

### **Royal Greenwich's arrangements for community nursery, primary and secondary schools, including Post 16 admissions for entry from 2022/23**

#### **Nursery schools and nursery classes in primary schools**

After the admission of pupils with an education, health and care plan naming the school, if there are more applicants than places available priority will be given in the following order to:

(1) Looked after children and previously looked after children who have been adopted or become subject to a child arrangements or special guardianship order, immediately following having been looked after.

A 'looked after child' is a child who is in the care of a local authority, including foster care.

(2) Children who have been in state care outside of England and ceased to be in state care as a result of being adopted.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

(3) Children or their immediate family member with a chronic medical condition or social care need for a particular school.

Applicants need to set out the reasons why the school can best meet needs and the implications for the child or immediate family member if a place was not obtained at the school. Evidence of the condition or need must be submitted with the application, such as a letter from a registered health professional or practitioner i.e. a doctor or social worker.

(4) Royal Greenwich children ranked according to home to school distance.

(5) Children living in other boroughs ranked according to home to school distance.

Distance from home to school is measured as a straight line from the centre of the home address to the centre of the school site. In the event that two or more applicants have equal right to a place under any of the above criteria, priority will be given to those who live nearest to the school. Should two applicants live an equal distance from the school, including instances where more than one applicant lives in a multi-occupancy building, the offer of a place will be decided by random allocation. Where a child has not received any early years provision and is nearing reception class age, the school may prioritise this child over a younger child.

Measurement will be according to a straight line from the centre of the child's home to the centre of the school site. The home address is considered to be where the child resides as their only or principal residence. Proof of liability for Council Tax will be required. If the child resides equally between both parents, the principal home address will be considered to be the address of the parent who is in receipt of Child Benefit or Child Tax Credits for the child (if applicable), the address of the parent named on the child's passport and the address at which the child is registered with a GP. For children who reside with a relative or carer other than a parent, a court order will be required.

### **Admissions process**

The universal 15 hours early years free entitlement for three and four-year olds includes an extended entitlement of up to 30 hours for eligible working families. Families that do not qualify for the 30 hours will still be eligible for the existing universal 15 hours.

Applications to nursery schools or classes are made direct to the school.

Free early learning provision is provided for eligible two-year olds at participating settings including some schools, from the term after a child's second birthday.

Royal Greenwich primary schools admit all children to reception classes in September. This may mean some nursery classes will also fill their places in September.

Children will not be admitted to a nursery class or nursery school before their third birthday, unless the school is providing places for eligible two-year olds.

If it is not possible to offer a child a place, a request can be made for the child's name to be placed on the waiting list. However, there is no formal appeals process.

### **Primary schools**

After the admission of pupils with an education, health and care plan naming the school, if there are more applicants than places available priority will be given in the following order to:

(1) Looked after children and previously looked after children who have been adopted or become subject to a child arrangements or special guardianship order, immediately following having been looked after.

A 'looked after child' is a child who is in the care of an English or Welsh local authority, including foster care.

(2) Children who have been in state care outside of England and ceased to be in state care as a result of being adopted.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

(3) Children or their immediate family member with a chronic medical condition or social care need for a particular school.

Applicants need to set out the reasons why the school can best meet needs and the implications for the child or immediate family member if a place was not obtained at the school. Evidence of the condition or need must be submitted with the application, such as a letter from a registered health professional or practitioner i.e. a doctor or social worker.

(4) Children who have a sibling (brother or sister) living at the same address who will be attending the school at the time of the child's admission.

Sibling means a full, half, step brother or sister. This does not include siblings attending a school's nursery provision.

(5) Other children based on home to school distance.

Distance from home to school is measured as a straight line from the centre of the home address to the centre of the school site. In the event that two or more applicants have equal right to a place under any of the above criteria, priority will be given to those who live nearest to the school. Should two applicants live an equal distance from the school, including instances where more than one applicant lives in a multi-occupancy building, the offer of a place will be decided by random allocation.

If the last child to be offered a place is a twin or sibling from a multiple birth, the twin or multiple birth siblings will also be offered a place(s) as an excepted pupil.

The home address is considered to be where the child resides as their only or principal residence. Proof of liability for Council Tax will be required. If the child resides equally between both parents, the principal home address will be considered as being the address at which the child is registered whilst attending early years provision, with a GP and, if applicable, the address of the parent who is in receipt of Child Benefit or Child Tax Credits for the child. For children who reside with a relative or carer other than a parent, a court order will be required.

In establishing the principal home address, we reserve the right to ask for further information (such as proof of the tenancy period) and to check records held within the Council and with external agencies. If a false address is given and an offer of a school place is made on the basis of that address, we reserve the right to withdraw the offer of a school place at any stage during the primary admissions process.

## **Additional arrangements for schools on split sites**

### ***Bannockburn School***

Children in Reception, Years 1 and 2 attend the High Street site. Children in Years 3, 4, 5 and 6 attend the Manor Way site. Admission decisions based on home to school distance are made using the main entrance to the High Street site.

