

# A Parents Guide to Starting Secondary School 2022-2023





# Introduction and welcome from the Director of Children's Services - Carol Cammiss.



Wokingham Borough has long been rated one of the best places in Britain, in which to live. We also have an ambition to make this Borough the best place in the country in which to grow up and achieve.

We are rightly proud of our schools. The Council works in close partnership with all schools to support the improvement of standards and facilities with the collective ambition that all Children in Wokingham Borough experience the best possible start in life. We aim to provide a wide range of opportunities for all pupils, and promote happiness, wellbeing and self-reliance.

We understand that moving from primary to secondary school is an important milestone for children and both an exciting and slightly daunting time for both pupils and parents, this is the followed by the understandably anxious wait to see if the applications has been successful.

We have designed this guide to help you to better understand the admissions process and to give you information about schools in Wokingham Borough and we hope you this guide helpful and informative.

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# A summary of the steps you need to take to apply for a place in Year 7, starting in September 2022.

Remember - You must submit your application by 31st October 2021

1

- Understand what you need to do to apply for a secondary school place. You can do this by reading through this guide.

2

- Take time to find out about all the schools located in Wokingham. You can do this by attending as many open days/evenings as you can and by viewing their websites.
- You must apply for a secondary school place by 31st October 2021. Helpful information regarding our schools and this process can be found in this guide.

3

- Read and understand how places are offered at the schools you are interested in. You do this by reading their admissions criteria and you must apply for a secondary school place by 31st October 2021. Helpful information regarding our schools and this process can be found in this guide by clicking [here](#). This will help you understand the likelihood of your child being offered a place

4

- Decide which schools you will express a preference for on your child's application. We recommend applicants utilise their ability to list up to four preferred schools
- Before listing a school on your child's application, please ensure you have checked vital information regarding that school, such as the travel arrangements, location and other logistical factors

5

- Submit your online application via the **Citizen Portal by 31 October 2021** no later than 11.59pm. You may wish to apply earlier to avoid the risk of unforeseen issues close to the deadline
- If you apply using the paper Common Application Form (CAF) you will need to: post the form to School Admissions Team, Wokingham Borough Council, PO Box 156, Shute End, Wokingham RG40 1WN. It must arrive no later than 31st October 2021.

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- **Monday 1 March 2022 National Offer Day**
- If you applied online via Citizen Portal you will be able to log on and see the results of your application
- If you applied using the Common Application Form (CAF) Offer letters will be posted out on the morning of National Offer Day, however, they are likely to arrive just after. For data protection reasons the School Admissions Team will be unable to provide the result of your child's application over the phone

# How to apply for a secondary school place

The information provided in this booklet details the 4-step process for applying for a secondary school place.

**The 4-step process is as follows:**

## Step 1 – What you need to know before applying

Read the frequently asked questions about applying for a secondary school place and read the published admission criteria for your preferred schools.

## Step 2 – Deciding on a Secondary School

Before deciding on your preferred secondary school, find out about the different types of schools and do some research.

## Step 3 – How to apply for a school place

Make your application for a secondary school place. Please ensure you submit your child's application by the 31st October 2021 deadline. Late applications will be processed after National Offer Day. Remember to attach and supply any relevant supporting evidence with your application.

## Step 4 – What Happens After You Apply

Please read on further to find answers to important questions such as:

When will you receive the outcome of your application?

How do you accept an offer?

Wait Lists and appeals

Check your email regularly to see if the Admissions Team require any further information.

## Transport

Help with getting your children to school

# Wokingham school admissions- what I need to know before applying

## Important things to think about

You can list (in order of preference) up to four schools on your application. Many schools are regularly oversubscribed, and there is no guarantee of a place at your catchment, nearest or preferred school, so it is important to think carefully about the schools you are applying for.

Places are offered based on the Oversubscription Criteria. However, we are unable to guarantee a place at a closest/ catchment school for all applicants. Some of our regularly oversubscribed schools are in built up areas of the borough and therefore cannot accommodate all children within their catchment, if you believe you live in one of these areas you may wish to check whether you have more than 1 catchment school, or what schools are achievable from your address historically.

It is important to make realistic school preferences (such as including your catchment school) because priority for a place is given to those who have named the school as a preference on their application form. If we cannot allocate your child a place at any of your preferred schools, they will be offered a place at the nearest/most accessible school with spaces at the end of the allocation process. This could mean travelling a considerable distance if all your local schools are full.

If you apply for a school which is not your catchment or nearest school you will be responsible for organising and paying for your child's travel to and from school for the time that they remain at the school, even if your circumstances change. There is also no guarantee of a place for any siblings you later wish to attend this school and no guarantee of a place at a linked (receiver) school, so your child may not transfer with other children in their year group.



# Wokingham school admissions- what I need to know before applying

## Things to do:

### **Read the school's oversubscription policy:**

This policy explains how places are allocated when there are more applications for a particular school than places available (this is known as oversubscription). You can find the policies on our website:

### **Look at the school performance tables:**

This information includes details of levels of achievement and attendance. You can search for information relating to a particular school on the Department for Education's website:

[www.compare-school-performance.service.gov.uk](http://www.compare-school-performance.service.gov.uk)

### **Look at the school's website and prospectus:**

These should tell you about the school's aims and objectives, curriculum (subjects studied), policies and out of school activities available. If you do not have internet access, contact the school to request a copy.

### **Visit the school:**

Schools hold open days/evenings so that you can look around the school and meet the staff (dates can usually be found on the school's website). If you would like to visit but are unable to go to an open day/evening, contact the school to arrange a tour with a member of staff.

### **Read the school's OFSTED report:**

The Office for Standards in Education (OFSTED) inspect schools. You can view their most recent inspection reports online at:

[www.ofsted.gov.uk/reports](http://www.ofsted.gov.uk/reports).

Please be mindful that some Ofsted reports may be old, out of date, or not an accurate representation of what a school can offer your child. To find out what the school has put in place/or for an opportunity to get to know the school, we recommend calling the school directly. If you do not have internet access, contact the school to request a copy.

## Things to Consider:

You should consider the following points and use available information to decide on the likelihood of getting a place at your preferred school(s).

- How far your child will need to travel and how they will get there?
- Will you be entitled to any assistance with travelling expenses? See page 19 for details on Wokingham's transport policy.

- Does it give preference to faith or religious denomination? No Wokingham Borough Secondary schools have a religious entry requirement, however some out of borough schools do. We recommend reading the schools policy and submit any requested supplementary forms. The policy will state whether these forms should be sent to the school or Local Authority
- Be mindful that each school has a Published Admissions Number that they must adhere to, and that being in catchment/close to the school does not automatically guarantee your child a place
- Was the school oversubscribed in previous years?
- Whether your preferred school is the designated school for your home address. You can check this on the Wokingham Borough Council's website: <https://www.wokingham.gov.uk/schools-and-education/school-admissions/schools-and-catchment-or-designated-areas/>
- You must ensure you are selecting only your properties address, inclusive of house number, to ensure the catchment finder gives you the accurate catchment schools for your home.

## Children with a special educational need

If your child has an education, health and care plan the school application and placement process will be dealt with through the special educational needs disability team. Parents can contact the special educational needs disability team on **0118 974 6216** or Email: [sen@wokingham.gov.uk](mailto:sen@wokingham.gov.uk)

It is not possible for a parent to apply for a place at a special school, within a specialist resource centre or learning centre through this application process.

