

Starting Secondary School in September 2021

Summary Information Sheet

School Admissions Contact Information:

Website: www.wokingham.gov.uk/admissions
Email: schooladmissions@wokingham.gov.uk
Telephone: 0118 974 6000

We strongly recommend that before applying you read the Parents' Guide to starting Secondary School which is available on our website.

Parents of children in Year 6 are issued with information outlining the admissions process. **You must submit an application no later than 31 October 2020.**

A paper application is available on request. The Parents' Guide gives information on what happens if your application is received late.

Please be advised that you MUST apply through your home authority, to whom you pay council tax. You will be able to list 'out of borough' schools amongst your preferences. If your home address is within a different local authority (LA) and you wish to submit a paper application, please contact them to ask for the appropriate application form.

The online admissions application service will be open to families living in the Wokingham Borough on 12th September 2020. This service offers you a faster and easier process. It enables you to make changes before you submit your application prior to the deadline and allows you to view allocation details electronically on 1st March 2021.

Please ensure that the application form is completed accurately and in full. The information that you give us will be checked, verified and then used to process your application for all your preferred schools.

If you have previously used our Citizen's Portal please ensure that your profile information (i.e. address, contact information etc) is still correct. If you need to update this information, please do so before submitting an application.

Please be advised, if your child currently attends The Piggott School (primary base) and your first preferred secondary school is The Piggott School, you do not need to submit an application. The Piggott School is a 'through-school' and your child will automatically transition into year 7. You must only apply for schools that are of a higher preference.

Key dates for the secondary school admissions process

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|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ● 12 September 2020 | Covering letters and Summary Information Sheet issued via primary/junior school. Online admissions opens for Wokingham Borough residents on the School Admissions Website |
| ● Autumn term 2020 | Open days at secondary schools (see school information in this document and school websites) |
| ● 31 October 2020 | Closing date for return of application form and closure of online admissions (11.59pm) |
| ● 15 January 2021 | Closing date to provide evidence to meet oversubscription criteria |

- **1 March 2021** Email allocation confirmation sent to parents who applied online. Allocation letters posted to parents by first class post for those who applied using paper applications.
- **15 March 2021** Deadline for parents to accept offers or inform of alternative arrangements. Late applications to be processed
- **30 March 2021** Closing date for receipt of appeals which will be heard during the summer term 2021

The School Admissions team will allocate places strictly in accordance with the published arrangements and will do all they can to offer your child a place in a preferred school.

Priority is given to children whose Education, Health and Care Plan (EHC Plan) names a school. Please contact the School Admissions Team or the SEN Team if further information is required.

Oversubscription criteria (categories for admission)

Community Schools

The following oversubscription criteria in order of priority will be applied when a Wokingham Borough community school (The Bulmershe and The Emmbrook schools) receives more preferences, than places available. All preferences will be treated on an equal basis.

- A** Looked after children and children who were looked after, but ceased to be so because they were adopted or became subject to a residence order or special guardianship order (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).
- C** Children whose permanent home address is inside the school's designated area and who have a sibling at the school, at the time of application; and 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.

Please see tie breaker clause applied to each oversubscription criteria on page 25 of the Parents' Guide.

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 criteria 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.

Note 1 - A "looked after child" is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services function (see definition in section 22(1) of the Children Act 1989).

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. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders). It also includes children who have been provided with child arrangement orders (previously known as residence orders) under the provisions of section 14 of the Children & Families Act 2014 which amends section 8 of the Children Act 1989, and children with a special guardianship order appointing one or more individuals to be a child's special guardian under section 14A of the Children Act 1989.

Applications received under Criterion A must be made by the person with parental responsibility for the child (e.g. the child's social worker, acting on behalf of the local authority for a looked after child) and will need to be supported by one of the following official documentation, as applicable:

- confirmation by the home local authority that the child is looked after or
- confirmation by the local authority that last looked after the child, confirming that the child was looked after immediately prior to the issuing of one of the orders detailed above.