### ***Heronsgate School***

The school admits 30 children to the Royal Arsenal site and 90 children to the Thamesmead site. Admission decisions based on home to school distance are made using the main entrance to the Thamesmead site. If it is possible to offer

your child a place at Heronsgate, the school will decide which site your child will attend.

### ***Invicta School***

The school admits 60 children to the Benbow Street site and 60 children to the Invicta Road site. Admission decisions based on home to school distance are made using the main entrance to the school site nearest to the applicant's home address. If an applicant lives an equal distance from both sites, the site from which distance is measured will be decided by random allocation.

Applicants applying under the distance criterion will not be considered for places at the site furthest from their home address.

### ***James Wolfe School***

Children in Reception, Years 1, 2 and 3 attend the Randall Place site. Children in Years 4, 5 and 6 attend the Royal Hill site. Admission decisions based on home to school distance are made using the main entrance to the former Greenwich Town Hall, Meridian House, Royal Hill (SE10).

### ***Plumcroft***

The school admits 90 children to the Plumcroft Road site and 60 children to the Vincent Road site. Admission decisions based on home to school distance are made using the school site nearest to the applicant's home address. If an applicant lives an equal distance from both sites, the site from which distance is measured will be decided by random allocation. Applicants applying under the distance criterion will not be considered for places at the site furthest from their home address. As the Vincent Road site is being opened on a phased basis i.e. the site will only have Reception, and Years 1, 2, 3 and 4 classes in September 2022, these arrangements do not apply to children in older year groups.

### **Point of admission**

All schools in Royal Greenwich have a single point of entry and admit children in September.

Parents and carers may defer entry until the term following the child's fifth birthday. If the child's entry is deferred, the school must hold the reception place and not offer it to another child.

## **Co-ordinated admissions**

Royal Greenwich participates in the Pan-London Primary Co-ordinated Admissions Scheme. This scheme also applies to admissions to maintaining LA junior schools (Year 3) where Royal Greenwich acts as the home LA.

## **Waiting lists**

Waiting lists are maintained in the same order as the published admission criteria. Priority is not given on the basis of when a child's name was added to the list or whether an offer of an alternative school has been accepted.

Waiting lists are maintained for the entire academic year.

## **Admission of children outside their normal age group**

Any request for a child to be educated outside their normal age group must be put in writing. Supporting documentation may be provided to support such a request. A decision will be based on the individual merits of the case. The decision and how it was reached will be confirmed in writing. There is no formal right of appeal.

## **Appeals**

Parents and carers have the right to appeal against the decision not to offer the child a place at any of the schools applied for. Appeals will be heard by an independent appeals panel in accordance with the School Standards and Framework Act 1998.

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

| <b>Primary school</b> | <b>Published admission number</b> |
|-----------------------|-----------------------------------|
| Alexander McLeod      | 90                                |
| Bannockburn           | 120                               |
| Boxgrove              | 60                                |
| Cardwell              | 60                                |
| Charlton Manor        | 60                                |
| Cherry Orchard        | 30                                |
| Conway                | 60                                |
| De Lucy               | 60                                |
| Discovery             | 90                                |
| Ealdham               | 60                                |
| Eglinton              | 60                                |
| Fossdene              | 60                                |
| Gallions Mount        | 30                                |
| Gordon                | 60                                |

|                |     |
|----------------|-----|
| Greenslade     | 30  |
| Haimo          | 60  |
| Henwick        | 60  |
| Heronsgate     | 120 |
| Invicta        | 120 |
| James Wolfe    | 120 |
| Kidbrooke Park | 60  |
| Linton Mead    | 60  |
| Meridian       | 30  |
| Middle Park    | 60  |
| Montbelle      | 60  |
| Morden Mount   | 60  |
| Mulgrave       | 60  |
| Plumcroft      | 150 |
| Sherington     | 60  |
| Thorntree      | 30  |
| Wingfield      | 90  |
| Wyborne        | 60  |

## **Secondary schools**

Each secondary school will have a fixed total number of places for its Year 7 intake. After the admission of pupils with an education, health and care plan naming the school, if there are more applicants than places available priority will be given in the following order to:

(1) Looked after children and previously looked after children who have been adopted or become subject to a child arrangements or special guardianship order, immediately following having been looked after.

A 'looked after child' is a child who is in the care of an English or Welsh local authority, including foster care.

(2) Children who have been in state care outside of England and ceased to be in state care as a result of being adopted.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

(3) Children or their immediate family member with a chronic medical condition or social care need that can only be met if a child attends a particular school.

Applicants need to set out the reasons why the school can best meet needs and the implications for the child or immediate family member if a place was not obtained at the school. Evidence of the condition or need must be submitted with the application, such as a letter from a registered health professional or practitioner i.e. a doctor or social worker.

(4) Children who have a sibling (brother or sister) living at the same address who will be attending the school at the time of the child's admission.

Sibling means a full, half, step brother or sister. This does not include siblings attending a school's sixth form provision.

(5) Other children based on home to school distance.

