

Moving from primary to secondary school

Autumn 2015 edition

Your guide to secondary schools in Newham - Year 7 admissions in September 2016

Information relating to Pan London co-ordination and In Year admissions 2015/16

 **@NewhamLondon**

www.newham.gov.uk/schooladmissions



A summary of the steps you need to take to apply for a place in Year 7, starting in September 2016.

This applies to children born 1 September 2004 to 31 August 2005.

REMEMBER – your chances of getting the school of your preference are better if you apply by Saturday 31 October 2015.



STEP 1	Understand what you need to do to apply for a secondary school place. You can do this by reading through this brochure.	
STEP 2	Find out about the schools you and your child are interested in, to help you make an informed decision before naming your preferences.	See pages 9-28
STEP 3	Understand what the admission criteria are for each school you are interested in, as this is how the places are offered.	See pages 28-64
STEP 4	<p>Submit your online application via eadmissions.org.uk by Saturday 31 October 2015 no later than 11.59pm.</p> <p>If you apply using the Common Application Form (CAF) you will need to:</p> <ul style="list-style-type: none"> • hand the form in by Friday 23 October 2015 to a Newham primary school, or • post the form to Pupil Services, PO Box 69972, London E16 9DG. It must arrive no later than 5pm on Saturday 31 October 2015. 	Read the back cover to apply online or use the form in the back of this brochure.
STEP 5	Submit your Supplementary Information Form (SIF) for any Newham Voluntary Aided (VA) or faith schools you have applied for by 31 October 2015.	See pages 52-56
STEP 6	Submit your proof of address to Pupil Services, PO Box 69972, London E16 9DG by Saturday 31 October 2015.	See pages 50-51
STEP 7	<p>Tuesday 1 March 2016 National Offer Day</p> <ul style="list-style-type: none"> • If you applied online via eadmissions.org.uk you will be able to see which school you have been offered from that evening. • If you applied using the Common Application Form (CAF) your offer for a school will be sent to you via first class post. 	

CHECKLIST - use this checklist to keep a note of key activities and information.

1	Application submitted online via eadmissions.org.uk	Yes <input type="checkbox"/>
2	Online user name:	
3	Online password:	
4	Email address used:	
5	Unique eAdmissions reference number:	
6	Have you submitted your SIF forms to the correct schools?	Yes <input type="checkbox"/>
7	Have you written your child's name and date of birth or unique eAdmissions reference number on all your supplementary documents?	Yes <input type="checkbox"/>
8	Have you kept a record of any emails received in regard to your application?	Yes <input type="checkbox"/>
9	Have you taken photocopies of any hardcopy forms you have submitted?	Yes <input type="checkbox"/>

Welcome

Dear parent/carer

Welcome to Newham's secondary schools

This guide will help you find the Newham secondary school where your child can flourish.

Our schools work with each pupil to give them the individual and group support they need to achieve the very best they can. Newham secondary schools have high aspirations for our young people and the majority of our secondary pupils currently attend a school rated either good or outstanding by the Office for Standards in Education (Ofsted).

Our vision is to make sure that no young person is left behind and our highest priority is to support them to achieve the very best they can academically. We are proud of our GCSE results and our pupils now gain grades to match the best. These solid academic foundations enable Newham's young people to progress and succeed in their next steps in education or training.

Our schools are making stronger links with employers, while more pupils are choosing post-16 education on their path to fulfilling their work aspirations. These achievements are the result of years of hard work by schools, parents and carers as well as continued investment in young people by Newham Council.

Newham's secondary schools provide a wide range of activities and learning opportunities that go far beyond those provided in other boroughs. Funded by the council and delivered with the support of our schools, Newham's Every Child programme gives children access to opportunities which complement traditional learning to ensure they have a good mix of academic and social education.

Our Every Child a Musician provides free music tuition for those in Year 7 enabling children to continue learning the instrument they took up playing in our primary schools. The health and wellbeing of our young people is essential and Newham's Every Child a Sports Person gives young people an opportunity to access new sports they may not have experienced before.

Our partnerships with Stratford Circus, Theatre Royal Stratford East, Shakespeare's Globe and the National Theatre enable us to deliver our Every Child a Theatre Goer programme. Pupils in Newham secondary schools now have opportunities to experience – for free – world class theatre on their doorstep in Newham as well as in central London.

These innovative and unique programmes are offered alongside the wider extra-curricular programmes at all our secondary schools, meaning that young people have a range of opportunities to pursue their interests and develop their learning outside the classroom.

We recommend that you visit schools during their open days, because they give parents and carers an opportunity to meet teaching and support staff, see the school in action, view the facilities and hear about the school's achievements. Open day dates are also included in this guide.

Apply online and be automatically entered into our prize draw where you can get help with purchasing your child's school uniform.

We are justifiably proud of our schools, whose staff work tremendously hard to support Newham's young people to meet their aspirations and ambitions so they are ready for their first steps into adult life.

We look forward to welcoming your child to one of our secondary schools and to supporting them in achieving their potential.



Sir Robin Wales
Mayor of Newham



Kim Bromley-Derry
Chief Executive

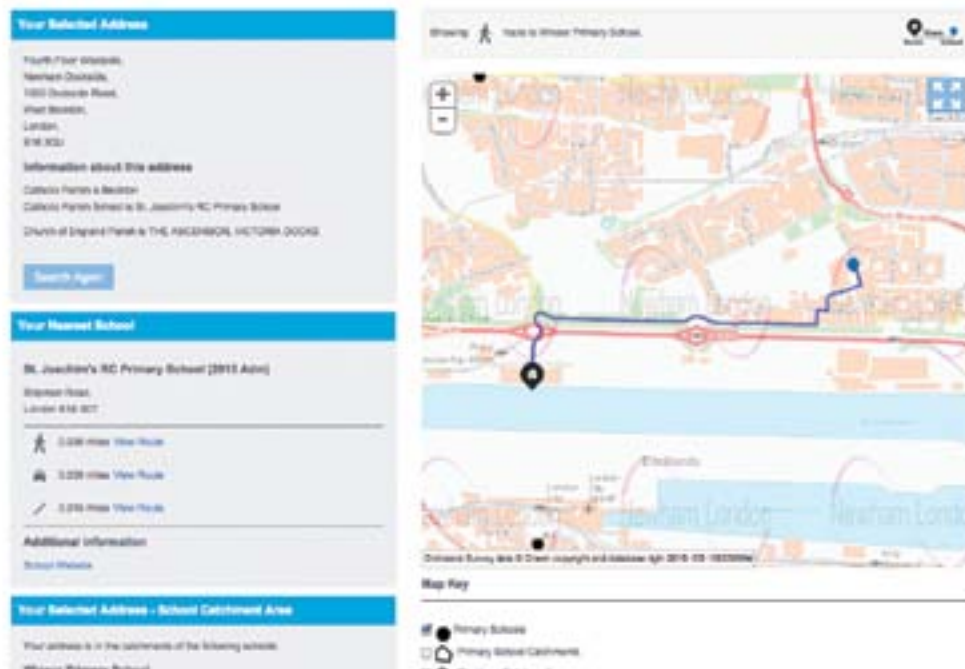


Councillor Quintin Peppiatt
Executive Member for
Children and Young People

School Fact Finder

Routes to Schools

Discover how far you live from the schools in your area.



Do you need help deciding which school to apply for?

The School Fact Finder can help you.

You can use the Newham School Fact finder to find:

- the six secondary schools closest to your home in Newham
- the home to schools distances for your preferred schools
- if your home address is in the Newham Catholic Deanery
- facts and figures about schools in Newham.

www.newham.gov.uk/schoolfactfinder

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All information in this brochure is correct at time of publishing – August 2015.