The Local Offer website gives further information regarding the local provision for children and young people with a disability or special educational needs. More information can be found on;

<https://www.wokingham.gov.uk/local-offer-for-0-25-year-olds-with-additional-needs/updates-and-feedback/the-local-offer-explained/>

# Deciding on a secondary school in Wokingham

## Before you apply - Useful information

Applications are for state schools only, should you wish to apply for a place at an independent school, please contact the school direct. For details of independent schools in Berkshire, you should contact the Independent Schools Council at: [www.isc.co.uk](http://www.isc.co.uk). The Council's Children's Services is not able to provide any information on independent schools.

### **Catchment area:**

This is sometimes called "Designated Area". In essence, it is a geographical area from which children may be given priority for admission to a particular school. School catchment areas are used by most schools in their admission policy as one of their oversubscription criteria.

- Most schools have catchment area children as a high criterion Children living within a school's catchment area are ranked as a high priority for a place. There is, however, no guarantee of an offer of a place at your catchment school as it may be full or oversubscribed in your child's year group.
- If you do not name your catchment or nearest school as one of your preferences on your application form you are likely to be responsible for organising and paying for your child's school transport.
- Click [here](#) to check your catchment school- please be aware that this is for guidance only, for confirmation of your catchment school, contact the school admissions team.

### **Published admission number (PAN):**

Each school has an agreed maximum total number of pupils for each of its year groups. This number is based on building space availability or (for some first/primary schools) on legal class size limits and has been agreed by the school's governing body. You can see the published admission number for a particular school in the table on the following page.

Some schools may consider to initially allocate above their admission number based on historical trends relating to the number of declines usually received following National Offer Day. In this circumstance the school will generally not allocate any additional places until numbers have fallen below the agreed admission number.

As a parent you may see that more children join a school which takes it over its PAN. This is often however, due to circumstances outside the control of the school, and is often due to there being successful appeals or if the Local Authority needs to activate the Fair Access Protocol. (Web Link on Fair Access Protocol).

A school cannot just decide to admit over its PAN. Schools must consider the physical capacity of the school within current class sizes/structure and overall net capacity, in order to accommodate any additional pupils. The school needs to consider whether it would require any additional resources to meet pupil need. The admission of the additional pupil/s may also require additional funding, and could have an adverse financial impact on the school, which all needs to be taken into account. It is for these reasons, amongst others that schools only admit over PAN in exceptional circumstances and where it will not negatively impact the school.

The Local Authority seeks to maintain a viable school system across the Borough. Whilst the Council remains supportive of meeting individual parental preference where this is reasonable, it also has a much wider remit of ensuring that no school can expand at the expense of another (reducing parental choice), that in-year admissions do not impair future access to a school for particular children or communities, and that the ability to effectively manage localised fluctuations in demand is maintained.

## Grammar Schools

You will need to apply for Grammar Schools through your local authority's common application form (see Secondary school admissions process). Depending on the grammar school, it may be necessary to complete and return a supplementary application form as well, and return it directly to the school itself.

There are currently six grammar schools in Berkshire, with four based in Slough.

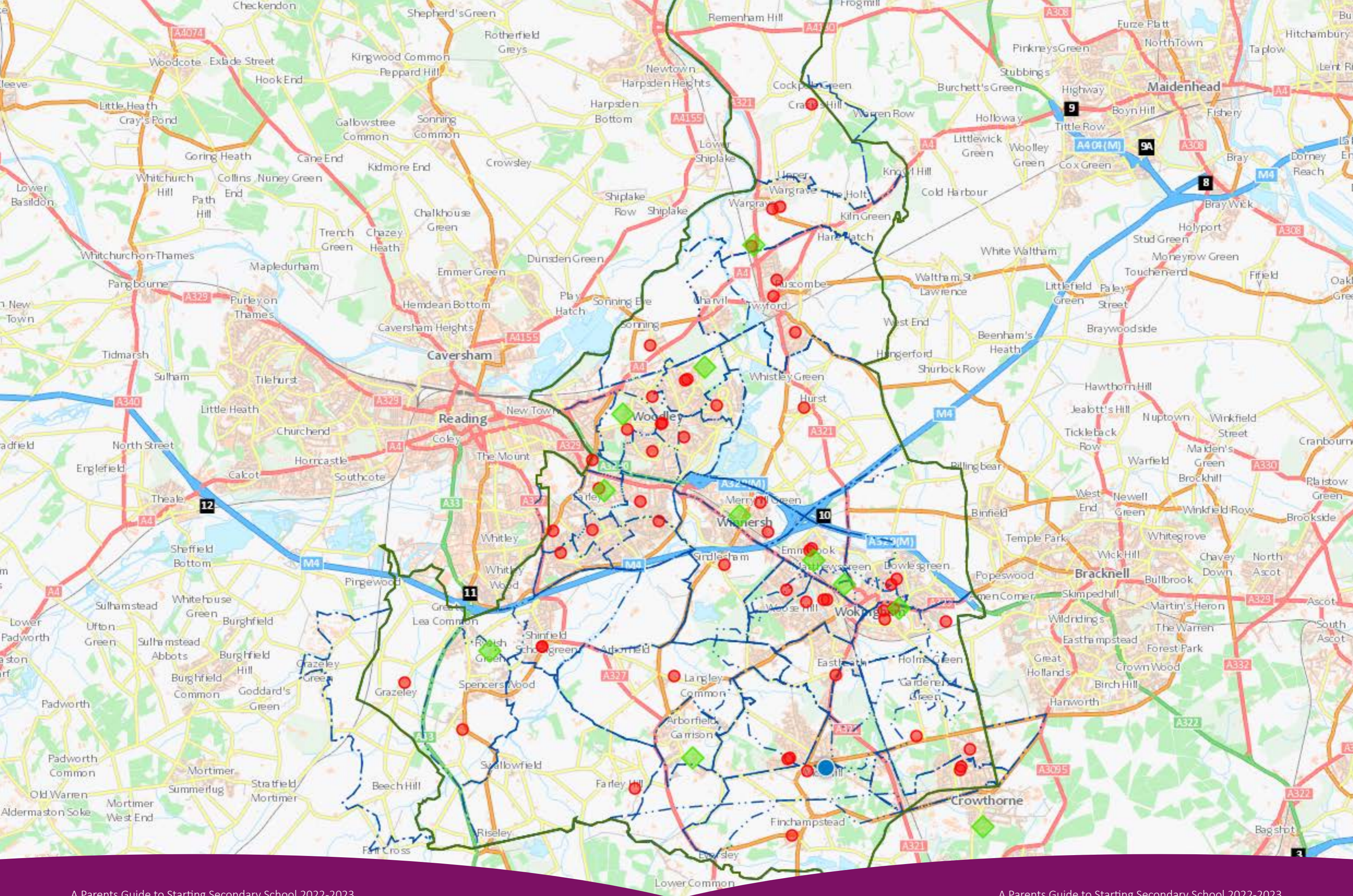
There are three Grammar Schools in Reading: Kendrick Grammar School. Reading Grammar School. Reading Girls' Grammar School.

## Independent Schools

If you're looking for a place at a private school (also called 'independent schools'), contact the school directly. All school reports are published online by the organisation responsible for inspecting them. Find out from the school which organisation inspects them. Half of all independent schools are inspected by Ofsted.

The Independent Schools Inspectorate inspects schools that are members of the associations that form the Independent Schools Council. Some other schools are inspected by the School Inspection Service.

Each independent school sets its own admissions procedure and there is no standard model in applying to a UK Private School. All independent schools will require you to complete a registration form if you wish your child to be considered for entry and pay a non-refundable fee, generally in the range of £100 to £300. If you accept a place at an Independent School, please ensure you inform Wokingham Admissions Team.





