

**Starting Secondary School
in 2023 – 2024**

Wokingham Borough Council



Apply online and apply on time **between 12th September and 31st October 2022**

Citizen Portal - Sign in ([wokingham.gov.uk](https://www.wokingham.gov.uk))

If you apply after this date the likelihood of gaining a place at your preferred school may be significantly reduced.



IMPORTANT DATES

Admission to Secondary School - Your Secondary school application must be received by 31st October 2022

12th September 2022

- Website opens, and you can apply online

31st October 2022

- Closing Date for Applications

31st December 2022

- Deadline for house moves and additional supporting evidence

1st March 2023

- National Offer Day Emails sent to parents with the outcome of their application

15th March 2023

- Acceptances and refusals of any offer should be made by this date

29th March 2023

- Any appeal should be received by this date

Contents

| | |
|---|----|
| <u>Moving on Up! What you need to know before applying</u> | 3 |
| <u>Wokingham Borough Secondary Schools</u> | 9 |
| <u>How to apply for a school place</u> | 12 |
| <u>How applications are processed</u> | 17 |
| <u>What happens after you apply? – National Offer Day</u> | 22 |
| <u>School Place Appeals</u> | 24 |
| <u>Home to School Transport</u> | 26 |
| <u>Admission arrangements – Own Admission Authority Secondary Schools/Academies</u> | 29 |
| <u>Admission arrangements – Wokingham Borough Community Secondary Schools</u> | 39 |

Moving on up!

Secondary School Age

If your child was born between 1 September 2010 and 31 August 2012, you will need to apply for your child to start secondary school in September 2023

The age to which all young people in England must continue in education or training has been set by the Government.

This is not the same as the statutory school leaving age, which remains at 16.

Pupils starting Year 11 or below will need to continue in education until at least their 18th birthday. This does not necessarily mean staying in school, it could be through:

- Full-time study in a school, college or with a training provider
- Full-time work or volunteering combined with part-time education or training
- An apprenticeship, traineeship or supported internship

Transition from Primary to Secondary

The transition between primary and secondary school can be difficult for some pupils. If you have any concerns about your child's transition, please contact your child's current headteacher who will liaise with your allocated secondary school to arrange the appropriate support.

After places have been allocated, primary schools provide your child's future secondary school with information relevant to their progress and any additional educational or pastoral needs they may have.

By taking into account some practical and emotional considerations about your child's education you should both be able to negotiate the transition with ease and enjoy this milestone event.

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 Over-subscription 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 apply for a school which is not your 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



If you believe you live in a particular school catchment area 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 preferred schools, a place will be offered 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.

What you need to know before applying



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 links to the full 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-schoolperformance.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. 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 visiting the school.

What you need to know before applying

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? How much will it cost?
- ✓ Will you be entitled to any assistance with travelling expenses?
- ✓ Does it give preference to faith or religious denomination?
- ✓ 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:

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 center or learning center 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; [**Education and special educational needs - Wokingham Borough Council**](#)

What you need to know before applying

Catchment areas

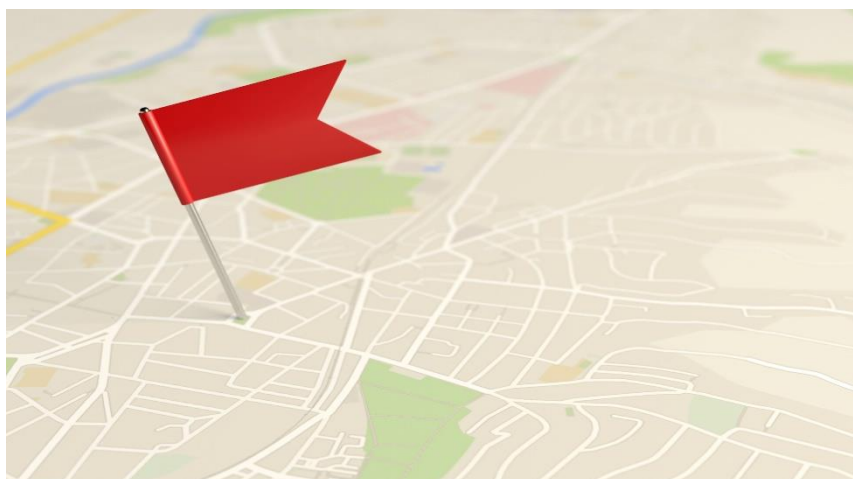
This is sometimes called "Designated Area". In essence, it is a geographical area from which children live. They are given priority for admission to a particular school. School catchment areas are used by most schools in their admission policy as one of their oversubscription criteria.

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 for Wokingham Borough Schools, or the schools directly for all Non-Maintained Schools, for example Academy Schools.

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.

IMPORTANT

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. Please note that your nearest school may not be a Wokingham school.



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.

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.

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 considered. 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.

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.

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.