Applying online is **quick, safe and secure**
– see **page 70** for more details

Directory of secondary schools in Newham

Open day dates 2015

Secondary school	Headteacher	School details	Open evening	Open day
Brampton Manor Academy*	Dr D. Olukoshi, OBE	Brampton Manor Academy Roman Road East Ham E6 3SQ Phone: 020 7540 0500 Email: info@bramptonmanor.org Website: www.bramptonmanor.org	Thursday 1 October 5-7pm	
Chobham Academy*	Rebecca Hickey	Chobham Academy 40 Cheering Lane East Village E20 1BD Phone: 020 3747 6060 Email: info@chobhamacademy.org.uk Website: www.chobhamacademy.org.uk	Wednesday 30 September 4.30-8.30pm Principal's address: 4.45pm, 5.30pm, 6.15pm, 7pm, 7.15pm	
Cumberland School	Gillian Dineen	Cumberland School Oban Close Plaistow E13 8SJ Phone: 020 7474 0231 Email: contact@cumberland.org.uk Website: www.cumberland.org.uk	Monday 5 October 5-7pm	
Eastlea Community School	Chinye Jibunoh BSc (Hons) NPQH	Eastlea Community School Pretoria Road Canning Town E16 4NP Phone: 020 7540 0400 Email: info@eastlea.newham.sch.uk Website: www.eastlea.newham.sch.uk	Thursday 24 September 4-6.30pm	Coffee Mornings: Wednesday 20 April Wednesday 25 May Wednesday 15 June 9.30-11am
East London Science School*	David Perks BA (Hons) Oxon	East London Science School The Clock Mill Three Mill Lane London E3 3DU Phone: 020 8981 2680 Website: eastlondonscienceschool.co.uk	Thursday 8 October 5-8.30pm	Saturday 26 September 9am-12noon
Forest Gate Community School	Simon Elliott	Forest Gate Community School Forest Lane Forest Gate E7 9BB Phone: 020 8534 8666 Email: info@forestgate.newham.sch.uk Website: www.forestgate.newham.sch.uk	Wednesday 16 September 4.30-7pm	Monday 21 & Tuesday 22 September 9am-2pm
Kingsford Community School	Joan Deslandes B.Ed (Hons) MA	Kingsford Community School Kingsford Way Beckton E6 5JG Phone: 020 7476 4700 Email: admin@kingsford.newham.sch.uk Website: www.kingsfordschool.org.uk	Thursday 17 September 5-6.30pm	Monday 21 & 28 September Monday 5 & 12 October 9-11am
Langdon Academy*	Peter Whittle	Langdon Academy Sussex Road East Ham E6 2PS Phone: 020 8471 2411 Email: info@langdon.newham.sch.uk Website: www.langdon.newham.sch.uk	Monday 28 September 5-7.30pm	
Lister Community School	Anthony Wilson	Lister Community School St Mary's Road Plaistow E13 9AE Phone: 020 8471 3311 Email: enquiries@lister.newham.sch.uk Website: www.lister.newham.sch.uk	Wednesday 9 September 5-6.30pm	10, 11, 14, 15, 16 & 17 September 9am-10am 19 September 10am-12noon
Little Ilford School	Ian Wilson	Little Ilford School Browning Road Manor Park E12 6ET Phone: 020 8478 8024 Email: info@littleilford.org Website: www.littleilford.newham.sch.uk	Thursday 19 May 2016 4.30-6pm	By appointment only

*State funded independent schools within Newham.

Secondary school	Headteacher	School details	Open evening	Open day
Oasis Academy Silvertown*	Linda-May Bingham	Oasis Academy Silvertown c/o Britannia Village Hall 65 Evelyn Road West Silvertown E16 1TU Phone: 020 7059 2500 Email: office@oasisilvertown.org Website: www.oasisacademysilvertown.org	Wednesday 14 October 5-7pm	Wednesday 14 October 9.30-11am
Plashet School Girls only	Rachel McGowan	Plashet School Plashet Grove East Ham E6 1DG Phone: 020 8471 2418 Email: info@plashet.newham.sch.uk Website: www.plashet.newham.sch.uk	Tuesday 22 September 5-8pm	28-30 September, 1-2 October 9.15-10.15am
Rokeby School Boys only	Charlotte Robinson	Rokeby School Barking Road Canning Town E16 4DD Phone: 020 7540 5620 Email: info@rokeby.newham.sch.uk Website: www.rokeby.newham.sch.uk	Wednesday 30 September 4-6pm	Saturday 26 September 10am-12noon
The Royal Docks Community School	Wendy Bower BA Hons, NPQH	The Royal Docks Community School Prince Regent Lane Custom House E16 3HS Phone: 020 7540 2700 Email: admin@royaldocks.newham.sch.uk Website: www.royaldocks.newham.sch.uk	Tuesday 13 October 5-8pm	Wednesday 16 September 9-5pm Saturday 10 October, 10am - 12pm
St Angela's Ursuline School Girls only	Mark Johnson BSc	St Angela's Ursuline School St George's Road Forest Gate E7 8HU Phone: 020 8472 6022 Email: office@stangelas-ursuline.co.uk Website: www.stangelas-ursuline.co.uk	Thursday 8 October 6-8pm Head Teacher's address: 7.15pm & 8pm	
St Bonaventure's Catholic Comprehensive School Boys only	Paul Halliwell	St Bonaventure's Catholic Comprehensive School, Boleyn Road Forest Gate E7 9QD Phone: 020 8472 3844 Email: info@stbonaventures.newham.sch.uk Website: www.stbons.org	Thursday 15 October 6-8.30pm	Monday 19 October - Thursday 22 October 9.30am & 11.30am Friday 23 October 9.30am
Sarah Bonnell School Girls only	Sarah Jacobs	Sarah Bonnell School Deanery Road Stratford E15 4LP Phone: 020 8534 6791 Email: info@sarahbonnell.net Website: www.sarahbonnellonline.co.uk	Wednesday 7 October 4-7pm	Please contact the school
School 21*	Peter Hyman	School 21 Pitchford Street, Stratford E15 4RZ Phone: 020 8262 2121 Email: info@school21.org.uk Website: www.school21.org	Tuesday 6 October 5-7pm	
Stratford School Academy*	Andrew Seager MA	Stratford School Academy Grosvenor Road Forest Gate E7 8JA Phone: 020 8471 2415 Email: stratford@stratford.newham.sch.uk Website: www.stratfordschoolacademy.com	Tuesday 29 September 4.30pm - 7.30pm	

Map of secondary schools in Newham



KEY (also used on school pages in Section 1)

- Newham maintained schools
- State-funded independent schools within Newham
- School with a sixth form
- Sixth form college

NUMBER		DfE NUMBER		DfE
1	Brampton Manor (mixed – academy)	3164031	11	Oasis Academy Silvertown * (mixed – school academy)
2	Chobham Academy (mixed – academy)	3164002	12	Plashet (girls only – community school)
3	Cumberland (mixed – community school)	3164033	13	Rokeby (boys only – community school)
4	Eastlea (mixed – community school)	3164034	14	The Royal Docks (mixed – trust school)
5	East London Science (mixed – free school)	3164004	15	St Angela's Ursuline (girls only – VA Catholic school)
6	Forest Gate (mixed – community school)	3164008	16	St Bonaventure's (boys only – VA Catholic school)
7	Kingsford (mixed – community school)	3164037	17	Sarah Bonnell (girls only – community school)
8	Langdon (mixed – community school)	3164030	18	School 21 (mixed-free school)
9	Lister (mixed – community school)	3164025	19	Stratford (mixed – school academy)
10	Little Ilford (mixed – community school)	3164015		

Secondary education in Newham

SECTION | 01





Introduction by the Principal Dr D. Olukoshi, OBE

Ethos/aims

Choosing a secondary school for your child is perhaps one of the most important decisions you will ever make. At Brampton Manor, we care deeply about each student and do our utmost to ensure that all children achieve, succeed, make progress and are happy so that they can fully benefit from the high quality education we provide.

