a grade C or above.

Notes to the Admission Arrangements

1. **'Living'** - refers to the home of a child living with her/his birth parents, legal guardian or foster parent(s) by the 'due date'. In the case of a child whose parents are separated, only one address may be nominated on an application for admission as follows:
 - if one parent has parental responsibility (as evidenced by documentation) that parent's address must be used;
 - if both parents have parental responsibility (as evidenced by documentation), Mayfield may accept the parent's address used by the child's primary school, and
 - if a child lives full or part-time with neither parent, e.g. with a relation, Mayfield may accept this if it can be confirmed that the child sleeps at this address for a minimum of four nights each week.
2. **'Due date'** - is the date by which applications must be returned to and received by the London Borough of Redbridge – 31 October each year.
3. **'Sibling'** – in order to qualify for priority, the sibling must be on roll at Mayfield at the time of application and continue to attend Mayfield in the following academic year. In addition to brothers and sisters, the term 'sibling' includes:
 - half-siblings
 - adopted siblings
 - children subject of a residence order
 - foster siblings
 - step siblings
 - common law step-children

4. **'Living closest'** - means the shortest measured walking distance as measured by the London Borough of Redbridge's Geographic Information System from the main front entrance of the building in which the child resides to the main entrance to Mayfield school using public roads and recognised footpaths. In the event of more than one child residing at the same distance from the school, lots will be drawn to decide how the place(s) will be allocated.
5. **'Looked after'** - is defined in Section 22(1) of the Children Act 1989 as any child in the care of the local authority or provided with accommodation by them, e.g. children with foster parents 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) within the calendar year before submission of the common application form.

APPEALS AGAINST ADMISSION DECISIONS

1. The School Standards and Framework Act 1998 allows parents to appeal against any decision made by or on behalf of Mayfield School.
2. Every effort will be made to meet parental preferences and no appeal to any Appeal Panel may be lodged before the Admission Authority has made a firm decision. Parents will, where this decision is not in accordance with their preferences, be informed of the date by which they must lodge their appeals.
3. Mayfield will implement the decisions of the Appeals Panel.
4. Places will continue to be filled from the waiting lists, whether or not parents have appealed, in accordance with the Admission Arrangements.

The Forest Academy

Admission Policy 2015-16

1 Definitions

In this document the following words and expressions (unless the context requires otherwise) have the following meanings:

- 1.1 **Admission Authority.** The body responsible for setting and applying a school's admission arrangements. For academies this is the Academy Trust.
- 1.2 **Beal Multi-Academy Trust (BMAT)** – Beal Multi-Academy Trust may also be referred to as the 'Beal Academy Trust' (BAT). It should be noted that Beal Academy Trust is the admissions authority for Beal High School.
- 1.3 **'Geographic Information Systems' (GIS).** This refers to the computer software by which straight line distance measurements are calculated from the school's front gate to the home postcode of applicants.
- 1.4 **Local Authority (LA)** may also be referred to as Redbridge. The LA co-ordinates admissions to all secondary schools in Redbridge as part of the pan-London agreement.
- 1.5 **Published Admissions Number (PAN).** As part of determining their admission arrangements, all admission authorities must set an admission number for each 'relevant age group'. This is the number of places that the admission authority must offer in each age group at which pupils will be normally admitted to the school from outside; years 7 and 12.
- 1.6 **Siblings** – brothers and sisters living at the same address as the child for whom the application is being made. This includes half brothers and sisters, step brothers and sisters who live at the same address.

2 Introduction

- 2.1 Beal Academy Trust is the Admissions Authority for The Forest Academy. This policy will be administered fairly and impartially and is in accordance with The Equality Act 2010 and the Public Sector Equality Duty, The Human Rights Act 1998, School Standards Framework Act 1998 and the DfE Admissions Code February 2012. The Admissions policy for Beal High School will be reviewed annually in line with requirements laid down in the Admissions Code and full consultation occurs at least every seven years.

3 The Application Process for year 7

- 3.1 The Forest Academy participates in the co-ordinated admissions procedure, provided and administered by the local authority, for schools and academies in Redbridge. The Local Authority co-ordinates the application process on behalf of The Forest Academy according to the scheme which they publish in their annual Admissions online booklet.
- 3.2 Parents must use the Local Authority Common Application Form (CAF) to apply for a place for their child at The Forest Academy. The CAF must be submitted to the Local Authority by the deadline date published in the Local Authority Admissions Booklet which also includes clear guidance on how to complete the CAF on-line, information on dates for notification to parents of admissions decisions and the closing dates for accepting places or lodging appeals.
- 3.3 Children with statements of Special Education Needs where The Forest Academy is named on the statement are admitted ahead of other applicants but will be included in the Published Admission Number (PAN).

4 Admission Policy for year 7

- 4.1 The Published Admission Number (PAN) for The Forest Academy in year 7 is 180. The number of places in years 8-11 is also 180.
- 4.2 The Forest Academy has a set 'catchment area' and children living in the catchment area have priority for admission. A catchment area is the area around the school covering a number of roads or parts of roads. The catchment area for The Forest Academy is available to download from our website at www.theforestacademy.org.
- 4.3 All children whose statement of Special Educational Needs (SEN) names the school will be admitted to the school.
- 4.4 If the school is not oversubscribed all children will be offered a place. If the demand is more than the number of places available, all applications will be considered on an equal basis according to the following oversubscription criteria:
 - a. Looked after children or children previously looked after but immediately after being looked after became subject to an adoption, residence order or special guardianship order. A looked after child is a child who is 9 (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social service functions (see section 22(1) of the Children Act 1989);

- b. Children for whom there are particular medical or social reasons which justify admission to the school. Requests which are based upon the serious medical or psychological condition of a child must be supported by a qualified professional;
- c. Children who live in the catchment area;
- d. Children with a brother or sister (sibling) who is currently on roll at the named school in Years 7, 8, 9 or 10 only and who will continue to attend the school in the academic year 2015/2016, who reside at the same address;
- e. Children living outside the catchment area, without a sibling.

4.5 In each category, if there are more children than places available, priority will be based on the shortest measured walking distance as measured by a Geographic Information System from the child's home to the main entrance of the school using public roads and recognised footpaths. It should be noted that when measurements involve flats in the same block, the distance will be to the entrance of each individual flat. In using distance as a tie-breaker, should there be more than one applicant for a final place living an identical distance from the school in question, the random allocation facility within the Tribunal 'Admissions and Transfer' system pupil data base will apply.

4.6 Applications received after the published deadline (31st October 2015) will not be considered until all of the applications received by that date have been dealt with unless there is evidence to show that the application could not have been reasonably made on time. Late applications will be dealt with after all 'on time' applications in the first round of offers on the statutory annual allocation dates.

4.7 If a parents' preference cannot be met a child's name can be put on the waiting list of the school. As places become available they will be allocated from the waiting list.

4.8 The waiting list will continue to operate until 31st August and applicants will be told in advance of the need to re-apply for continued consideration.

5 In-Year Admissions

- 5.1 Any parent can apply for a place at The Forest Academy at any time during the school year – there are no deadline dates for in-year applications.
- 5.2 Applications must be made using the LA in-year CAF.
- 5.3 The allocation of any places which may become available during the year will be made on the basis

of the current over-subscription criteria described in section 4 of this policy.

- 5.4 The Forest Academy participates in the Local Authority in-year Fair Access Protocol.

6 Admission Appeals

6.1 If parents are unsuccessful in gaining a place for their child at The Forest Academy they will be informed by the Local Authority in writing and informed of their right to an independent appeal against the decision.

6.2 All Admission Appeals are considered by an independent Appeals Panel.

7 Waiting Lists

7.1 If we receive more applications than there are places available we will operate a waiting list. The waiting list will continue to operate until 31st August.

7.2 After the 31st August parents will be told in advance of the need to re-apply for continued consideration.

7.3 A student's position on the waiting list will be determined solely in accordance with the over-subscription criteria detailed in Section 4 of this policy.

7.4 If a place becomes available students will be offered a place in accordance with the over-subscription criteria detailed in Section 4 of this policy.

7.5 Looked after children, previously looked after children, and those allocated a place in accordance with a fair access protocol, will take precedence over those on the waiting list.

Admission Arrangements for The Forest Academy Sixth Form 2015

Introduction

The Forest Academy Sixth Form is a comprehensive Sixth Form providing an exciting range of A Level and Level 3 BTEC courses.

Admission to the Sixth Form at The Forest Academy is managed by the school in accordance with the Department for Education (DfE) School Admissions Code and the law relating to admissions.

The capacity for the Sixth Form at The Forest Academy is 300.

Admission to the Sixth Form

Admission to the Sixth Form will be from:

- Pupils in Year 11 at The Forest Academy
- Pupils from outside of The Forest Academy

The Published admission number (PAN) for pupils entering the Sixth Form from outside of The Forest Academy will be 100.

Year 11 students at The Forest Academy are required to apply for a place in the Sixth Form as are students from other schools.

The entry requirements for admission to the Sixth Form shall be the same for students on roll in Year 11 at the school and external applicants.

Applicants will not be interviewed for admission but The Forest Academy will offer all Year 11 students at The Forest Academy two Information, Advice and Guidance meetings during the course of Year 11. External applicants may be invited for a meeting to discuss subject choices.

Students will be admitted into the Sixth Form at the start of the autumn term in each academic year although there may be some school occasions when the students transfer during the academic year.

Minimum Entry Requirements

All those seeking admission to the Sixth Form must achieve the necessary grades for access onto the courses they have chosen. The minimum entry requirements for The Forest Academy Sixth Form and the subject-specific entry requirements can be found in the Sixth Form Prospectus on The Forest Academy website at www.theforestacademy.org

Oversubscription Criteria

Where the number of eligible external applicants for a course of study exceeds the places available then admission will be considered on an equal basis according to the following oversubscription criteria:

1. Looked after children or children previously looked after but immediately after being looked after became subject to an adoption, residence order or special guardianship order. A looked after child is a child who is 9 (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social service functions (see section 22(1) of the Children Act 1989), subject to meeting the specific entry criteria for their chosen programme of study.
2. Internal Year 12 students completing 1 year courses subject to meeting the specific entry criteria for their chosen programme of study.
3. Internal Year 11 students subject to meeting the specific entry criteria for their chosen programme of study.

4. External applicants subject to meeting the specific entry requirements for their chosen programme of study where places are still available on that programme.

Where there are more external applicants than places available, applicants will be ranked according to their predicted grades.

Should a tiebreak be necessary, priority will be given to applicants:

1. Attending our Trust partner schools Beal High School and Beal Business Innovation Hub (BBIH)
2. Based on the shortest measured walking distance from the child's home to the main entrance to the school as measured by the Authority's geographic measuring system. In using distance as a tie-breaker, should there be more than one applicant for a final place living an identical distance from The Forest Academy, the Authority will use the random allocation facility within the Tribal "Admissions and Transfers System" pupil database.

The number of students who have applied for each course will need to be taken into account, meaning that extra students can sometimes be accommodated over the admission number if the pupils' chosen course is not full.

Appeals

The Forest Academy

Should admission to the Sixth Form at The Forest Academy be refused, applicants can request details of the statutory appeals procedure. Any student refused a place in the Sixth Form has the right of appeal to an independent appeals panel. An Appeal Form can be downloaded from the Academy's website www.theforestacademy.org or telephone 020 8500 4266 and a form will be sent to you.

Timetable for Admission

Prospectus and Application Form are published on the Academy's website.

20th January 2015

Closing date for applications 1st March 2015

Processing of applications January – May 2015

GCSE Results published 20th August 2015

Admissions confirmed or refused 20th-21st August 2015

The Palmer Catholic Academy

Admission Policy 2015-16

Introduction

The Palmer Catholic Academy is a mixed 11-18 Catholic voluntary aided academy under the trusteeship of the Diocese of Brentwood. The primary aim of the academy is the education of Catholic children. The education provided is intended to foster the growth of pupils' understanding and appreciation of their faith, as well as their understanding of other human development. The Catholic faith is fostered and developed at The Palmer Catholic Academy in the context of respect for each individual's freedom and dignity.

Admissions Policy

The Governing Body of the academy is responsible for determining the academy's Admission Policy. In undertaking this responsibility, the Governors are guided by the requirements of the law as well as the advice of the Diocesan Trustees, and their duty to the school and the Catholic community.

In consultation with Redbridge Local Education Authority, the Governing Body has set its planned admissions number of 192 pupils for the school year commencing September 2015.

Admissions Criteria

Within the normal range of an academy, the Governing Body will admit pupils of all abilities. Governors will give preference to those applicants who desire for their child a Catholic education.

For applicants wishing to be considered under the category of Practicing Catholic a Diocesan Priest's Reference will be requested.

Parents must be fully prepared to support the aims, objectives and ethos of the academy as set out in the Academy's Prospectus.

Oversubscription

Should there be more applicants than places available the Governing Body will consider applications in the following order of priority:

1. Looked after children from Catholic Families (children in Public Care – see glossary of definitions) and children from Catholic families who were looked after, but ceased to be so because they were adopted or became subject to a residence order or special guardianship order.

2. Children of Catholic families whose permanent residence is within one of the following Catholic Parish boundaries:

SS Peter & Paul (Ilford)

St Cedd (Goodmayes)

St Teresa (Newbury Park)

St Bede (Chadwell Heath)

SS Mary & Erconwald (Ilford Lane)

SS Mary & Ethelburga (Barking)

St John the Baptist (Wanstead Park Road)

St Augustine (Barkingside)

St John Vianney (Clayhall)

The Assumption (Hainault)

Our Lady of Lourdes (Wanstead)

St Vincent (Becontree)

St Thomas More (New Barking)

3. The Governors, at this point, will offer any remaining places available to children of Catholic families whose permanent residence is within:

Redbridge (Other than Parishes listed in Category 2)

Barking & Dagenham (Other than Parishes listed in Category 2)

Newham;

Waltham Forest;

Havering;

and within the remainder of the Diocese of Brentwood.

Should there be more eligible applicants, in categories 1-3, than places available, priority will be determined in the following order:

- i. To Catholic children who are confirmed, by Diocesan Priest's Reference, to be Practicing Catholics and who have a sibling attending the academy in Years 7-10 for the Academic Year 2015-2016.
- ii. To Catholic Children who are confirmed, by Diocesan Priest's Reference, to be Practicing Catholics.

- iii. To Catholic children as confirmed by Baptismal Certificate/Certificate of Reception and who have a sibling attending the academy in Years 7-10 for the Academic Year 2015-2016.
- iv. To Catholic children within categories 1-3, as confirmed by Baptismal Certificate/Certificate of Reception.
- 4. The Governing Body, having met its obligation to the Catholic Community, will offer any remaining places to the children of applicants who are not Baptised Catholics, but who genuinely desire their child to attend The Palmer Catholic Academy.

Remaining places will be offered in the following order of priority:

- i. Looked After Children and 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.
- ii. To applicants of other Christian traditions whose parents support the aims and ethos of The Palmer Catholic Academy and whose application is supported by a reference supplied by their Minister of Religion. A copy of the child's Baptism/Christening Certificate will be required.
- iii. To applicants of other faith whose parents are supportive of the aims and ethos of The Palmer Catholic Academy and whose application is supported by a reference from their religious leader.
- iv. To other applications from parents/guardians living nearest to the academy as determined by the shortest walking distance to the applicant's home to the main entrance of the academy, measured by use of public highways and footpaths, excluding common land as calculated by the Local Authority Geographical Information System (G.I.S.). This is calculated to the main entrance of the academy in Aldborough Road South.
- v. In section (i) to (iv) of Category 4, should tie break arrangements need to be applied, priority will be given as follows:
 - a) To applicants who have a brother or sister (sibling) currently attending the academy in Years 7 - 10, at the time of application and who will still be attending the academy in the academic year 2015-2016.

- b) To applicants living nearest to the academy as determined by the shortest walking distance to the applicant's home to the main entrance of the academy, measured by use of public highways and footpaths, excluding common land as calculated by the Local Authority Geographical Information System (G.I.S.). This is calculated to the main entrance of the academy in Aldborough Road South.

Tie Break Criteria

In the event of the need to have a tie break in any of the above oversubscription criteria then priority will be given as follows:

To children meeting the criteria living nearest to, the academy, as determined by the shortest walking distance from the school, measured by use of public highways and footpaths, excluding common land as calculated by the Local Authority Geographical Information System (GIS). This is calculated to the main entrance of the academy in Aldborough Road South.

NB

In using distance as a tie-breaker, should there be more than one applicant for a final place living an identical distance from the academy, the random allocation facility will be used from the Local Authority's (Redbridge) Tribal "Admissions and Transfers System" pupil data base.

NOTES:-

Late Applications

Applications received after the admission date will be considered in accordance to the admission criteria but not so as to prejudice decisions taken regarding those who did apply by the admission date.

Faith Applications

It is the responsibility of the applicants parent(s) / guardian(s) to forward the Faith Information, i.e. Certificate of Baptism/Reception (copy), Priest's Reference or Other Faith Reference information. In cases where no information is received, the application will be considered as a Non-Faith application under the appropriate section of the admission's criteria.

Appeals against refusal of admission:

The School Standards and Framework Act 1998 allows parents/guardians to appeal against any decision made by or on behalf of the Governing Body in refusing their child admission to The Palmer Catholic Academy. Should any parent wish to exercise this right they should, in the first instance, write to the Clerk to the Governing Body (Admissions Appeals) c/o the academy. Parents will be provided with an Appeals Form on which they may state their case for appeal. The Appeals Panel will be made up of persons nominated by the London Borough of Redbridge and will not include any person who made, or took part in the discussion about, the refusal decision which is the subject of an appeal.

Parents/guardians making an appeal will have the right to attend the appeal hearing to make their case orally. They may, if they wish, be accompanied by a friend.

Residence

Governors require that Parents/Guardians submit proof of residence by providing a copy of their most recent Council Tax Bill or Utilities Bill (i.e. Gas, Electricity). This should be forwarded to the academy by 24th October 2014. These are to be included with the Supplementary Information Form (SIF).

Children who have a Statement of Special Educational Needs

The Governing Body acknowledges that the law provides a quite distinct and separate process for the admission of those children with a Statement of Special Educational Needs. The Governing Body undertakes to work in full co-operation with the appropriate agencies to ensure such applications are processed in accordance with the Code of Practice for Children with Special Educational Needs and the DfE, School Admissions code 2012.

Parish Boundaries

The academy has a copy of the Parish Boundaries set out in Category 2 of the Admissions Criteria. Parents can contact the school or the Diocese of Brentwood to ascertain specific Parish

Boundaries. Which may be viewed if required by applicants.

Glossary of Definitions

Practicing Catholic

The practice of the Catholic faith will be confirmed by a reference from the applicants Parish Priest or Priest of the Church at which the applicant worships. The Priest's Reference is a Diocesan document, available from the academy. There are two sections to this documentation, Part A and Part B, The Diocesan documentation provides guidance on how these forms should be completed.

NB: Part B of the Priest's Reference Form must be returned to the Academy by 28th November 2014.

Baptised Catholic

For the purpose of the admission process a Baptised Catholic is an applicant who has been baptised in accordance with the disciplines and rites of the Catholic Church.

Certificate of Reception

Certificate confirming that the applicant has been received into the Church in accordance with the rites and disciplines of the Catholic Church.