Which Secondary School Should We Choose?

Choosing which secondary school your child goes to is a big decision. A milestone for your child (and for you). There are LOTS of things to consider. Just to make it that bit more complicated, some of that decision may be literally taken out of your hands depending on catchment areas, the number of applications received by a school, or it may depend on performance in entrance exams.

Weigh it Up

Identify priorities for you and your child – there is no perfect school and the best school for one child is not the best school for another. Be clear on what you **MUST** have and what you **WOULD LIKE** to have. It is important to remember that expressing a preference is not the same as choosing which school your child will attend – Wokingham's secondary schools are very popular, and many receive more applications than there are places available in Year 7. The admissions criteria set out in this guide explains how decisions on offers of places will be reached.

Our schools have tremendous facilities, exceptional teaching and dedicated staff - and you can be confident that, wherever your child goes to school in Wokingham, they will enjoy an exceptionally high standard of education.

Look at what schools might best suit **your child's personality, strengths, needs and interests**. Every school has a different environment and feel, and the most important aspect to consider is whether you feel your child will be happy at a particular school.

The Importance of Location

When choosing the right school for your child, you should consider the likelihood of you obtaining a place at your nearest school. Information on how places were allocated at each primary school in previous years, and which schools were oversubscribed or had places remaining, can be found on our [School Admissions allocation page](#) or download the 2022 allocation history by clicking [here](#).

When choosing which schools to apply for, parents should consider how their child will access that school, as there is no guarantee that your child will be eligible for home to school travel assistance. If there is a school with places available which could meet the needs of your child and is closer to your home than the school or schools listed in your application and/or which offer your child a place, the placement will be classed as parental Preference, and you are unlikely to qualify for travel assistance.

For further information please see the Transport Section

Types of schools

Schools have different bodies that make decisions about a school's policy and admitting pupils, depending on the type of school that they are. The responsible body is known as the '**admissions authority**'.

There are **9 Secondary Schools** within the Wokingham Borough. The Admission Authority for each school is responsible for setting its admission arrangements and deciding which children are given priority for a place, in accordance with the published admission criteria.

Bulmershe Secondary School - Community and Maintained School

The Bulmershe School is the only Wokingham Borough Council Maintained Secondary School. Wokingham borough Council is the admission authority for The Bulmershe school and makes decisions about the policy they use for School Admissions. **This schools uses the Wokingham Borough Council admissions policy. (WBC Maintained)**

Academy Schools (Non – Maintained Schools)

The following secondary schools are all academy schools:

- **The Holt School, Wokingham.**
- **The Piggott School, Wargrave.**
- **Maiden Erlegh School, Earley.**
- **St Crispin's School, Wokingham.**
- **The Emmbrook School, Wokingham.**
- **Waingels, Woodley.**
- **The Forest School, Winnersh.**
- **Oakbank, Ryeish Green**

Academies receive funding directly from the government and are usually run by an academy trust. They have more control over how they do things than community schools, who are guided by the local authority. Academies are inspected by Ofsted. They have to follow the same rules on admissions, special educational needs and exclusions as other state schools and students sit the same exams. **Academies set their own admissions policies and term times.**

[Click here to jump to important information relating to all Schools, including their over subscription criteria. Click on the school logo to be taken to the school website.](#)

For notes relating to the over-subscription criteria and for information about what evidence is required to process your application, please see the full copy of the schools Admissions Policy on the school's website.

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

Closing date for applications is 31st October 2022 This deadline is important. If you do not apply by this date, it is unlikely that your child will get a place at your preferred school.

Common Application Forms (CAFs)

Parents living in Wokingham must apply to Wokingham Borough Council for their preferred primary or junior schools. The Wokingham Common Application Form (CAF) is the only way you can apply for a primary or junior 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 are 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.

You must submit your CAF by 31 October 2022. 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 **31st December 2022**.

Online applications

You can apply for a school place online from **12th September 2022** by visiting the Wokingham Council website: **Citizen Portal - Sign in (wokingham.gov.uk)**. You will need to register on the Wokingham Council Citizen Portal by adding your child's details to enable you to apply online.

There are many advantages of applying online: It's quick, easy and secure. It's available 24 hours a day, seven days a week until the **closing date on 31st October 2022**, and you can apply from home, work, a library or from your mobile phone as long as you have an email address. You will receive confirmation when your application has been submitted, which will include details of your preferences. You can log on and view your outcome on offer day.

Completing your application.....

Child's details

Child's name and address: This should be your child's legal name and the address at which they live permanently. Where a child lives with separated parents with shared responsibility, parents must decide which address to use for the allocation process. You must not use the address of a relative or child minder. If you have moved or are about to move house, you must send us proof of your child's permanent address.

Special educational needs

Only fill in this section in on the application form if your child has an Education, Health, and Care Plan.

