

Admission to Secondary School in September 2021

Please note this is last year's booklet. This year's is not yet available on the website but when it is it will look a lot like this.



The photo shopped booklet will be on the <https://www.royalgreenwich.gov.uk/admissions> website soon. It is really useful to spend time looking through and sharing with your child. It includes:

- A map of all the local schools
- Key information from each Greenwich school
- Key dates of open days
- Clear information on the admissions process
- Information on the distance of the catchment area the previous year (do remember that this changes each year and will depend on the number of siblings that that particular year has)
- Information that is important if your child has a special educational need.

Once it is open, the website for this year's admission is brilliant, well organised and will walk you through the process. I am happy to talk to parents over any individual questions they may have so do feel free to give the school a ring.

Timetable 2020/2021

- Autumn 2020 – visits to secondary schools
- **31st October 2020** – closing date for applications
- 1st March 2021 – offer available online
- 15th March 2021 – deadline for accepting the offer
- Appeal hearings – May/June 2021

This timetable is vital. You **MUST** get your application in by this date. We recommend having it done before then as there is **NO** wiggle room if you are late.

Greenwich Schools

Local schools

Crown Woods

Eltham Hill

Harris Academy Greenwich

These are the schools that lots of the children go to from Deansfield.

How to Apply

- Apply online – 24 hours/day
- Common Application Form
- Greenwich residents can obtain a paper copy from the website
[Royalgreenwich.gov.uk/admissions](https://royalgreenwich.gov.uk/admissions)
- Non-Greenwich residents must apply to their local council

It is important to note that you must apply for schools through the local authority you live in. For example, if you live in Lewisham but want to apply for a Greenwich school you must apply through Lewisham.

How to apply

Proof of address must be attached if you are not registered to pay council tax

- council tax letter
- tenancy agreement
- mortgage statement
- utility bill less than 3 months old (i.e. dated after 20th July 2020)

Application Forms

- List all six schools in order of preference
- If you are applying for a place at St Mary Magdalene CofE School, St Paul's Academy, St Thomas More Catholic School or St Ursula's Convent School, a **supplementary information form** needs to be completed and returned to the school by 31st October
- If you are applying for Leigh Academy, Stationers' Crown Woods and Halley Academy you will **need to organise for your child to complete the schools banding tests.**

The most important thing you can do is fill the form in wisely. Please remember:

- This can be a really tense time if you are not guaranteed the school you want. It's also a tense time for the children. It is, of course, entirely up to you how much you involve your child in the process but remember that the children pick up on vibes and are nervous as well so be aware of this.
- Please make sure you visit as many schools as you can. It can often be that you think you want a school and then visit and change your mind, or indeed, that you don't want a school and then you visit and decide that you like it.
- When choosing your schools It is extremely important that you meet the criteria for a place at the school including distance. We advise that you do not choose schools where you live out of the catchment area
- Do not put just one school down (even if you only want one school). Nearly every year we have a family who is really upset as they have put just one school down, have not got into that school and been allocated one miles away, or one they are not happy with. You have

to be realistic and box clever, as they say. I always recommend putting at least 3 down. If you have one you really like but you are not sure if you will get in, put that school at the top and then your second choice. As your third choice, put down a school you know you can get into that you could live with. When you are given a school, if it is that third place, you will automatically go onto the waiting list for the schools above. This is crucial if you want to get in through clearing. There is always a lot of movement after the original offers go out so you may be lucky and get in that way. If not, at least you have got a school that you can live with.

- Remember you will only automatically go on the waiting list for a school if it is above the school you are offered on your list.
- If you do not get the school you want, you will have to wait a few weeks before the waiting lists open. This is because they allow the acceptances and refuses to settle. Again, if you have not got what you want it can be a really tense time. Once the Greenwich waiting list is open you can check it as often as you like but I remember being frustrated as they only update it every week or so.

Grammar Schools

- The children must complete the Bexley tests (Bexley, Beths, Chis and Sid, Townley)
- They are verbal reasoning, verbal non-reasoning and numerical reasoning
- Children are not prepared for these in state schools so you will need to give them some practice at home. WH Smiths/online
- The test takes place fairly early in the autumn term. **YOU MUST REGISTER FOR THESE by 3rd July**

Listing your preferred schools

- **All** schools (including Bexley schools/grammar schools) should go onto the form **except** independent/private schools

Admissions criteria

Admission criteria

The admission criteria set out below applies to the following schools:

- Eltham Hill School
- The John Roan
- Plumstead Manor School
- Royal Greenwich Trust School
- Thomas Tallis School

First priority will go to children with an Education, Health and Care Plan (EHCP) naming the school. Remaining places will be given in the following priority order:

- 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 in accordance with section 22 (a) of the Children Act 1989.

- 2) Children, or an 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). The family member must live at the same address as the child. Further details of the documentation required are on page 55.

Work commitments and childcare arrangements are not considered as being a social care need.

- 3) Children with a sibling, living at the same address, attending the school at the time of the child's admission.

Sibling means a full/ half/ step/ adopted/ foster brother or sister. This does not include siblings attending a school's Post 16 provision.

- 4) 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 schools that use different admission arrangements are:

- The Greenwich Free School
- The Halley Academy
- Harris Academy Greenwich
- International Academy of Greenwich
- Leigh Academy Blackheath
- St Mary Magdalene CE School
- St Paul's Academy
- St Thomas More Catholic School
- St Ursula's Convent School
- Stationers' Crown Woods Academy
- Woolwich Polytechnic School for Boys
- Woolwich Polytechnic School for Girls

A summary of each school's arrangements is given below. However, we recommend that you contact the school to obtain full details of the admission arrangements.

First priority will go to children with an Education, Health and Care Plan (EHCP) naming the school.

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.

If distinctions have to be made between children in a single category, they will be made on the grounds of distance from 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 following schools use a banding system based on the results of a general ability assessment:

- The Halley Academy
- Leigh Academy Blackheath
- Stationers' Crown Woods Academy

These schools will divide their total number of Year 7 places into five bands with the aim of providing a balanced intake of children of differing abilities.

Your child will be placed in one of five bands, depending on their score in a test. Those with the highest scores will be in band 1 and those with the lowest in band 5. It is not possible to 'pass' or 'fail' the test, and the band a child is placed in will not guarantee an offer of a place at a preferred school.

Please contact the schools directly to obtain further details, including testing arrangements.

Further information

- Greenwich Admissions Section:
(020) 8921 8043
- Head of School Clara Daly

Admission to
Secondary School in
September 2020
Deadline for applications
is October 31st 2020