We are a very successful mixed, multicultural comprehensive school with high academic and social standards and are fortunate to enjoy outstanding specialist facilities in all curriculum areas including our purpose-built Sixth Form Centre and canteen.

As an 11-18 Academy we provide a balance of challenge and support to ensure that children of all abilities and from all backgrounds excel and fulfil their potential. Pathways are tailored to suit the needs of each child right

up to A Level.

Following our school motto 'success through effort and determination' we treat each child as an individual and work extremely hard to ensure that their progress and happiness go hand in hand. Our highly-qualified staff have a simple mission – to ensure that no child is left behind.

Specialism/curriculum

We are an Outstanding school with an innovative, engaging and flexible curriculum, tailored to the needs of each student. Literacy, Numeracy and Life long skills are paramount in enabling our students to become confident and active citizens. Our curriculum is as follows:

Key Stage 3

- English
- Mathematics
- Biology, Chemistry and Physics
- Computer Science
- History and Geography
- French, German and Spanish
- Art, Drama, Dance and Music
- Physical Education
- Religious Studies
- Citizenship/PHSE
- Design and Technology

Key Stage 4

All subjects from KS3 plus further options in:

- Business Studies
- Economics
- Sociology
- Psychology
- Design and Technology

Sixth Form

Our Sixth Form is selective with a focus on academic A level subjects which will enable our students to gain places at Oxbridge and other Russell Group Universities.

Achievements

We are a high attaining school rated outstanding in all categories by Ofsted. Our students make outstanding progress in their learning because we focus on what matters: good behaviour, discipline; excellent teaching. Our GCSE results have consistently been in the top 1% of all schools nationally. At 'A' level, we are the best school in Newham/East London and have the highest progression rate to the Russell Group Universities. Our outstanding academic achievement is underpinned by our equally impressive learning resources, well-equipped classrooms, purpose built drama theatre, dance studio and music suites and excellent sporting facilities. We are the lead school for rowing in East London. What your child will get from our school is a well-rounded and personalised programme to support, nurture and bring out the very best in him/her.

Pastoral care

At Brampton Manor, we are very proud of the quality of care we provide for our pupils. Our dedicated teams of Form Tutors, Progress Leaders, Learning Support staff and Behaviour Support Managers provide targeted support to all of our students. In addition we have our own Educational Welfare Officer and Counsellor who work alongside our pastoral staff to ensure that the safety and emotional well-being of each child is our highest priority.

Behaviour at Brampton Manor is excellent. We never tolerate or ignore poor behaviour and have a clear behaviour policy which all students sign up to. We expect and receive the support of our parents in working together to ensure that standards of discipline remain outstanding.





Introduction by the Headteacher Rebecca Hickey

Ethos and aims

Chobham Academy is an excellent educational provider, with a unique all-through status from primary to sixth form.

Located in the very heart of East Village, we have sporting facilities which comprise tennis courts, all weather 3G pitches, netball and hockey courts as well as a vast sports hall. The inspiring Olympic Park is clearly visible from our stunning roof terrace, providing a splendid motivator to further engage our students to excel in sports.

Specialism/curriculum

Our specialisms are English and the Performing Arts and we use these to offer countless opportunities for our students to excel within these disciplines. From phonics to A level teaching we ensure our students have outstanding communication skills; all of our staff are dedicated to teaching literacy and this ensures our students are confident, fluent and accurate readers, writers, speakers and listeners. Our state of the art facilities offer our students real life theatre, dance and music training; this not only directly improves their proficiency in these disciplines, but creates a vibrant, creative and innovative school atmosphere.

Our curriculum is broad and rich, ensuring a focus on the vital core subjects as well as offering a wide

range of performing and creative arts classes and specialist subjects such as Mandarin. Our 2 Year KS3 model places the importance on preparing students for their terminal GCSE exams as the KS4 programme runs over three years. We cater for the needs of every individual, making sure that every child is offered the appropriate level of support and stretch to enable them to exceed their potential.

Achievements

Expectations are high across every strata of Academy life, as defined by our pillars of Excellence, Respect, Integrity, Innovation, Collaboration and Trust. These values form the ethos of our Academy, instilling crucial values within our young people to prepare them for the demands of 21st century life.

We expect every child to exceed expectations, surpassing aspirational targets and contributing to Academy life in a positive and meaningful manner. The pride our students take in being part of our Academy extend to our local community and beyond.

We already have a thriving sixth form with close to 100% applying to university, the majority to Russell Group Universities. As part of the Harris Federation, we ensure we make the most of our links to UCL, Harris Manchester College and Oriel College (both Oxford University). As part of the very successful Harris Federation, we will continue to build on the remarkable reputation and achievements of this chain of Academies, aiming for 'Outstanding' in all that we provide for our students, staff and stakeholders.





Introduction by the Headteacher
Gillian Dineen

“The Cumberland School is a good school with outstanding features.”

Ofsted March 2013

Ethos and aims

Our aim is to equip every Cumberland pupil with the knowledge and skills to develop as individuals, to contribute as citizens and to build happy and fulfilling lives. To achieve this, we:

- Promote learning as an exciting, independent and lifelong activity and broaden pupil horizons and aspirations
- allow pupils to develop academically, physically, artistically, creatively and emotionally
- provide a curriculum that motivates

and meets the needs of all pupils

- develop skills in literacy, numeracy and ICT as keys to success
- promote an inclusive school with equality of opportunity for all regardless of race, religion, gender, colour, sexuality or disability
- maintain a school ethos and climate of care and commitment to one another, where individuals are valued, feel safe, are happy and have their achievements celebrated
- support pupils with additional needs or talents and provide mentoring, counselling and support for those pupils and families to remove barriers to success
- promote good citizenship with the values of responsibility, courtesy, co-operation and respect at the core.

Curriculum

Our pupils have access to a broad and balanced curriculum which has been designed to offer every pupil the chance to achieve their potential. The mix of academic and vocational qualifications is delivered by teachers who are motivated and passionate about their subjects and who are committed to The Cumberland School and its wider community.

We build on Key Stage 2 achievements and prepare our pupils for post 16 and lifelong learning through a KS3 curriculum which builds skills and a KS4 curriculum which allows

pupils to develop their talents. A high priority is given to literacy and numeracy in order to access essential areas of knowledge and understanding. Our ambition is that our pupils make better than expected progress in the five years they are with us.

Achievements

Most recent achievements:

- A very positive Ofsted inspection in 2013 where behaviour, leadership and management were judged to be outstanding and teaching and achievement were judged as good
- Investors in People and International School status
- national recognition for our work on diversity
- an extensive range of external partnerships and residential opportunities
- anti-bullying work judged as outstanding
- winners of a wide range of sporting competitions including the London Cup in football.

Pastoral care/discipline

“Students behave extremely well in lessons and show positive attitudes to learning”. Ofsted 2013.

We promote a real sense of inclusivity and community within the school.

We see transition from primary to secondary school as vitally important and we place great emphasis on ensuring that this process happens as smoothly as possible. From the moment pupils arrive at The Cumberland School they are supported by a strong welfare and guidance system.

Pupils are placed in a form group with a form tutor who moves with them through years 7 to 11.