School preferences

Name up to **FOUR** schools you are prepared to consider for your child, in order of preference. Make sure that your first preference is the school you most want for your child, as this is the one, we will try to offer you where possible. You must not name independent (private) schools on your

application. Instead, you should apply directly to these schools.

Siblings: If you believe your child is eligible for sibling priority at one of your preferred schools, you must include the sibling's details on your application. If you don't, your child may be given lower priority for a place at the school. Please give details of any older brothers or sisters who are already attending the secondary school that you want and who will still be at the school in September 2023. Include stepbrothers, stepsisters or fostered or adopted children living at the same address as your child because they will be considered as brothers and sisters too.

Reasons for your preference: It is important that you tell us anything that could affect our decision, for example if there are specific social or medical reasons why your child must go to a particular school, you must send us a letter from your child's pediatrician/consultant or relevant professional from Children's Services, as appropriate, by **31st December 2022**. This letter would need to explain why the school named is the **only** school to meet your child's needs and why no other school could provide the appropriate support.

Looked after and previously looked after children

Only fill in this section if your child is in public care (also known as a 'looked after child') or was previously looked after but ceased to be so because they were adopted (in accordance with the Adoption and Children Act 2002) or became subject to a child arrangements or special guardianship order (in accordance with the Children Act 1989).

Looked after children are those who are in the care of a Local Authority or are being provided with accommodation by a local authority in England in the exercise of their social services functions.

Previously looked after children are those who immediately after being in care (as defined above) became subject to an adoption order, child arrangements order or special guardianship order. They are also those 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.

Applications for looked after children must be completed by the designated social worker.

If you are making an application for a previously looked after child, who immediately after being in care became subject to an adoption order, child arrangements order or special guardianship order, you will need to attach to your application one of the following pieces of evidence:

- **Special guardianship order** – This order appoints one or more individuals to be a child's special guardian(s). Refer to **Section 14A of the Children Act 1989**.
- **Child arrangements order** – This order settles the arrangements of the person the child is to live with. Refer to **Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014**. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order.
- **Adoption order** – Refer to **Section 46 of the Adoption and Children act 2002** or **Section 12 of the 1976 Adoption Act**.

If you are making an application for a previously looked after child who was in state care outside of England and ceased to be so as a result of being adopted, you will need to include with your application, evidence of the following:

- that your child has been adopted and;
- that your child was previously in state care outside of England (in the care of or accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society) immediately before being adopted.

Evidence must be sent to the Admissions Team by the deadline for evidence. Send the whole document, as priority cannot be given without it. The applicant should note, that by applying under Criterion A they understand that Wokingham Borough council School Admissions Team may obtain additional confirmation of the child's 'Looked After'/'Previously Looked After' status, either via the Local Authority where the child was taken into , or the residential authorities' duty/triage/social care department

Serious medical, physical, psychological, or social need

You can request priority for a place at your preferred school if your child or a family member living at the same address has an exceptional medical and/or social need that makes attendance at a particular school essential

'Medical need' does not include mild medical conditions, such as asthma or allergies. 'Social need' does not include a parent's wish that a child attends the school because of a child's aptitude or because their friends attend the school or because of routine child-minding arrangements.

You MUST tick the appropriate box on the application form to show that you wish your application to be considered on medical and/or social grounds.

Submit supporting evidence by **31st December 2022**, from a professional, such as a doctor and/or consultant for medical need or a social worker, health visitor, housing officer, the police or probation officer for social need. The supporting evidence must confirm the child or family's medical and/or social need and set out why that need makes it essential that your child attends the named school rather than any other.

Send your evidence to the **Admissions Team**. All information submitted will be regarded as confidential.

Your child or family member's exceptional medical and/or social need cannot be considered if you do not tick the appropriate box on the application form and submit supporting application by the **31st December 2022**.

Providing evidence does not guarantee priority at the preferred school. Decisions will be made based on the merits of each case and whether the evidence demonstrates that a placement should be made at a particular school above any other.

Parent or carer details

The application should be made by the parent who the child normally lives with and who has parental responsibility for the child (this means legal responsibility for making decisions about the child's welfare, education and so on). Please include a daytime contact phone number.

Private fostering arrangements

If you are looking after someone else's child, this could be a private fostering arrangement and the Local Authority need to be notified.

Private fostering is an arrangement made by the child or young person's parent or guardian and not the Local Authority.

Private fostering is when a child or young person under the age of 16 (18 if the young person has a disability) is looked after for 28 days or more by someone who is not a close relative, guardian, grandparent, uncle, auntie, brother, sister and step-relatives.

The Council has a duty to assess and monitor arrangements to make sure the child is safe, and their needs are being met. There is a legal obligation that you and /or the parent notify the Local Authority of this arrangement

Declaration

You must sign the declaration to confirm that you have parental responsibility and that the information you have given is accurate. For online applications, you must confirm that the information you have provided is correct. Where separated parents have shared responsibility, only one application must be made and both parents must agree on which schools to apply for and from which address.