Looked After Children

"Looked After Children" – are children as defined in section 22 of the Children Act 1989 i.e. any child in the care of the local authority or provided with accommodation by them e.g. children with foster parents.

Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, foster brother/sister or the child of the parent/carer's partner where the child for whom the academy place is sought is living in the same family unit at the same address as that sibling.

Definition of Ordinary Residence

- The residence at which a child lives with its birth parents, legal guardians or foster parent. That address will be considered to be the child's normal, permanent place of residence.
- Where a child has parents who are separated, the parents may nominate only one address for the application process. If one parent has parental responsibility (as evidenced by documentation) that parent's address must be used. If both parents have parental responsibility (as evidenced by documentation) the Governing Body will normally accept a parent's address where the child resides for the majority of the school week.

- If the child lives full or part-time with neither parent e.g. with a relative, the Governing Body will accept this as the application address only if the arrangement is long standing and can be confirmed as such. If such a formal arrangement has been agreed there should be some evidence that the relatives care for the child/ren on a full time basis. Practical examples will include: who holds the child's allowance book and collects it; where the child is registered with the GP; where the child spends weekends. If a child is merely looked after by a relative during the week, this would not alter their ordinary residence which is assumed to be with his or her parents and it is this address that will be used for admission purposes.

Parents/Family Members

A parent/family member is any person who has parental authority for or is the legal guardian of the child for whom the application is made.

Supplementary Information Forms

All parents who list their preferred schools on the Local Authority's Common application Form are regarded as having made valid applications. An additional or supplementary form may also have to be completed for applicants considered under faith criteria of faith schools.

Distance

Applicants living nearest to the academy as determined by the shortest walking distance to the applicant's home to the main entrance of the academy, measured by use of public highways and footpaths, excluding common land as measured by the Local Authority Geographical Information System (G.I.S.). This is calculated to the main entrance of the academy in Aldborough Road South.

The Ursuline Academy Ilford Admission Policy 2015-16

The Ursuline Academy Ilford is a Catholic secondary school for girls which provides education for Catholics and children of other faith backgrounds whose parents genuinely desire a single-sex Catholic comprehensive education for their children and who are committed to the Catholic ethos of the school. The school provides an 11-18 education and most students are expected to complete a seven year course of study. Places will be offered to those applicants whose parents, whether they are Catholic or not, desire for their daughter a single-sex Catholic comprehensive education.

For Catholic applicants a Diocesan Priest's reference is required. Applicants from other Christian traditions and other faiths must also return a reference form from their respective religious leader. In all cases, the religious reference must be returned to the school no later than 31 October 2014.

The governors plan to admit without reference to ability or aptitude, 120 students into Year 7 in September 2015. It is the governors' intention that admissions will be as follows:

1. 90 Catholics
2. 30 Other Christian traditions, other faiths and other applicants

In the case of under-subscription in Category 1 places will be available to applicants in Category 2. In the case of under-subscription in Category 2 places will be available to applicants in Category 1.

Please note that children with a statement of special educational needs will be admitted to the school if it is named on their statement prior to the implementation of over-subscription criteria.

Over-Subscription Criteria

1. Catholics

In the event of over-subscription the following criteria will apply in order of priority:

- a) Looked after children and previously looked after children¹ from Catholic families
- b) Children of staff members⁵

- c) Baptised practising^{2 and 3} Catholics resident in one of the twelve parishes listed below*

Our Lady of Lourdes, Wanstead

SS Peter & Paul, Ilford

St Anne Line, South Woodford

St Augustine, Barkingside

St Bede, Chadwell Heath

St Cedd, Goodmayes

St John the Baptist, Ilford

St John Vianney, Clayhall

St Mary & St Erconwald, Ilford

St Teresa, Newbury Park

St Thomas of Canterbury, Woodford Green

The Assumption, Hainault

- d) Baptised practising^{2 and 3} Catholics living elsewhere
- e) Baptised Catholics³ resident in one of the twelve parishes listed above*
- f) Baptised Catholics³ living elsewhere

***if in doubt parents can contact the school admissions officer or view the map available at the school**

2. Other Christian traditions, other faiths and other applicants

In the event of over-subscription the following criteria will apply in order of priority:

- a) Other looked after and previously looked after children¹
- b) Children of staff members⁵
- c) Children of other Christian traditions and other faiths³ whose parents are in sympathy with the aims and ethos of the school whose application is supported by a religious leader and who are resident in one of the twelve parishes listed above*
- d) Children of other Christian traditions and other faiths³ whose parents are in sympathy with the aims and ethos of the school whose application is supported by a religious leader and who are living elsewhere
- e) Other applicants resident in one of the twelve parishes listed above*
- f) Other applicants living elsewhere

Sisters⁴ of students attending the school, who are in Years 7 to 10 at the time of application, and who are expected to be on the school roll at the date of the proposed applicant's admission to the school, will be given priority within each sub paragraph.

If after application of the above criteria the number of applications still exceeds the places available, then the tie-breaker criterion will apply to determine which applications shall be successful.

Tie-breaker / Distance

The tie-breaker is the distance from the front door of the child's home address (including flats) to the school's main entrance, with those living nearest being given priority. Distance will be measured along the shortest walking route by public roads and recognised safe footpaths, using the London Borough of Redbridge Geographic Information System. In using distance as a tie-breaker, should there be more than one applicant for a final place living an identical distance from the school, the random allocation facility will be used from the Authority's Tribal "Admissions and Transfers System" pupil data base.

Residence

The relevant place of residence is where the family is permanently resident at the closing date for applications. The governors require all applicants to submit 2 proofs of residency, showing the parental name and address, including their most recent Council Tax bill; utility bills dated within the last 3 months eg electricity, gas, landline phones; rent book or tenancy agreement; child benefit book. Where a tenancy agreement is provided a copy of the coverage of Tenancy Deposit Protection Scheme is also required by closing date of applications, direct to the school. When a child's parents are separated, the parents must name only one address for the application process: if one parent has parental responsibility (documents must be shown to prove this) that parent's address must be used; if both parents have parental responsibility (documents must be shown to prove this) the stated address must be the parental address where the child resides for the majority of the school week.

Acknowledgement of Documents

Receipt of Reference forms and accompanying documents will be acknowledged. You are asked to send a stamped self-addressed envelope for confirmation of receipt or provide an email address.

Appeals

The parents of any students refused admission to the school will have the right of appeal to an independent appeals panel to be established by the Governors in accordance with the School Standards and Framework Act 1998. If you wish to appeal, you should request an appeal form and appeal procedure from the school by 16 March 2015. You will be sent the appeal form which you need to complete and return by 1 April 2015 together with any supporting documents in order for your appeal to be arranged.

Advice

Please note that the school is historically oversubscribed in which case many applicants are likely to be disappointed. For non-Catholic applicants it is very unusual for places to be offered over 1 mile from the school. Parents are therefore advised to make sure that this is not the only school to which they apply.

Late Applications

Late applications will generally not be considered until after the first allocations have been dealt with, after 2 March 2015. See Redbridge Secondary admissions guidance for further information.

Accuracy

All offers are made on condition that the information received by the Governing Body is entirely accurate. If at any stage this is proved to be otherwise, the offer of a place may be withdrawn.

Waiting Lists

All waiting lists will cease at 31 August annually and applicants will need to re-apply. Please note that being on a waiting list does not gain any priority in the Admissions Criteria and waiting lists will be adjusted to take account of late or in-year applications. "In Year Fair Access Protocol" admissions will take precedence over those on the waiting list as required (see school website for policy).

Transition Meetings

Meetings with senior members of staff will take place **after** places have been offered. The purpose is to provide further information about the school and to enable parents to raise individual issues. In the child's interest, all parents offered places will be expected to attend transition meetings with their daughter.

Statemented Children

The law provides a separate process for the admission of children with a Statement of Special Educational Need. The Governing Body will work in full co-operation with the appropriate agencies to ensure such applications are processed in accordance with the Code of Practice for Children with Special Educational Needs.

Notes

¹ "Looked after" children and children previously looked after. A looked after child is in the care of a Local Authority as defined by section 22 of the Children Act 1989.

² Practising catholic means regular family attendance at Sunday Mass which is confirmed by the Diocesan Priest's Reference ('family' normally includes the Catholic or Catholics who have legal responsibility for the child.) Your application should be accompanied by a copy of your child's Baptismal certificate.

³ You must complete a Common Application Form on line to your own Local Authority naming the Ursuline Academy as a choice of school by the closing date in order that the governing body may consider your application. If you cannot apply on line please contact your Local Authority Secondary Admissions Team for advice. If you do not complete the Diocesan Priest's Reference Form or the other Christian traditions and other faith reference form and return it to the school by the end of October, the governing body may not be able to accord your application the priority that a completed reference form might allow and it is very unlikely that your child will get a place at the school. Where no reference form is received, the application will be considered in oversubscription criteria 2e or 2f according to residence.

⁴ 'Sister' includes adopted sisters, foster sisters, step-sisters, common law step-sisters and sisters who are the subject of a residence order, and who are living at the same address.

⁵ The Governors may give priority to members of staff provided they have been employed for a minimum of two years and/or are recruited to fill a vacant post for which there is a demonstrable skills shortage.

Trinity Catholic High School Admission Policy 2015-16

Trinity Catholic High School (Science and Sports College) is a voluntary aided, mixed, 11 – 18 Catholic Comprehensive School, under the trusteeship of the Diocese of Brentwood. The primary aim and purpose of our school is to support practising Catholic parents in the academic, spiritual and moral education of their children. The Governing Body will therefore offer a priority in each category to children of practising Catholic families. This does not affect the right of parents who are not of the faith of this School to apply for and be considered for a place at our School.

Definition of practising Catholic

The term practising Catholic, in accordance with the teaching of the Church, is taken to denote a Baptised person who is in full communion with the Catholic Church. The Catechism of the Catholic Church describes the Sunday Eucharist (Saturday Vigil) as the foundation of all practice, accordingly the Catechism states that on Sundays (Saturday Vigil) and other Holy Days of Obligation, the faithful are **bound** to participate in Mass.

In accordance with the above teaching, a priest will confer the status of **practising Catholic**, where a child has been baptised in accordance with the teachings of the Church, and where compliance with the Sunday obligation is the established practice of the child, and their family.

The above definition is given further validity in English education, by Mr Justice Scott Baker who determined that practice for Catholics means Mass attendance each Sunday (Saturday Vigil) in accordance with Canon 1247 of the Code of Canon Law 1983.

(For applicants wishing to be considered under the category of practising or Baptised Catholic, a Diocesan Priest's reference will be required, which must be returned to the School by the Priest providing the reference, no later than 31st October 2014. Further details regarding this reference can be obtained from the Redbridge Transfer to Secondary School Booklet, the School's Prospectus, or by contacting the School directly. It must be noted that this is a Diocesan document and not a School document).

The Governing Body, having carried out the required consultation, has set a planned admission number of 240 for the academic school year commencing in September 2015.

Over-subscription criteria

1. In the event of over-subscription applications will be considered in the following order of priority.

Looked after children from Catholic families (children in public care – see glossary of definitions) and children from Catholic families who were looked after, but cease to be so because they were adopted or become subject to a residence order, or special guardianship order.

2. To children of practising Catholic families, whose parents desire first and foremost a Catholic education, and whose permanent residence is within one of the following Catholic Parish boundaries on the closing date of application. Please note applications under this section of the criteria will be considered in the order of Parish priority listed below:-

- (1) St. Thomas of Canterbury, Woodford Green
- (2) Our Lady of Grace & St. Teresa, Chingford
- (3) St. John Vianney, Clayhall
- (4) St. Edmund & St. Thomas More, Loughton
- (5) St. Thomas More & St. Edward, Waltham Abbey
- (6) St. Anne Line, South Woodford
- (7) The Assumption, Hainault
- (8) Christ the King, (North of the North Circular A 406)
- (9) Our Lady of Lourdes, Wanstead.

Please note that the Parish Boundaries are defined by the Diocese of Brentwood. Information relating to these boundaries can be found on our School's website (www.trinity.redbridge.sch.uk), or by contacting the School directly on 020 8504 8946, to request a copy of our Parish Boundary map booklet.

In the event of oversubscription from applicants residing in the above parishes, the following tie-break arrangements will apply:-

- (a) First priority will be given to sibling applicants from practising Catholic families, who have brothers or sisters (siblings) already in Years 7 – 10, and who will therefore continue to attend our School in the following academic Year.
- (b) Remaining places will then be offered to non-sibling applicants from practising Catholic families from the parishes listed above in order of Parish priority. At the point of oversubscription, where there are an

insufficient number of places left available, for the total number of applicants from a particular parish, the following distance tie-break arrangement will be employed to allocate places:-

These places will be offered in accordance with geographical distance from the school, as measured by the shortest available walking route, via public roads, and recognised footpaths. This will be measured via reference to a geographical mapping system which measures distance from an individual residence, to the front entrance to the school in Mornington Road, Woodford Green, IG8 0TP. Please note that when measurements involve flats in the same block, the distance will be to the entrance of each individual flat. Where two separate residences are determined as being exactly the same distance from the School, a lottery tie-break draw will take place in accordance with London Borough of Redbridge's policy.

Previous experience would indicate a possibility of over-subscription from applicants within the above Parishes. (Please see School Prospectus for further commentary and details).

3. However, in the event of under-subscription from applicants residing in Parishes listed 1 - 9 any remaining places will be offered in the following order of priority:-
 - (i) To sibling applicants from practising Catholic families who reside outside of the parish boundaries listed under Point 2, who have brothers or sisters (siblings) currently on roll at Trinity in Years 7 - 10 and who will therefore continue to attend Trinity in the following academic year, in accordance with the geographical distance from the school (as described in Section 2).
 - (ii) To baptised Catholic applicants resident in one of the nine parishes listed under Point 2 of our oversubscription criteria in accordance with our sibling/distance tie-break arrangements (described).
 - (iii) To applicants from practising Catholic families who reside outside of the Parish boundaries listed under Point 2 of our oversubscription criteria in accordance with geographical distance from the school (as described).
 - (iv) To baptised Catholic applicants residing outside of the Parish boundaries listed under Point 2 of our oversubscription criteria in accordance with geographical distance from the school (as described).

4. At this point the Governing Body having fulfilled its obligation to the Catholic community, will consider applications from parents whose children are not practising Catholics or Baptised Catholics, but whose parents genuinely desire their child to attend Trinity Catholic High School (Science and Sports College). The Governors will consider all such applications in the following order of priority:-
 - (i) Looked after children (children in public care – see glossary of definitions) and children who were looked after, but cease to be so because they were adopted or become subject to a residence order, or special guardianship order.
 - (ii) To applicants of other Christian traditions whose parents are in sympathy with the aims and ethos of the School, and whose application is supported by a Minister of Religion.
 - (iii) To applicants of other faiths whose parents are in sympathy with the aims and ethos of the School and whose application is supported by a religious leader.
 - (iv) To other applicants.

Please note that places will be offered under category 4 (ii), 4 (iii), and 4 (iv) in accordance with our sibling/distance tie-break arrangements described in Section 2 of our oversubscription criteria.

Definition of terms & related arrangements

Please note:-

1. Definition of practising Catholic

The term practising Catholic, in accordance with the teaching of the Church, is taken to denote a Baptised person who is in full communion with the Catholic Church. The Catechism of the Catholic Church describes the Sunday Eucharist (Saturday Vigil) as the foundation of all practice accordingly the Catechism states that on Sundays (Saturday Vigil) and other Holy Days of Obligation, the faithful are **bound** to participate in Mass.

In accordance with the above teaching, a priest will confer the status of **practising Catholic**, where a child has been baptised in accordance with the teachings of the Church, and where compliance with the Sunday obligation is the established practice of the child, and their family.

The above definition is given further validity in English education, by Mr Justice Scott Baker who determined that practice for Catholics means Mass attendance each Sunday (Saturday Vigil) in accordance with Canon 1247 of the Code of Canon Law 1983.

Baptised Catholic: this is defined as a person who has received the sacrament of baptism, but is a non-practising member of the Catholic Church. (For applicants wishing to be considered under the category of practising or Baptised Catholic, a Diocesan Priest's reference will be required, which must be returned to the School by the Priest providing the reference, no later than 31st October 2014. Further details regarding this reference can be obtained from the Redbridge Transfer to Secondary School Booklet, the School's Prospectus, or by contacting the School directly. It must be noted that this Reference Form, associated guidance and Self-Assessment Form are Diocesan documents and not School documents).

Please note it is the responsibility of the applicant's parents/guardians to ensure that all documentation required by the School is received by the closing date and that application is made through the home Local Authority by the closing date. In cases where no information is received, the application will be considered as a non-faith application under the appropriate section of the criteria.

2. **Statemented children.** The Governors recognise that the law provides an entirely separate process for the admission of such children, and they will work with the various agencies concerned in the processing of such applications.
3. **Definition of sibling.** This is a brother or sister residing within the same family unit of a pupil, who is currently on roll at our School (Years 7 – 10) and who will continue to attend our School in the following academic year. The term sibling will also be inclusive of half-siblings, adopted siblings and step-children.
4. **Distance.** Where distance is used as a tie-break. The measurement in all cases will be measured by the shortest available walking route, via public roads, and recognised footpaths, as measured via reference to a geographical mapping system which measures distance from an individual residence to the front entrance of the school, Mornington Road, Woodford Green, IG8 0TP. Please note that when measurements involve flats in the same block, the distance will be to the entrance of each individual flat. Where two separate residences are determined as being exactly the same distance from the School, a lottery tie-break draw will take place in accordance with London Borough of Redbridge's policy.
5. **Late applications.** Late applications under the Co-ordinated Scheme must be submitted to your home Local Authority. Please note that applications received after the closing date will be considered in accordance with the School's Admissions Criteria, but after those that were submitted on time.
6. **Waiting List.** Our School maintains a waiting list, parents who express a desire to be placed on the waiting list will be placed in order of priority in accordance with the published criteria. This will be maintained until the Autumn half-term after the start of Year 7. After this time, parents still wishing for their children to be considered will be asked to reaffirm their interest and a waiting list will then be drawn up in accordance with the admissions criteria. Please note that "In – Year Fair Access Protocol" admissions will take precedence over those on the waiting list as required.

7. **Definition of ordinary residence.**

- The residence at which a child lives with its birth parents, legal guardian or foster parent. That address will be considered to be the child's normal, permanent place of residence.
- Where a child has parents who are separated, the parents may nominate only one address for the application process. If one parent has parental responsibility (as evidenced by documentation) that parent's address must be used.
- If both parents have parental responsibility (as evidenced by documentation) the Governing Body will normally accept a parent's address used by the child's primary school.
- If the child lives full or part time, with neither parent. The Governing Body will accept this as the application address only if the arrangement can be confirmed as such. If such a formal arrangement has been agreed there should be some evidence that the relatives care for the child/ren on a full time basis, practical examples of factual proof will include:- who holds the child's allowance book, and collects it, where the child is registered with the G.P., where the child spends weekends. If a child is merely looked after by a relative during the week, this would not alter their ordinary residence which is assumed to be with their parents and it is this address that will be used for admission purposes.
- Parish Boundary Guide. A booklet showing Parish Boundaries is available to all applicants on request (telephone 020 8504 8946).