Year coordinators support, guide and challenge pupils as they progress through the school, supported by a learning mentor. Attendance and behaviour is monitored closely and parents are contacted promptly if there are any concerns.

This communication with parents supports pupils' progress as it ensures we all work together to create a positive learning experience.





Introduction by the Principal

Chinye Jibunoh BSc (Hons), NPQH

Ethos and aims

Our motto at Eastlea is 'being successful and feeling successful'. This permeates throughout everything that we do at the school. All the staff work together to ensure that our students are successful individuals. Young people should leave Eastlea with their understanding deepened, their minds enriched, and their hearts inspired so that they love learning and embrace the challenges of the future. To help us achieve our purpose we are guided by our values of: respect, integrity, aspiration, curiosity and enjoyment.

Specialism/curriculum

Eastlea is a specialist technology college, and gained a second specialism as Leading Edge in 2008, following an 'Outstanding' Ofsted inspection in 2007. The school's Leading Edge specialism is in behaviour management. As a result of the Building Schools for the Future programme, we have a fully refurbished technology suite enabling us to deliver a breadth of technology subjects, including; electronics, textiles, resistant materials, graphics and catering.

Students follow a broad and balanced curriculum. In September 2014 we moved to a two-year Key Stage 3. Students will study a range of subjects including the core subjects of Maths, English, Science, History and Geography. The other subjects are Computer Science, French, Spanish,

Drama, Music, Art, D&T, and PE. At Key Stage 4 students follow three different pathways depending on their prior attainment and Progress 8 considerations. The subjects we offer are English, Maths, English Literature, Biology, Chemistry, Physics, French, Spanish, Mandarin (enrichment class), Geography, History, Computer Science, GCSE ICT, Citizenship, Graphics, Resistant Materials, Catering, Textiles, Electronics, Business Studies, Sociology, RE, GCSE PE, various Diploma courses in partnership with the LA 14 – 19 Partnership and Health & Social Care, as well as extra Literacy and Numeracy for those who need this.

Achievements

At Eastlea standards have been increasing steadily in the last few years. Our results in Maths, Triple Science, French, Spanish and Citizenship have consistently been significantly above national standards. Other subjects continue to improve rapidly.

In March 2014 Eastlea achieved a good grade in an Ofsted inspection.

Other achievements include:

Our strong partnership with top independent schools has provided our students with the opportunity for scholarships. In 2011 three of our students were offered scholarships to Bancroft School and another student was given a scholarship to Wellington College. In 2012 one student was offered a scholarship to Rugby School – a leading co-educational boarding school. In 2013 a student received a scholarship to King Edward's, and in 2014 a number of students were offered scholarships at Harris Westminster with one student achieving the highest score for the entrance exam.

Dance students were accepted into the Brit School in 2012 and in 2014.

Eastlea is one of the few schools able to offer GCSE Computer Science and we were recognised by the DfE for Excellence in the teaching of this subject in 2012. We are now a Training Centre offering bespoke courses for teachers of Computer Science. Other achievements include a very active and democratic Student Voice. They

are involved in Amnesty Youth Group, Eco-Champions and News Reporters. Meg Khan heads our EHMA group (Exceptionally, Highly and More Able) which provides enrichment and other experiences for our highly academic and able students who have aspirations towards the Russell Group Universities.

Four students studying Mandarin visited China in 2014.

Pastoral care/discipline

Eastlea is a caring community which values the individual. We have opted away from organising the school's pastoral care in the traditional 'horizontal' year groups. Instead we have created families of 16-20 students who are led by a Mentor, who knows and supports the individual learner. The school's families are grouped into our four learning communities, each led by an Assistant Principal and supported by a non-teaching Student Services Manager.

At Eastlea we have very high expectations of our students. Our school policies reinforce firm but fair discipline and are designed to support the needs of our diverse student population. The school strives for excellence in all areas. Like good parents, we want to promote positive reinforcement before applying disciplinary sanctions.





Introduction by Headteacher
David Perks
BA (Hons) Oxon

“We sometimes need to be told how good we are. Even better if it is Ofsted who remind us.”

Ethos and aims

As our second year draws to a close, I am so proud of our achievements. Ofsted have come and gone and we are still smiling. We are well on the way to securing our permanent site at West Ham. Our pupils have outdone themselves this year by taking part in

everything from sports tournaments to debating competitions.

Our Enrichment Curriculum is a great success. Taking Year 7 pupils to Christ Church College in Oxford and walking past the dining hall made famous in Harry Potter films was a favourite moment. Having the chance to take the whole school to the IWM at Duxford and seeing the pupils amazed at a helicopter display whilst walking past a B52 nuclear bomber was a treat.

We set out to open the eyes of all our pupils to the world of possibilities around them. I am proud to say I think we have done more than I imagined.

It is our commitment to deliver a high quality academic education to all pupils, regardless of background or ability that sets us apart. We are already moving our pupils ahead of expectations.

Education is about more than achieving good grades. We want to create intellectually robust pupils who have the ability not only to criticise the ideas of others but their own thought as well. By understanding that ideas have the power to change the way

we think and act, our pupils will be encouraged to take responsibility for shaping their own destiny and the future of us all.

Specialism/curriculum

We believe in the importance of a science education grounded in the disciplines of mathematics, physics, chemistry and biology. All our pupils are taught by subject specialists from Year 7.

We offer a curriculum designed to give every pupil access to good GCSEs in subjects from the arts, humanities, languages and classics. We offer a range of sports including swimming and rowing. We also put a big emphasis on computer science studying coding, 3D graphics and robotics.

Our enrichment curriculum is focused on using ‘London as our classroom’. We took pupils on over 150 trips last year to a range of London’s great cultural institutions and museums.

Homework is replaced by ‘prep’ completed at school for Year 7 and 8 pupils.

Pastoral care/discipline

We expect our pupils to expect a lot of themselves, not only academically but also in how they project themselves at school, to their families and the community through their outward appearance and behaviour. We expect all our pupils to exhibit the best scholarly behaviour. We celebrate the achievements of pupils and take a great pride in progress made through hard work. When pupils experience difficulties we work hard to resolve problems and ensure that every pupil can make the best progress possible.

We have high standards of punctuality and dress. Our uniform is an outward expression of the pride we have for ourselves and our school. Our pupils have worked hard to collect for emergency appeals and other charities this year. We are keen that all of our pupils have a strong sense of social responsibility.





Introduction by the Headteacher Simon Elliott

"It has been a very exciting year for Forest Gate Community School."

Ethos and aims

We see it as part of our job to get our pupils ready not just for college and university applications but to meet the challenges they will face beyond education.

Investment in state of the art learning spaces such as specialist areas for Science, Technology and ICT mean we now have amongst the best facilities in the borough.

Our sporting facilities, which include a new fitness suite, sports hall, indoor and outdoor climbing walls, are also top notch.

But, more importantly, and thanks to the tireless hard work of teachers and support staff, we are making huge strides academically.

We have teachers who use tried and tested traditional methods, along with fresh and exciting developments in education, to constantly challenge our children academically.

We have excellent support staff who realise that self-confidence, communication skills and belief are as important to a child's development as a traditional education.

We have small class sizes, and a low staff to student ratio, meaning your child can learn in a disciplined and caring environment.

And, most importantly, we have committed, well-behaved students who understand the value of discipline and respect.

Specialism/curriculum

We ensure the support and challenge provided to our pupils is tailored. All Year 7 students are allocated a Progress, Core or Accelerated pathway on arrival, and they are suitably challenged and stretched.