# How to Apply for a School Place

## Apply Online for a SAFE and SECURE application process

The easiest way to apply for your child's secondary school is to do it online at [https://schoolsonline.wokingham.gov.uk/CitizenPortal\\_LIVE/en](https://schoolsonline.wokingham.gov.uk/CitizenPortal_LIVE/en)

- Its quick, safe, and secure
- There is no risk of your application getting lost or delayed in the post
- You can access related information through links on the website to find out more about individual schools, home to school transport or inspection reports
- When you have submitted your application, you will receive an email confirming this
- You will be told the outcome of your online application by email on offer day if you requested this when you applied
- You will be able to make your application online from 11 September 2021
- The closing date for secondary applications is 31 October 2021. This is the statutory national closing date set by the Government.

If you decide to apply online, we strongly recommend that you do not leave it until the last minute. Whilst our technical systems are robust, high demand could make it difficult for you to access the system if many other parents are trying to log in at the same time.

## You can access the website:

- At home
- At a library. Once you have signed up, you can use the WIFI within the library for free, from your own device  
Alternatively, you can join the library to use the computers available
- On your phone or tablet.

# Common Application Forms (CAFs)

Parents living in the Wokingham Borough must apply to Wokingham Borough council for their preferred secondary schools. The Wokingham Common Application Form (CAF) is the only way you can apply for a secondary school place for your child. The CAF can either be completed and submitted online or you can complete and return a paper form which you can download from our website. Please do not do both. If more than one application is received the authority will process the last one to be submitted.

You must submit your CAF by 31 October 2021. Once you have submitted your online application you will receive an email to confirm this. Paper applications will be acknowledged within 10 working days by letter only. Please contact School Admissions if you do not receive an acknowledgement letter or an email confirming your application is submitted. Parents seeking information should note that the LA will only discuss specific details about your child's application with the person who completes the form (referred to as the applicant).

You must only submit one application and you cannot apply to more than one local authority. For families with split living arrangements, you must apply via the local authority and from the address the child resides most school nights. You can list out of borough schools on your application still.

**Please note that the deadline for house moves and additional supporting evidence is 15th January 2022.**

## Moving House

- If you have submitted an on-time application and relocate on or before the 15th January, you must inform us of your change of address. You will need to submit the details to [schooladmissions@wokingham.gov.uk](mailto:schooladmissions@wokingham.gov.uk) along with evidence that your move has taken place. The evidence we require is proof that contracts have exchanged or a fully signed tenancy agreement, showing your child will reside at the address past their entry into secondary school. If you have had a local move or a move less than 20 miles, we also require evidence that you have disposed of your previous property, i.e. a copy of the end of tenancy arrangements or proof contracts have exchanged.
- If you are relocating from abroad, you will need to supply passports and VISAs (if appropriate) and evidence you are now at the Wokingham address.
- Please read the residency requirements before applying, available in your preferred schools Published Arrangements 2022/23 to ensure your move complies with their requirements and deadlines.

## Evidence to support additional criteria

- If you have applied under a criterion that require supporting evidence, you must submit this by the 15th January 2022, or the schools published deadline (if different).

- Please see your preferred schools Published Arrangements 2022/23 to ensure your evidence complies with their requirements and deadlines.

## Medical/Social

- Medical/Social (also referred to as Criterion B for all Local Authority schools) – is referred to as “Applying on the grounds of a serious medical, physical, psychological or social need”. When submitting applications under criterion B, this **must be supported by written evidence from an independent professional aware of the child's case** (for example a doctor, hospital consultant or psychologist for medical grounds or registered social or care worker, housing officer, the police or probation officer for social needs). This evidence must be specific to the school in question; it must show why that school is the most suitable; what facilities will benefit the child, and why no other school can offer the same support. A panel will consider the supporting evidence provided, and your Local Authority's Admissions Team will formally notify you of the outcome and whether this criterion can be applied to your child's case.
- If you are applying to be considered for an academy school, Criterion B will be panelled by senior officials within the school or according to their published arrangements. If you are applying for Criterion B consideration in a Local Authority school, the evidence will be panelled by a team of Senior Admissions Officers.
- **All evidence must be submitted through the school admissions team by post or email by 15th January 2022 at the latest, unless stated differently in your preferred schools arrangements.**
- It should be noted that all schools have the resources to work with special education needs and common childhood complaints such as asthma or allergies.
- If you apply under Medical/Social and evidence is not received, or is not sufficient, your application will be considered under the remaining oversubscription criteria of the school in question.
- To check whether the school you are applying for has a Medical/Social criterion and to see what is required, please see their published arrangements (found on the Wokingham borough Council website and the individual school's website).

## Warning

We have a duty to ensure applications are genuine in all aspects. If your child moves into the home of a friend or relative during the process, or you provide an alternative address as a deliberate device to improve your child's priority for a school place, or other details are provided on the application form which prove to be untrue – this is a misleading application. If we have allocated a place and discover that the information is false, we will withdraw the school place offer for the child, even if the child has already started at the school.

# Useful Hints & Tips

## 1. Check that your child is eligible for all the schools that you're applying for

Some schools, such as faith schools, have admission criteria that either exclude your child or reduce their chances of getting a place, such as requiring regular attendance at a particular place of worship. All of the schools you list on your Common Application Form (CAF) count as choices, whether you're eligible or not, so if you apply for a school that your child is not eligible for, you'll be wasting one of your options. Additionally, some schools within our borough are single sex. Please ensure the schools you list match your child's identified gender or is co-educational

## 2. Supply the right documentation to prove your address or other details relating to your application

Check that the documents are valid: we will request a utility bill dated within the past six to 12 months for example where evidence of an address is required. This is often when a house move is taking place or has taken place recently. Depending on the stage of the process, further evidence may be requested by the Admission's Team. Please ensure you check your email often.

## 3. Fill in a supplementary information form (SIF) if required

Make sure you return all supplementary forms within that schools required deadline and via that schools preferred return method. Include as much detail as possible, as the school will use the information to help allocate places. There are no secondary schools in Wokingham that require SIF but schools in other areas may, so please check with the individual schools you are applying to.

## 4. Double-check the closing date

The closing date for secondary school applications is 31 October 2021. This is the last date for the Local Authority to receive your application form, not the last date for posting it.

## 5. Don't forget you're entitled to apply for schools outside your local authority

You may want to do this if you live close to the border of other Local Authorities such as Reading or Bracknell Forest for example, or would like to apply for a school with a particular specialism in another area. However, you must still apply for these schools on the CAF from Wokingham, if we are your local authority, and we will pass your information on.

## 6. Use all your preferences

Even if you are set on one school, it is sensible to fill in all your preferences. In Wokingham you can indicate 4 school preferences on your application form. If you don't, you risk being allocated a school a long way away if you don't get your preferred school. Also, if you decide to appeal, the panel may look unfavorably on your application if you only listed one choice. Remember, listing 4 preferences does not guarantee you will get a preferred school.

### 7. Consider listing a less popular school as one of your options

If you put very popular schools as your second and third preferences but do not fulfill the higher admissions criteria, you are unlikely to get in, as they will be filled by applicants who better fulfill the admissions criteria. This means that if you do not get your first preferred school, you will probably be offered a school not on your list. It is suggested that you list at least one nearby school that is less heavily subscribed as your second or third choice, to avoid being allocated a school a long way from your home.

All school preferences you make are treated equally, as schools are not informed of other preferences you have made or the order you place them in, and it is perfectly possible for children to be offered a place at an oversubscribed school that was third or fourth on their preference list.

### 8. Keep a copy of your CAF

Parents will be sent an email confirming their preference order once they have submitted their application. They will also be sent one if they submit any amendments within the deadline. Please keep this email for your records.

### 9. Get proof that your application form has been sent

If you are posting the CAF, send it by recorded mail and get proof of posting, and if you're applying on-line, ensure you receive a confirmation email, confirming that your form has been submitted.