8. It should be noted that all offers are made on condition that the information received by the Governing Body is entirely accurate, if at any stage this is proved to be otherwise, otherwise the offer of a place may be withdrawn

9. **Looked after Children.** 'Looked after children' are children as defined in Section 22 of the Children's Act 1989 i.e. any child in the care of the Local Authority or provided with accommodation by them e.g. children with foster parents.

10. **Appeals against Admission decisions.** The School Standards and Framework Act 1998 allows parents to appeal against any decision made by or on behalf of the Governing Body of Trinity Catholic High School concerning admissions.

The Governing Body will implement the decisions of Independent Appeals Panels. Please note that repeat appeals in the same academic year, will not be considered unless there have been significant and material changes in circumstances relevant to the application. Places will continue to be filled from the waiting list, whether or not parents have appealed, in accordance with the Admissions Criteria.

A description of Year Groups

Year groups 2015/16

Key Stage	Year Group	Age	Dates of Birth
Secondary			
Key Stage 3	Y7	11-12	1.9.03 - 31.8.04
	Y8	12-13	1.9.02 - 31.8.03
	Y9	13-14	1.9.01 - 31.8.02
Key Stage 4	Y10	14-15	1.9.00 - 31.8.01
	Y11	15-16	1.9.99 - 31.8.00
Sixth Form	Y12	16-17	1.9.98 - 31.8.99
	Y13	17-18	1.9.97 - 31.8.98
	Y14	18-19	1.9.96 - 31.8.97

Generally children are admitted to their chronological age group. In order to facilitate decisions on any applicants seeking admission outside their chronological age group, the Authority will require the parents to explain, with evidence, why they consider the child should be admitted out of normal chronological year at the time of admission. The Authority will also seek advice from the child's current school (if any), the Headteacher of the school for which a preference is being expressed and from the Authority's advisors on exceptional medical/psychological admissions before any decision is made.

Index to Redbridge Secondary Schools

Community Comprehensive Schools

High School	Headteacher, Address & Telephone No.	No. on Roll January 2014	Scheduled entry in 2015
Caterham High School	Dr A. J. Atkins, PhD, MEd, BSc Caterham Avenue, Clayhall, Ilford, IG5 0QW (020 8551 4321)	1153	180
Oaks Park High School	Mr S. J. Wilks, BA 45-65 Oaks Lane, Newbury Park, Ilford, IG2 7PQ (020 8590 2245)	1554	300
Seven Kings High School	Ms T. Smith, BA (Hons) Ley Street, Ilford, IG2 7BT (020 8554 8935)	1387	180
Valentines High School	Acting Head: Mr R Laws Cranbrook Road, Gants Hill, Ilford, IG2 6HX (020 8554 3608)	1309	180
Wanstead High School	Mr C. Van Bussel, BA (Hons) Redbridge Lane West, Wanstead, London E11 2JZ (020 8989 2791)	1549	240
Woodbridge High School	Mr A. W. Beaumont, BSc, MA, NPQH St. Barnabas Road, Woodford Green, IG8 7DQ (020 8504 9618)	1565	300

Index To Redbridge Secondary Schools

High School	Headteacher, Address & Telephone No.	Is a SIF required?	No. on Roll January 2014	Scheduled entry in 2015
Community Grammar Schools				
Ilford County High School (Boys)	Acting Head: Mrs R Drysdale, BSc, NPQH Fremantle Road, Barkingside, Ilford, IG6 2JB (020 8551 6496)	Yes	946	120
Woodford County High School (Girls)	Ms J. Pomeroy, MA, M. Ed High Road, Woodford Green, IG8 9LA (020 8504 0611)	Yes	876	120
Denominational Voluntary Aided Comprehensive Schools				
King Solomon High School	Acting Head: DR P C Doherty Forest Road, Barkingside, Ilford, IG6 3HB (020 8498 1300)	Yes	866	150
Trinity Catholic High School	Mr P. C. Doherty, BA, D.Phil (Oxon), FRSA Mornington Road, Woodford Green, IG8 0TP (020 8504 8946)	Yes	1695	240
Academy Comprehensive Schools				
Beal High School	Exec HT: Ms S. Snowdon HT: Ms T. Wilmot Woodford Bridge Road, Ilford, IG4 5LP (020 8551 4954)	No	1773	360
Chadwell Heath Academy	Mr. K. E. Wilkinson, BA Christie Gardens, Chadwell Heath, Romford, RM6 4RS (020 8252 5151)	No	1236	180
Isaac Newton Academy	Ms Rachel Macfarlane 1 Cricklefield Place, Ilford, IG1 1FY (020 8911 6666)	No	362	180
Loxford School Trust	Mrs A. Johnson, BEd Loxford Lane, Ilford, IG1 2UT (020 8514 4666)	No	1916	300
The Forest Academy	Exec HT: Ms S. Snowdon, HT: Mr W. Thompson Harbourer Road, Hainault, Ilford, IG6 3TN (020 8500 4266)	No	911	180
The Palmer Catholic Academy	Mr F. Maguire, BSc (Hons) Aldborough Road South, Seven Kings, Ilford, IG3 8EU (020 8590 3808)	Yes	1214	192
The Ursuline Academy Ilford	Mr J. A. Burke, BD, MTh, NPQH Morland Road, Ilford, IG1 4JU (020 8554 1995)	Yes	801	120
Foundation Comprehensive School				
Mayfield School	Mr Andy Rehling, Pedley Road, Dagenham, Essex RM8 1XE (020 8590 5211)	No	1522	360

School Open Evening Dates 2014

Beal High School	Open Evening Wednesday 17 September 2014 Headteacher's talk 5pm & 6pm School Tours 4pm & 5pm (school door closes at 6pm) Visits to the school by appointment
Caterham High School	Open Evening Tuesday 23 September 2014 - 7pm Open Morning Thursday 25 September 2014 - 9.30am
Chadwell Heath Academy	Open Evening Wednesday 24 September 2014 - 7.15pm - 9.15pm
Ilford County High School	Open Evening was held on Tuesday 24 June 2014
Isaac Newton Academy	Open Evening Monday 29 October 2014 - 6pm - 8pm The Principal's talk will be at 6pm & repeated at 7pm Open Morning Monday 6 October - Wednesday 8 October 2014 - 9am Please see the Isaac Newton Academy website for further details.
King Solomon High School	Open Evening Tuesday 16 September 2014 - Tours from 4.30pm Student Guided Tours from 4.30pm Headteacher's talk 6pm Open Morning Tuesday 14 October 2014 - 9.30am - 11am Wednesday 22 October 2014 - 9.30am - 11am
Loxford School of Science & Technology	Open Evening Thursday 2 October 2014 - 6pm - 8pm Open Morning Monday 6 October - Wednesday 8 October 2014 - 9am - 10am
Mayfield School	Open Evening Wednesday 1 October 2014 - 6.45pm Headteacher's talk 7pm Open Morning Thursday 2 October - Friday 3 October 2014 - 9am - 10.30am
Oaks Park High School	Open Evening Thursday 2 October 2014 - 5.30pm - 8.30pm Headteacher's talk 5.30pm and 7pm
Seven Kings High School	Prospective Parents Evening Thursday 25 September 2014 - 7pm - 9pm Open Afternoon Wednesday 22 October 2014 - 2.15pm - 3.15pm Open Morning Wednesday 8 October 2014 - 9.30am - 10.30am Wednesday 15 October 2014 - 9.30am - 10.30am

School Open Evening Dates 2014

The Forest Academy	Open Evening Tuesday 23 September 2014 - 5pm Headteacher's talk 5.30pm School tour 6pm (school door closes at 8pm)
The Palmer Catholic Academy	Open Evening Thursday 2 October 2014 - 7pm
The Ursuline Academy Ilford	Open Evening Wednesday 1 October 2014 - 6pm - 8pm Headteacher's talk 6pm & 7pm Open Afternoon Wednesday 15 October 2014 - 2pm - 3pm
Trinity Catholic High School	Open Evening Wednesday 24 September 2014 - 6pm Headteacher's talk 7.30pm
Valentines High School	Open Evening Thursday 25 September 2014 - 6pm - 8pm Headteacher's talk 6.30pm & 7.30pm
Wanstead High School	Open Evening Thursday 2 October 2014 - 6pm - 8pm Headteacher's talk 6.15pm & 7pm Open Morning Monday 6 October - Friday 10 October 2014 - 8.50am - 9.20am Please ring the school for an appointment
Woodbridge High School	Open Evening Thursday 25 September 2014 - 6pm - 9pm Headteacher's talk 6pm & 7.30pm Open Week Monday 29 September - Friday 3 October 2014 - 9am Phone the school to book a guided tour
Woodford County High School	Open Evening was held on Thursday 26 June 2014

Secondary Transfer Statistics for 2014 – How places were allocated (still in progress after 22 July 2014)

	Places Available	Applications Received	Places Offered		Catchment		Out-catchment Sibling		Out-Catchment Distance		Looked After	SEN
		22.07.14	01.03.13	22.07.14	01.03.13	22.07.14	01.03.13	22.07.14	01.03.13	22.07.14	22.07.14	22.07.14
Community Schools												
Caterham High School	180	490	173	176	45	41	20	21	108	93	0	5
Oaks Park High School	240	954	237	247	178	186	21	20	38	37	1	3
Seven Kings High School	180	2109	170	182	163	162	0	0	0	0	6	12
Valentines High School	180	1703	178	180	175	169	0	0	0	0	3	3
Wanstead High School	240	911	240	240	171	156	5	9	64	66	1	8
Woodbridge High School	300	723	299	292	188	186	3	5	107	97	3	2
Academies												
Beal High School	360	1540	343	344	232	228	13	15	92	96	4	16
Chadwell Heath Academy	180	969	177	183	n/a	n/a	n/a	n/a	n/a	n/a	2	3
Isaac Newton Academy	180	976	173	180	n/a	n/a	n/a	n/a	n/a	n/a	2	3
Loxford School Trust	300	847	296	312	274	279	18	17	4	5	0	11
The Forest Academy	180	206	86	136	65	68	4	3	17	16	0	2
Faith (Academies/Voluntary)												
King Solomon High School	150	419	145	170	n/a	n/a	n/a	n/a	n/a	n/a	2	5
The Palmer Catholic Academy	192	715	192	192	n/a	n/a	n/a	n/a	n/a	n/a	0	0
Trinity Catholic High School	240	713	229	240	n/a	n/a	n/a	n/a	n/a	n/a	5	6
Ursuline Academy Ilford	120	621	118	120	n/a	n/a	n/a	n/a	n/a	n/a	0	0
Foundation												
Mayfield School	300	505	175	296	n/a	n/a	n/a	n/a	n/a	n/a	0	1
Grammar/Selective Schools												
Ilford County High School	120	No of registrations: 978		No of candidates: 518		No of applicants: 518		No of applicants: 518		n/a		1
Woodford County High School	120	No of registrations: 1021		No of candidates: 873		No of applicants: 492		No of applicants: 492		n/a		0

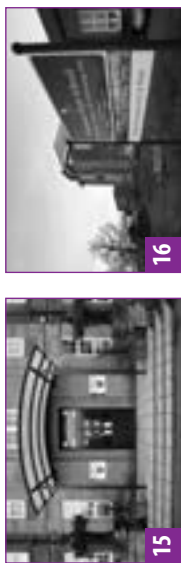
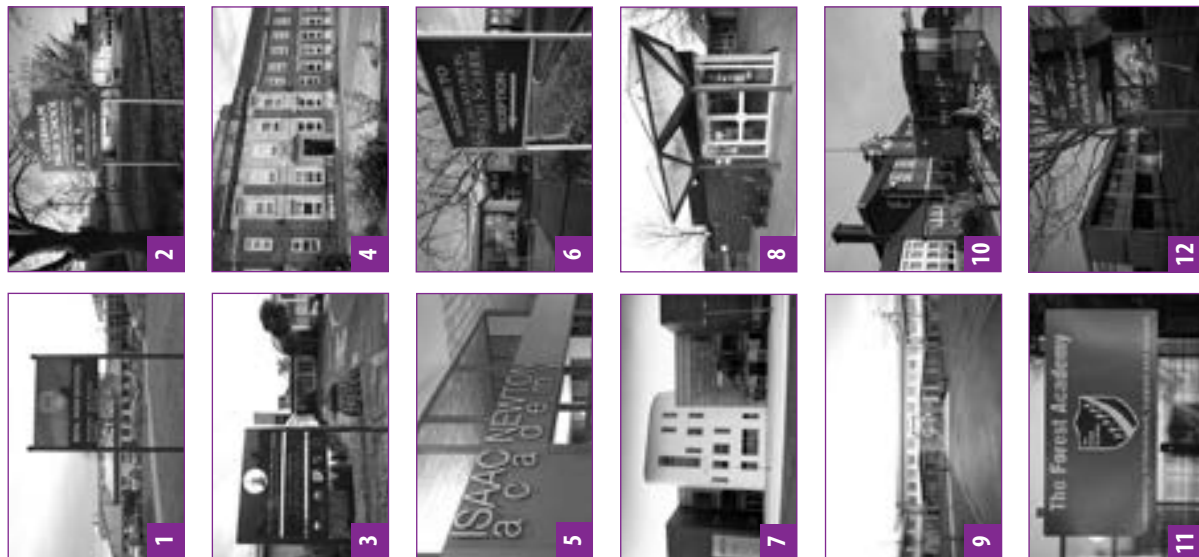
NOTES

Table includes all preferences 1 to 6 - n/a - Not applicable (Schools' own criteria applicable)

- 1 Published Admission Number (PAN) less the number of children with a statement of special educational needs or that are looked after
- 2 Over published number due to statutory appeal, planned overallocation or agreed exceptional medical/psychological grounds.

Note: The co-ordinated admissions process is based on an equal preference system using parental rankings to offer highest named school where possible. Figures are for guidance only. There is no guarantee that figures will be similar in future years.

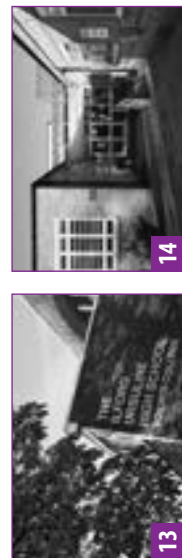
Redbridge Secondary Schools



Key

1. Beal
2. Caterham
3. Chadwell Heath Academy
4. Ilford County
5. Isaac Newton Academy
6. King Solomon
7. Loxford
8. Mayfield
9. Oaks Park
10. Seven Kings
11. The Forest Academy
12. The Palmer Catholic Academy
13. The Ursuline Academy Ilford
14. Trinity
15. Valentines
16. Wanstead
17. Woodbridge
18. Woodford County

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Beal High School

Woodford Bridge Road, Ilford, Essex IG4 5LP

Tel: 020 8551 4954

Email: admin@beal.redbridge.sch.uk

Website: www.bealhighschool.co.uk

Headteacher: Ms T  r  se Wilmot

Chair of Governors: Nadj   Butler

The Beal Academy Trust provides an innovative 21st century educational experience; placing students at the centre of all leadership strategy - maximising achievement, support and respect. We offer inclusive education, training, skills and employment services, designed to raise standards and add value for all; we believe every young person deserves the best education possible.

Our core values are those of social purpose through action, high expectation and confident aspiration.

OFSTED 2012 Outstanding

"This is an outstanding school. Exemplary behaviour, mutual respect and a highly inclusive culture are key factors. Students make outstanding progress."

Beal High School is a mixed, 11-18, comprehensive school. We are culturally diverse and inclusive. From September 2014 we will be in the second phase of our expansion to 12 forms of entry, with a published admissions number of 360 for Year 7, and we will be opening our brand new school, where Key Stage Three students will study.

Maximising achievement: learning, support and respect

We believe that our school must provide a learning environment that challenges, supports and inspires. All students are entitled to consistent, high quality learning experiences.

Our aim is to maximise achievement through personalising learning in a positive culture of respect and independence. To ensure this:

Maximise learning – increasing achievement through curriculum innovation and quality

Maximise support – removing barriers to learning and increasing opportunities for all students to achieve

Maximise respect – engendering a calm environment of mutual respect and responsibility

In Key Stage 3 students study English, Mathematics, Science, 2 Modern Foreign Languages, Physical Education, Religious Education, Geography, History, Art, Music, Drama, Technology and PSHE.

In Key Stage 4 students follow a core programme of English, Mathematics, and Science with Physical Education, Religious Education and PSHE/Citizenship. Optional subjects are chosen from the following areas: Modern Languages, Technology, Humanities and Creative and Performing Arts. Students are entered for examinations and qualifications to suit their ability and aptitude; these include GCSE and BTEC courses. Teachers regularly record; track and review students' progress and parents receive a termly progress report.

Parents' evenings provide the opportunity to meet staff to discuss performance and progress. The school promotes and guides independent study and co-learning which includes the use of IT to support learning, home learning, sporting activities, music groups, rehearsals, performances, student council and clubs.

We use a collaborative, project approach to extend the opportunities for students and encourage REAL learning opportunities. REAL stands for Rigorous, Engaging, and Authentic

Learning and incorporates the principles of Student Leadership; aspiration and challenge; creativity and other high order leadership skills.

Students in Years 7-11 are required to wear full school uniform. They are assigned to one of twelve tutor groups, staying with that group unless there is a need to change. This continuity establishes positive relationships with students and with their parents. All parents are invited to join the Parent Teacher Student Partnership (PTSP).

Students with Special Educational Needs are identified through liaison with primary schools, consultation with parents, testing and observations by subject staff. This process is completed by the time the students start in September and close home-school liaisons are developed early in Year 7.

Our **Communication and Learning Department (CLD)** is a provision for students with Social Communication Difficulties including Autism and Asperger's Syndrome. Admissions are separate from the main school; details are available on request.

In September 2014 the **Beal Business and Innovation Hub (BBIH)** will open offering high quality, high achieving alternative provision for students from Year 9 – Year 13 (14-19).

We have a large, highly successful, mixed ability **Sixth Form**. It is popular and oversubscribed. The majority of Beal High School students continue with their education beyond the age of sixteen. A wide range of AS/A2 and Applied courses are offered. Most students go on to Higher Education. The Sixth Form provision is consistently judged to be outstanding by OFSTED.

Travel Information

Buses: 123, 179 and 462

Tube: Gants Hill (Central Line, 20 minutes walk)

Open Evening:

Wednesday 17 September 2014

School Tours: 4pm and 5pm (school door closes at 6pm) Visits to the school - By Appointment

Session Times

Morning: 8.25am to 1.15pm

Afternoon: 2.10pm to 3.15pm

Headteacher's talks

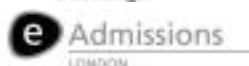
5pm and 6pm



Specialist Schools and Academies Trust
The Specialist Network



School Achievement Award
Excellence in Education





Caterham High School

Caterham Avenue, Clayhall, Ilford, Essex IG5 0QW

Tel: 020 8551 4321

Email: welcome@caterham.redbridge.sch.uk

Website: www.caterham.redbridge.sch.uk

Headmaster: Dr A J Atkins, PhD, MEd, Bsc.

Chair of Governors: Councillor J Tyne

The School

Caterham High is a mixed, multi-cultural, six form of entry comprehensive school for students 11-18 years. Located in pleasant grounds it incorporates facilities such as a four court sports hall, an all-weather sports pitch, an indoor swimming pool, a well-equipped fitness suite, seven computer suites, a languages laboratory and a separate Sixth Form block. As a specialist sports college Caterham is the host to school the School Games Organisers who co-ordinate and organise sports competitions across the Borough. The school also hosts the provision for Hearing Impaired Students, on behalf of Redbridge.