Their progress is carefully monitored, enabling us to quickly identify any issues they may be having and to intervene. Students who fall behind are taught extra Maths and English in small groups so they catch up quickly.

At the end of Year 8, in addition to studying the core subjects such as English, Maths, Science, PE and RE, students can choose three subject preferences from GCSEs in Art, Business Studies, Drama, French, Geography, ICT, Product Design, Textiles, History, Media Studies, Music, PE, RE, and Spanish. Parents choosing options should note that we have been featured in "The Good Schools Guide" for our Languages results.

Some of our particularly academic students have chosen to study triple Science and Statistics.

Achievements

At FGCS we believe greatness is within the grasp of every one of our pupils. This is a place in which your child will fulfil their potential.

And why wouldn't we, when three of our pupils will attend sixth-form at the top independent schools in the country - Eton, Winchester College and City of London?

With the help of our staff these three young men have set themselves on the path usually reserved for the elite.

But we are not resting on our laurels. We have built relationships with Eton and Winchester in the belief that we will be sending three pupils each year to these schools.

Pastoral care

Though extremely important, we also realise education is not just about exam results. That is why we actively encourage our pupils to take part in a wide range of extra-curricular activities.

These include numerous sports teams, music lessons, drama classes, school concerts and plays and a thriving chess club. We also have a breakfast club, offering free meals to all, where students can play chess, complete homework and interact with their teachers.

We also ensure our pupils take advantage of the wide-ranging cultural activities in the capital and beyond with residential and day trips to art galleries, museums and historical sites.

Above all, our staff care about high standards, care about your child as an individual, and go the extra mile.

Come and see for yourself

We encourage you to visit at any time, and not just on our open evening.

Contact us at **[info@forestgate.](mailto:info@forestgate.newham.sch.uk)**

[newham.sch.uk](mailto:info@forestgate.newham.sch.uk) if you would like to see us in action and we will arrange a tour with our expert student leaders.





Introduction by the Headteacher

Joan Deslandes
B.Ed (Hons) MA

“Seeking excellence, success and opportunity in an inspiring community where students and learning come first.”

Ethos and aims

‘Aspire, Succeed, Be Excellent’. Kingsford Community School is a high achieving co-ed school and Confucius Classroom which has an ethos of excellence, as reflected in the school motto.

The school provides a distinctive and inspiring learning community in which all pupils receive the challenge and attention they need to become successful and confident learners. The school has a culture of high expectations, strong discipline and mutual respect.

Kingsford pupils benefit from highly qualified, hard-working and committed teaching staff who recognise the importance of working as a team and working in partnership with parents.



The school has a sophisticated and modern learning environment where young people are consistently enabled to make good progress, to take responsibility for their learning and demonstrate good behaviour. We have a clear code of practice to facilitate excellent conduct and good manners. We do not tolerate bullying and pupils are taught to be kind and considerate.

Pupils' learning is enhanced by extracurricular activities, which include a range of opportunities for those who are gifted and talented as well as debate and entrepreneurship programmes.

Specialism/curriculum

Kingsford was designated as the first Confucius Classroom for London and the South East by the Chinese Government and is an official centre of excellence for the teaching of Mandarin. The school has been recognised as the best Confucius Classroom in the world. The Minister of State for Schools has remarked that “The Government’s vision for building a truly world-class education sector owes a huge amount to the example of great schools like Kingsford”.

Pupils who meet the criteria are able to apply for a free £50,000 scholarship to undertake their Post 16 education, after completion of their GCSEs at Kingsford, as a full boarder at Brighton College, the best co-ed independent school in England.

Years 7 and 8 Foundation Curriculum

Learning takes place within eight areas: Languages (French, Mandarin, Spanish), English and Literacy, Science, Performing Arts (Drama, Dance and Music), Physical Education (PE), Humanities (Personal Social and Health Education, Citizenship, Geography, History and Religious Education), Mathematics and Numeracy, ICT, Business Studies, Economics, Art, Design and Technology.

Years 9, 10 and 11 Public Examination Curriculum

Pupils begin their GCSE studies in Year

9. Pupils are able to take a wide range of GCSE subjects including: double or triple Science, English language and Literature, Mathematics and Statistics, two foreign languages, Computing, Economics, Technology subjects and a choice from a range of subjects within the Performing Arts and Humanities.

Achievements

GCSE results have improved every year. In 2014 pupils achieved 71% 5 A*–C grades at GCSE. Kingsford’s excellent academic outcomes have resulted this year in the school receiving an award for being within the top 10% of schools nationally for pupil progress, as well as designation as a high performing school.

Pupils in the school have won or been placed in several national academic competitions including the British Council National Mandarin Speaking competition, the National Maths Challenge, as well as being the only school in Newham to have debated in the House of Lords. Kingsford student debaters have recently triumphed in a national debating competition featured in the Sky One documentary ‘The Kings and Queens of Speech’. Kingsford students were amongst pupils from only five schools in the country selected to take part in the competition.

Pastoral care/discipline

Pastoral care is seen as the responsibility of the whole staff. We emphasise establishing and maintaining trust and co-operation within the school to allow all pupils to learn and progress in a safe and secure environment. The school also works closely with parents through, parents’ evenings, curriculum information evenings and a Parent and Teacher Association (PTA).

Parents receive a report on their child’s progress three times a year. Kingsford Community School pupils do better than they think they can. We also work to ensure that by the time they leave school, Kingsford pupils are responsible citizens who have a love of learning which will stay with them throughout their lives.



Introduction by the Principal Peter Whittle

Ethos/aims

Langdon Academy and Brampton Manor Academy are partner schools governed by Brampton Manor Trust. Our motto 'Progressio Cum Populo' (Progress with the People) expresses perfectly our unswerving focus on ensuring progress through working in partnership with our students, their families, our staff and our community.

We expect all students and staff to show outstanding effort and determination in all they do, knowing that this is the recipe for progress and success.

Langdon is a happy and harmonious academy where strong discipline underpins high expectations and positive outcomes for students. With a professional staff, outstanding facilities and tried and tested systems and procedures, there is no limit to what our students can achieve. In a caring environment, with a careful balance of challenge and support all of the conditions are in place to find the talent and release the potential in every student.

Specialism/curriculum

Langdon Academy is an 'All Through School' for students aged 3-16, enabling us to ensure progression and continuity for all our students and providing an expert Primary perspective in all developments around learning and care.

Langdon Academy is also a Sports College with highly-skilled teachers and coaches and with impressive facilities and opportunities to guide our students to excellence in a wide range of sports.

Our curriculum and timetable is created in parallel with Brampton Manor, with bespoke pathways for all learners and with many progressing to Brampton Manor Sixth Form. In addition we have a specialist 'resourced provision' for students with ASD.

Achievements

Langdon Academy has made exceptional progress since joining Brampton Manor Trust in 2014, with this year's GCSE results expected to show the huge impact of strong leadership, clear expectations for staff and students, a robust curriculum and rigorous assessment and monitoring.

We have made important additions to our teaching staff, including in key leadership roles, in order to enable us to achieve smaller group sizes and ensure effective learning

throughout the school.

In addition to their impressive academic and sporting achievements, our students also develop personal qualities of reliability, integrity, honesty and leadership with many showing these through their involvement in schemes such as 'The Franklin Scholars' or by becoming 'Anne Frank Ambassadors'.

Pastoral care/discipline

Visitors to Langdon always comment on the politeness and courtesy of our students and on the calm ethos that exists in classrooms and around the school.

We expect all students to embrace the values and standards of our Academy and believe that strong discipline and high expectations provide the foundation for academic success.

Our form tutors, pastoral leaders and support staff build excellent relationships with families and work in partnership with them to ensure that each child is supported in all aspects of their development.





