

## **2020 Secondary School Allocation Information**

### **Waiting lists**

We asks parents to confirm if they are accepting their offered school place. Some parents will decline their offer of a place and we will offer places that become available to children on the waiting list.

In West Berkshire we automatically place children on each higher preference school waiting list. Parents can contact the Admissions Team to find out their child's position on the list.

Positions on waiting lists can change up or down because the lists are ranked based on the admission criteria and distance of each child. If we receive a late application, the child will be placed with regard to the policy rather than being placed at the bottom of the list (a legal requirement).

### **Waiting lists for schools outside of West Berkshire**

If you were unsuccessful in your application for a school outside of West Berkshire please let us know if you would like to be placed on the waiting list and we will let that Local Authority know. You can contact them to ensure that your child has been placed on a waiting list and ask for the position.

### **Accepting a school place**

If you have made or can make other arrangements you can decline the offer of the place. If you accept the place your child will still remain on the waiting list for your preferred school or schools.

### **Changing your school preference**

You can submit a late application with up to 3 school preferences if you would like to add or change your school preferences. The application is available at [www.westberks.gov.uk/secondaryadmissions](http://www.westberks.gov.uk/secondaryadmissions)

### **Submitting an appeal**

You can submit an appeal for a place in 1 or more of your preferred schools. You need to write your reasons for appealing on the appeal form. You need to provide as much information as possible to explain why your child needs a place in the school and why their needs can't be met in another.

### **The appeals process**

Once your appeal has been submitted a date will be arranged to hear your appeal alongside all other appeals made for a place in the school. The school admission authority will provide a response to all submitted appeals that will explain why the school cannot accommodate additional children.

The schools set their admission number as high as possible at the best compromise between budget and providing suitable education within the accommodation that they have. Their appeal statement will provide information that supports this. There are no places held back when places are offered, any successful appeal will result in a child being admitted in excess of the school's admission number.

Parents are invited to the appeal hearing to put their case forward to an independent appeal panel. First the admission authority will put forward their case and the appeal panel will determine if they have proven their case that additional children should not be placed in the school. The panel have to decide at this point if the school could accommodate all of the children with submitted appeals. If they decided the school could accommodate all, then all would be offered. If they do not, all parents will individually put their case to the panel and the panel will decide if an individual's reasons out way the problems that the school would have in admitting an extra child. One or more children could be offered places at this stage but if no individual cases are deemed to out way the schools position, no further places will be offered.

The appeals clerk will write to parents after all of the appeals for the school have been heard to inform them of the decision.

### **How to appeal**

You have to ensure that you submit your appeal within 20 school days of 02 March to the relevant admission authority or local authority.

The best way to appeal is usually online if the service is available. West Berkshire council provide the service for 9 out of the 10 West Berks schools – [www.westberks.gov.uk/schoolappeals](http://www.westberks.gov.uk/schoolappeals)

To appeal for St Bartholomew's you have to contact the school's Appeal Clerk on 01635 521255

To appeal for schools in other Local Authority areas, please contact them directly or the information should be available on their website.

### Allocation information for schools in West Berkshire

- **Sch.Type:** Voluntary Aided Schools and Academy Schools are responsible for their own admission policies and have different oversubscription rules to Community Schools which are set by the Local Authority.
- **(AN) Admission Number:** The number of children that can be offered to schools each year. There are circumstances where schools will exceed this number and if there is demand they ensure they offer places to as many children as possible.
- **Allocated:** The number of children offered a school place in each school.
- **Space:** Shows the number of spaces remaining in schools that are not full to capacity.
- **Last child offered / Admission Rule & Distance:** Each child meets a specific admission oversubscription criterion and by measuring the home to school distance (straight line) for each child's preferred schools we can create a ranked list. The oversubscription rule and distance shown are for the lowest ranked child in the list that we could offer a place to.
- **1<sup>st</sup> child on waiting list / Admission Rule & Distance:** Following on from above, the next child in the ranked list is placed 1<sup>st</sup> on the waiting list.
- **Total on waiting list:** Children are placed on waiting lists for all higher preference schools that were not offered and this shows the total for each school with a waiting list.

School	Sch. Type	AN	Allocated	Space	Admission rule of last child allocated	Distance of last child allocated (miles)	Admission rule of 1st child on waiting list	Distance of 1st child on waiting list (miles)	Total on Waiting list
Denefield School	Academy	180	200	0	Other Applicants	1.468	Other Applicants	1.497	70
John O'Gaunt School	Academy	120	96	24	Other Applicants	7.567	N/A	N/A	N/A
Kennet School	Academy	300	300	0	Other Applicants	2.515	Other Applicants	2.629	19
Little Heath School	Voluntary Aided	260	270	0	Other Applicants	1.441	Other Applicants	1.447	76
Park House School	Academy	205	248	0	Other Applicants	11.79	N/A	N/A	N/A
St Bartholomew's School	Academy	270	270	0	Other Applicants	0.954	Other Applicants	0.955	122
The Downs School	Foundation	210	210	0	Other Applicants	5.205	Other Applicants	5.246	55
The Willink School	Community	208	208	0	Other Applicants	4.282	Other Applicants	4.359	21
Theale Green School	Academy	227	142	85	Other Applicants	9.303	N/A	N/A	N/A
Trinity School	Academy	210	210	0	Other Applicants	1.686	Other Applicants	1.987	25