Aims

The school aims to provide equality of opportunity for students to develop academic, sporting and social strengths to equip them to play a full part in society and the workplace and to engage in lifelong learning. The school endeavours to achieve these aims through studying a broad curriculum within a disciplined and caring environment. A sense of community is fostered to support these principles. Specialist Sports College status allows us to provide a broad range of sporting opportunities within the curriculum and Out of Hours Learning with a focus on healthy lifestyle and improved opportunities for all.

Organisation and curriculum

Students follow the requirements of the National Curriculum. In Years 7-9, students are offered a common curriculum covering all the main areas of study: English, Mathematics, Science, ICT, French, Spanish, Drama, Music, Art, History, Geography, Religious Education, Physical Education, Design and Technology and Personal, Social Health and Citizenship Education. In a number of subjects, students are taught in their mixed ability tutor groups, whilst in others the groups are set on the basis of ability.

In Years 10-11 students follow a core programme comprising of English, Mathematics, Science, Physical Education and Personal, Social Health and Citizenship Education. Students choose a pathway appropriate to them which may include four options from: Art and Design, Business Studies, Drama, Food, Textiles, French, Geography, Graphics, History, Information Technology, Media Studies, Music, Physical Education, Religious Studies, Sociology and Spanish.

Alternatively there are BTEC vocational courses in Art, Construction, Performing Arts, Health and Social Care, PE, Science and ICT. Homework is an integral part of the teaching and learning process and is regularly set.

Sixth Form

The Sixth Form is accommodated in its own building incorporating a large supervised study area, teaching rooms and a separate social area and café. Entry is open to all students providing they meet the academic requirements of their chosen courses. 'A' level courses on offer presently include Applied Science, Art, Biology, Business Studies, Business Studies and Economics, Chemistry, Computer Science, Drama, English Language and Literature, French, Geography, History, Mathematics, Media Studies, Music, Physics, Physical Education, Product Design, Photography, Psychology, Sociology and Spanish. Two year vocational courses, equivalent to three 'A' Levels, are also available in Business and Sports Development and Fitness.

"Getting the best from every student"

Travel Information

Buses: 128 and 169

Open Evening:

Tuesday 23 September 2014 at 7pm

Session Times

Morning: 8.30am to 1pm

Afternoon: 1.55pm to 3.15pm

Open Morning:

Thursday 25 September 2014 at 9.30am



Chadwell Heath Academy

Christie Gardens, Chadwell Heath, Romford RM6 4RS

Tel: 020 8252 5151 Fax: 020 8252 5152

Email: office@chadwellacademy.org.uk

Website: www.chadwellacademy.org.uk

Headmaster: Mr K E Wilkinson, BA

Chair of Governors: Mr J Moynagh JP

The School

We are a successful, all ability 11 to 18 six form entry (180 pupils) co-educational school graded outstanding by Ofsted and became one of the first converter academies in September 2010. We place great emphasis on creating a friendly, caring environment that supports and encourages our pupils to succeed. We emphasise that it is our expectation that our pupils will be successful in examinations and that they will complete their education in our Sixth Form thereby establishing a firm basis for building their future careers.

Promoting Success

We believe that progress is best achieved when parents, pupil and school work together. If problems occur, it is our policy to involve parents at an early stage and we expect our parents to support the School in finding solutions. We believe that it is important that pupils are supported and encouraged in their work, therefore, every eight weeks a report on progress is issued and at the end of each year a full report is sent to parents.

First Steps

Pupils are placed in one of six tutor groups under the pastoral care of a Form Tutor. Within the Tutor Group we seek to create an environment in which pupils feel that their Tutor is available to listen to them, guide them and where necessary take action on their behalf. There is a Head of Year who oversees the whole Year group.

Full school uniform must be worn by all pupils in Years 7 to 11 and clothing obscuring an individual's face is not allowed on the School site. Programmes of study follow on from one lesson to the next and we expect parents to support regular and punctual attendance.

Much of the teaching in Year 7 takes place in tutor groups which helps pupils to settle quickly in our large school.

Pupils in the Lower School follow a broad curriculum that gives them a firm foundation for GCSE and A level study. All pupils on entering the School are placed on a reading programme to ensure that they continue to develop the skills with which to achieve their potential.

Homework is given regularly in order to help develop self-reliance and the ability to work alone.

Outside the classroom pupils have the opportunity to participate in clubs connected to academic subjects and to join teams in many different sporting activities.

Sixth Form

The majority of our pupils complete their education in the Sixth Form and leave us to go on to University, College or other places of Further Education.

Travel Information

Buses: 66, 86, 173, 362, 364 and 396

Trains: Chadwell Heath Station and Goodmayes Station

Session Times

Morning: 8.45am to 1.10pm

Afternoon: 1.55pm to 3.20pm

Open Evening:

Wednesday 24 September 2014 at 7.15pm to 9.15pm



Ilford County High School

Fremantle Road, Barkingside, Ilford, Essex IG6 2JB

Tel: 020 8551 6496 Fax: 020 8503 9960

Email: enquiries@ichs.org.uk

Website: www.ichs.org.uk

Headteacher: Mrs R Drysdale BSc, NPQH

Chair of Governors: Mr M Hickey

The School

Ilford County High School is a Selective Boys' Grammar School that was recognised as 'outstanding' by OFSTED inspectors in October 2007 and became a Leading Edge School in 2012. We are proud of our reputation for academic excellence and success. In 2012 the school was also recognised as an International School by the British Council and we are also proud of the opportunities we provide for our young men to develop their abilities to take on responsibility and show leadership. Alongside examination success, these are key attributes for a successful transfer to university or employment in a competitive environment. Most students attend the school for seven years before transferring to very selective universities. In 2013/14 a total of eight students received offers from Oxford or Cambridge Universities.

Aims

The school aims are based upon mutual respect and providing opportunity and choice in the pursuit of excellence. Through the building of strong relationships we provide every learner with the opportunity to realise his academic potential, develop independence of thought and establish positive self-esteem.

Facilities

The school was built in the 1930s on two floors, containing teaching rooms, Science laboratories and the assembly hall. Extensions to the main building house facilities for Design and Technology including a Food Studies room, and a four classroom English block. The Learning Resource Centre and Sixth Form Suite

provide excellent study facilities, and the modern Sports Centre and indoor swimming pool, adjacent to our playing fields, provide for a variety of sports. A further expansion to the school buildings is currently being planned. The school has full WiFi access enabling students to access learning resources beyond the limits of the school campus and to communicate with other young people on an international basis.

Pastoral care

We see successful education as a partnership between home and school and seek to create a caring environment that encourages a positive attitude to school and the wider community and which embeds sound working habits, respect for others and high standards of behaviour and self-discipline. The Pastoral System is based on a House Structure which provides continuous support and guidance to students from Year 7 into the Sixth Form. The House System enables boys to develop a sense of identity within a smaller group and to work with colleagues of different ages. It provides real opportunities for personal development, leadership and friendly competition. The school's programme of Personal, Social, Health, Economic Education and Citizenship was judged to be 'outstanding' by OFSTED in February

2009. A well established Induction Programme supports both parents and boys through the transfer period and the beginning of Year 7.

Learning

Key Stage 3 seeks to develop both subject knowledge and positive learning habits. A programme of inquiry-based learning

in the early years enhances learner abilities to manage their work, to work constructively with others, to analyse and evaluate, to reflect creatively upon their learning outcomes and to develop their communication skills, particularly in higher order literacy. All pupils follow a broad and balanced programme of learning including Computer Studies, Drama and the study of French, together with either German or Spanish, during their early years at the school. Preparation for GCSE courses begins in Year 9 and all students follow an examination programme based around the English Baccalaureate system with a core of English, Mathematics, Biology, Chemistry and Physics, a foreign language, Geography or History, a creative subject and one other option. Homework and self-study is an integral part of this learning process. The Sixth Form offers a wide choice of subjects aimed at meeting the demands of further study at selective universities and employment.

Special learning and language needs

The school endeavours to cater for the individual needs of all pupils. In order to achieve this some pupils benefit from additional support and the school, in consultation with parents, will involve outside agencies where their help is deemed appropriate.

Additional information

Please contact the school for further information or to arrange a visit.

Travel Information

Buses: 128, 150, 167, 169, 247, 275 and 462

Open Evening:

Tuesday 25 June 2013 at 6.30pm

Session Times

Morning: 8.40am to 1.10pm

Afternoon: 2pm to 3.20pm

Learning to Lead, Empowering to Excel

Isaac Newton Academy

Cricklefield Place, 420-472 High Road, Ilford, Essex IG1 1FY

Tel: 020 8991 6666

Email: info@isaacnewtonacademy.org

Website: www.isaacnewtonacademy.org

Principal: Rachel Macfarlane

Chair of Governors: Gerard Griffin

The School

Isaac Newton Academy is a new all-through academy for 4-18 year olds which opened in purpose-built buildings, just off the Ilford High Road, in September 2012. The academy currently has just 540 year 7, 8 & 9 students and 90 reception pupils. It will grow year on year until it is full in 2020. The academy fosters a community in which hard work and excellent teaching produce students with the knowledge, learning power and character necessary for success at university and beyond. Isaac Newton Academy is non-denominational and non-selective, welcoming boys and girls of all backgrounds from the local area. For more information about the academy, and our open days taking place in the autumn for prospective students and parents, please visit www.isaacnewtonacademy.org.

Vision, values and ethos

At Isaac Newton we:

- set clear, ambitious goals, and rigorously monitor our progress in achieving them;
- offer a curriculum emphasising core academic subjects, while providing the facilities and specialist staff to meet and stimulate a wider range of interests;
- employ an approach to teaching that instils knowledge, understanding, and a desire to learn;
- ensure that all students, teachers, staff and parents commit fully to making Isaac Newton Academy a vibrant learning community.

The Curriculum

At Isaac Newton Academy, our operating principle in designing the curriculum is "depth before breadth." We believe it essential that, first and foremost, students master core academic subjects. In early years, there is a focus on literacy and numeracy. The curriculum centres on the essential academic subjects, including maths, English,

sciences, the humanities and languages. At the same time, with a specialism in music, and with first class sporting, arts and technological facilities, the school encourages students to expand their horizons, develop a wide range of skills, and have fun.

Knowledge through understanding

We want our students to have curious, active minds. Wherever possible, students work with teachers and each other through collective discussion, debate, problem solving and experimentation. We know that active engagement in lessons makes learning more enjoyable, deepens understanding and leads to greater examination success. All students are encouraged to learn beyond the classroom and staff are keen to provide them with challenging assignments, additional reading from a well-stocked library and after hours enrichment activities and clubs mentored by Academy staff.

A vibrant learning community

Isaac Newton Academy is a stimulating, supportive community committed to learning and high academic achievement. This community is based upon core values of mutual respect, personal discipline, and an unwavering commitment on the part of all community members to do whatever it takes to excel.

The school insists that differing views, interests, backgrounds and outlooks are honoured; that the authority of staff is acknowledged; and the particular needs, contributions, talents and interests of students are nurtured and developed.

A clear code of conduct is enforced. Teachers expect hard work and excellent behaviour from their students and students, in turn, can expect inspirational teaching every day.

Travel Information

Buses: 86, 128, 145, 150

Trains: Seven Kings Station

Bicycle: The school has a substantial and secure cycle shelter, enabling all staff and students who wish to cycle to school.

Open Evening:

Monday 29 October 2014 6pm-8pm

The Principal's talk will be at 6pm and repeated at 7pm

Open Mornings:

Monday 6, Tuesday 7 and Wednesday 8 October 2014 at 9am

Please see the Isaac Newton Academy Website for further details.



King Solomon High School

Forest Road, Barkingside, Ilford, Essex IG6 3HB

Tel: 020 8498 1300 Fax: 020 8498 1333

Email: info@kshsonline.com

Website: www.kshsonline.com

Acting Head: DR P C Doherty

Chair of Governors: Mrs Stephanie Sollosi RGN RSCN

The School

King Solomon is a diverse co-educational comprehensive school serving the Jewish communities of Redbridge and the surrounding areas that now welcomes children from all faiths who thrive and are happy at our school. King Solomon is wholly inclusive and faith based. The school presents a totally fresh approach to Jewish life providing two periods a week of Jewish studies, one period of Hebrew language and a very exciting range of extracurricular programmes and trips throughout the year groups.

We are a highly successful school that places academic excellence at the heart of everything we do. Our students are extremely motivated and achieve excellent outcomes at GCSE and A level. A level results are in the top 10% of schools nationally and our GCSE results position us very well in local and national league tables.

Almost all of our Sixth Form students go onto university at some of the best universities in the country to study, among other things, medicine, law and engineering.

Our facilities are excellent with extensive playing fields with an open and generous site.

Students are encouraged to be active leaders in the community with the school at the heart of the community and the community at the heart of the school; we have a wide ranging community cohesion programme ensuring that King Solomon students thrive in an atmosphere of mutual respect and warmth.

While providing students with a secure knowledge of their heritage, we also provide them with opportunities to become fully involved in the community at all levels. Our aim is to produce young people who are caring, respectful and knowledgeable - at home in the traditions of the past but able and willing to contribute to the world of tomorrow, we are 'A school for the future with Traditional Values'.

We have a strong pastoral system with Form Tutors and a Director of Learning who monitor student development and progress. We are a caring school, sensitive to individual needs. The school understands the importance of good links with the primary schools from which our students come to ensure a smooth transition. Much work is done both in Year 5 and in the summer term of Year 6 to ensure that students are very well prepared to enter secondary school.

King Solomon is a caring and tolerant faith school offering a warm welcome to all students, parents and the wider community.

Travel Information

Buses: 167, 150, 169, 247 and 275
Tube: Fairlop Station (Central Line)

Open Evening:

Tuesday 16 September 2014

Student Guided Tours: from 4.30pm

Headteacher's Address: 6pm

Session Times

Monday to Thursday: Morning: 8.30am to 12.50pm
Afternoon: 1.30pm to 3.30pm

Friday: 8.30am to 1.15pm

Open Mornings:

Tuesday 14 and Wednesday 22 October 2014
9.30am to 11am



Loxford School Trust

Loxford Lane, Ilford, Essex IG1 2UT

Tel: 020 8514 4666 Fax: 020 8514 6257

Email: lsst@loxford.net

Website: www.loxford.net

Headteacher: Mrs A Johnson, B.Ed

Chair of Governors: Mr Peter Ballard

The School

Loxford School has been officially recognised by the government as a High Performing School and judged to be an "Outstanding" all through school in our most recent Ofsted inspection in April 2013.

This inspection found the School to be outstanding in every one of the inspection measures - one of the few schools in the country to achieve a 'perfect' Ofsted inspection.

Everything we do at Loxford School is centred on ensuring that each individual student is educated and supported to succeed in the world today - as an individual, as a partner, as a member of a team and as a citizen. With excellent facilities and high quality teaching, the students at Loxford School are happy, challenged and motivated. The School is committed to the success of each of our students.

We provide an all-through education experience for learners between the ages of 3-18. Our all-through nature is the platform from which we further improve learners' academic achievements and raise their aspirations, confidence and self-esteem.

Loxford is a specialist school in Science, Technology, Mathematics, Information Technology and Modern Foreign Languages, whilst still being committed to providing a broad and balanced curriculum for all.

It is our belief that the future of the country and of our students in particular, lies in the development of skills which will prepare young people for the competitive scientific and technological demands of the new century.

Aims

We aim to deliver:

Exam success - we want our students to get the best possible qualifications.

Challenge, relevance and engagement - we want all our students to be fully involved in their learning.

Appropriate skills for living, for work and for happiness.

The skills to make our students active citizens.

An environment in which children enjoy their childhood.

Self-identity and a feeling of self-worth.

Opportunities and experiences that engage our students.

Healthy habits that are embedded for life.

Curriculum

We aim for a broad, balanced relevant learning programme for all students. In years 7 to 9 students follow courses in Art and Design, English, Drama, French or Spanish, Technology, Mathematics, History, Geography, Music, Physical Education, Religious Studies, Science, PSHE.

There is support within lessons for second language learners and students with special needs. The school's SEN Local Offer can be found on the Local Authority's website.

In Year 10 and 11 all students study for GCSEs. The compulsory subjects are English (double GCSE including English Literature), Mathematics and Science. All students also study for a GCSE in Modern Languages and are offered a choice of GCSE courses in other areas.

The other subjects are: Technology, History, Geography, Music, Drama, Sociology, Physical Education, Information Technology, Art, Religious Studies, Business Studies and Media Studies. Time is also allocated for Physical Education, Careers Guidance, Religious Studies and PSHE.

Sixth Form

We offer a full range of 'A' level courses in the majority of subjects. We also offer BTEC, National Certificate courses and Applied advanced courses in Business, Media, Science and ICT. Our specialities are within the areas of Business and Finance, Information Technology and Science. Our Sixth Form Centre has computer network rooms including a private study area as well as a large common room.

Travel Information

By rail and bus: 1) 62 or 145 bus to Loxford Lane
2) Bus No. 366

Car parking: *There is limited car parking at the school*

Open Evening:

Thursday 2 October 2014 6pm - 8pm

Session Times

Morning: 8.50am to 1.20pm

Afternoon: 2.10pm to 3.25pm

Open Mornings:

6, 7 and 8 October 2014 9am to 10am





Mayfield School

Pedley Road, Dagenham, Essex RM8 1XE

Tel: 020 8590 5211 Fax: 020 8597 5729

Email: admin@mayfieldschool.net

Website: www.mayfieldschool.net

Headteacher: Mr Andy Rehling

Chair of Governing Body: Mr D G Backhouse

What's special about Mayfield School?

Mayfield is a good school. We are excited about learning and want your child to be excited too. This enthusiasm filters through every part of our varied curriculum and

our innovative approaches to learning and teaching. We work hard to recognise every child as an individual within our classes, striving to challenge and support them to reach their full potential. Our expectations of achievement and behaviour are high. We want all the young people from our richly diverse population to leave Mayfield as confident young people, proud of their achievements and looking forward to the challenges of the future. This means developing the 'whole child' so that they become caring and responsible adults who show respect for others. A multi-million pound investment in the school, which will provide state-of-the art facilities for the whole school, is due to be finished in February 2015.

What's on offer?

We provide a broad and balanced curriculum. All students can succeed and excel because of the personalised opportunities which are available. We believe that whatever a student's aspiration they will be given excellent guidance to make the right choices and succeed at Mayfield School.

In Key Stage 3 students follow the national curriculum. There is an emphasis on developing independent learning skills which can be used across the curriculum in all three key stages. This is further developed in the transition to Key Stage 4 where students are given the opportunity to develop these skills and practise those that are needed for external examinations.

Students are offered a wide range of options in Key Stages 4 and 5 with an emphasis on different pathways, according to the child's strengths and weaknesses. The pathways for Key Stage 4 include a package of traditional GCSEs and various vocational subjects. In Key Stage 5 we offer the widest possible range of courses so that we can provide for students whose aim is to go to higher or further education but also ensure that we offer courses appropriate to the needs of all students.

Students will be provided with excellent support in enabling them to make the choices which are right for them. No matter who the student is, we will strive to meet their needs. We aim to provide a wide variety of opportunities, both inside and outside the classroom, with an extensive range of out of school hours activities. Our student voice is taken seriously and any suggestions for improvements or new ideas are readily received.