Distance from home to school is measured as a straight line from the centre of the home address to the centre of the school site. In the event that two or more applicants have equal right to a place under any of the above criteria, priority will be given to those who live nearest to the school. Should two or more applicants live an equal distance from the school, including instances where more than one applicant lives in a multi-occupancy building, the offer of a place will be decided by random allocation.

The home address is considered to be where the child resides as their only or principal residence. Proof of liability for Council Tax will be required. If the child resides equally between both parents, the principal home address will be considered as being the address at which the child is registered whilst attending primary school, with a GP and, if applicable, the address of the parent who is in receipt of Child Benefit or Child Tax Credits for the child. For children who reside with a relative or carer other than a parent, a court order will be required.

In establishing the principal home address, we reserve the right to ask for further information (such as proof of the tenancy period) and to check records held within the Council and with external agencies. If a false address is given and an offer of a school place is made on the basis of that address, we reserve the right to withdraw the offer of a school place at any stage during the secondary admissions process.

## **Co-ordinated admissions**

Royal Greenwich participates in the Pan-London Secondary Co-ordinated Admissions Scheme. This scheme also applies to atypical admissions to maintaining LA university technology colleges, city technology colleges and studio schools (Year 10) where Royal Greenwich acts as the home LA.

## **Waiting lists**

Waiting lists are maintained in the same order as the published admission criteria. Priority is not given on the basis of when a child's name was added to the list or whether an offer of an alternative school has been accepted.

Waiting lists are maintained for the entire academic year.

## **Admission of children outside their normal age group**

Any request for a child to be educated outside their normal age group must be put in writing. Supporting documentation may be provided to support such a request. A decision will be based on the individual merits of the case. The decision and how it was reached will be confirmed in writing. There is no formal right of appeal.

## **Appeals**

Parents and carers have the right to appeal against the decision not to offer the child a place at any of the schools applied for. Appeals will be heard by an independent appeals panel in accordance with the School Standards and Framework Act 1998.

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

| <b>Secondary school</b> | <b>Published admission number</b> |
|-------------------------|-----------------------------------|
| Eltham Hill School      | 210                               |
| Plumstead Manor School  | 240                               |
| Thomas Tallis School    | 270                               |

## **Post-16**

All 16 to 19 year olds who live in Royal Greenwich or attend a Royal Greenwich school have the right to attend a Post 16 centre on which offers the course of study they wish to follow, provided that:

- i) They meet the entry requirements and,

- ii) They enter a Learning Agreement which is mutually acceptable to both the student and the Post 16 centre they have chosen.

Other applicants who meet these two conditions are also welcome to apply and will be offered places where possible.

The following planned admission limits apply for each school-based Post 16 centre. Where the centre is part of a host school, these admission limits will be for new applications i.e. from students entering Year 12 who are not transferring from the school's own Year 11 cohort.

### **Admissions limit**

| <b>School-based centres</b> | <b>Admissions limit for new applications</b> |
|-----------------------------|--|
| Eltham Hill School          | 50   |
| Plumstead Manor School      | 180  |
| Thomas Tallis School        | 150  |

After the admission of pupils with an education, health and care plan naming the school, in terms of admission to courses at Post 16 centres for students who meet the general conditions for entry (as set out above), the following priorities will apply:

- (1) Looked after children and previously looked after children who have been adopted or become subject to a child arrangements or special guardianship order, immediately following having been looked after.

A 'looked after child' is a child who is in the care of an English or Welsh local authority, including foster care.

- (2) Children who have been in state care outside of England and ceased to be in state care as a result of being adopted.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

- (3) If there are more applicants for particular courses at any centre than there are places available on that course, priority will be given in the following order, to:

- a) Where the centre is part of a school, students in Year 11 at that school.
- b) Students who attend another Royal Greenwich secondary school.

- c) Students or their immediate family member with a chronic medical condition or social care need that can only be met if the student attends a particular Post 16 centre. Applicants need to set out the reasons why the school can best meet needs and the implications for the child or immediate family member if a place was not obtained at the Post 16 centre. Evidence of the condition or need must be submitted with the application, such as a letter from a registered health professional or practitioner i.e. a doctor or social worker.
- d) Students based on home to school distance.

Distance from home to the Post 16 centre is measured as a straight line from the centre of the home address to the centre of the school site. In the event that two or more applicants have equal right to a place under any of the above criteria, priority will be given to those who live nearest to the school. Should two or more applicants live an equal distance from the school, including instances where more than one applicant lives in a multi-occupancy building, the offer of a place will be decided by random allocation.

### **Waiting lists**

Waiting lists are maintained in the same order as the published admission criteria. Priority is not given on the basis of when a child's name was added to the list or whether an offer of an alternative school has been accepted.

Waiting lists are maintained for the entire academic year.

### **Appeals**

Unsuccessful applicants for places at a Post 16 centre will be informed of their right of appeal. All appeals against the decision to refuse a place in a Post 16 centre are considered by an independent appeal panel in accordance with the School Standards and Framework Act 1998.