Introduction by the Headteacher Anthony Wilson

Ethos/aims

At Lister, our motto is 'Always Aiming for Excellence'. Our aim is to provide a world class education for the young people of Newham – equipping them for life, and challenging them to work hard and to excel. We are an inclusive school which values each member of our community. Every child gets individual support, tailored to their needs. Our results, which have improved each year in the last four, highlight the effectiveness of our approach.

In 2013, Ofsted rated the school as 'Good' in all areas, particularly

noting the 'mutual respect' and 'positive relationships which pervade the school' and our 'culture of learning and high aspirations'. Ofsted also noted that students at Lister 'feel very safe', a result of our promotion of the core values of kindness, respect and consideration.

Since our very positive Ofsted report in 2013 we have made further improvements, and will continue to do so. We are extremely proud of our school, and proud of the fact that increasing numbers of parents are making Lister their first choice!

Specialism/curriculum

Lister aims to provide a broad and rich curriculum for our students, ensuring rigour for all. We have excellent teaching in the traditional academic subjects, alongside opportunities to study Computing, Dance, Drama, Enterprise, Mandarin, Photography, Pottery and more. Science is a particular strength. We have achieved outstanding results in Biology, Chemistry and Physics, helping us support those students with aspirations to study medicine.

Our more able students have special enrichment opportunities

to extend and challenge them, including visits to hear leading authors, and links with University teaching through the Brilliant Club. Students can also access programmes such as the Access Project, which provides one-to-one tuition for those planning to apply to top universities. This targeted work has helped us to greatly increase the proportion of our students achieving As and A*s at GCSE.

Music is a great success story at Lister. As the first school to be chosen as a partner in the Music in Secondary Schools Trust, we have one of the best-resourced music departments in London. All students in Years 7 and 8 have their own instruments, we have a school orchestra and our students take part in a host of exciting performances each term.

Pastoral care/discipline

New students are warmly welcomed into the school. We were the first school in Newham to introduce an Induction Fortnight, allowing students to familiarise themselves with the school, meet their teachers and get to know other members of the school community.

Lister operates a House system, where students are placed in mixed age groups for tutor time and House activities. Older students welcome the chance to support and advise younger students, and younger students gain advice and guidance from the older students. Our House system means that even in this large school, every student feels at home in their House, and parents can always contact someone in the House team who really knows their child.

Please feel free to contact the school to arrange a visit and meet the Headteacher.





Introduction by the Headteacher Ian Wilson

***“Learning together,
achieving together,
succeeding together.”***

Ethos and aims

Students will develop key skills to meet the demands of the 21st Century, through:

- reviewing their own progress, dealing positively with praise, setbacks and criticism
- analysing and evaluating information, judging its relevance and value
- connecting their own and others students' ideas and experiences in inventive and original ways.

Our students will develop qualities to enable them to be self aware and emotionally intelligent, through:

- working towards goals (including long-term goals), showing initiative, commitment and perseverance
- managing their emotions, building and maintaining relationships
- taking responsibility, showing confidence in themselves and their contribution.

The organisation of students' learning will be evaluated and transformed to ensure that:

- students have opportunities to generate ideas and explore possibilities in inventive, enterprising or entrepreneurial ways
- students explicitly learn essential transferable skills which they apply across all subjects

Local and Global Responsibilities:

- students will become active

participants in changing the local, national and global environment.

To enable this vision we create a learning environment which is safe, supportive, caring and calm. Our students, staff, parents, carers and governors work collaboratively with a corporate responsibility. We have exceptionally high expectations of our students.

Specialism/curriculum

Little Ilford's curriculum is developed to provide for different abilities with a personalised curriculum to ensure that every child achieves at least 5 A* - C grades including English and Maths. Students will be provided with depth of knowledge rather than breadth so that they truly get to use and apply the understanding of their subjects.

Years 7 and 8

- English, Mathematics and Science
- History, Geography and Religious Education (RE)
- Art and Design, Drama, Music and Physical Education (PE)
- Information Communication Technology (ICT)
- Modern foreign languages – French or Spanish
- Citizenship/PSHE.
- Careers School – where the students can follow a passion (e.g. robotics, songwriting, printmaking etc.)

Years 9, 10 and 11

Our Key Stage 4 curriculum takes into account the strengths and interests of our pupils. Your child will be able

to study a range of GCSE subject preferences including some or all of the subjects studied at Key Stage 3 (listed above) as well as GCSE courses in Media Studies, Sociology and Sports Studies, depending on their individual needs and abilities.

Some students will be encouraged to complete the English Baccalaureate, which includes English, Maths, Science, a modern foreign language and History or Geography.

Achievements

We celebrate our pupils' achievements as part of our daily practice and in a variety of ways, always recognising personal as well as academic success. Parents' evenings are just one opportunity for you to discuss and recognise your child's work and accomplishments.

Pastoral care/discipline

Your child will be assigned a Form Tutor and Pastoral Year Team who will nurture and guide your child's progress throughout their five years at Little Ilford School. You will be regularly updated about your child's progress with termly reports. We endeavour to give our parents and carers an insight into how we support your child with targeted parents' evenings and workshops for you to attend. We offer you the opportunity to be more informed about school life and its curriculum by joining our well established Friends of Little Ilford School (FLIS), an active parent and carer group.





**Introduction by
Executive Principal
Linda-May Bingham**

Ethos and aims

Oasis Academy Silvertown is a new small secondary academy located south of the Royal Docks. By September 2016 we will have a total of 300 students in years 7, 8 and 9. Our aim is to enable a seamless transition from primary to secondary school, ensuring the outstanding primary education and pastoral care currently offered to local children is continued at a secondary academy close by.

We offer a healthy, safe, nurturing environment where community is paramount and where every student can reach their full potential.

Our vision is for all students, regardless of background or ability, to be the best they can be as they develop aspirations, self-belief, a sense of justice and respect for community and one another. We support all students, including those

with special educational needs, through creative teaching methods and the effective use of technology.

Specialism/curriculum

Our ethos and curriculum reflect the diversity and vibrancy of the surrounding area.

Oasis Academy Silvertown offers your child:

- A balanced curriculum with a rigorous focus on literacy and numeracy
- the following National Curriculum subjects: English, Maths, Science, Computing, PE, History, Geography, Drama, Art, Music, Food Technology and a Modern Foreign Language
- a broad and stimulating range of enrichment activities linking with exciting opportunities in the local area, for example, watersports on the dock, enterprise projects and The Brilliant Club
- an opportunity to develop skills in creative and performing arts
- 'The Silvertown Six' promise – this is an entitlement for all students who will:
 1. Visit a university every year
 2. Regularly visit a range of organisations, companies or charities in the Docklands area
 3. Experience an annual residential trip in Year 7
 4. Regularly visit theatres, museums, art galleries and concerts
 5. Be given the opportunity, during curriculum time, to develop and discover talents in a range of areas

6. Be involved in a sustained volunteering programme in the local community.

We offer a variety of after school activities each week.

We enrich our students' studies by integrating them with other community-based learning, sporting and social activities and by partnering with local employers, including London City Airport, Water City CIC and others.

We aim to raise students' aspirations, broaden their horizons and offer clear pathways into higher education and fulfilling employment.

Achievements

We are proud of the progress and increasingly high standards found within the Oasis family of academies. In our first year of opening the academy has received very positive feedback following both Oasis and DfE reviews.

We ensure that the opportunities we offer our students are second to none.

Our current year 7 students are making progress above national expectations, in line with our targets and high standards. Our first Ofsted will take place during this academic year and our first exam results will be published in 2019.