Mayfield is a listening school and we encourage all our students to talk to the wide variety of adults and older students from within the school. The Form Tutor is responsible for the day to day care of your child and works closely with the Year Group Leader and Year Group Mentor. We believe that education is a partnership and would encourage you to contact us at school with any concerns or suggestions. We welcome regular opportunities to discuss your child's progress with you.

Visits to the school

We enjoy sharing our school with visitors. If you would like a visit, please phone to arrange a time for a member of staff to show you around.

Travel Information

Buses: 128, 150 and 364

Trains: Chadwell Heath and Goodmayes Stations nearby

Open Evening:

Wednesday 1 October 2014 at 6.45pm

The Headteacher will speak at 7pm

Session Times

Morning: 8.30am to 1.05pm Afternoon: 1.50pm to 2.50pm

Open Morning:

**Thursday 2 & Friday 3 October 2014,
9am to 10.30am**





Oaks Park High School

45-65 Oaks Lane, Newbury Park, Ilford, Essex IG1 7PQ

Tel: 020 8590 2245 Fax: 020 8590 2246

Email: admin@oakspark.redbridge.sch.uk

Website: www.oakspark.co.uk

Headteacher: Mr S J Wilks, BA

Chair of Governors: Mr P Lupton

The School

Oaks Park High School is a mixed comprehensive school which opened in September 2001. The Sixth Form opened in September 2006. The school is heavily oversubscribed and has established an excellent reputation within Redbridge. Oaks Park was graded as 'Outstanding' following an Ofsted Inspection in October 2011.

Oaks Park enjoys a wide range of specialist facilities. Indoor sports facilities are excellent, comprising a large Sports Hall, Gymnasium and Fitness Room. Science, Art and Technology accommodation is outstanding. There is an excellent Learning Resources Centre; Performing Arts facilities are very good and include a Recording Studio, Radio Station and Music ICT suite. All classrooms are linked to the school network with first class facilities for Information/Communication Technology (ICT). We have recently extended our Dining Hall facilities and are presently in the process of expanding to 10 forms of entry from September 2015. This will include the building of a new three storey block which will enhance our present facilities.

Pastoral Care

The school aims to create a caring, supportive environment in which each student feels secure and valued. Upon entry each student is placed in a mixed ability tutor group. This is organised by the Head of Year 7, who liaises carefully with feeder schools and parents/carers. Form tutors have initial responsibility for the welfare of all students in their tutor group. There is an opportunity to meet the form tutor early in the Autumn term.

Each student is also assigned to a House. The House system gives students the opportunity to participate in a wide range of activities. The Oaks Park Home/School Agreement sets out responsibilities which help create a partnership between home and school with a shared understanding of roles and responsibilities.

Parents/carers will receive regular updates on progress during the year. The school's weekly newsletter keeps parents/carers informed of school events. Each student has a planner – an essential element of communication between home and school.

Our website and Fronter parents' page provides a wide range of additional information.

Curriculum

All students follow the National Curriculum in Key Stage 3 (Years 7 to 9). In Years 10 and 11 the majority of students will take GCSE courses in English Language and Literature, Mathematics, Statistics and two GCSEs in Science. They will also take courses in Physical Education and Citizenship/PSHE.

Students also have the opportunity to study a wide range of BTEC courses, GCSEs and other courses on a personalised pathway programme. Students receive additional support if they experience difficulty in coping with their Key Stage 4 courses.

Sixth Form

The Sixth Form at Oaks Park opened in September 2006 and offers a wide range of courses to suit students of all abilities. The Sixth Form plays an important role in the life of the school and students are expected to act as good role models. Full details of all our courses are on the website. The expansion of our accommodation will include a purpose-built Sixth Form block.

School Uniform

All students are required to wear full school uniform. High standards are expected at all times.

Extra-Curricular Activities

Through our Music Specialism, our commitment to sport and other extracurricular activities, we are able to offer a wide range of additional opportunities outside of the school day.

Travel Information

Buses: 66, 169, 296 and 396

Tube: Newbury Park (Central Line)

Session Times

Morning: 8.30am to 1.20pm

Afternoon: 2.10pm to 3.10pm

Open Evening:

Thursday 2 October 2014 5.30 to 8.30pm *Headteacher talks 5.30pm and 7pm*



Seven Kings High School

Ley Street, Ilford, Essex IG2 7BT

Tel: 020 8554 8935 Fax: 020 8518 2975

Email: enquiries@skhs.net

Website: www.skhs.net

Executive Headteacher: Ms T Smith Head of Secondary School: Ms J Waters Chair of Governors: Mrs P Green

The School

Seven Kings High School is a highly successful 11 - 18 comprehensive school, with a strong local and national reputation. We are a mixed, multi-cultural comprehensive school providing high quality education to local children, regardless of their ability. There are approximately 1500 students on roll, 500 of these in our successful Sixth Form. The school is always oversubscribed and enjoys strong support from parents and governors. The learning environment and general facilities at the school are excellent.

Examination results are consistently high and were once again excellent in

2013. In our last OFSTED inspection we were judged to be outstanding across all categories. In particular, inspectors praised our remarkable students and the positive, harmonious atmosphere. This is a school where students want to learn and relationships are excellent.

We have gained recognition for our work in leading learning and teaching and supporting other schools with our designation as a National Teaching School and a National Support School.

We are currently planning an expansion to become an all through school and Seven Kings Primary School will open in September 2015.

Aims

We strive for excellence and believe we make a difference to our students' life chances to become active, socially responsible citizens. We are proud of our inclusive approach which provides a challenging and personalised education for every child.

Organisation and curriculum

We provide a broad, balanced curriculum that focuses on teaching students the skills to be effective learners.

In **Key Stage 3**, students follow the National Curriculum (Art, CPHSE, Design Technology, Drama, English, Geography, History, Mathematics, Music, PE, RE, Science). All students take French; some may take an additional language (Spanish) in Year 8.

In **Key Stage 4** students follow a core curriculum and take options from other choices, including some vocational options.

Students are taught in mixed ability classes; there is setting/banding in some subjects.

Students are assessed regularly and receive formative feedback, enabling them to set improvement targets.

Pastoral care

We create a purposeful, harmonious atmosphere where students feel safe to develop into happy, confident citizens.

Our pastoral staff maintain close links with parents, who are encouraged to contact the school with any concerns.

Home Learning is set according to a structured timetable. Students are given planners to organise their time and workload. There are support clubs to help students and we provide intervention programmes for students who need extra help. Our Learning Support department are skilled at identifying students' needs and providing the support to help them access the curriculum.

Physical disability

We are equipped to admit students with significant physical disabilities affecting their mobility. These students have a Statement of Educational Needs.

Sixth Form

Most of our students continue their education in the Sixth Form and nearly all go on to university. The majority of our courses are Level 3 (As and A2) with some Level 2 programmes.

Students receive strong support from an experienced leadership team. They have the opportunity to get involved in community work and enrichment projects, and there are many social and cultural activities available.

Travel Information

Buses: 169 and 364

Train: Ilford Station

Tube: Newbury Park (Central Line)

Session Times

Morning: 8.30am to 1pm

Afternoon: Mon, Wed and Fri: 2pm to 3.20pm

Tues and Thurs: 2pm to 3.05pm

Prospective Parents' Evening:

Thursday 25 September 2014

7pm to 9pm

Open Mornings:

Wednesday 8 and 15 October 2014

9.30am - 10.30am

Open Afternoon:

Wednesday 22 October 2014

2.15pm - 3.15pm



The Forest Academy

Harbourer Road, Hainault, Essex IG6 3TN

Tel: 020 8500 4266 Fax: 020 8500 0036

Email: admin@theforestacademy.org

Website: www.theforestacademy.org

Headteacher: Mr W Thompson

Chair of Governors: Mr M Stokes

The Beal Academy Trust provides an innovative 21st century educational experience; placing students at the centre of all leadership strategy - maximising achievement, support and respect. We offer inclusive education, training, skills and employment services, designed to raise standards and add value for all; we believe every young person deserves the best education possible.

Our core values are those of social purpose through action, high expectation and confident aspiration.

"This is a good school. Forest Academy has improved rapidly since it was opened." OFSTED 2013 Good

The Beal Multi-Academy Trust

The Forest Academy benefits from being an integral part of the Beal Multi-Academy Trust (BMAT). This comprises of The Forest Academy, Beal High School, and The Beal Business Innovation Hub (opening September 2104). At the heart of BMAT schools is a culture of learning, achievement, support and respect.

Maximising achievement

The Forest Academy provides a learning environment which aims to challenge, support and inspire in an atmosphere of mutual respect. We believe that all students are entitled to consistently high quality learning experiences, and are committed to Personalised Learning. We expect the highest possible standards of attendance, behaviour and academic progress.

The Forest Academy is a mixed, 11 to 18 comprehensive school situated on a pleasant open campus near Hainault Forest Country Park. We are culturally diverse and inclusive. The Forest Academy has Science and Sport as its specialisms and strives to equip students with the skills needed for life in the 21st Century. The school has recently undergone a building programme which provides excellent Technology, Language and dining facilities. Ofsted graded the school as 'Good' in September 2013.

Maximising learning

In Key Stage 3 students study English, Mathematics, Science, 1 or 2 Modern Foreign Languages, Physical Education, Religious Education, Geography, History, Art, Music, Drama, Technology and Citizenship.

In years 7 and 8, students will follow a core programme of discrete subjects that will be complemented by an integrated skills based module that will focus on improving literacy and pupil progress through oracy.

In Key Stage 4 students follow a core programme of English, Mathematics and Science with Physical Education, Religious Education and Citizenship. Optional subjects are chosen from the following areas: Modern Languages, Technology, Business and ICT, Sports, Media, Humanities and Creative and Performing Arts. Students are entered for examinations and qualifications to suit their ability and aptitude; these include GCSE and BTEC.

Teachers record, track and review students' progress and parents receive regular reports. Parents' evenings and termly mentoring meetings provide the opportunity to meet staff to discuss performance and progress. The school offers extra learning opportunities which include; sporting activities, music groups, performances, student council, homework support and clubs.

Maximising support

Students in Years 7 to 11 are required to wear full school uniform. They are assigned to one of eight tutor groups. This continuity establishes positive relationships with students and with their parents. All parents are invited to join the Parents, Teachers and Friends Association.

Students with Special Educational Needs are identified through liaison with primary school, consultation with parents, testing and observations by subject staff. This process is completed by the time the students start in September and close home-school liaisons are developed early in Year 7.

Students for whom English is not their first language benefit from the work of a dedicated team of teachers. Support is available in lessons as well as in small group settings.

Sixth Form

The Forest Academy has a Sixth Form. The majority of The Forest Academy students continue with their education beyond the age of sixteen. Our Sixth Form offers a range of subjects at AS and A2 levels as well as a choice of vocational courses. In 2013 the vast majority of our students went on to study at University.

Travel Information

Buses: 150, 247, 362 and 462

Tube: Hainault (Central Line) (10 to 15 minutes walk)

Open Evening:

Tuesday 23 September 2014 at 5pm

School Tour: 6pm (school door closes at 8pm)

Session Times

Morning: 8.40am to 1.25pm

Afternoon: 2.15pm to 3.15pm

Headteacher's talk

5.30pm



The Palmer Catholic Academy

Aldborough Road South, Seven Kings, Ilford, Essex IG3 8EU

Tel: 020 8590 3808

Email: office@thepalmercatholicacademy.org Website: www.thepalmercatholicacademy.org

Headteacher: Mr F Maguire

Chair of Governors: Rev M O'Connor

Mission Statement

'Ad Gloriam Dei et Servitium Omnium'

'To The Glory of God and the Service of All'

The School

The school was founded in 1961. It took the name of a much-loved and respected priest who laid the foundations of the Catholic community in and around Ilford. Now, it is a well-established comprehensive school. The Palmer Catholic Academy is first and foremost a Catholic school and the education it gives is informed and directed by Christian principles.

Pastoral Care

Over the years we have built up a strong tradition of pastoral care. Each year has its own Head to whom the Form Teacher is responsible. Each pupil is placed in a Form class and will remain with that Form until the end of Year 11. Appointments are easily arranged with the Head of Year and telephone calls to them or Senior Staff will be returned, certainly within a day and sooner if they are urgent.

Curriculum

In the Lower School we provide a broad and balanced curriculum for all students within the context of the National Curriculum. Class sizes at KS3 have a maximum of 24 pupils with KS4 classes being frequently smaller than this. Boys and girls are taught in single sex classes for Years 7 & 8. As a Catholic school, Religious Education has a special place within the curriculum. In KS4 (Years 9, 10 & 11) all students are expected to take between 7 and 10 subjects at GCSE. The school provides individual career guidance and work experience for all students at the end of Year 12.

Homework

Homework is set regularly for all students. It is a high priority and is recorded in the daily log book. There is a thriving after school homework club which any pupil may attend.

Extra-curricular Activities, Sports and Games

The school offers students a variety of activities as extra curricular pursuits, including music, drama, theatre visits, public speaking and a wide range of sports. There is a diverse range of opportunities to take part in educational trips abroad. These have included trips to America, China and Europe.

Sixth Form

The school has a flourishing Sixth Form which caters for University and College entrance via A Levels in Applied Science, Art, Biology, Chemistry, Economics, English, French, Geography, Government & Politics, History, Information Technology, Mathematics, Media Studies, Music, Physical Education, Physics, Psychology, Religious Philosophy and Sociology. There is a full RE/PSHE programme covering visiting speakers, and encouraging community activities. Each Sixth Form Student has a time set aside for supervised private study each week.

Further information can be found on our school website.

Travel Information

Buses: 86, 128, 150, 145 and 364

Trains: Seven Kings Station

Open Evening:

Thursday 2 October 2014 at 7pm

Session Times

Morning: 8.45am to 12.30pm

Afternoon: 1.10pm to 3.20pm



Trinity Catholic High School

Mornington Road, Woodford Green, Essex IG8 0TP

Tel: 020 8504 8946 Fax: 020 8505 7546

Email: admin.trinitylower@redbridge.gov.uk

Website: www.fc.tchs.uk.net

Headmaster: Dr P C Doherty, BA, DPhil(Oxon), FRSA

Chair of Governors: Mrs M Bishop

The School

Trinity Catholic High School (Science and Sports College) is a Voluntary Aided, mixed 11 to 18 Comprehensive School, based on two sites in Woodford Green.

Our vision for each child is based on Christ's maxim, that 'We love each other as we love ourselves'. In practical terms, we regard your child as we would our own.

The education provided by our school has been described by both Ofsted, and the Diocese of Brentwood as 'Outstanding'. Of course this brief synopsis only conveys part of the picture. Our Parents' Handbook (a copy of which is available on our website or on request) will provide you with further information.

Pastoral care

There is a natural apprehension on the part of some parents, that in sending their child to a large school, the problems of the individual might somehow be ignored or submerged. Trinity School is very conscious of this parental concern, and has therefore established a pastoral care programme, which has three central aims:

To know and understand our students, to enable our students to fulfil their potential and to develop a close working relationship with the parents of our children and the wider community including primary school and parish links.

Curriculum

Each pupil is entitled to a broad, balanced and relevant curriculum that provides access and progression for all. This is achieved through an emphasis on the quality of teaching and the differentiated strategies, adopted by the teachers to enable all groups of learners to be extended to their full potential. In Years 7 to 9, the National Curriculum provides the context within which these objectives are achieved. In Years 10 to 11 all students will continue to study the core subjects of the National Curriculum and additional option subjects. Students will be assessed at the end of this Key Stage through GCSE and other relevant examinations.

Organisation of teaching

Pupils are taught in mixed ability groups with the exception of Maths where there are setting arrangements.

Special needs

The Catholic ethos of our school places a central importance on the value of each individual. The aim of our Special Needs policy is to offer appropriate support to enable each child to flourish, and achieve their full potential. SEN policy and practice at Trinity is aligned with the recommendations set out in the 2001 Code of

Practice on Special Educational Needs and, from September 2014, will be aligned with the proposals set out in the revised SEN Code of Practice 2014.

Sixth Form

Twenty-nine AS and A Level subjects are currently available in the Sixth Form. Other courses are available, too – these include Open University courses, Sports Leader Award, Duke of Edinburgh Awards, Basic Expedition Leader Award, First Aid. The vast majority of Sixth Form students progress to higher education.

Travel Information

Buses: W13, 20, 179 and 397
Tube: Woodford (Central Line)

Session Times

Morning: 8.50am to 12 noon
Afternoon: 12.55pm to 3.45pm

Open Evening:

Wednesday 24 September 2014 at 6pm

Headteacher's talk 7.30pm





The Ursuline Academy Ilford

Morland Road, Ilford, Essex IG1 4JU

Tel: 020 8554 1995

Email: xxx@xxx.xxg.uk

Website: www.uai.org.uk

Headteacher: Mr James Alex Burke, BD, MTh, NPQH

Chair of Governors: Mr Robert Caldiera

The School

Ursuline Academy Ilford is a 4-form entry, high attaining, Catholic comprehensive School for girls aged 11 to 19. Twenty-five per cent of places are reserved for non-Catholic students whose parents wish their daughters to attend a Catholic school and who are committed to the Catholic ethos of the school. The school has specialist science status with excellent ICT facilities.

The school aims

The school seeks to provide an all round first class academic education within a framework of clear religious and moral values. We want our students to be equipped for lifelong learning through creativity and imagination. All are encouraged to do and give of their best, within a disciplined environment. The school's Chapel, the work of the Chaplain and the importance placed on Assemblies all help to sustain the school's Catholic ethos.

We have seven golden rules, based around the School motto **Serviam**: **S**trive to succeed, **E**quip yourself to learn, **R**espect yourself, others and your environment, **V**alue everyone's right to learn, follow **I**nstructions positively and immediately, **A**rrive at school and lessons on time and **M**ake a difference by **m**aking a positive contribution.

Organisation and curriculum

Key Stage 3: Students follow courses in English, Mathematics, Science, Religious Education, Art, Design Technology (including Food), Drama, French, Geography,

History, ICT, Music and PE. In Year 8, Spanish is introduced as an additional modern language.

Citizenship and Careers Education including opportunities for Work Related Learning are also provided. Most teaching

is done initially in mixed ability Tutor Groups but pupils are set in Maths from Year 7 and in Science from Year 8. Particularly gifted students are also invited to study Latin as part of the Cambridge Latin course.

Key Stage 4: Students study a core curriculum of English, Mathematics, Science, RE and PE. Additional subjects are chosen from: Art, Asdan, Computer Science, Design Technology (Graphic Products and Food), Drama, French, Geography, German, History, ICT, Music, PE and Spanish. A BTEC option is also available in Business.

Homework is an integral part of every pupil's life. Other areas of focus include study skills, health and careers education, citizenship as well as gifted and talented.

Support for students with specific learning needs is provided. A variety of clubs and activities take place outside of lesson times including music and sport, public speaking, debating and drama as well as opportunities for day and residential visits. Instrumental music tuition is available for strings, woodwind, percussion and voice.

Sixth Form

Sixth Form students have their own dedicated teaching area. Current AS courses include Art, Biology, Applied Business, Chemistry, English, French, Government & Politics, History, ICT, Mathematics, Physics, Philosophy & Ethics, Psychology and Sociology. Further details may be found in the Sixth Form Prospectus.