### 10. If you have questions, ask for advice

The quickest way to contact us is by email as we are regularly dealing with large call volumes, which can slow down the process. Please email: [schooladmissions@wokingham.gov.uk](mailto:schooladmissions@wokingham.gov.uk)



# What Happens After You Apply

## How do places get allocated?

### The home address we use to determine offers

The borough where you live will notify you of the outcome of your application. The address we use to determine offers will be the child's home address as at national closing date 31 October 2021. It is the applicant's responsibility to notify the Admissions Team of any home move during the process. Failure to notify us of a home move could result in a place being withdrawn as the offer may have been made using incorrect information.

It may not be possible for the admission authority to offer your child a place at your highest preference school, however you may still be offered a place at your second third or fourth preferred school. On some occasions it may not be possible for an admissions authority to offer your child a place at any of your preferred schools. If this is the case, the local authority would normally offer the catchment school if there are places available. If this is not the case the local authority would try to offer a place at the nearest available school.

### Children in care or previously in care and now adopted

Highest priority is given to looked after children and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

## Published Admission Number (PAN)

Every school has a legal Published Admission Number (PAN) applicable to the year of entry, which indicates the maximum number of places available in the year group concerned.

The PAN is set to maximise parental preference within the resources and accommodation available. If there are less applications than the PAN – places available – every child will be allocated a place. But, if a school receives more applications than the PAN (over-subscribed) the published over-subscription criteria will be applied to determine

which children should be offered the available places. You can find the criteria used to allocate places at schools and academies by clicking [Admission policies and arrangements for admission to secondary schools](#).

## Equal Preference Ranking

Places will be allocated using the 'Equal Preference with Ranking' method. This requires the admissions authority to consider all preferences received for a particular school (1st, 2nd, 3rd and 4th) equally, and where the school is over-subscribed apply the over-subscription criteria. Where more than one of your preferences can be met the local authority will offer you a place at your highest ranked preference.

On-time applications are processed first. Late preferences are considered after National Offer Day.

Please regularly monitor your Inbox, as the school admissions team may email you to clarify something on your application, or to request further documentation for example. Email us immediately if your address or circumstances change. The quickest way to contact the school admissions team is via email [schooladmissions@wokingham.gov.uk](mailto:schooladmissions@wokingham.gov.uk).

# National Allocation Day 1st March 2022

If we can offer you a place at more than one of your preferred schools, the system we use will automatically allocate the higher preferred school and mark the lower preference(s) as no longer being required for consideration.

## Making the decisions on applications

- Step 1 - We validate all Wokingham applications.**
- Step 2 - We securely send all out of borough preferences to the relevant Local Authorities for consideration. We also, receive and import out of borough preferences that have been expressed for Wokingham schools**

- Step 3 - The Admissions Authority rank their list of applicants in accordance with their Oversubscription Criteria.**
- Step 4 - Places are then allocated using the ranked lists up to the schools Published Admissions Number (PAN)**
- Step 5 - We tell other LAs which of their children can be offered places at our schools. Other LAs tell us which of our children can be offered places at their schools**
- Step 6 - Each child is only entitled to hold one school offer, therefore in the instance two schools are allocated we remove the lower preference's allocation. Any places generated are allocated to the next child on the ranked list.**
- Step 7 - Steps 4, 5 and 6 are repeated until we have allocated everyone the highest preference that we can**
- Step 8 - An email is sent to parents who applied via the Citizen's Portal on the 1st March 2023. Parent's who applied on paper are posted outcome letters. Each Local Authority informs their residents of the outcome of their application, even if the result is an out of borough school..**

The decisions on applications for Wokingham Borough community schools are made by the Admissions Team. If a community school receives more applications than there are places available, the local authority's oversubscription criteria are used to determine who can be offered a place.

For voluntary aided schools, free schools and academies it is the school governors who will make decisions, based on the information you provided in your application and the school's supplementary form, if one was required. Admission policies and oversubscription criteria for these schools can be found in their prospectuses, on their websites or on the Local Authority School Admissions page <https://www.wokingham.gov.uk/schools-and-education/school-admissions/starting-secondary-school-age-11/>

#### Oversubscription criteria for Wokingham Borough Community Schools

The following oversubscription criteria in order of priority will be applied when a community school receives more preferences than places available. All preferences will be treated on an equal basis.

#### Oversubscription criteria (categories for admission)

- A.** 'Looked after' and children who were 'looked after', but ceased to be so because they were adopted or became the subject of a child arrangements order or special guardianship order (previous 'looked after' children).
- B.** Families who have exceptional medical or social needs as the grounds for their admission to a particular school.
- C.** Children whose permanent home address is **inside** the schools' designated area and who has a sibling at the school at the time of application; who is expected to be attending the school when the child will enter the school.
- D.** Children whose permanent home address is in the schools' designated area.
- E.** Children whose permanent home address is **outside** the schools' designated area and who has a sibling at the school at the time of application; who is expected to be attending the school when the child will enter the school.
- F.** Any other children

If a community school receives more applications than places available it will not be possible to offer every child a place. Children with a Statement of Special Educational Needs or an Education, Health and Care Plan (EHCP), which names the school applied to, will be placed before all other applicants

**The following schools follow the Wokingham Borough Council admissions arrangements. Click [secondary school admissions policy \(PDF document\)](#) for full details of Wokingham Borough Admissions Arrangements including the Over Subscription Criteria.**

- The Bulmershe School (A state school for boys and girls aged from 11 to 18)

#### Wait lists & places becoming available

For every oversubscribed school a ranked waiting list will be held in accordance with the published oversubscription criteria of the preferred school until the end of the academic year. After National Offer Day, if/when places become available, we will automatically allocate the child at the top of the wait list. The previous allocation is automatically removed and offered to another child. From June onwards we check with parent's before allocating wait list places in case any travel and uniform provisions have been put in place. The School Admissions team cannot predict whether your child will obtain a place from the wait list, places are allocated as and when they become available. Places become available often due to families moving abroad or out of the borough or choosing to obtain private education instead.

Some academy schools maintain their wait lists differently, please read their Admissions Arrangements to check.

## Siblings

Priority is given in the published local authority admission arrangements for siblings where there is an existing sibling link at the time of admission. **But no guarantee is given that siblings can attend the same school when the school is over-subscribed.** For academies or schools which are their own admission authorities, you will need to check the individual over-subscription criteria for each school. If children of multiple births (twins and triplets) are tied for the final place, these siblings will usually be admitted over PAN (sibling definition applies). However, some academy schools may elect not to offer this. Please look at the multiple birth section of your preferred school's policy.

## Appeals

If you are not offered a place at a higher preference than your allocated school you will be advised of your legal right of appeal. Please note accepting a place at your allocated school will not affect your right of appeal of the chances of obtaining a place via a wait list. Information about the appeal process will be sent to you with your outcome letter or email, detailing your options. Please note that your appeal will not affect any offer you have already received in respect of another school unless you are successful at your appeal.

## Important

You must make sure that your appeal application form is completed and returned by the published appeal application closing date. If your appeal application is late, then it may not be considered until all 'on time' appeal applications have been heard.

## Late applications

You can apply by downloading an [application form](#) and emailing the completed form to: [schooladmissions@wokingham.gov.uk](mailto:schooladmissions@wokingham.gov.uk)

Any applications received after 31 October 2021 will be considered as a late application. Late applications will start being processed after National Offer Day. The late applications that arrive before offer day will be processed in bulk at the same time for fairness. Late applications received after National Offer Day will be processed in order of receipt. After National Offer Day you may submit application changes via email, these will be dealt with in order of receipt. Please note that if you elect to list a higher preference than your allocated school, we will automatically withdraw your child's current offer if we are able to offer a place at the new higher preference.