Note 2 - When submitting applications under criterion B (exceptional medical or social needs as grounds for a child's admittance to a particular school), this must be supported by written evidence from an independent professional aware of the case relating to the child, parent/carer or other children living at the same address (e.g. 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.

Your application cannot be considered for this criterion if you do not declare that you are applying under this criterion and you do not provide written independent professional evidence. All supporting documentation must be received by 15 January 2021 for consideration prior to the main allocation of places. An admissions panel will consider the supporting evidence provided and will advise the applicant of its decision; the panel's decision is final. Any evidence received by the School Admissions team after 15 January will not be taken into account in the main allocation of places, but may be taken into account if agreed by a senior admissions panel, which may affect the applicant's position on a school's waiting list after offer day.

It should be noted that all schools have the resources to work with special educational needs such as dyslexia and common childhood complaints such as asthma or allergies.

Note 3 - A sibling is a brother or sister (that is, another child of the same parents, whether living at the same address or not), or a half-brother or half-sister, step-brother or step-sister, or adopted or foster children living at the same address.

It includes children who at the time of application have a sibling for whom the offer of a place at the preferred school has been accepted, even if the sibling is not yet attending.

Parents may indicate a sibling in year 11 at the school provided it is the intention of the family that the child will continue their studies in the sixth form at the school.

Note 4 - Occasionally a parent with more than one child can express a preference for their designated area school(s) for the older child, but the local authority is unable to meet this preference. The local authority will then allocate a place at a lower ranked preferred school or the closest available school with places. In this case, the parent may then prefer to send younger sibling(s) to the same school as the older child attends. In such instances, the allocated school may be regarded as if it were the designated area school for subsequent siblings and would be treated as meeting criterion C (sibling resident inside the designated area). This only applies to preferences submitted on an original application. Parents must notify the school admissions team at the time of application that they consider this exception applies. Where there is an application for the actual designated area school(s), designated area status would still be applied.

Tie-breaker

Living in the designated area does not guarantee a school place as there may be more applications from parents living in the designated area than places available. Where this is the case the relevant tiebreaker, as explained below, will be applied to decide which of the applicants can be offered places, and to determine the waiting list order after allocation.

Priority will be given within any of the above oversubscription criteria to the applicant whose permanent home address is nearest to the preferred school in terms of radial (straight line) distance. Distances will be measured consistently and will be 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. These are then used to calculate the distance, to three decimal places of a mile, between the two address points using a 'direct distance mathematical routine' within the Capita ONE system used by the council's School Admissions Team into which the LLPG address points are imported. This calculates the distance from the values created through this process using Pythagoras' Theorem by measuring the distance in metres between the Easting and Northing for each end address point then multiplying by 0.000621317 to convert to miles. It should be noted that this calculation may not be exactly the same as that created by a Geographical Information System (GIS) product as the GIS product may build in a formula to allow for the curvature of the earth. This curvature does not begin to affect distance values until the distance is least 10 miles.

In the unlikely event that two or more children live at the same distance (measured as stated above) from a school (including for example, flats within the same building) and there are fewer places available, random allocation will be used to decide which child will be allocated the remaining place(s). This will be by supervised drawing of lots, carried out by at least two Local Authority staff members.

Academies

Oversubscription criteria and tiebreaker information for own admission authority schools (usually academies) may differ; please see individual school policies for details in the Parents' Guide or on the Schools' websites. This applies to eight secondary schools in the Wokingham Borough – Bohunt Academy, The Forest, The Holt, Oakbank, Maiden Erlegh, St Crispin's School, The Piggott and Waingels College.

General preference information

Please give full reasons for your preferences on the application form, as this ensures that your child's preference is placed against the appropriate criterion if the school is oversubscribed. This is particularly important if you are applying for a school in another local authority that may have different criteria to Wokingham, or if you are applying for a Wokingham Borough school from another local authority area.

If further information is required to support an application for a Wokingham Borough school, it is your responsibility to provide such information before 15 January 2020. Information will not be accepted after this deadline and may result in the application being treated using a lower criterion.