In addition there is a coordinated programme of learning across all year groups to enhance personal, social, health, and citizenship awareness.

Travel Information

Buses: 25, 86, 123, 128, 145, 147, 150, 167, 179, 296, 364, 366, 396, 462 and W19

Trains: Ilford Station

Open Evening:

Wednesday 1 October 2014 at 6pm to 8pm

The Headteacher will speak at 6pm and 7pm

Session Times

Morning: 8.40am to 12.20pm

Afternoon: 1.20pm to 3.20pm

Open Afternoons:

Wednesday 15 October 2014 2pm to 3pm



Valentines High School

Cranbrook Road, Gants Hill, Ilford, Essex IG2 6HX

Tel: 020 8554 3608

Email: mail@valentines-sch.org.uk

Website: www.valentines-sch.org.uk

Acting Headteacher: Mr Richard Laws

Chair of Governors: Mr Andrew Bern

The School

Valentines High School is a popular and very successful 11-18 school catering for students of all abilities. We are a Leading Edge, National Support and Teaching School. This means that the Department for Education believes that the quality of teaching and examination results achieved by students at the school is so good that other schools can benefit from sharing our good practice.

The sixth form is large and successful, having been rated in the top five per cent of post-16 providers in London for five years running. The majority of students progress to university each year.

Looking after our pupils

Valentines is a well disciplined and caring school. Great emphasis is placed on creating a harmonious working environment so that pupils can learn and fulfil their potential. Each pupil is allocated a Form Tutor who is likely to stay with them from Year 7 through to Year 13. To assist this, the school has developed a number of effective rewards and sanctions to use in motivating pupils to achieve their best.

Uniform

Students are required to wear uniform and are encouraged to demonstrate their pride in themselves and in their school through their smart appearance.

The Curriculum

Teaching at Valentines is planned so that pupils of all abilities can make the maximum possible progress.

Teachers provide a caring and supportive environment, which coupled with high expectations for all learners leads to rapid progress and very good examination results. The evidence for this is that the Department for Education judges our GCSE results as being amongst the top five percent nationally compared to similar schools.

The school also has a co-ordinator responsible for ensuring the correct provision is made for gifted and talented pupils.

In the first three years (Years 7 to 9) a broad curriculum is taught, including English, Mathematics, Science, a Modern Language (French or Spanish), Technology (Product Design, Food Technology, Textiles), Humanities (History, Geography and Religious Education), the Arts (Art, Music and Drama), Computing and Physical Education.

Extra Curricular Activities

An extensive range of opportunities are offered to pupils to enrich their education. Sports enthusiasts can join the many clubs and teams provided by the Physical Education department. For keen musicians there are school bands and choirs. Many other activities are available including Chess, ICT and Drama.

We have an active school council and an excellent 'Student Voice' programme, which encourages students of all ages to be involved in decision making.

Homework

Homework is very important at Valentines High School and it is set on a daily basis. Homework provides not just useful study for pupils but also a means by which parents can follow their son/daughter's progress.

Travel Information

Buses: 123, 128, 150, 167, 179 and 396

Tube: Gants Hill (Central Line)

Open Evening:

Thursday 25 September 2014 at 6pm - 8pm *Headteacher's talk 6.30pm and 7.30pm*

Session Times

Morning: 8.30am to 1pm

Afternoon: Mon to Fri: 2pm to 3.20pm

Wed: 2pm to 3.05pm



Wanstead High School

Redbridge Lane West, Wanstead, London E11 2JZ

Tel: 020 8989 2791

Email: whs@wansteadhigh.co.uk

Website: www.wansteadhigh.co.uk

Headteacher: Mr C Van Bussel, BA(Hons)

Chair of Governors: Mr David Thorogood

The School

Wanstead High School is a large, successful, multi-ethnic co-educational comprehensive school for students between the ages of eleven and nineteen. The school is a thriving, happy and harmonious community where we have high expectations of our students. Standards of student achievement are high and our young people make very good progress. Students experience a rich educational experience and our status as a Specialist School in the Performing Arts has contributed fully to this. The School develops positive personal and social qualities so that they leave school confident in their abilities and ready to make a contribution to society. We have good facilities which cater for all the specialist activities of the secondary curriculum including a purpose built Sixth Form Centre, theatre and dance studios. Our sports facilities include a state of the art fitness centre, gym, sports hall, squash courts and playing fields.

Organisation, curriculum, guidance and support

We provide a broad and balanced curriculum in line with the National Curriculum at KS3. At KS4 we try to provide as much choice as possible while retaining the principle of breadth and balance to our students' learning. In line with our Performing Arts status we have widened our choice of options in Years 10 and 11, so that all students have the opportunity to study a Performing Arts subject at GCSE.

At Wanstead High School every child matters. The school has strong pastoral teams who work closely with a dedicated team of student support workers to provide the best possible care and guidance for individuals. The school is organised on the basis of year groups with students of a similar age kept together. Each tutor group is supported by tutors who closely monitor the progress of each student through individual interviews each month.

The school provides additional help to support students with special learning needs. We are particularly fortunate in having a specialist in dyslexia teacher as a member of the Learning Support team. We also have specialist teachers to support students whose first language is not English.

Sixth Form

The Sixth Form is an important and thriving part of the school community. We offer some 30 AS/A levels at present, from which students generally choose 4, plus AS Level General Studies or Critical Thinking. In the second year students continue with 3 subjects to A Level. Students are set academic targets, supported by regular reviews. A and AS Level examination results are very good and compare favourably with local and national results.

Extra curricular activities

The school offers a huge range of clubs and activities to support and enhance the formal curriculum. The range of educational visits is a strong feature of the school and students also take part in a World Challenge expedition and Duke of Edinburgh Awards.

Travel Information

Buses: 66, 101, 145 and 308

Tube: Wanstead (Central Line)

Open Evening:

Thursday 2 October 2014 6pm to 8pm

The Headteacher will be speaking at 6.15pm and 7pm

Session Times

Morning: 8.40am to 1.05pm

Afternoon: 2.05pm to 3.30pm

Open Mornings: Monday 6 October through to

Friday 10 October 2014 from 8.50am to 9.20am each day

Please ring the school for an appointment



Woodbridge High School

St. Barnabas Road, Woodford Green, Essex IG8 7DQ

Tel: 020 8504 9618 Fax: 020 8559 0487

Email: info@woodbridgehigh.co.uk

Website: www.woodbridgehigh.co.uk

Headteacher: Andrew Beaumont, BSc, MA, NPQH

Chair of Governors: Ian McBrayne

Introduction

Woodbridge is a thriving, ethnically diverse school in the heart of Woodford. The school prides itself on being fully comprehensive with pupils achieving beyond their expectations. The flexible, pupil-centred curriculum provides a solid platform for learning that both stretches and rewards our students.

Achievement

Academic achievement is a key strength of the school. Results have been at their highest in the last three years and are on an upward trend. The pastoral care and inclusion systems are recognised as being of the highest standard. It is a place where students have excellent opportunities to make progress in a secure and happy environment. Visitors to the school regularly remark on the courtesy, smartness and excellent behaviour of our pupils.

Behaviour

'Students are well behaved, courteous and respectful of staff and of each other' (Ofsted). The school is very clear about its expectations of students with clear boundaries and standards of behaviour. Staff and senior students effectively model positive behaviour. The school works in partnership with parents to ensure students receive consistent messages about their behaviour.

Curriculum

At **Key Stage 3**, all pupils study English, Mathematics, Science, Technology, History, Geography, two Languages, Art, Music, Drama, ICT, Religious Education, Physical Education and PSHE. Pupils are mainly taught in mixed ability groups, although there is some ability related setting in Science, Mathematics and Languages.

At **Key Stage 4**, all pupils are prepared for GCSE qualifications. Most pupils are entered for 10 GCSEs. They study English Literature and Language, Mathematics, Applied Science, a Modern Foreign Language and Physical Education. They also choose options from a very wide range of subjects.

Sixth Form

The majority of our Year 11 students choose to stay on in the sixth form. They are appreciative of the quality of teaching and guidance on offer. We also receive a large quantity of external applicants who recognise the breadth and quality of our Key Stage 5 curriculum. A broad and varied range of subjects are offered at AS/ A2 level, as well as vocational courses at Levels 2 and 3. The sixth form has dedicated and fully equipped study and social spaces.

Pupil Participation

Pupils are expected to undertake an active role within the school. Sport, music and drama play a key part in the life of the school. Competitions, productions and concerts showcase the many talents of our pupils. Tuition is offered for a variety of instruments.

Students are involved in a broad spectrum of activities. There really is something for everyone. A large number of clubs and activities regularly take place at lunchtime and after school.

There are many opportunities for students to take responsibility: the school council and year councils are active student bodies that discuss a broad range of relevant issues that make a positive impact on the school. There are a range of senior roles including head boy and head girl, prefects and senior prefects.

Travel Information

Buses: 123, 179, 275 and W14

Tube: Woodford (Central Line)

Open evening:

Thursday 25 September 2014 6pm to 9pm

Headteacher talks at 6pm and 7.30pm

Session Times

Morning: 8.40am to 1.25pm

Afternoon: 2.10pm to 3.10pm

Open week:

Monday 29 September to Friday 3 October 2014 at 9am

Phone the school to book a guided tour



Woodford County High School

High Road, Woodford Green, Essex IG8 9LA

Tel: 020 8504 0611 Fax: 020 8506 1880

Email: admin.woodfordcountyhigh@redbridge.gov.uk Website: www.woodford.redbridge.sch.uk

Headteacher: Ms J Pomeroy, MA, M.Ed

Chair of Governors: Mr W Brock

The School

Woodford County High School is a selective school for girls aged 11 to 18. Its buildings combine a sense of history with modern specialist facilities. A new Sports Hall opened in 2007.

The academic standards of the school are extremely high. Girls are valued as individuals and learn respect for others. At Woodford girls gain the confidence, self esteem and the maturity they need to lead full, independent lives.

Aims

Our school aims to recognise and develop the potential of each student, to foster care and concern for each other and to prepare students to fulfil with confidence their role as members of a community.

The Curriculum

We provide a full and balanced curriculum, supported by fieldwork and visits, which encourages the intellectual and personal development of all students and which builds on prior experiences and achievements.

Homework is compulsory in all years and it provides an opportunity for girls to consolidate what they have learned, investigate subjects further and take increasing responsibility for their own studies.

In Years 7 - 9, all girls study English, Mathematics, Science, Art, Computing, Design Technology, two languages including French; Geography, History, Music, Physical Education and Religious Education. All subjects are taught in form groups except for Technology which is taught in smaller groups for reasons of health and safety.

In Years 10 and 11, all pupils study GCSE courses in English, English Literature, Mathematics, Science, a foreign language and three other options (including a Humanity). Options are offered from the subjects studied in Years 7 – 9. Classical Civilisation is offered as a new subject in Key Stage 4. All pupils have lessons in Physical Education and Religious Studies.

Girls have the opportunity to undertake work related learning during KS4.

All girls follow a programme including personal, social and health education, study skills, citizenship, financial literacy and careers guidance.

Sixth Form

In the Sixth Form, girls study Advanced level courses: four AS level subjects in Year 12 and three or four A2 subjects in Year 13. Areas of study are currently chosen from Art, Biology, Chemistry, Classical Civilisation, Economics, English Literature, French, Geography, German, Government & Politics, History, Latin, Mathematics, Music, Physical Education, Physics, Psychology and Religious Education. All girls have a personal tutor who monitors their progress.

In Year 12 an enrichment programme is run giving girls access to a wide variety of activities (currently including sports, British Sign Language, Dance, Yoga, Cookery, Computing and the opportunity to prepare for the Extended Project Qualification). All students take part in a Voluntary Service programme which forms part of their timetabled week.

For more information about the school please visit our website www.woodford.redbridge.sch.uk

Travel Information

Buses: 20, 179, 275, 657, 679 and W13

Tube: Woodford (Central Line)

Session Times

Morning: 8.30am to 1.10pm

Afternoon: 2.10pm to 3.30pm

Open Evening:

Thursday 27 June 2013 at 6pm to 8.30pm

Headteacher's talks at 6.00pm, 6.45pm and 7.30pm

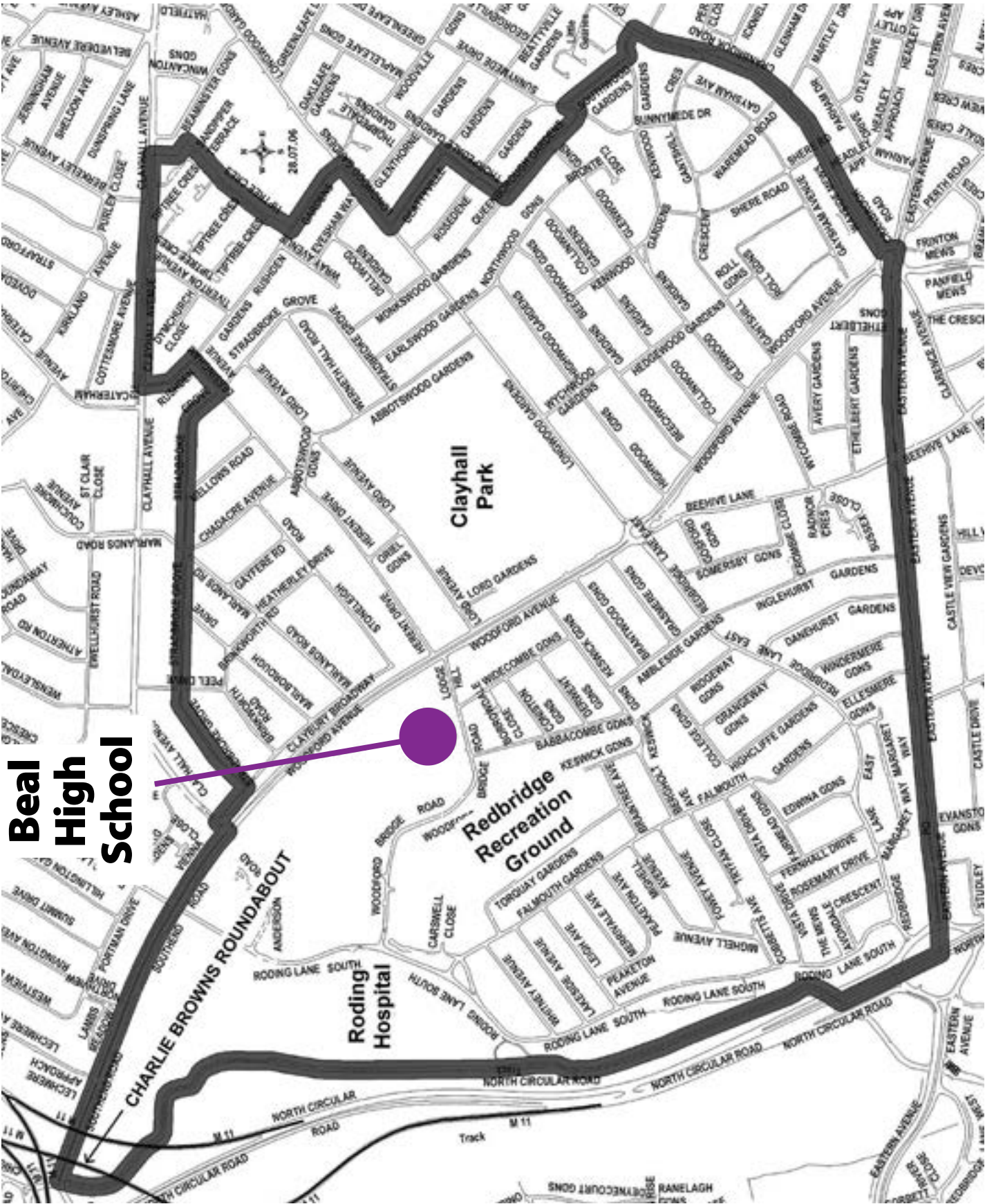
Individual school catchment area maps

On the following pages are the catchment area maps for the schools in the Borough.

Please note these maps are for illustrative purposes only.

Please contact the Secondary Admissions Team if your road does not appear or if you live close to or on the boundary line.