## In-year admission

**In-year admission is where a child starts secondary school at a time other than the normal point of entry. This is often when a child has moved into the Wokingham Borough area from another part of the UK or overseas. For more information regarding In Year Admissions, please click here to view the Local co-ordinated in-year admissions for primary and secondary schools 2022 to 2023 <https://www.wokingham.gov.uk/EasySiteWeb/GatewayLink.aspx?alld=552189>.** If you have recently moved to the Wokingham Borough area, please contact the School Admissions Team. They can tell you about the schools that currently have places' that are nearest to your home address. By applying in-year, means that places are being sought for year groups that have been allocated during the general transfer rounds:

Applications will be considered **half-a-term** in advance of the place being required. For entry to school at the start of term or half-term, an application will need to be received by the School Admissions Team, 20 school days in advance of the commencement date. Any applications received in advance of this will be refused and you will be asked to re-apply at the correct time, with the exception of crown service, service families or look-after children. For entry to a school at the start of a term or half-term, an application will need to be received by the School Admissions Team, 20 school days in advance of the commencement date. **It is likely in this instance, that your child could start a short time after the start of the term or half term.**

Wokingham Borough schools are popular so it is likely that a preferred school may be full. It is recommended that parents express more than one preference to maximise the extent to which preferences can be met. The authority is not able to hold places open for those applicants moving to a school's designated area and cannot guarantee that a place will be available at preferred schools. It is advisable to contact the School Admissions Team prior to any house move to determine where there are school places and to verify the new home address' designated area, if this is important to you.

**Complete a late application form (<https://www.wokingham.gov.uk/schools-and-education/school-admissions/in-year-school-admissions-application-form/>) to apply for your child's school admission if you are applying "In Year" and outside of the normal admissions round.**



## School Transport

The Home to School Transport Service is part of the Community Transport Unit within the council, that is responsible for running a smooth and effective transport service to the highest possible standards. We are your first point of contact for anything related to your child's transport. For more information regarding school transport and eligibility please refer to the [parents' guide](#).

**You can read [Wokingham's Home To School Transport Policy](#) by clicking this link.**

Applications for Home to School Travel assistance can be found at:

<https://www.wokingham.gov.uk/schools-and-education/school-information-and-services/school-and-college-transport/>

### Quick Facts

Children between 5 and 16 qualify for free school transport if they go to their nearest suitable school and reside:

- Two miles or more from that school if the child is under the age of 8.
- Three miles or more from the age of 8 and upwards (Year 4 onwards).

The Council also has a duty to provide travel assistance for children who cannot be expected to walk to the nearest suitable school where there is 'no safe walking route under the relevant statutory walking distance' even if accompanied by an adult. Safe walking route means a route which is safe for the child to walk accompanied if necessary (appropriate to their age and nature of the route).

The Council provides home to school transport assistance to children with an Education Health and Care Plan (EHCP) who attend the nearest suitable school to their home address as named on their EHCP and reside:

- Two miles or more from that school if the child is under the age of 8.
- Three miles or more from the age of 8 and upwards (Year 4 onwards).

Or, where a young person is unable to walk the required distance due to their SEN or mobility needs, even when accompanied by a suitable adult.

In these cases, applicants are required to submit independent professional evidence to support their request.

Please note that there is no automatic entitlement to travel assistance just because a young person has a Special Educational Need or Disability, even where an Education and Health Care Plan (EHCP) has been issued. Low-income policy - Your child may be able to get free home to school transport if your family has a low income.

### Parental Preference

A parent/carer may prefer a different school that is further away than the nearest school that is able to meet the young person's needs. If your child attends a school which is outside of the statutory walking distance, but the local authority can demonstrate that there is a nearer suitable school, then it is not required to provide transport.



# Wokingham Borough Secondary Schools

# Bohunt School Wokingham



**Bohunt School, Remount Drive, Arborfield, RG2 9GB**

**Website: [www.bohuntwokingham.com](http://www.bohuntwokingham.com)**

**Tel: 0118 907 6237**

**Email: [info@bohuntwokingham.com](mailto:info@bohuntwokingham.com)**

**Bohunt School Wokingham is an 11-16 coeducational academy school.**

**The school's Admissions Arrangements detail the policy to be followed for admissions to Bohunt School Wokingham. A full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 can be found on the Wokingham Council [website](#).**

**The Published Admissions Number (PAN) for entry in September 2022 is 240.**

To be considered for the school you must apply to your Local Authority within their published deadline for applications. Please note living in or moving to the designated catchment area of the school cannot guarantee a place at the school.



## Oversubscription Criteria:

The Oversubscription Criteria details the order in which children will be considered for a place at Bohunt School Wokingham. Children with Education Health and Care Plans (EHCPs) are considered outside of this process and hold a higher priority than the criterion below.

1. First priority: Looked after Children and previously looked after children- 'Looked after children and children who were looked after, but ceased to be so because they were adopted or became the subject of a child arrangements order or special guardianship order' A previously looked after child is a child who was looked after by a local authority but ceased to be so because they were adopted, or became the subject of a child arrangements order or special guardianship order.
2. Second priority: Exceptional medical or social needs- Children who have exceptional medical or psychological conditions that make it essential that they attend Bohunt Wokingham School rather than any other school. Appropriate medical or psychological evidence must be produced in support (see Definitions note 1 in full arrangements).
3. Third priority: Children of staff- Children of BET staff at the school where the member of staff is the legal parent / guardian of that child and: Children of staff\* who have, (i) been employed at the school for two or more years at the time at which the application for admission to the school is made, or (ii) have been recruited to fill a vacant post for which there is a demonstrable skill shortage.
4. Fourth priority: Siblings- Children who at the time of application have a sibling on the roll of Bohunt Wokingham and who will still be on roll at the time of the sibling's admission. Definition of a sibling can be found in the full Admission Arrangements 2022/23.
5. Fifth priority: Children living within catchment and attending a linked school- Children who live closest to the school, based on a straight line from the main front door to the entrance of the property.
6. Sixth priority: Children living in catchment- Children who live closest to the school, based on a straight line from the main front door to the entrance of the property. Parents should note that if they apply for free transport, different criteria may apply and the distance from home to school might be measured using a different route.

7. Seventh priority: Children living outside the catchment area- in order of priority:

- i. Children living outside the designated catchment area who attend a linked school as mentioned above.
- ii. Children who live closest to the school measured as a straight line between the Local Land and Property Gazetteer (LLPG) address points for the respective home address and school, using the Easting and Northing for each address point.

For notes relating to the above criteria and for information about what evidence is required to process your application please see the full copy of the schools Admissions Policy. The full policy/arrangements will provide details on tie breakers, late applications, multiple birth applications, home address, split living arrangements, applicants from abroad, admissions outside the normal age group, appeals, waiting lists, Fair Access Protocol, etc. The full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 can be found on Bohunt School's website, and here: <https://www.wokingham.gov.uk/schools-and-education/school-admissions/admission-arrangements-2022-to-2023/>

# Maiden Erlegh School



**Maiden Erlegh School, Silverdale Road, Earley, RG6 7HS**

**Website: [www.maidenerleghschool.co.uk](http://www.maidenerleghschool.co.uk).**

**Tel: 0118 926 2467**

**[office@maidenerleghschool.co.uk](mailto:office@maidenerleghschool.co.uk)**

**Maiden Erlegh School is an 11-18 co-educational comprehensive school.**

**The schools Admissions Arrangements and Oversubscription Criteria detail the policy to be followed for admissions to Maiden Erlegh School. A full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 can be found on the Wokingham Council [website](#).**

**The Published Admissions Number (PAN) for entry in September 2022 is 279.**

To be considered for the school you must apply to your Local Authority within their published deadline for applications. Please note living in or moving to the designated catchment area of the school cannot guarantee a place at the school.