Warning

We are required to make sure that applications are genuine. 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 may be considered a misleading application. If we have allocated a place and discover that the information is false, we may withdraw the school place offer for the child, even if the child has already started at the school.

How applications are processed

The Local Authority's Admissions Team will process applications and coordinate the decisions for all Wokingham children, including those applying to schools in other boroughs.

Your preferences

The Schools Admission Code requires that applications are processed under an 'equal preference system'. This means that applications are ranked against the oversubscription criteria in the admission policy of each school named on the application. The order in which you name your preferred schools is not taken into account. In fact, schools are not told where they were ranked in your list of preferences.

How it works

- You can name up to **FOUR** schools on your application, in order of preference. Failure to name sufficient preferences in the hope of being allocated your first and only preference often leads to disappointment.
- Your child is added to a list for each of the schools you have named. Each schools list is then ranked in accordance
- with the published admission criteria for that school to determine whether they are able to offer a place
- If only one of your preferred schools can offer a place, you will be allocated a place at that school
- If your child qualifies for a place at more than one school, the one ranked highest on your application will be allocated
- If none of your preferred schools can offer a place, you will be allocated a place at the catchment school (if places remain) or the nearest school with a place available. You will also be advised of the arrangements for placing your child on the waiting list and your right of appeal
- On-time applications are processed first. Late preferences are considered after National Offer Day.

EXAMPLES

Example 1: You apply for three schools in the following preference order:

1st Preference – School A 2nd Preference – School B 3rd Preference – School C

All three of your preferred schools are able to offer a place. You are therefore allocated a place at **School A**. Your second and third preferences are discarded on the basis that you were allocated your highest preference school.

Example 2: You apply for three schools in the following preference order:

1st Preference – School A 2nd Preference – School B, 3rd Preference – School C

School A is unable to offer a place, but School B and School C can offer. You are therefore allocated a place at **School B**. School C is discarded because you were offered one of your higher preference

schools. You are refused a place at School A and advised of the arrangements for placing your child on the waiting list and your right of appeal.

How applications are processed

Change of preference

If an older child transfers to another school after 31st December 2022 and you need to change your younger child's school preferences because of this, you should contact Admissions Services: schooladmissions@wokingham.gov.uk

Please be mindful that the ability to make vital amendments will be dependent on the stage of the process. Depending on when your older child transfers, it may be possible to change your school preferences.

If any medical or social circumstances within the family change after 31st December 2022 that means that you feel your child would need a place at a particular school, please contact the Admissions Team schooladmissions@wokingham.gov.uk.

If you live outside of Wokingham, you must complete and submit your application to the borough where you live. Unless the academy school states otherwise, some academy or out of borough schools prefer evidence to be submitted to the school or their local authority directly. Please be aware they may also have their own published deadline for this.

Applying after the closing date

Any applications received after 15 January 2023 will be considered as a late application. However, we may consider applications as on time, under exceptional circumstances, and when evidence is provided to support this. Our ability to accept late applications, with extenuating circumstances, as on time, is time sensitive in view of the processes involved. You can apply by downloading an application form and emailing the completed form to schooladmissions@wokingham.gov.uk

Changing your address

If you move address before 31st December 2022, you must notify us in writing by emailing schooladmissions@wokingham.gov.uk. You can also make changes to the schools you wish to apply to.

If moving to or within the Wokingham Borough address evidence received after 31st December 2022 cannot be considered for the initial offer of places. It will be used to communicate the outcome of the application and for waiting list purposes after national offer day where required.

Siblings

We define siblings as brothers or sisters living in the same house as their primary place of residence.

This includes half-, step- and foster- brothers or sisters at the same address, but does not include full-, half-, step- and foster- brothers or sisters living at different addresses as their primary place of residence.

A sibling link is where your preference is considered under a higher priority for a school place than applicants who do not have a sibling who will be on roll at your preferred school at the time of admission.

For most schools, siblings are considered after children who are resident in a school's catchment area and so will not always be successful in obtaining a place.

Having children of similar ages at two different schools can be difficult. Some parents/carers find that they are successful in obtaining a place for their eldest child but are unsuccessful for their younger children in future years.

If you obtain a place for one of your children at a school, this does not mean that places can be guaranteed for their siblings either currently or at a later date.

Measuring home to school distance:

We use the Capita ONE system to calculate the distance from your child's home (the start point) to the school (the end point). This system calculates the distance in miles to three decimal places.

Please note that you cannot compare distances produced on the local authority's Capita ONE system to those calculated using any personal or online geographical information system software you may have access to such as satellite navigations system or Google maps.

Twins and Multiple Births

Where the parent has made the same preferences of school and, through the normal operation of the admission arrangements, the last available place has been allocated to one twin or child from a multiple birth, the other twin or children from the multiple birth will be offered a place at the school. In such circumstances, both the PAN and the infant class size limit would be exceeded. The other sibling(s) would remain as exceptions to the Infant Class Size Legislation for the time they are in an infant class or until the number in the year group falls back to the PAN.