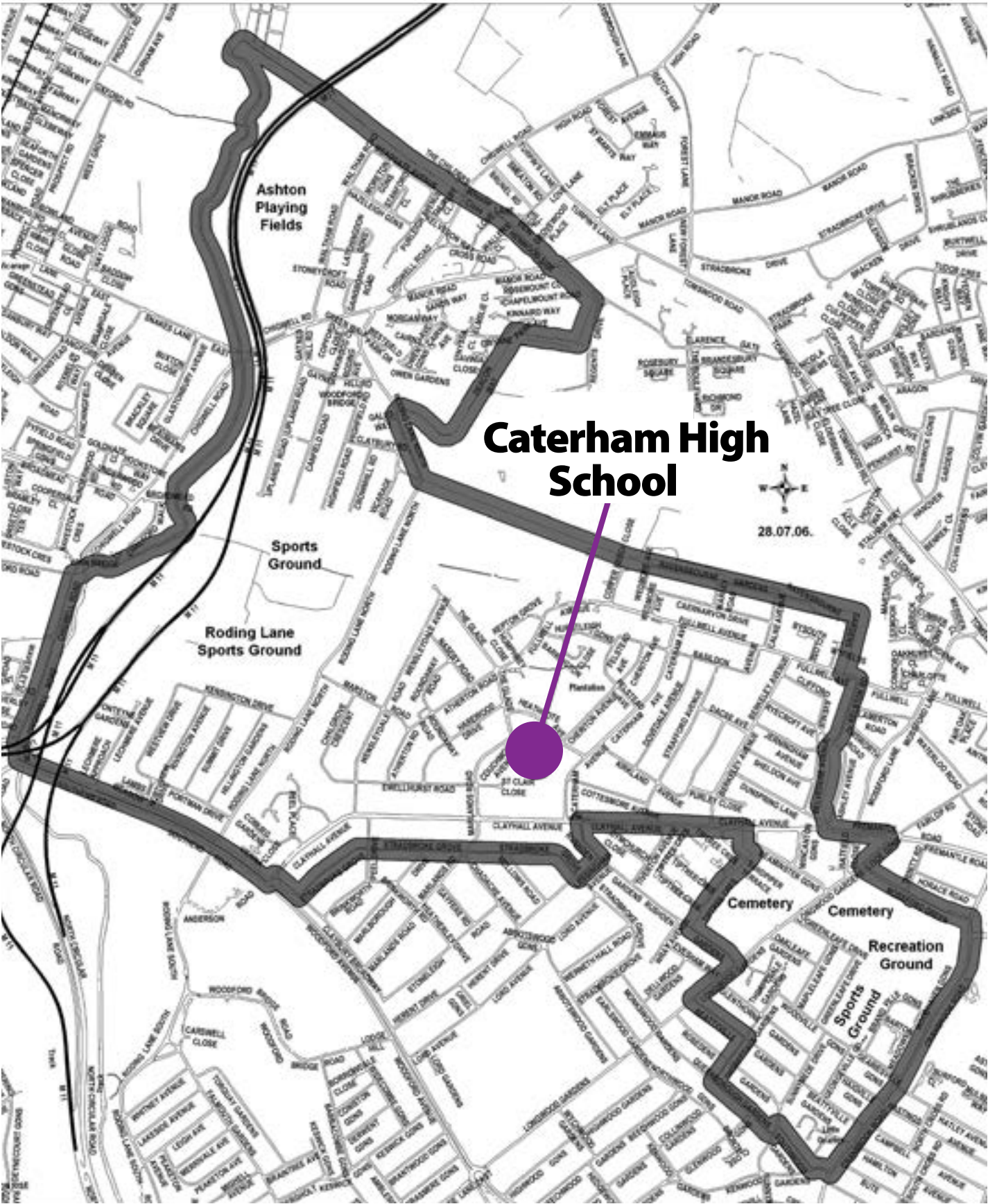
Beal catchment area



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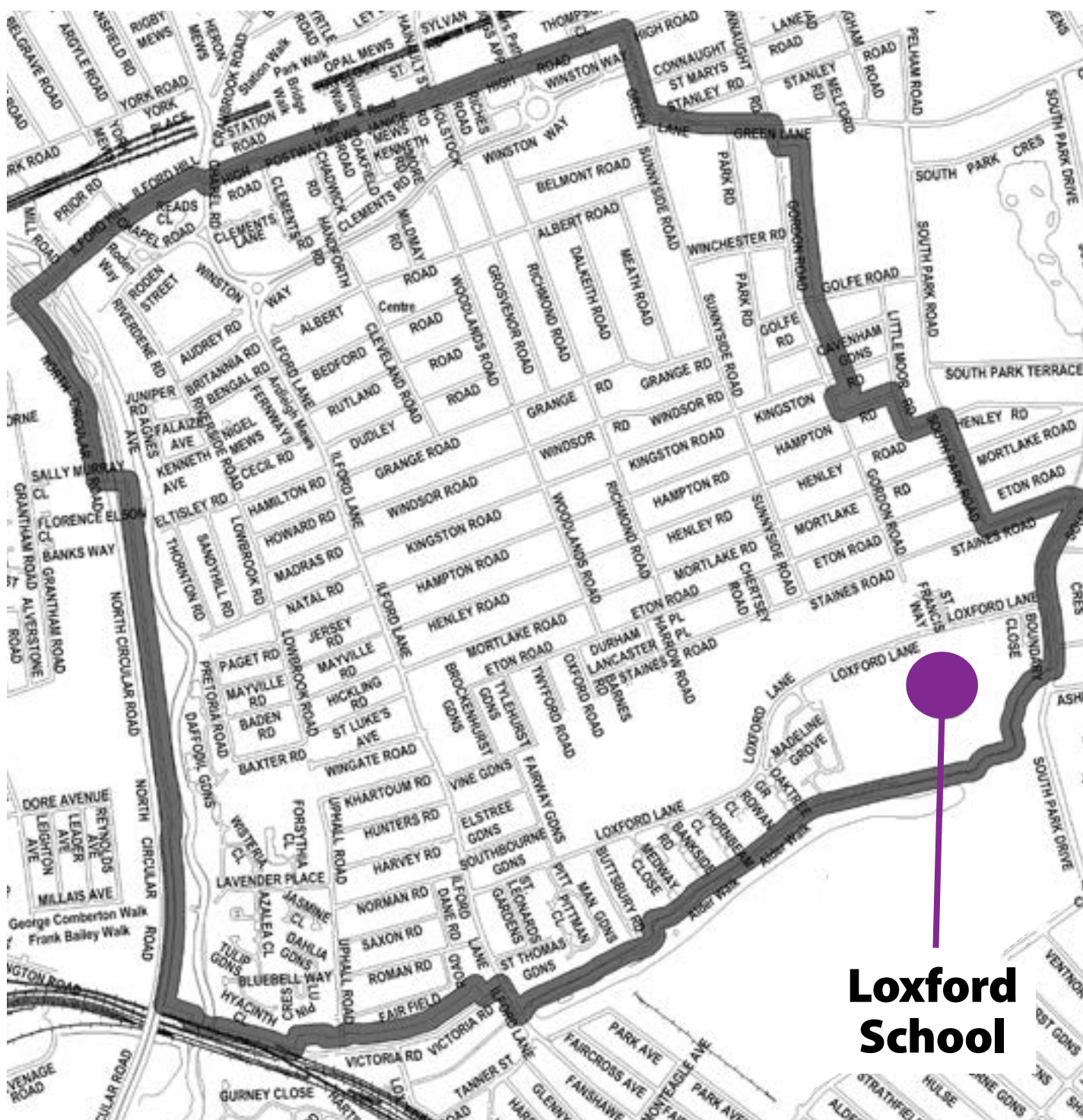
Caterham catchment area



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Loxford catchment area

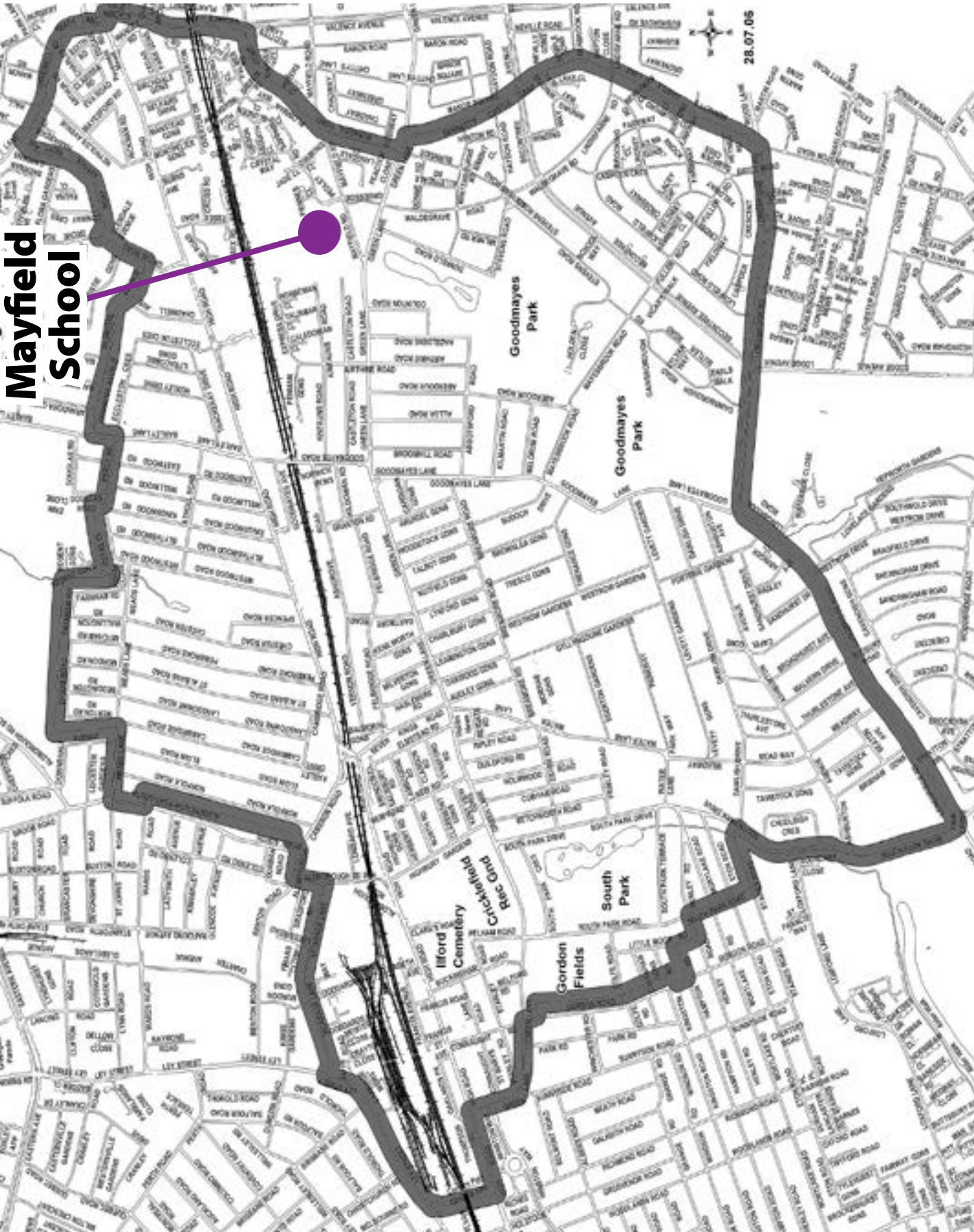


**Loxford
School**

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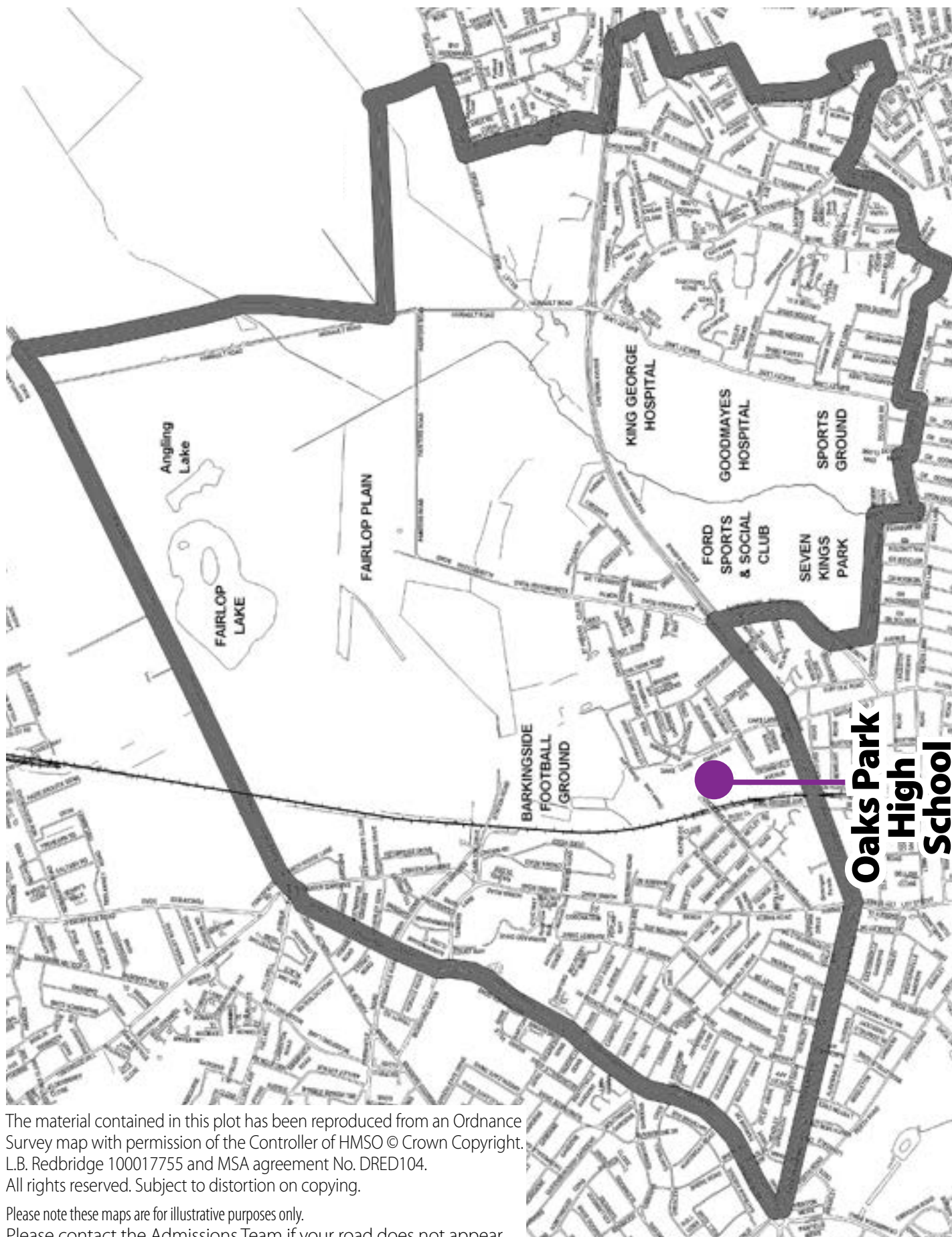
Mayfield catchment area



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Oaks Park catchment area

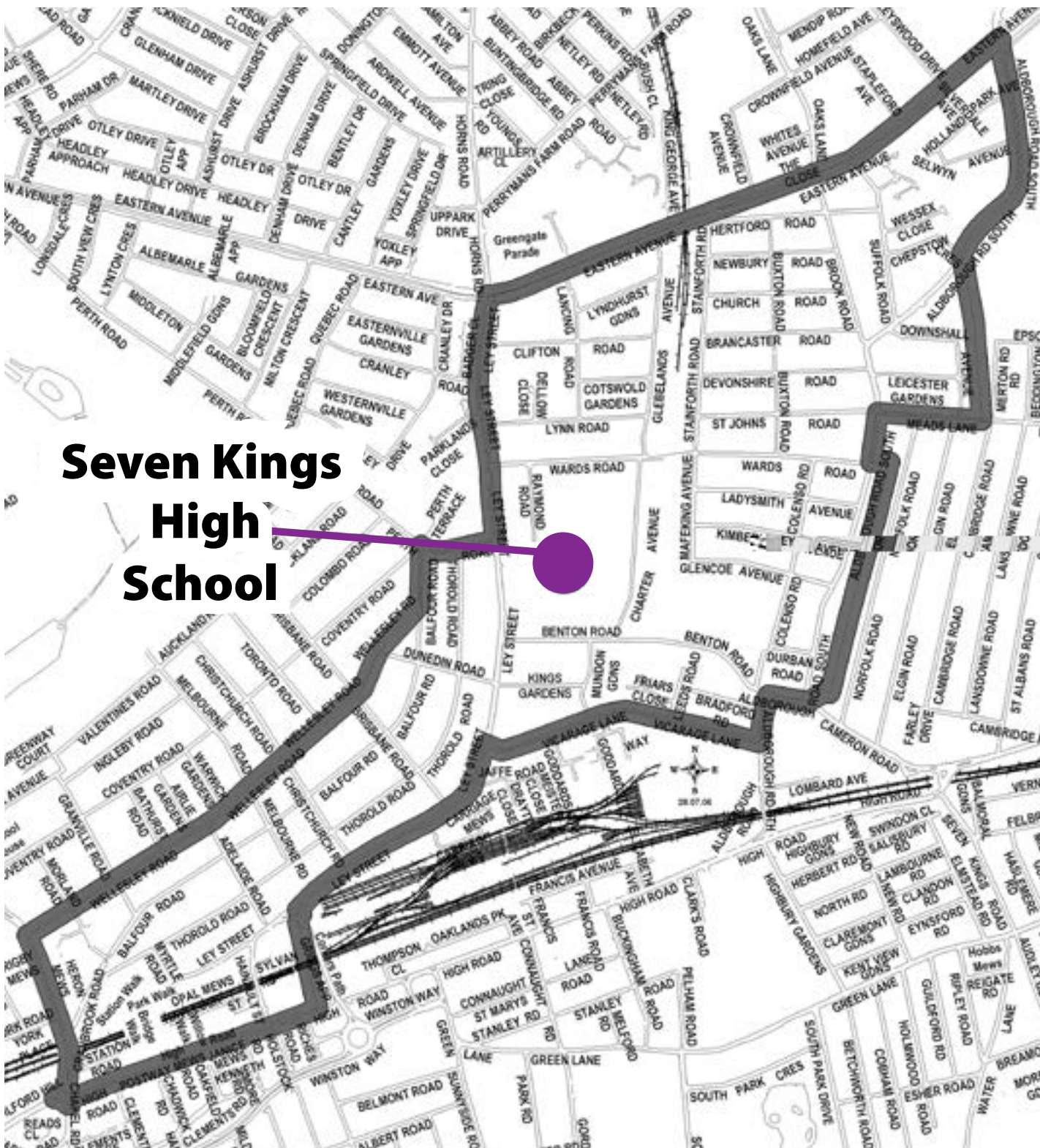


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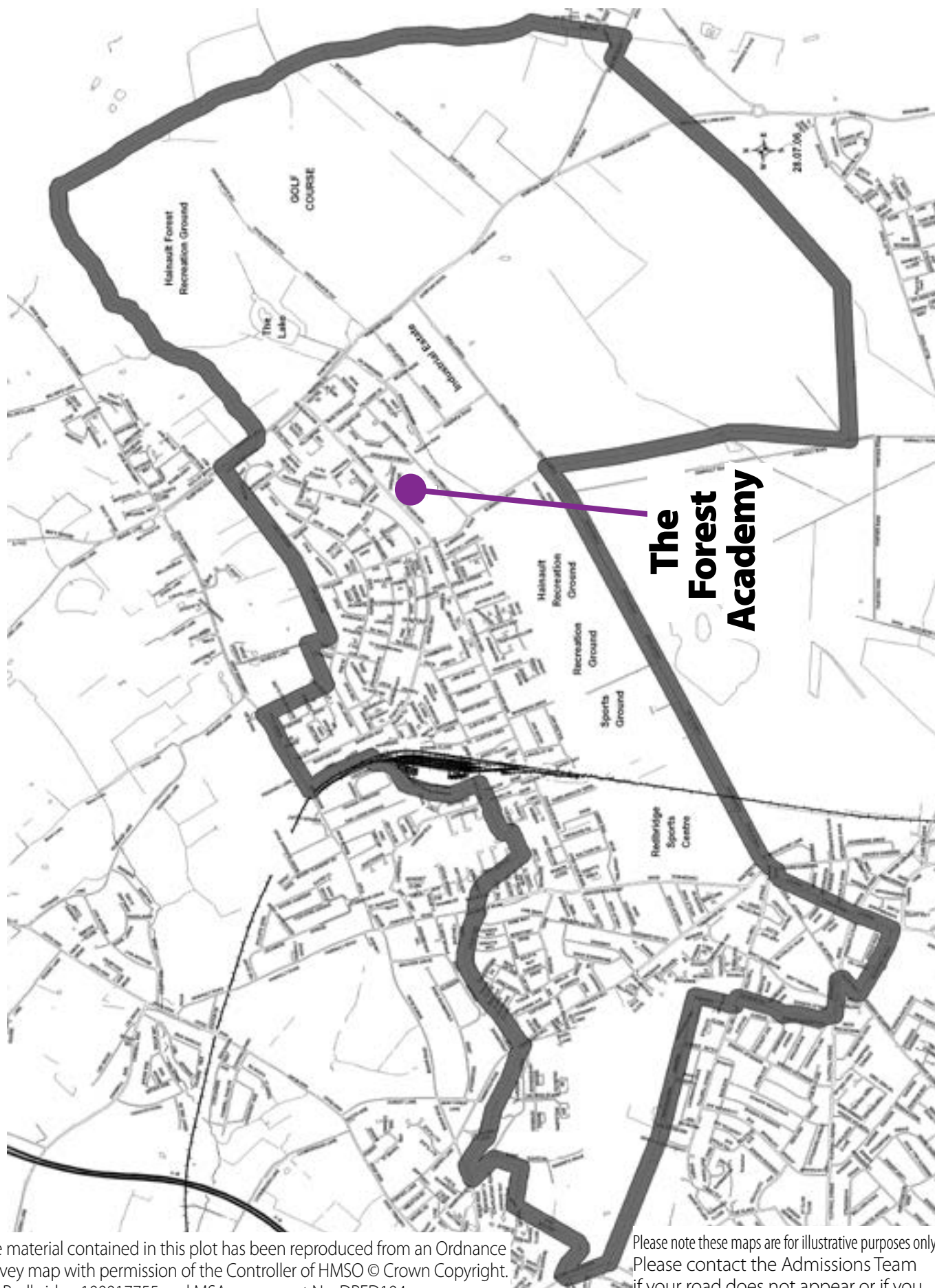
Seven Kings catchment area