## Oversubscription Criteria:

The Oversubscription Criteria details the order in which children will be considered for a place at Maiden Erlegh School. Children with Education Health and Care Plans (EHCPs) are considered outside of this process and hold a higher priority than the criterion below.

1. Looked after children or children who were looked after:1
2. The children of staff at Maiden Erlegh Trust whose main place of work is Maiden Erlegh School at the time of the closing date for applications, where that member of staff is the legal parent or guardian of that child, has a permanent contract to work at the school and where that member of staff has been employed at the school for 2 or more consecutive years at the time of the closing date for applications or the member of staff is recruited to fill a post for which there is a demonstrable skill shortage. The skills shortage area will be determined by the Maiden Erlegh Academy Trust by 1 July of the year of application and made available on the school website.
3. Children whose permanent home address is inside the designated area of the school and who have a sibling at the school at the time of application, who is expected to be attending the school when the child will enter the school 2.
4. Children whose permanent home address is inside the designated area of the school.
5. Children whose permanent home address is outside the designated area of the school and who have a sibling at the school at the time of application, who is expected to be attending the school when the child will enter the school 2.
6. Any other children.  
Notes regarding individual criterion can be found within the full copy of the schools Admissions Policy.

Notes regarding individual criterion can be found within the full copy of the schools Admissions Policy. The full policy/ arrangements will also provide details on tie breakers, late applications, multiple birth applications, home address, split living arrangements, applicants from abroad, admissions outside the normal age group, appeals, waiting lists, Fair Access Protocol, etc. The full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 on Maiden Erlegh School's website, or [here](#)

# Oakbank School



**Oakbank School, Hyde End Lane, Ryeish Green, Reading, RG7 1ER**

**Website:** <https://www.oakbank.education/>

**Tel:** 0118 988 3616

**Email:** [enquiries@oakbank.anthemtrust.uk](mailto:enquiries@oakbank.anthemtrust.uk)

Oakbank School is an 11-16 co-educational secondary school.

The schools Admissions Arrangements and Oversubscription Criteria detail the policy to be followed for admissions to Oakbank School. A full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 can be found on the Wokingham Council website [here](#)

**The Published Admissions Number (PAN) for entry in September 2022 is 112.**

To be considered for the school you must apply to your Local Authority within their published deadline for applications. Please note living in or moving to the designated catchment area of the school cannot guarantee a place at the school.



## Oversubscription Criteria:

The Oversubscription Criteria details the order in which children will be considered for a place at Oakbank School. Children with Education Health and Care Plans (EHCPs) are considered outside of this process and hold a higher priority than the criterion below.

- A 'looked-after child' or a child who was previously looked after but immediately after being looked-after became subject to an adoption, residence, or special guardianship order.
- Children of the Founders of the School. Founders are listed in a closed list set out in Appendix 1 to Annex A of the Supplementary Funding Agreement (SFA).
- Children with a sibling attending the school in Years 7, 8, 9 or 10 at the time of application. 'Sibling' is defined in these arrangements as half, full, step, adoptive or foster brother or sister living predominantly in the same home as the child. In the event of there being more siblings than there are remaining places in a year group, it is possible that a sibling under these circumstances would not be offered a place. Where siblings exceed the remaining places in a year group, places will be allocated by the drawing of lots.
- Children where the School is the closest state funded school admitting children to the relevant year group to the child's home address. Distance will be measured in a straight line from the Post Office Address Point of the home to the Post Office Address Point of the school, calculated electronically to three figures after the decimal point (e.g. 1.543 miles). The home address is considered as the address where the child lives for the majority of term time with a parent (as defined in section 576 of the Education Act 1996) who has parental responsibility for the child (as defined in the Children Act 1989).
- Other children by distance from the School with priority for admission given to children who live nearest to the School.

Notes and further details on Oakbank School's Oversubscription Criteria can be found within the full copy of the schools Admissions Policy. The full policy/arrangements will also provide details on tie breakers, late applications, multiple birth applications, home address, split living arrangements, applicants from abroad, admissions outside the normal age group, appeals, waiting lists, Fair Access Protocol, etc. The full copy of the schools Admissions Policy and Arrangements for the academic

year 2022-2023 on Oakbank School's website, or <https://www.wokingham.gov.uk/schools-and-education/school-admissions/starting-secondary-school-age-11/>

# St Crispin's School



**St Crispin's School, London Road, Wokingham, RG40 1SS**

**Tel: 0118 978 1144**

**Website: <https://www.crispins.co.uk/>**

**Tel: 0118 978 1144**

**Email: [contact@crispins.co.uk](mailto:contact@crispins.co.uk)**

**St Crispin's School is an 11-18 co-educational secondary school.**

The schools Admissions Arrangements and Oversubscription Criteria detail the policy to be followed for admissions to St Crispin's School. A full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 can be found on the Wokingham Council website, or here: <https://www.wokingham.gov.uk/schools-and-education/school-admissions/starting-secondary-school-age-11/>

**The Published Admissions Number (PAN) for entry in September 2022 is 200.**

To be considered for the school you must apply to your Local Authority within their published deadline for applications. Please note living in or moving to the designated catchment area of the school cannot guarantee a place at the school.



## Oversubscription Criteria:

The Oversubscription Criteria details the order in which children will be considered for a place at St Crispin's School. Children with Education Health and Care Plans (EHCPs) are considered outside of this process and hold a higher priority than the criterion below.

- A. Looked after children<sup>2</sup> and all previously looked after children Previously looked after children are children who were looked after, but ceased to be so because they were adopted<sup>3</sup>, (or became subject to a child arrangements order<sup>4</sup> or special guardianship order<sup>5</sup>)
- B. Children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted<sup>6</sup>
- C. Children who have a medical or social need as the grounds for their admission to St Crispin's School (see notes). An additional form will need to be completed.
- D. The children of staff at St Crispin's Schools where that member of staff is the legal parent and guardian of that child, has a permanent contract to work at a school within St Crispin's School and where that member of staff has been employed at the school for 2 or more years at the time of application for the place or the member of staff is recruited to fill a vacant post within St Crispin's School
- E. Children who have a sibling who will be attending the school when the child will enter the school (see notes)
- F. Children whose permanent home address is within the schools designated area
- G. Any other children

For notes relating to the above criteria and for information about what evidence is required to process your application please see the full copy of the schools Admissions Policy.

The full policy/arrangements will provide details on tie breakers, late applications, multiple birth applications, home address, split living arrangements, applicants from abroad, admissions outside the normal age group, appeals, waiting lists, Fair Access Protocol, etc. The full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 can be found on St Crispin's website, or [here](#):

# The Bulmershe School



The Bulmershe School, Woodlands Avenue, Woodley, RG5 3EU

Website: [www.thebulmersheschool.com](http://www.thebulmersheschool.com)

Tel: 0118 935 3353

Email: [reception@bulmershe.wokingham.sch.uk](mailto:reception@bulmershe.wokingham.sch.uk)

The Bulmershe School is an 11-18 coeducational local Authority school. The schools Admissions Arrangements and Oversubscription Criteria are set by Wokingham Borough Council and a fully copy can be found [here](#):

**The Published Admissions Number (PAN) for entry in September 2022 is 240.**

To be considered for the school you must apply to your Local Authority within their published deadline for applications. Please note living in or moving to the designated catchment area of the school cannot guarantee a place at the school.



## **Oversubscription Criteria (set by the Local Authority):**

The Oversubscription Criteria details the order in which children will be considered for a place at The Bulmershe School. Children with Education Health and Care Plans (EHCPs) are considered outside of this process and hold a higher priority than the criterion below.