Pastoral care/discipline

We offer a holistic approach to pastoral care. We work closely with families, so our team can help to provide the nurturing care and support that each student needs into their teenage years.





Introduction by the Headteacher Rachel McGowan

Ethos and aims

We are a highly successful, oversubscribed comprehensive girls' school situated in the heart of East Ham. 'Working together to promote and celebrate achievement' underpins all we do. Our 1,350 students are highly motivated and keen to achieve their potential but their success does not happen accidentally. We are a school where everyone has a passion to learn and is encouraged to be curious, inquisitive and co-construct their learning. We employ a strategic set of interventions to target learning at the individual level. Your daughter's learning at Plashet will be designed, analysed and guided by us throughout her five years in a personalised and bespoke way. This means she is happy and successful whilst at our school and in her life beyond Plashet.

Specialism/curriculum

Our young women receive specialist teaching in all subjects and are offered a modern, diverse curriculum as well as a wide range of enrichment activities to enable them to advance their learning. They are informed about the progress they are making and how to further develop. They work on relevant, challenging home study tasks and know they can approach their teachers for extra guidance.

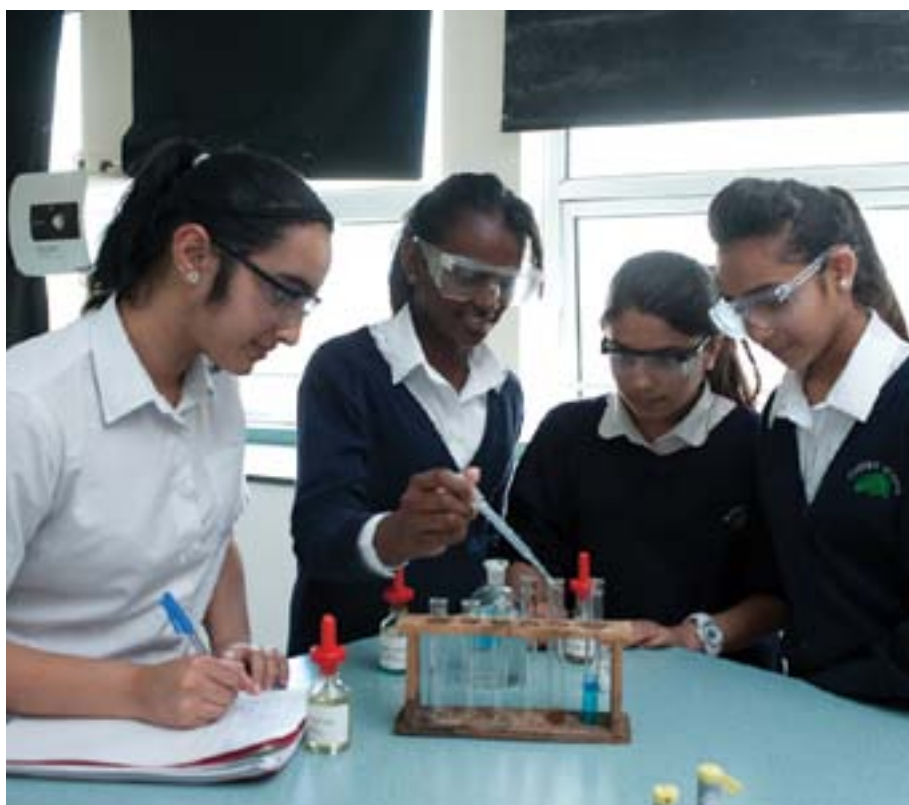
We offer real quality of provision for meeting each child's specific learning needs. Our commitment to the importance of Science and Mathematics is affirmed by our Specialist School status.

Achievements

We achieved Leading Edge Status in September 2004 and have since then shared our practice extensively with other schools. Our last two Ofsted inspections in 2005 and 2008, deemed our school to be outstanding and led us to be included in Ofsted's 'Twelve outstanding secondary schools – Excelling against the odds' report. Our inspectors commented 'Plashet is a happy and harmonious place' and 'Students' achievement is outstanding because GCSE results are very high compared with the national average'. Outstanding achievement at Plashet is in our DNA. The examination results achieved by our girls as well as the progress they make have, for the last seven years, placed us in the top 10% of schools nationally.

Pastoral care

Young women at our school can expect the most challenging learning experiences and will receive a high level of care and support from both their form tutor and subject teachers. Our school is well-ordered and purposeful. We expect our students to become independent, mature and empowered, able to make informed decisions about the lives they lead whilst at our school, as well as learning how to be happy and successful in the lives they will lead on leaving us. These expectations, when added to the strong partnership into which we enter with Plashet families, ensure our students consistently outperform their peers, making us one of the most effective schools in the country. Having achieved their potential at Plashet, the majority of our students continue their learning in post-16 education. When they leave us they are confident, proud of their gender as well as their cultural and religious backgrounds and ready to grasp the opportunities life beyond Plashet offers them.





Introduction by the Headteacher Charlotte Robinson

Ethos and aims

Our vision is that when our students leave Rokeby, they will be fully equipped to take the next step, either into further education or the world of work. We strive to have an outstanding reputation for educating boys to become accomplished, ambitious young men of integrity and resilience who will be ready to make a significant contribution to society.

They will be multi-skilled, numerate, literate and most will be multilingual. They will be financially astute,

enterprising, creative, adventurous and keen to play a major part in the communities where they live and work.

They will embody our values; Respect, Success, Passion for Learning, Personal Challenge and Harmony.

Curriculum

Our curriculum is based around the needs of our students and includes extension for the more able as well as intervention and support when it is required.

Years 7, 8 and 9: All students study English, Maths (including personal finance), Science, French/Spanish, Technology, IT, PE, Humanities (Geography, History, RE, PSHEE and Citizenship), Art, Music, Drama and Dance.

Years 10 and 11: All students study English, Maths and Statistics, Science, French/Spanish/Russian, RE, PE and choose from a wide range of options including Geography, History, Sociology, Art, Drama, Music, Technologies and Computer Science.

High achieving students are given the opportunity to study for AS levels in languages, maths and RE.

Achievements

“The Headteacher leads with passion, drive and a steely determination to achieve exceptionally high standards across all areas of the school. Together with her senior and middle leaders, the Headteacher works tirelessly to ensure that weaknesses are identified and eradicated. As a result, this is a highly cohesive, positive and hard-working school where morale among staff is high and there is a collective commitment to improvement.” Ofsted 2013

At GCSE for the past three years our students have made more progress than students nationally in both English and Maths. We are in the top 1% of schools nationally for progress in maths. Exam success is only one measure of our achievement; our students have made many significant achievements in other areas. These include sport, public speaking and enterprise initiatives.

Our highest achieving students often gain scholarships to study A levels at prestigious independent schools.

All students have the opportunity to visit Outdoors in the City, take part in an Outward Bound expedition to Wales or the Lake District and may choose to take the Duke of Edinburgh Award scheme at Key Stage 4.

Pastoral care/discipline

We set and maintain high standards of discipline. We make our expectations clear to students and have a behaviour philosophy which is implemented consistently. Many boys take up leadership roles from year 7 right up until they leave. These include: senior and junior prefects, sports mentors, eco champions and peer mediators. Our uniform is smart and helps to create a professional atmosphere in which all students “Dare to be the Best”.





Introduction by the Headteacher **Wendy Bower** **BA Hons, NPQH**

Ethos and aims

Our school is a special place, with high standards and expectations for all members of our community. We are proud to be a member of the Co-operative Trust.