Unsuccessful applications

Where applications are unsuccessful, pupils will be placed on a waiting list for places at secondary schools which parents have ranked higher than the school that has been offered. Parents will be required to confirm that they wish their child to remain on the waiting list using the form accepting or declining the offer of a place. Parents have the right of appeal for secondary schools ranked higher than the school that has been offered.

School Information

Bohunt Wokingham

Headteacher: **Mr Ben Godber**

Address: Remount Drive,
Arborfield RG2 9GB

Tel: 0118 9076237

Web: www.bohuntwokingham.com
Email: info@bohuntwokingham.com
Enquiries to: info@bohuntwokingham.com
DfE School No: 872 **4001**

Information

Number on Roll: 914
Type of School: Academy – Co-educational
Comprehensive
Admission No: **240**
Age Range: 11-18

Open Evening: Thursday 17 September 2020
5.00pm- 8.00pm. No booking required
Open Mornings: Monday 21 September – Friday
2 October 2020 (excluding Friday 25 September)
9.05 – 10.30 No booking required

Breakfast Club: Yes
After School Club: Yes (co-curricular clubs)
School Hours: 8.40am-3.30pm
Uniform Policy: Yes (school website)
Travel Plan: Yes
Public Bus Service: Reading Buses 3
School Policies: See school website

Bulmershe School

Headteacher: **Mrs Amanda Woodfin**

Address: Woodlands Avenue,
Woodley RG5 3EU

Tel: (0118) 9353353
Web: www.thebulmersheschool.com
Email: office@bulmershe.wokingham.sch.uk
Enquiries to: Headteacher
DfE School No: 872 **4051**

Information

Number on Roll: 1209
Type of School: Community – Co-educational
Comprehensive
Admission No: **240**
Age Range: 11-18

Open Evening: Thursday 17 September 2020
6.00pm – 7.30pm.
Open mornings: 9am - 11am (tours around the
school start at 9.15am) on Tuesday 22
September, Wednesday 23 September, Thursday
24h September, Tuesday 29 September,
Wednesday 30 September, Thursday 1 October
2020. Please ring the school to book for open
mornings.
Virtual tours with a live webinar may be offered
depending on government advice

Breakfast Club: No (restaurant open 7.30am)
After School Club: Homework club in library
finishes at 4.00 pm
School Hours: 8.25am – 3.00pm
Uniform Policy: Yes (school website)
Travel Plan: Yes (school website)
Public Bus Service: Reading Buses Orange 13
and 14 and Pink 81
School Bus: Horsemans W983
School Policies: Please see school website

Emmbrook School

Headteacher: **Mr Nick McSweeney**

Address: Emmbrook Road,
Wokingham RG41 1JP
Tel: (0118) 9784406

Web: www.emmbrook.wokingham.sch.uk
Email: enquiries@emmbrook.wokingham.sch.uk
Enquiries to: Headteacher
DfE School No: 872 **4049**

Information

Number on Roll: 896
Type of School: Community – Co-educational
Comprehensive
Admission No: **210**
Age Range: 11-18

Open Evening: Thursday 17 October 2019, (for times please visit the school website)

Day Tours Please book a tour via the school website. Any queries please contact Mr C Johnson
(cjohnson@emmbrook.wokingham.sch.uk)

Breakfast Club:	No
After School Club:	No
School Hours:	8.25am – 2.55pm
Uniform Policy:	Yes (school website)
Travel Plan:	No
Public Bus Service:	Courtney 151A 129; Reading Buses: 4 / 4X
School Bus:	Horseman Coaches 202, 244
School Policies:	Please see school website

The Forest School

Headteacher: **Ms Shirley Austin**
Address: Robin Hood Lane,
Winnersh RG41 5NE
Tel: (0118) 9781626

Web: www.forest.academy
Email: office@forest.academy
Enquiries to: Headteacher
DfE School No: 872 **4050**

Information

Number on Roll: 728
Type of School: Academy – Single Sex Boys
Comprehensive
Admission No: **210**
Age Range: 11-18

Open Evening: Tuesday 22 September 2020
18:00 – 20:30. This event includes family tours of the school and a presentation from Ms Austin, Headteacher at 18:00 and 19:00