Proof of residence

Where you use an address in an application, we may request further proof from you that your child is ordinarily resident at the stated address. We will request to see both entry and exit proof when we query your address.

Entry proof will include, signed tenancies, posting orders, proof of exchange, and documents showing you have registered your property for the purposes of taxes, the electoral roll and with other relevant government agencies – for example your driving licence.

Exit proofs include any relevant documentation pertaining to the disposal of your previous address and include, for example, signed tenancies and proof of exchange. Additional information may be requested at any time. We also require satisfactory details of the ownership, tenancy, and disposal of any previous addresses. If we require any proof of residence, we will contact you to request it before we can continue with your application.

If you are already resident at an address, please provide some suitable proof such as a copy of the current financial year's council tax statement. When you apply online you may be asked to enter your Council Tax Reference for this purpose. If you are moving to a new address and renting, a full copy of your new tenancy agreement, signed by yourself for a minimum duration of 12 months. For a 6-month tenancy we ask for written confirmation from your landlord that they will not issue a 12-month tenancy agreement and the reason(s) why or confirmation that it is a 6 month rolling tenancy with the expectation that you will be in the property for longer than 6 months. Short term tenancies may not be accepted.

If you are moving to a new address and purchasing a property, please provide a letter or email direct from your solicitor. This must be on exchange of contracts and include the date of completion.

If you are a member of the armed forces and are subject to a posting or marching out order, please provide a copy of this order.

Places can only be allocated once proof of residence has been provided.

1st March 2023 National Offer Day!

On 1st March 2023 we let our parents know which school has been offered for their child. An email is sent to parents who applied via the Citizen's Portal on the 1st March 2023. Parents who applied on paper are posted outcome letters. Each Local Authority informs their residents of the outcome of their application, even if result is an out of borough school.

Waiting lists

If you're not offered the school, you listed as your first preference you will automatically be added to the waiting list for any schools you listed as a higher preference. If we can offer you a place from the waiting list at a school, you listed as a higher preference we will allocate this school to you. In this instance we will remove the place we originally offered you. Please note that we will not contact you in advance of doing this.

Waiting list information will not be available until May 2023

Positions on waiting lists may go up or down due to pupil withdrawals or new or revised applications received; therefore, waiting lists will be reviewed and revised:

- Each time a child is added to, or removed from, the waiting list.
- When a child's changed circumstances will affect their priority
- When parents respond to periodic requests to see if they wish to remain on the waiting list

Wait lists will be closed at the end of a school year, and parents will need to re-apply for a place at their preferred school.

Children who are the subject of a direction by the local authority to admit or who are allocated to a school in accordance with a Fair Access Protocol will take precedence over those on a waiting list.

Confirming acceptance of the School offer

You can accept or decline a school place offer by clicking on the following link.

<https://www.wokingham.gov.uk/schools-and-education/school-admissions/accept-or-decline-the-school-place-youve-been-offered/>

1st March 2023 National Offer Day!

Making further applications

If you are unhappy with the school at which a place has been provisionally offered for your child, you need to email the admissions team regarding amending your preference list.

The Admissions Team will advise you of the outcome of any further school applications you make in May 2023. It is strongly recommended that you secure and accept a place at one of the schools that still have availability

Your child's waiting list position at your preferred schools, or the outcome of an appeal that you decide to make, will not be affected by your child having an alternative school place.

School Place Appeals

When you applied for a school place for your child you will have listed up to four preferences. Officers from the Admissions Team in the Admission Authority will have allocated a place using the Authority's admission criteria. If your child has not been offered a place at the school of your preference you have the right to appeal against the Admission Authority's decision.

Appeals can be made in relation to any school year group up to and including the age of 18. The law gives you the opportunity to put your case to an Independent Appeal Panel known as the IAP, whose decision is made independently of the Admission Authority.

The appeal hearing is your chance to put your side of the argument – to have your say. **Section 86**, of the **School Standards and Framework Act 1998** allows you to express a preference, and give reasons for that preference, regarding the school you would like your child to attend.

However, you do not have an absolute right to choose a school because the law states that the Admission Authority need not meet your preference if the Year Group has reached its Admission Number and, as a result, compliance with your preference would “prejudice the provision of efficient education or the efficient use of resources”.

This means that, for example, the school would have trouble in accommodating an extra child in the classroom because of space or the number of desks or computers

available, or that there would be Health and Safety issues in play areas, science laboratories, or technical areas.

Appeals are a legal process, and some families can find this a stressful experience. Therefore, before starting the appeals process, you should consider the alternatives:

Accept the school place you have been offered If you are a Wokingham resident, you will have been offered a school place. Accepting this place will guarantee that your child can start school, even if no places become available at your preferred school. This will not affect your right to submit an appeal or your child's current position on a waiting list.