- A Looked after children and children who were looked after, but ceased to be so because they were adopted or became the subject of a child arrangements order or special guardianship order' (previous looked-after children) (see note 1)
- B Families who have exceptional medical or social needs as the grounds for their admission to a particular school (see note 2 regarding the supporting evidence required)
- C Children whose permanent home address is inside the schools' designated area and who has a sibling at the school, at the time of application, who is expected to be attending the school when the child will enter the school (see notes 3 and 4)
- D Children whose permanent home address is in the schools' designated area
- E Children whose permanent home address is outside the schools' designated area and who has a sibling at the school, at the time of application, who is expected to be attending the school when the child will enter the school (see notes 3 and 4)
- F Any other children

The authority has sought to make the above criteria as objective as possible. However, for category B and any other cases where judgement is needed as to which criterion the application meets, a panel of at least two officers will consider the application and supporting evidence. The panel's decision and reasons will be recorded, for the purposes of informing the parent and any subsequent appeal. For further notes relating to the above criteria and for information about what evidence is required to process your application please see the full copy of the Local Authority's Admissions Policy.

The full policy/arrangements will provide details on tie breakers, late applications, multiple birth applications, home address, split living arrangements, applicants from abroad, admissions outside the normal age group, appeals, waiting lists, Fair Access Protocol, etc. The full copy of the

Local Authority's Admissions Policy and Arrangements for the academic year 2022-2023 can be found here <https://www.wokingham.gov.uk/schools-and-education/school-admissions/starting-secondary-school-age-11/>

# The Emmbrook School



**The Emmbrook School, Emmbrook Road, Wokingham, RG41 1JP**

**Website: [www.emmbrook.wokingham.sch.uk/](http://www.emmbrook.wokingham.sch.uk/)**

**Tel: 0118 978 4406**

**Email: [enquiries@emmbrook.wokingham.sch.uk](mailto:enquiries@emmbrook.wokingham.sch.uk)**

The Emmbrook School is an 11-18 coeducational secondary school.

The schools Admissions Arrangements and Oversubscription Criteria detail the policy to be followed for admissions to The Emmbrook School. A full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 can be found on the Wokingham Council website and [here: http://www.emmbrook.wokingham.sch.uk/](http://www.emmbrook.wokingham.sch.uk/)

**The Published Admissions Number (PAN) for entry in September 2022 is 240.**

To be considered for the school you must apply to your Local Authority within their published deadline for applications. Please note living in or moving to the designated catchment area of the school cannot guarantee a place at the school.



## Oversubscription Criteria:

The Emmbrook School recently academised, however, at present they continue to use the Local Authority's Oversubscription Criteria. The criteria detail the order in which children will be considered for a place at The Emmbrook Schools. Children with Education Health and Care Plans (EHCPs) are considered outside of this process and hold a higher priority than the criterion below.

A. Looked after children and children who were looked after, but ceased to be so because they were adopted or became the subject of a child arrangements order or special guardianship order' (previous looked-after children) (see note 1)

B. Families who have exceptional medical or social needs as the grounds for their admission to a particular school (see note 2 regarding the supporting evidence required)

C. Children whose permanent home address is **inside** the schools' designated area and who has a sibling at the school, at the time of application, who is expected to be attending the school when the child will enter the school (see notes 3 and 4)

D. Children whose permanent home address is in the schools' designated area

E. Children whose permanent home address is **outside** the schools' designated area and who has a sibling at the school, at the time of application, who is expected to be attending the school when the child will enter the school (see notes 3 and 4)

F. Any other children

The authority has sought to make the above criteria as objective as possible. However, for category B and any other cases where judgment is needed as to which criterion the application meets, a panel of at least two officers will consider the application and supporting evidence. The panel's decision and reasons will be recorded, for the purposes of informing the parent and any subsequent appeal. For further notes relating to the above criteria and for information about what evidence is required to process your application please see the full copy of the Local Authority's Admissions Policy.

The full policy/arrangements will provide details on tie breakers, late applications, multiple birth applications, home address, split living arrangements, applicants from abroad, admissions outside the normal age group, appeals, waiting lists, Fair Access Protocol, etc. The full copy of the Local Authority's Admissions Policy and Arrangements for the academic year 2022-2023 can be found [here](#).

# The Forest School



**The Forest School, Robinhood Lane, Winnersh, RG41 5NE**

**Website: [www.forest.wokingham.sch.uk](http://www.forest.wokingham.sch.uk)**

**Tel: 0118 978 1626**

**Email: [Office@forest.academy](mailto:Office@forest.academy)**

The Forest School is an 11-18 boys' comprehensive academy, with a co-ed sixth form. The schools Admissions Arrangements and Oversubscription Criteria detail the policy to be followed for admissions to The Forest School. A full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 can be found on the Wokingham Council website, or [here](#):

**The Published Admissions Number (PAN) for entry in September 2022 is 210.**

To be considered for the school you must apply to your Local Authority within their published deadline for applications. Please note living in or moving to the designated catchment area of the school cannot guarantee a place at the school.



## Oversubscription Criteria:

The Oversubscription Criteria details the order in which children will be considered for a place at The Forest School. Children with Education Health and Care Plans (EHCPs) are considered outside of this process and hold a higher priority than the criterion below.

- A. Priority will be given to looked after children and children who were looked after but ceased to be so because they were adopted or became subject to a child arrangement order or special guardianship order (previous looked-after children). Please see Appendix A for more information about information required to meet this criterion.
- B. Families who have exceptional medical or social needs as the grounds for their child's admission to The Forest School. Please see Appendix A for more information about information required to meet this criterion.
- C. Priority will be given to children of staff employed by The Forest School Academy Trust
- D. Children whose permanent home address is in the school's designated area\* and who at the time of application have a sibling, half sibling, adopted sibling, step sibling or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and who is expected to be at the school when the child will enter the school.
- E. Children whose permanent home address is in the schools' designated area\*, see attached designated area map – Appendix A1
- F. Children who at the time of application have a sibling, half sibling, adopted sibling, step sibling or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and who is expected to be at the school when the child will enter the school\*.
- G. Children whose parents have a preference for single sex education.
- H. Any other children.

For notes relating to the above criteria and for information about what evidence required to your application please see the full copy of the schools Admissions Policy on their website. The full policy/arrangements will provide details on tie breakers, late applications, multiple birth

applications, home address, split living arrangements, applicants from abroad, admissions outside the normal age group, appeals, waiting lists, Fair Access Protocol, etc. The full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 can be found on The Forest School's website or [here](#):

# The Holt School



**The Holt School, Holt Lane, Wokingham, RG41 1EE**

**Website: [www.holtschool.co.uk](http://www.holtschool.co.uk)**

**Tel: 0118 978 0165**

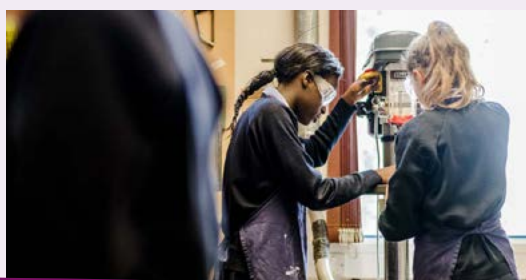
**[holtschool@holt.wokingham.sch.uk](mailto:holtschool@holt.wokingham.sch.uk)**

**The Holt School is an 11-18 girls' comprehensive school, with a co-ed sixth form.**

**The schools Admissions Arrangements and Oversubscription Criteria detail the policy to be followed for admissions to The Holt School. A full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 can be found on the Wokingham Council website or [here](#):**

**The Published Admissions Number (PAN) for entry in September 2022 is 240.**

To be considered for the school you must apply to your Local Authority within their published deadline for applications. Please note living in or moving to the designated catchment area of the school cannot guarantee a place at the school.