Open mornings: Parent and student tours begin at 9:15 and conclude at 10:50 on: Thursday 24 September; Friday 25 September; Monday 28 September; Friday 2 October; Monday 5 October; Friday 9 October; Monday 12 October; Friday 16 October; Monday 19 October; Friday 23 October. Further mornings maybe added depending on demand. Booking is required for all events via the school website

Breakfast Club:	No (restaurant open 8am)
After School Club:	Yes (variety of clubs, sports, drama, DofE, Science and homework club. Onsite Winnersh Library open from 3.10pm onwards)
School Hours:	8.45am – 3.10pm
Uniform Policy:	Yes (school website)
Travel Plan:	Yes (school website)
Public Bus Service:	Courtney 128 and 129 Reading Buses 4 / 4X
School Bus:	Courtney 189, Horseman Coaches 202, 244
SW Train:	Within 5 mins walk (Winnersh)
School Policies:	Please see school website

The Holt School

Co-Headteachers: **Mrs Anne Kennedy**
Mrs Katie Pearce

Address: Holt Lane,
Wokingham RG41 1EE
Tel: (0118) 9780165
Web: www.holtschool.co.uk
Email: holtschool@holt.wokingham.sch.uk
Enquiries to: Headteachers
DfE School No: 872 **4047**

Information

Number on Roll: 1280
Type of School: Academy – Single Sex Girls
Comprehensive
Admission No: **240**
Age Range: 11-18

Students are encouraged to walk to school or take public transport.

Open Evening: Thursday 1 October 2020, 6.00pm – 8.00pm. Co-Headteacher talks at 6.00pm and 7.00pm.

Parent tours: 9.30 – 11.00am on Thursday 10 September, Thursday 17 September, Tuesday 22 September and Monday 28 September 2020. Please book via the school website.

Breakfast Club:	No
After School Club:	No
School Hours:	8.40am – 3.30pm
Uniform Policy:	Yes (school website)
Travel Plan:	No
Public Bus Service:	Courtney 129, 151A Reading Buses 4 / X4
School Bus:	Horseman Coaches 202, 244
SW Train:	Within 10 mins walk
School Policies:	Please see school website

Maiden Erlegh School

Headteacher: **Mr Paul Gibson**

Address: Silverdale Road,
Earley RG6 7HS
Tel: (0118) 9262467
Web: www.maidenerleghschool.co.uk
Email: mesoffice@maidenerleghschool.co.uk
Enquiries to: Miss Annabelle Kelly
DfE School No: 872 **4053**

Information

Number on Roll: 1841
Type of School: Academy – Co-educational
Comprehensive
Admission No: **278**
Age Range: 11-18

Open Evening: Wednesday 30 September 2020 6.00 – 8.00 pm

Open Mornings: 9.30am on Wednesday 7th, Thursday 8 and Friday 9 October, 9.30am and 11.30am on Monday 12 October, 9.30am on Wednesday 14, Thursday 15 and Friday 16 October and 9.30am and 11.30am on Monday 19 October. Please contact school reception to book your place.

Breakfast Club:	No
After School Club:	No
School Hours:	8.40–2.55pm (Mon to Thurs) 8.40 – 2.20pm (Friday)
Uniform Policy:	Yes (school website)
Travel Plan:	No
Public Bus Service:	Reading Buses 19, 4/4X
SW Train:	Within 10 mins walk (Earley)
School Policies:	Please see school website

Oakbank School

Headteacher: **Mr Robin Bertrand**

Address: Hyde End Lane,
Spencers Wood RG7 1ER

Tel: (0118) 9883616

Web: www.oakbank.education

Email: enquiries@oakbank.education

Enquiries to: Headteacher

DfE School No: 872 **4000**

Information

Number on Roll: 498

Type of School: Free School – Co-educational
Comprehensive

Admission No: **112**

Age Range: 11-18

Open Evening: Wednesday 23 September 2020 at 6.00 pm

Open Morning Tours: Friday 25, Monday 28 and Tuesday 29 September 2020 at 9.15am. Open Morning Bookings via enquiries@oakbank.education