Remain on the waiting list for your preferred schools Your child's name will automatically be added to any waiting list where your application has been unsuccessful. When a place becomes available, it will be offered to the child who is at the top of this list at that time. The waiting list is ordered in accordance with each school's admissions policy.

Apply for an alternative school If you wish to apply for a school that was not on your original application, you can do this by contacting the admissions team [**schooladmissions@wokingham.gov.uk**](mailto:schooladmissions@wokingham.gov.uk)

For detailed information about the appeals process and how to submit an appeal please read our **parents' guide to School Admissions appeals**.

School Place Appeals

IMPORTANT You must make sure that your appeal application form is completed and returned by the published appeal application closing date (29th March 2023). If your appeal application is late, then it may not be considered until all 'on time' appeal applications have been heard. If you are appealing for an academy or out of borough school, please check their published deadline.

It is the responsibility of parents to ensure that their children regularly attend school. This includes making any necessary travel arrangements, except where there is a duty on the local authority to do so.

The Council is committed to promoting children and young people's independence, social, and life skills essential for their preparation for adulthood. These goals underpin our Home to School Travel Assistance Policy because, where possible, children and young people, including those with special educational needs and/or disability, will be encouraged and supported to travel independently.

sustainable travel and transport

The Council has a general duty to promote the use of sustainable travel and transport. This duty applies to children of compulsory school age who travel to receive education or training within the area - journeys to and from institutions where education or training is delivered. The Education Act 1996 defines sustainable modes of travel as those that the local authority considers may improve the physical well-being of those who use them, environmental well-being, or a combination of the two. This may include walking and cycling, as well as other modes of travel.

Our Service

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 detailed information regarding school transport and eligibility please refer to Wokingham Council's School **Transport policy**

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/>

Eligibility

Statutory Walking Distances

The Council has a duty to provide free Travel Assistance for pupils whose homes are outside the statutory walking distance to the **nearest suitable school**:

- More than 2 miles (if the child is below the age of 8); or
- More than 3 miles (if the child or young person is aged 8 to 16)

Home to School Travel Assistance

School Transport Policy Definitions

- a) **“Home”** is defined as the place where the child is usually resident. Where parents are separated or divorced, entitlement is assessed in terms of the home where the child spends the majority of their time. Where a child spends equal amounts of school days with each parent, travelling from two addresses to school, entitlement will be assessed from both addresses. Evidence may be required to support this assessment.
- b) **“Distances”** will be measured from where the home meets the public street, for example from the front gate to the nearest gate or point of access to the school premises, and by the shortest route along which a child, accompanied as necessary, may walk safely. As such, the route measured may include footpaths, bridleways, and other pathways, as well as recognised roads. Distances for Extended Rights are measured in the same way. The upper limits for Extended Rights transport are measured via the shortest road route.
- c) **“A suitable school”** is defined in the Act as the nearest qualifying school with places available that provides education appropriate to the age, ability and aptitude of the child, and any Special Educational Needs and/or Disability that the child may have.
- d) **“Nearest qualifying school”** means the nearest available and suitable school.
- e) **“Nearest”** is determined by straight line distance.
- f) **“Available”** means a place is available to be allocated to the child or young person at the time an application is made.

Suitable Schools

The local authority is entitled to determine which schools are “suitable” under the definitions described above. This will normally include all Community, Voluntary Controlled and Voluntary Aided Schools, and Academies, unless a child has an Education Health and Care Plan (EHCP) which specifies a requirement for a specialist setting. **This includes schools in other local authority areas** but does not include independent (fee-paying) schools, except in the case of approved independent special schools for children with Special Education Needs or Disabilities, where this is named in the child or young person’s EHCP.



Home to School Travel Assistance

Parental Preference

In most cases parents are responsible for making arrangements for their child to get to school. When choosing which schools to apply for, parents should consider how their child will access that school, as **there is no guarantee that your child will be eligible for home to school travel assistance.**

If there is a school with places available which could meet the needs of your child and is closer to your home than the school or schools listed in your application and/or which offer your child a place, the placement will be classed as Parental Preference, and you are unlikely to qualify for travel assistance.

The Local Authority will provide transport where it is necessary to do so in order for a child to attend a local school, as set out in law and explained in this policy. Whilst it is a requirement that parental preference is respected wherever possible in allocating school places, this requirement does not extend to guaranteed provision of transport.

Where parents select alternative schools to their nearest schools, they accept responsibility for making their own transport arrangements for their children.

If transport costs are a significant factor in choosing schools, and it is not clear whether they would qualify for transport assistance to a particular school, further advice can be provided.

In Wokingham parents are entitled to express a preference for a place in up to 4 schools. Places are allocated after consultation with the various schools.

Where parents have made an application for a place at their preferred school, but the local authority has been unable to meet this or any of their preferences, the local authority will allocate a place with the most accessible school with available places.