## Oversubscription Criteria:

The Oversubscription Criteria details the order in which children will be considered for a place at The Holt School. Children with Education Health and Care Plans (EHCPs) are considered outside of this process and hold a higher priority than the criterion below.

- A. Looked after Children or previously looked after Children 1
- B. Children who have exceptional medical or social needs as grounds for their admission to The Holt School 2
- C. Children of staff at the school, where the member of staff is the legal parent and guardian of that child, and
  - i) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made and/or
  - ii) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage 3
- D. Children whose permanent home address is in the designated area of the school and who have a sibling or step sibling at the time of application, who have one or more parents in common, or any other child, for whom the parent has parental responsibility, living at the same address, who are expected to be at the school when the applicant will enter the school. If the only relevant sibling is, or all relevant siblings are, in Year 11, then it must be the intention of the family that the relevant sibling or one of the relevant siblings is due to continue to study at the school in Year 12.
- E. Children whose permanent home address is in the designated area of the school.
- F. Children who do not live in the designated area and who have a sibling or step sibling at the time of application who have one or more parents in common, or any other child for whom the parent has parental responsibility, living at the same address, who are expected to be at the school when the applicant will enter the school. If the only relevant sibling is, or all relevant siblings are, in Year 11, then it must be the intention of the family that the relevant sibling or one of the relevant siblings is due to continue to study at the school in Year 12.
- G. Children whose parents have a preference for single sex education.
- H. Any other children

For notes relating to the above criteria and for information about what evidence required to your application please see the full copy of the schools Admissions Policy. The full policy/arrangements will provide details on tie breakers, late applications, multiple birth applications, home address, split living arrangements, applicants from abroad, admissions outside the normal age group, appeals, waiting lists, Fair Access Protocol, etc. The full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 on The Holt School's website or here: <https://www.wokingham.gov.uk/schools-and-education/school-admissions/starting-secondary-school-age-11/> )

# The Piggott Church of England School



The Piggott School, Twyford Road, Wargrave, Reading, RG10 8DS

Tel: 0118 940 2357

[admissions@piggott.wokingham.gov.uk](mailto:admissions@piggott.wokingham.gov.uk)

The Piggott School is an 5-18 co-educational through-school.

The schools Admissions Arrangements and Oversubscription Criteria detail the policy to be followed for admissions to The Piggott School. A full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 can be found on the Wokingham Council [website](#) or [here](#):  
<http://www.piggott.wokingham.sch.uk/>

**The Published Admissions Number (PAN) for entry in September 2022 is 206.**

To be considered for the school you must apply to your Local Authority within their published deadline for applications. Please note living in or moving to the designated catchment area of the school cannot guarantee a place at the school.



## Oversubscription Criteria:

The Oversubscription Criteria details the order in which children will be considered for a place at The Piggott School. Children with Education Health and Care Plans (EHCPs) are considered outside of this process and hold a higher priority than the criterion below. As The Piggott School is a through-school all children attending year 6 will be offered a place, and 15 spaces will be reserved for children living in a High Priority Admissions Area (HPPA), the HPPA will include all of the designated area of Crazies Hill Primary School, for details on this area please see the full arrangements.

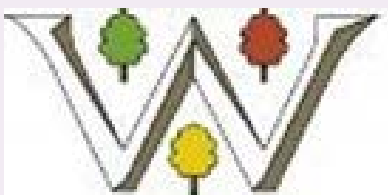
- A. All looked after children or children who were previously looked after: By a “looked-after child” we mean one in the care of a local authority or being provided with accommodation by a local authority in the exercise of its social services function. An adoption order is one made under the Adoption Act 1976 (Section 12) or the Adoption and Children Act 2002 (Section 46). A ‘child arrangements order’ is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8, as amended by the Children and Families Act 2014, Section 14). A ‘special guardianship order’ is one appointing one or more individuals to be a child’s special guardian/s (Children Act 1989, Section 14A). Applications under this criterion must be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, child arrangements or special guardianship order).
- B. Pupils whose permanent home address is in the school’s designated area and who have a sibling living at the same address who already attends the school (in any Key Stage, i.e. EYFS2 (Reception year) – KS5) by the deadline for applications. (For the definition of sibling see below);
- C. The children of staff at The Piggott School where that member of staff is the legal parent and guardian of that child, has a permanent contract to work at the school and where that member of staff has been employed at the school for 2 or more years at the time of application for the place or the member of staff is recruited to fill a vacant post within a demonstrable skill shortage.
- D. Pupils whose permanent home address is in the school’s designated area but who do not fall into criterion B;

- E. Pupils whose permanent home address is not in the school’s designated area but who would otherwise fall into criterion B;
- F. (Secondary admissions only) Pupils who attend one of the linked primary schools, who have not been admitted in an earlier criteria namely The Colleton, Crazies Hill CE, Knowl Hill CE, St Nicholas CE and Sonning CE (Aided) primary schools and Polehampton CE and Robert Piggott CE junior schools;
- G. All other pupils.

Notes and further details on The Piggott School’s Oversubscription Criteria can be found within the full copy of the schools Admissions Policy. The full policy/arrangements will provide details on tie breakers, late applications, multiple birth applications, home address, split living arrangements, applicants from abroad, admissions outside the normal age group, appeals, waiting lists, Fair Access Protocol, etc.

The full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 on The Piggott School’s website or [here](#):

# Waingels College



Waingels College, Waingels Road, Reading, RG5 4RF

Website: [www.waingels.wokingham.sch.uk/](http://www.waingels.wokingham.sch.uk/)

Tel: 0118 969 0336

Email: [waingelstransition@waingels.wokingham.sch.uk](mailto:waingelstransition@waingels.wokingham.sch.uk)

Waingels College is an 11-18 co-educational secondary school.

The schools Admissions Arrangements and Oversubscription Criteria detail the policy to be followed for admissions to Waingels College. A full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 can be found on the Wokingham Council website or [here](#).

**The Published Admissions Number (PAN) for entry in September 2022 is 240.**

To be considered for the school you must apply to your Local Authority within their published deadline for applications. Please note living in or moving to the designated catchment area of the school cannot guarantee a place at the school.



## Oversubscription Criteria:

The Oversubscription Criteria details the order in which children will be considered for a place at Waingels College. Children with Education Health and Care Plans (EHCPs) are considered outside of this process and hold a higher priority than the criterion below.

- a) Looked after children or children who were looked after but ceased to be so because they were adopted or became the subject of a child arrangements order or special guardianship order. \*
- b) Children who have exceptional medical or social needs as the grounds for their admission to Waingels.\*
- c) Children whose permanent home address is inside the designated area of the school and who have a sibling at the school at the time of application; who is expected to be attending the school when the child will enter the school. \*
- d) Children whose permanent home address is inside the designated area of the school.
- e) Children whose permanent home address is outside the designated area of the school and who have a sibling at the school at the time of application; who is expected to be attending the school when the child will enter the school. \*
- f) Any other children.

*\* For notes relating to the above criteria and for information about what evidence is required to process your application please see the full copy of the schools Admissions Policy.*

The full copy of the schools Admissions Policy and Arrangements for the academic year 2022-2023 can be found on Waingels College's website or here: <https://www.wokingham.gov.uk/schools-and-education/school-admissions/starting-secondary-school-age-11/>

The full policy/arrangements will provide details on tie breakers, late applications, multiple birth applications, home address, split living arrangements, applicants from abroad, admissions outside the normal age group, appeals, waiting lists, Fair Access Protocol, etc.

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» [www.wokingham.gov.uk](http://www.wokingham.gov.uk)



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