Breakfast Club:	No
After School Club:	No
School Hours:	8.30am – 3.00pm
Uniform Policy:	Yes (school website)
Travel Plan:	Yes
Public Bus Service:	Reading Buses 3
School Policies:	Please see school website

The Piggott School

Headteacher: **Mr Derren Gray**

Address: Twyford Road,
Wargrave RG10 8DS

Tel: (0118) 9402357

Web: www.piggottschool.org

Email: office@piggottschool.org

Enquiries to: Mrs C Preston

DfE School No: 872 **4505**

Information

Number on Roll: 1345 (excludes Primary phase)

Type of School: Voluntary Aided Academy –
Co-educational Comprehensive

Admission No: **203**

Age Range: 11-18

Open Evening: Thursday 24 September 2020
Headteacher talks at 6.15, 6.45 and 7.15pm. Tours available 6.00pm – 7.30pm. No booking required.

Open Days: Wednesday 7 and Thursday 8 October 2019 at 9.15am and 9.30am. Please book a place on a tour with reception.

Breakfast Club:	No. (Breakfast is available)
After School Club:	No
School Hours:	8.50am – 3.00pm
Uniform Policy:	Yes (school website)
Travel Plan:	Yes
Public Bus Service:	Arriva The Shires 850; Courtney 129 (am only)
School Policies:	Please see school website

St Crispin's School

Headteacher: **Ms Ginny Rhodes**

Address: London Road,
Wokingham RG40 1SS

Tel: (0118) 9781144

Web: www.crispins.co.uk

Email: contact@crispins.co.uk

Enquiries to: Mr Railton Blyth (Deputy Headteacher)

DfE School No: 872 **4048**

Information

Number on Roll: 1181

Type of School: Academy – Co-educational
Comprehensive

Admission No: **200**

Age Range: 11-18

Open Evening: Monday 21 September 2020
6.00pm – 8.00pm.

Open mornings: 9.00am – 11.00am on
Wednesday 23 September, Monday 28
September, Thursday 1 October, Monday 5
October, Wednesday 7 October and Tuesday 13
October 2020. For open mornings, please contact
the school to book a place.

Breakfast Club: Yes

After School Club: Yes

School Hours: 8.30am – 3.00pm

Uniform Policy: Yes (school website)

Travel Plan: Yes (school website)

Public Bus Service: Courtney 151A Reading
Buses 4 / 4X

School Bus Service: White Bus Service 39

School Policies: Please see school website

Waingels College

Headteacher: **Mr Tom Bartlett**

Address: Waingels Road,
Woodley RG5 4RF

Tel: (0118) 9690336

Web: www.waingels.wokingham.sch.uk

Email: admissions@waingels.wokingham.sch.uk

Enquiries to: Headteacher

DfE School No: 872 **4060**

Information

Number on Roll: 1291

Type of School: Academy – Co-educational
Comprehensive

Admission No: **240**

Age Range: 11-18

Open Evening: Thursday 1 October 2020
5.30pm – 8.30pm

Open Mornings: Monday 5 October and Tuesday
6 October 2019 9.00am – 11.00am, Monday 13
January 2021 9.00am – 11.00am and Monday 8
March 2021 9.00am – 11.00am

Bookings via
admissions@waingels.wokingham.sch.uk.

Breakfast Club: Yes (breakfast in canteen
from 8.10am)

After School Club: Yes

School Hours: 8.40am – 3.00pm

Uniform Policy: Yes (school website)

Travel Plan: Yes (school website)

Public Bus Service: Reading Buses 13

School Policies: Please see school website

Key to information shown on the school information pages

Number on Roll	Number of full and part time pupils at school in January 2020
Admission Number	Admission number at September 2021. All schools must admit up to the published admission number, subject to sufficient demand
Community school or Voluntary controlled Schools	admission to these schools will be determined by the local authority in accordance with its admissions policy
Voluntary aided schools	admission to these schools will be determined by the governing body of the school in accordance with its admissions policy. Supplementary information forms may be required in addition to the application form
DfE	Department for Education