IMPORTANT - If you do not name the nearest suitable school in your original school place application, this may affect your child's eligibility for travel assistance. The nearest suitable school may not be a Wokingham school. Please check if a school in a neighboring Local Authority is a closer school to your home address.

Admission Arrangements

Non – Maintained Schools

For notes relating to the following school's oversubscription 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, as well as split living arrangements, applicants from abroad, admissions outside the normal age group, appeals, waiting lists, and the Fair Access Protocol.



St. Crispin's
Excellence for all



SCHOOL
The Forest



The
Emmbrook
School



BOHUNT
WOKINGHAM



MAIDEN ERLEGH
SCHOOL



The Bohunt School is an Academy and is a member of Bohunt Education Trust. The Trust is the admissions authority for this school

Bohunt School Wokingham is an 11-16 coeducational academy school. The schools Admissions Arrangements and Oversubscription Criteria detail the policy to be followed for admissions to Bohunt. A full copy of the schools Admissions Policy and Arrangements for the academic year 2023-2024 can be found on the Wokingham Council website or [here](#).

The Published Admissions Number (PAN) for entry in September 2023 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.

First priority: Looked after Children and previously looked after children. *

Second priority: Exceptional medical or social needs. Children who have exceptional medical or psychological conditions that make it essential that they attend Bohunt Wokingham rather than any other school. *

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: 3/6 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.

Fourth priority 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. *

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. 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. *

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. *

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 based on a straight line from the main front door to the entrance of the property

* 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 Emmbrook
Emmbrook Road,
Wokingham,
RG41 1JP
Tel: 0118 978 4406

Email: enquiries@emmbrook.wokingham.sch.uk

The Emmbrook is an Academy and part of a multi-academy Trust called **The Circle Trust**. **The Circle Trust is the admissions authority for this school.**

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. A full copy of the schools Admissions Policy and Arrangements for the academic year 2023-2024 can be found on the Wokingham Council website or [here](#).

The Published Admissions Number (PAN) for entry in September 2023 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 Emmbrook 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 all previously looked after children. Previously looked after children are children who were looked after but ceased to be so because they were adopted² (or became subject to a child arrangements order³ or special guardianship order. This also includes 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^{*}

B - Children who have a medical or social need as the grounds for their admission to The Emmbrook School (see notes). An additional form will need to be completed. ^{*}

C - The children of staff at The Emmbrook School where that member of staff is the legal parent and guardian of that child, has a permanent contract to The Emmbrook 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 at The Emmbrook School where there is a demonstrable skill shortage.

D – Children who have a sibling who will be attending the school when the child will enter the school ^{*}

E – Children whose permanent home address is within the schools designated area

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**](#).



Robin Hood Lane,
Winnersh,
Wokingham,
RG41 5NE
0118 978 1626
Email: Office@forest.academy

The Forest School is an 11-18 boys' comprehensive school, with a co-ed sixth form. The governing body of the school is responsible for deciding on admissions to the school

The schools Admissions Arrangements and Oversubscription Criteria detail the policy to be followed for admissions to St Crispins. A full copy of the schools Admissions Policy and Arrangements for the academic year 2023-2024 can be found on the Wokingham Council website or [here](#).

The Published Admissions Number (PAN) for entry in September 2023 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 Children Looked After 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*
- 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 is required to process your application please see the full copy of the [**Schools Admissions Policy**](#).

The Holt School is an 11-18 girls' comprehensive school, with a co-ed sixth form. The governing body of the school is responsible for deciding on admissions to the school

The schools Admissions Arrangements and Oversubscription Criteria detail the policy to be followed for admissions to The Holt. A full copy of the schools Admissions Policy and Arrangements for the academic year 2023-2024 can be found on the Wokingham Council website or [here](#).

The Published Admissions Number (PAN) for entry in September 2023 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 If there is greater demand for admission than there are places available. 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*
- B.** Children who have exceptional medical or social needs as the grounds for their admission to The Holt School*
- 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
- 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 is required to process your application please see the full copy of the [Schools Admissions Policy](#).



Maiden Erlegh is an Academy and is a member of the **Maiden Erlegh Trust**. **The Trust is the admissions authority for this school**

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 Bohunt. A full copy of the schools Admissions Policy and Arrangements for the academic year 2023-2024 can be found on the Wokingham Council website or [here](#).

The Published Admissions Number (PAN) for entry in September 2023 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*
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 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*
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. *
6. 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](#).



Hyde End Lane,
Ryeish Green,
Wokingham,
RG7 1ER

Tel: **01189 883616**

E-mail: **enquiries@oakbank.anthemtrust.uk**

Oakbank is an Academy and is a member of the **Anthem Schools Trust**. **The admission authority is Anthem Schools Trust (Anthem) and is responsible for deciding on admissions to the school.**

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 Bohunt. A full copy of the schools Admissions Policy and Arrangements for the academic year 2023-2024 can be found on the Wokingham Council website or [here](#).