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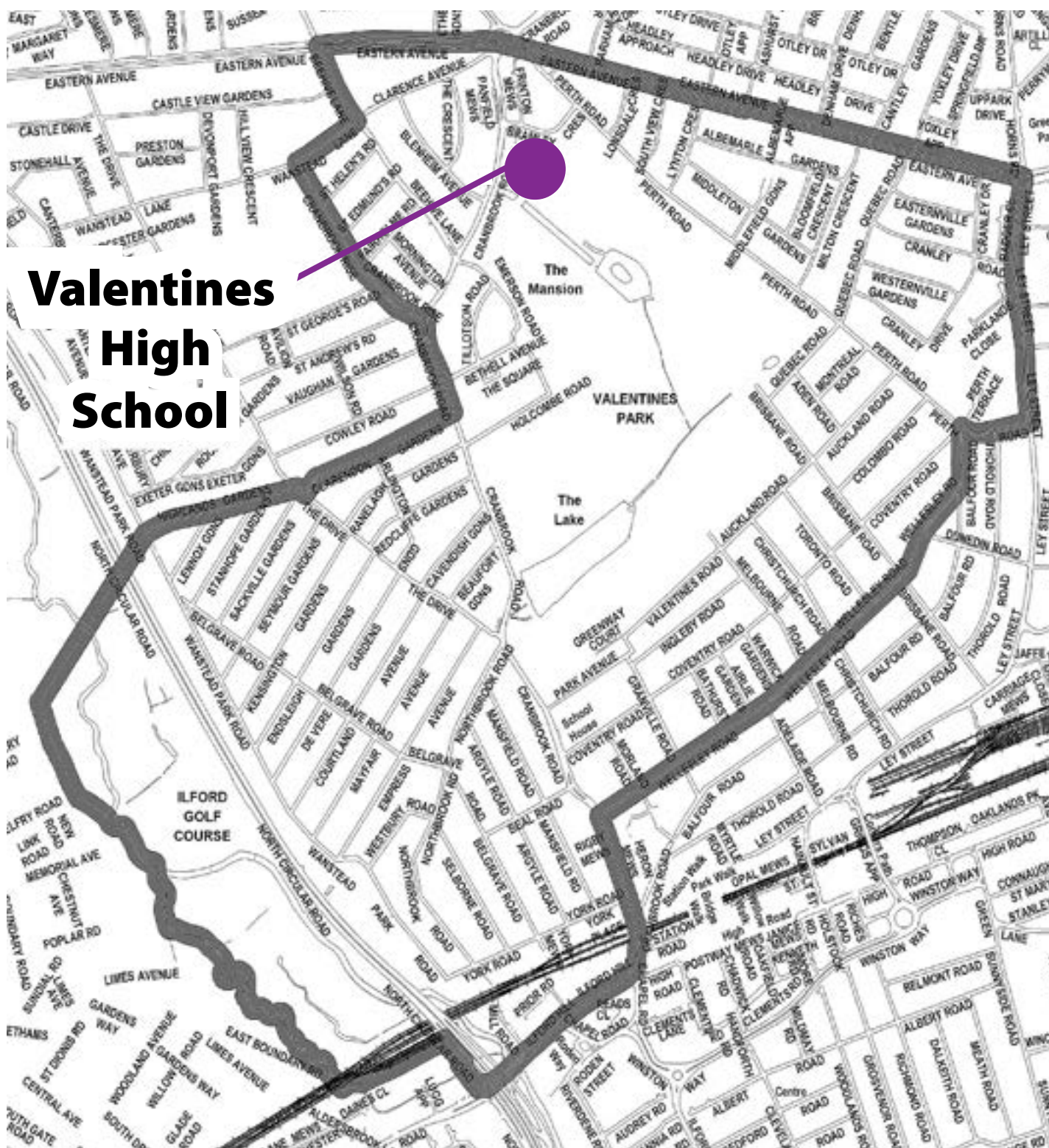
The Forest catchment area



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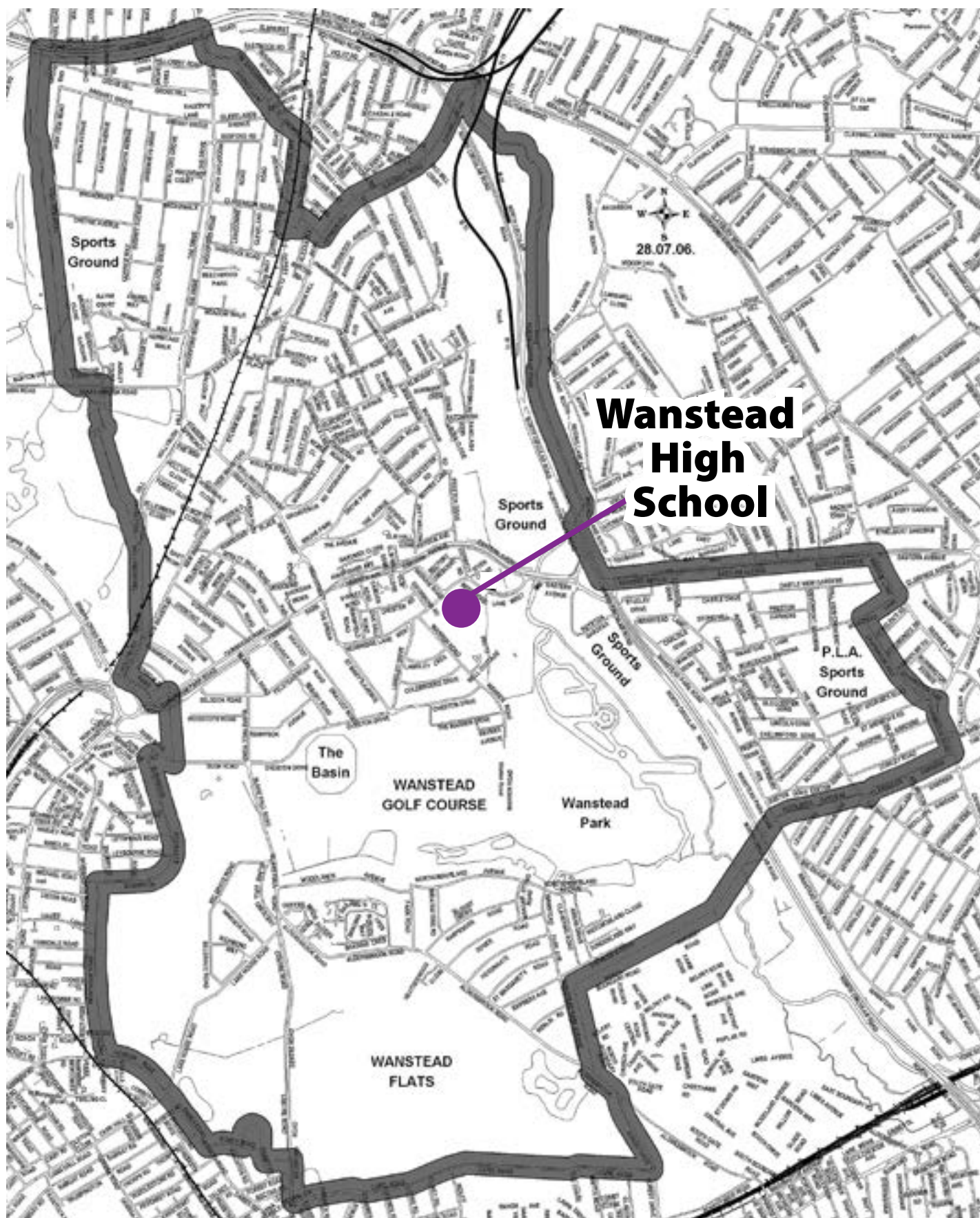
Valentines catchment area



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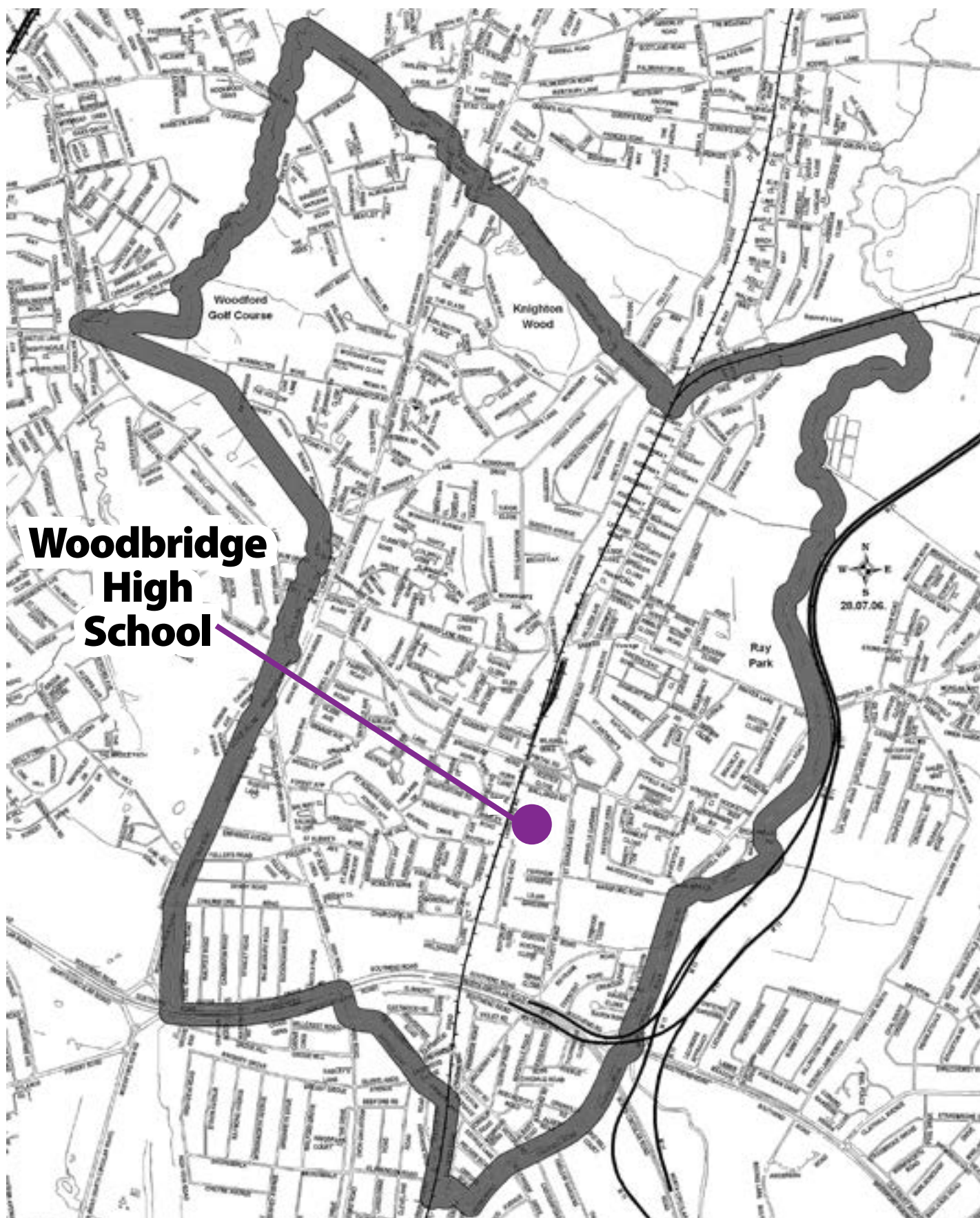
Wanstead catchment area



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Woodbridge catchment area



**Woodbridge
High
School**

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ParentComms:Mobile

This year, you can also receive notifications about the outcome of your application on the ParentComms mobile app. Download the ParentComms app from the Apple App Store or Google Play and register your USO username and password.



The ParentComms:**Mobile** app is designed to help parents stay connected with their children's schools. It allows parents to automatically receive status notifications from all their children's schools via OpenCheck (so long as the school is using the OpenCheck service). This is particularly useful during times of severe weather conditions. It will eliminate the need to search for information on websites which may be overloaded with traffic or may not have been updated in time.

In schools where the ParentComms:**Pay+** online payment system is used, parents using the app will receive automatic notifications regarding items such as dinner money accounts and school trips. Further integration with the payment service is coming to the app in the near future. For these messages to be received, parents must log into the app with the account used to access the payment service.

Schools using a range of other Atomwide services, such as texting and parent reporting, will also be able to send notifications and reminders to parents via the app. Parents using the app will be able to receive information and help schools using Atomwide's services save money on their communications.

This app serves a dual purpose as it also provides functionality to staff in USO-subscribing schools. Staff can use the app to update their school's status in OpenCheck, receive information regarding the school's network status or monitor the school's security via CCTV with real-time images.

This app is available for Android and iPhone although not all features are available on all phones.

Contact us

Educational support: 01689 814777

Email: info@atomwide.com

Visit: www.atomwide.com/mobile/welcome.html

List of local authorities and other boroughs

Local Authorities

London Borough of Barking & Dagenham School Admissions
Team, Town Hall, Town Square, Barking IG11 7LU
Phone: 020 8215 3004 Email: 300direct@lbbd.gov.uk
Public Access: One Stop Shop, 2 Town Square, Barking IG11 8BB

London Borough of Havering School Admissions
c/o Town Hall, Main Road, Romford, RM1 3BD
Phone: 01708 434600 Email: schooladmissions@haverling.gov.uk

London Borough of Newham School Admissions
PO Box 69972, London E16 9DG
Phone: 020 8430 2000 Email: pupil.services@newham.gov.uk

London Borough of Redbridge School Admissions
255-259 High Road, Ilford, Essex IG1 1NN
Phone: 020 8708 3562/3140 Email: AdmissionsandAwards@redbridge.gov.uk

London Borough of Waltham Forest School Admissions
1A Harvey Road, London E11 3DB.
Phone: 020 8496 3000 Email: secondary.admissions@walthamforest.gov.uk

Essex County Council School Admissions
PO Box 4261, County Hall, Chelmsford, CM1 1GS
Phone: 0845 603 2200 Email: xxxxxxxxx@xxxxx.xxv.uk

Southend on Sea Education Services
Civic Centre, Victoria Avenue, Southend on Sea SS2 6ER
Phone: 01702 215007 Email: council@southend.gov.uk

London Borough of Barnet School Admissions
1st Floor, Building 4, North London Business Park, Oakleigh Road South, N11 1NP
Phone: 020 8359 7651 Email: school.admissions@barnet.gov.uk

Bexley Council School Admissions
Hill View, Hill View Drive, Welling, Kent, DA16 3RY
Phone: 020 8303 7777 Email: schooladmissions@bexley.gov.uk

Brent School Admissions Service,
Brent Civic Centre, Engineers Way, Wembley, HA9 0FJ
Phone: 020 8937 3110 Email: school.admissions@brent.gov.uk

Camden Education Authority School Admissions
Crowndale Centre, 218 Eversholt Street, London NW1 1BD
Phone: 020 7974 1625 Email: xxxxxxxxx@xxxxx.xxv.uk

Croydon Council School Admissions
Bernard Weatherill House, 8 Mint Walk, Croydon, CR0 1EA
Phone: 020 8726 6400 Email: school.admissions@croydon.gov.uk

Ealing Council School Admissions
Perceval House, 14-16 Uxbridge Road, London W5 2HL
Phone: 020 8825 5522 Email: in-yearadmissions@ealing.gov.uk

London Borough of Enfield School Admissions PO Box 56, Civic Centre,
Silver Street, Enfield EN1 3XQ
Phone: 020 8379 5501 Email: enfield.school.admissions@enfield.gov.uk

London Borough of Greenwich Children's Services
The Woolwich Centre, 35 Wellington Street, London SE18 6HQ
Phone: 020 8921 8043 Email: school-admissions@royalgreenwich.gov.uk

Hackney Education School Admissions
The Learning Trust (Hackney), 1 Reading Lane, London E8 1GQ
Phone: 020 8820 7000 Email: info@learningtrust.co.uk

London Borough of Hammersmith & Fulham School Admissions
Kensington Town Hall, Hornton Street, London, W8 7NX
Phone: 020 8753 3643 Email: school.admissions@lbhf.gov.uk

Haringey Authority School Admissions
48 Station Road, Wood Green, London N22 7TR
Phone: 020 8489 1000 Email: schooladmissions@haringey.gov.uk

Harrow Council School Admissions
Civic 1, Civic Centre, Harrow, HA1 2UW
Phone: 020 8901 2620 Email: education@harrow.gov.uk

London Borough of Hillingdon School Admissions
Civic Centre 4E/05, High Street, Uxbridge, Middx. UB8 1UW
Phone: 01895 556644 Email: xxxxxxxxx@xxxxx.xxv.uk

London Borough of Hounslow School Admissions
CS & LLL Civic Centre, Lampton Road, Hounslow TW3 4DN
Phone: 020 8583 2721 Email: admissions@hounslow.gov.uk

London Borough of Islington School Admissions
Municipal Offices, 222 Upper Street, London N1 1XR
Phone: 020 7527 5515 Email: admissions@islington.gov.uk

Royal Borough of Kensington and Chelsea School Admissions
Town Hall, Hornton Street, London W8 7NX
Phone: 020 7745 6432 Email: school.admissions@rbkc.gov.uk

Royal Borough of Kingston upon Thames School Admissions
Guildhall 2, Kingston upon Thames, Surrey KT1 1EU
Phone: 020 8547 5004 Email: children@rbk.kingston.gov.uk

London Borough of Lambeth School Admissions
6th Floor, International House, Canterbury Crescent, SW9 7QE
Phone: 020 7926 9503 Email: info@lambeth.gov.uk

London Borough of Lewisham School Admissions
3rd Floor, Laurence House, 1 Catford Road, SE6 4RU
Phone: 020 8314 8282 Email: schooladmissions@lewisham.gov.uk

London Borough of Merton School Admissions
Civic Centre, London Road, Morden SM4 5DX
Phone: 020 8274 4906 Email: admissions@merton.gov.uk

Richmond Children's Services and Culture
1st Floor Civic Centre, 44 York Street, Twickenham, TW1 3BZ
Phone: 020 8891 7535 Email: education.admissions@richmond.gov.uk

London Borough of Southwark School Admissions
PO Box 64529, London, SE1P 5LX
Phone: 020 7525 5337 Email: schools.admissions@southwark.gov.uk

London Borough of Sutton School Admissions
Civic Offices, St Nicholas Way, Sutton, Surrey, SM1 1EA
Phone: 020 8770 5000 Email: admissions@sutton.gov.uk

Tower Hamlets Education School Admissions
Mulberry Place, 5 Clove Crescent, London, E14 2BG
Phone: 020 7364 5006 Email: school.admissions@towerhamlets.gov.uk

Wandsworth Council School Admissions
Town Hall, Wandsworth High Street, London, SW18 2PU
Phone: 020 8871 7316 Email: admissions@wandsworth.gov.uk

Westminster Council School Admissions
Kensington Town Hall, Hornton Street, London, W8 7NX
Phone: 020 7745 6433 Email: schooladmissions@westminster.gov.uk

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