The Published Admissions Number (PAN) for entry in September 2023 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

If the School is oversubscribed, after the admission of pupils with an Education and Health Care Plan (EHCP) where the school is named in the EHCP, priority for admission will be given to those children who meet the criteria set out below, in order:

1. Looked After Children and Previously Looked After Children, including those 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. *
2. 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). This criterion was agreed with the Secretary of State on the opening of the school and is set out in the SFA. *
3. Children with a sibling attending the school in Years 7, 8, 9 or 10 at the time of application. 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. Please also see the note on multiple births and siblings in the same year below. *
4. Children where the school is the closest state funded, non-selective, mainstream 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). Where a child lives normally during the school week with more than one parent at different addresses, the home address accepted for the purposes of School Admissions will be the one where the child spends the majority of term time. If a parent can show that their child spends an equal amount of time at two addresses during school term time with a parent, they can choose which address to use on the application. If a parent has more than one home, we will accept the address where the parent and child normally live for the majority of the school term time as the home address. *
5. Other children by distance from the school with priority for admission given to children who live nearest to the school. Distance will be measured, and home address will be defined as above. *

* 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 Piggott School
Twyford Road
Wargrave
Berkshire
RG10 8DS
email: office@piggottschool.org
Tel: 0118 940 2357

The Piggott School **is an Academy** and is a member of **The Piggott Church of England School Trust**. **The governing body of the school is responsible for deciding on admissions to the school**

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 2023-2024 can be found on the Wokingham Council website or [here](#).

The Published Admissions Number (PAN) for entry in September 2023 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, including those children who appear to have been in state care outside England, but ceased to be so as a result of being adopted*
- 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. *
- 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

* 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](#).



London Road
Wokingham
Berkshire
RG40 1SS
United Kingdom

Telephone: 01189 781144
Email: contact@crispins.co.uk

St. Crispin's School is an Academy and part of a multi-academy Trust called The Circle Trust. The Circle Trust is the admissions authority for this school

The schools Admissions Arrangements and Oversubscription Criteria detail the policy to be followed for admissions to St Crispins. A full copy of the schools Admissions Policy and Arrangements for the academic year 2023-2024 can be found on the Wokingham Council website or [here](#).

The Published Admissions Number (PAN) for entry in September 2023 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 and all previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted² (or became subject to a child arrangements order³ or special guardianship order⁴) This also includes 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^{*}

B - 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.

C - The children of staff at St. Crispin's School where that member of staff is the legal parent and guardian of that child, has a permanent contract to work at 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 at St. Crispin's School where there is a demonstrable skill shortage.

D – Children who have a sibling who will be attending the school when the child will enter the school (see notes)

E – Children whose permanent home address is within the schools designated area

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](#).



Waingels College
Waingels Road,
Woodley,
Berkshire,
RG5 4RF

Telephone: 0118 969 0336

E-mail generalenquiries@waingels.wokingham.sch.uk

Waingels College is an Academy and is a member of the **Waingels Academy Trust**. **The governing body of the school is responsible for deciding on admissions to the school.**

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 Bohunt. A full copy of the schools Admissions Policy and Arrangements for the academic year 2023-2024 can be found on the Wokingham Council website or [here](#).

The Published Admissions Number (PAN) for entry in September 2023 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. The children of staff at Waingels 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. 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. *
- e. Children whose permanent home address is inside the designated area of the school.
- f. 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. *
- 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](#).

Admission Arrangements

Wokingham Borough Council

Maintained Secondary Schools

The Bulmershe School is the only Wokingham Borough Maintained/Voluntary controlled secondary school. This school follows the Wokingham Borough Council Admission Arrangements. Wokingham borough Council is responsible for deciding on admissions to The Bulmershe school.



The
**Bulmershe
School**
INSPIRING POTENTIAL,
ACHIEVING TOGETHER



The
**Bulmershe
School**
INSPIRING POTENTIAL,
ACHIEVING TOGETHER

The Bulmershe School
Woodlands Avenue,
Woodley, RG5 3EU
Tel: **0118 9353353**

E-mail: 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. **The Local Authority is responsible for deciding on admissions to the school.**

The Published Admissions Number (PAN) for entry in September 2023 is 240.

A full copy of the Admissions Policy and Arrangements for the academic year 2023-2024 can be found on the Wokingham Council website or [here](#).

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

Oversubscription criteria

If the School is oversubscribed, after the admission of pupils with an Education and Health Care Plan (EHCP) where the school is named in the EHCP, priority for admission will be given to those children who meet the criteria set out below, in order:

- (A) A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care because of being adopted. *
- 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 functions (see the definition in Section 22(1) of the Children Act 1989). *
- (B) Families who have exceptional medical or social needs as the grounds for their child's 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 inside 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) 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](#).