In March, our school was inspected by Ofsted, and I am delighted to inform you that a great number of our achievements were recognised. We share a real sense of pride at the wonderful progress that our students are making. Within our safe, positive and family-centred environment our students are 'keen to work hard and do well' (Ofsted 2015). I would like to take this opportunity to recognise the devotion and commitment of staff at our school who 'go beyond the call of duty' to support the 'relentless pursuit of excellence' for our students.

I am always proud of our students' behaviour and conduct, and this has again been judged by Ofsted as 'good.' Bringing confidence and ambition to our students is one of our key priorities.

Curriculum

We provide a traditional academic curriculum with high levels of challenge to encourage and support students to aspire to further and higher education.

Our school has secured a good number of exciting partnerships to

support us in fostering aspiration and ambition. The East London Business Alliance (made up of many corporate partners) will have brought, by the end of this academic year, a corporate or business opportunity to all students in all years. Our partnership with The Outward Bound Trust, is now embedded within our curriculum: all students in KS3 will be invited to take part in a fully funded residential expedition to an Outward Bound centre.

Mr Andrew Overton, Governor, and London Livery Company member, has brought, and continues to bring opportunities for our students to visit the Livery Companies within the City of London.

Achievements

Ofsted (March 2015) reported that 'students are making rapid progress' in subjects, including English and Maths. We are utterly determined to secure The Royal Docks Community School as a truly outstanding and inspirational centre of learning and excellence. Ten of our Year 11 students have earned scholarships in prestigious Independent schools (including Felsted and Christ College) for the next phase of their education. I am also very pleased to inform you

that our school is in partnership with three schools from the independent sector. Furthermore, in our drive to bring aspiration and ambition to our students, I am delighted that our school has now secured a partnership with The Warminster School, Wiltshire, who are offering full boarding scholarships for study at KS5 each year.

Pastoral care/discipline

Students are put into six tutor groups and get to know their non-teaching head of year very quickly. We have very high expectations and standards of behaviour; students are rewarded in several ways – including Vivo prizes, where students can 'buy' items from our Vivo shop! We have a dynamic and proactive student leadership team, mirroring the school's senior leadership team, which actively contributes to our respectful and aspirational school.

Our ethos is supportive and caring and demands the very highest levels of respect for self, others and our community.

We welcome visits from parents and families at any time to tour our exciting and vibrant school in action. Come and see why 99 per cent of our parents would recommend us!





Introduction by the Headteacher Mark Johnson BSc

Ethos and aims

In 2012, St Angela's celebrated 150 years of Ursuline educational tradition. All through those years, the ethos of the school has been embodied in the motto of 'Serviam'. The aims of the school are:

- To provide a first class education and instil a lifelong love of learning
- to be warm, welcoming and respectful of all
- to recognise the talents and needs of every pupil in order to help them grow and develop
- to nurture relationships in our school community so that we live together in a spirit of reconciliation and forgiveness.

Specialism/curriculum

The school has a broad and balanced curriculum which helps students to be highly successful up to GCSE and beyond, in our sixth form. The core subjects of English, Maths and Science remain paramount in the school but our curriculum also meets the artistic, musical, linguistic, technological and philosophical needs of the students.

As a Catholic school, Religious Education is compulsory up to GCSE and the majority of our students study modern foreign languages.

Our sixth form is mainly an A-level provider offering 30 individual A-level subjects, with Maths and the Sciences amongst the most popular. Our curriculum offering will allow your daughter to pursue the academic standards demanded by prestigious universities, including Oxford and Cambridge.

Achievements

St Angela's is one of Newham's most successful schools. It regularly achieves the highest GCSE pass rates. English and Maths pass rates have been consistently at 80% or above over a long time period and this standard is now

achieved in nearly all subjects at KS4; achievement in KS3 is equally impressive.

Our primary focus is the provision of exceptional teaching and learning to ensure the highest achievement for all. We place a strong emphasis on homework and on the development of our students as independent learners.

St Angela's sixth form is also amongst the most successful post-16 providers in Newham. Students achieve superb A-levels with 50% at A and B grade.

It is no surprise then, with more than 350 students going on to university each year that the centre is in the top 10 providers in the country for progression to prestigious Russell Group universities.

Pastoral care

St Angela's is renowned for its pastoral care. Heads of year and form tutors are fully involved in the academic and pastoral life of their students. This begins with an excellent induction programme to support transition from primary school and continues until the day your daughter leaves.

St Angela's is a strict and well-ordered school - we believe only by maintaining this can learning be retained and embedded.

Expectations are high and students are taught standards of behaviour required for their social and working life. The school operates a detention system and uniform is strictly monitored.

The standards of St Angela's Ursuline School are high; we have a 'high praise' culture which encourages the girls to achieve those standards. School awards, commendations and end-of term liturgies play a central role in celebrating each individual student's achievements when she becomes "an Ursuline girl."





Introduction by the Headteacher Paul Halliwell

“Live, Love & Learn in The Presence Of The Lord”

Ethos and aims

St Bonaventure's has a long and distinguished history. Our school has provided the very best education for Catholic boys since 1877. I am certain that you will want your son to be a part of our on-going success.

Our school motto, “In Sanctitate et Doctrina” symbolises what we expect from every member of our school community.

We are a Catholic school founded on Christian gospel values and our school is an important part of the Newham Catholic faith community. Christian principles are at the very heart of all that we do.

We expect everyone in our school to make the most of their opportunities, to learn something new each day, to reflect upon their experiences and to show respect to all that they meet, inside and outside of school. We expect our students to work hard and try their best at all that they do. We assist them by providing the very best learning environment and outstanding teaching. This is all underpinned by an atmosphere of good order, discipline and love.

Specialism/curriculum

Your Child's Learning

At St Bonaventure's we provide a balanced curriculum that will

set the foundations for increased life opportunities. We encourage independence and progress through creativity and innovation. Our teachers strive to be the very best at what they do.

Key Stage 3

All students follow the national curriculum for three years. This gives them the perfect grounding for maximum success at GCSE.

Students are placed in sets according to the KS2 prior attainment and our own baseline assessments which are conducted on entry into Year 7.

All students are given challenging attainment targets and we expect all boys to make good progress.

Key Stage 4

All students follow compulsory English, Mathematics, Science, RE, Design Technology, PE and a Language. They will also select from a range of option subjects. We have a reputation for the manner that we assist our students to achieve their very best. We are one of the highest attaining schools in England.

Key Stage 5

Our joint sixth form centre with St Angela's continues to offer an impressive range of courses. The collaboration between the two outstanding schools ensures that our adult learners can access the very best post-16 provision.

Achievements

Our last inspection in March 2009, led by one of Her Majesty's Inspectors of Schools, stated that “St Bonaventure's continues to be an Outstanding school.” Since then, results at GCSE and A level have continued to increase. We are very proud of our school and our boys. The Inspectors also support our school mission by saying “St Bonaventure's provides a community where each individual can grow spiritually, academically and socially.”

If you wish to see for yourself the outstanding work that is occurring on a daily basis at St Bonaventure's, do not hesitate to contact us. We always welcome visitors and prospective parents. I delight in allowing others to see the “exceptional care, guidance and support” and the “outstanding teaching and learning” present in our school.

“My Child is blessed to go here.”

(Parental comment to Ofsted Inspectors, 2009.)

Pastoral care

Parental Contact

We are able to do all that we do, because of the support of our parents. Full cooperation between school and home is paramount. We will contact parents on a regular basis; if at any time you need us, we make ourselves available for you.





Introduction by the Headteacher Sarah Jacobs

Ethos and aims

Sarah Bonnell is a high achieving distinctive learning community in which all girls receive the support, guidance and encouragement they need to become successful, confident well-rounded young women. Our school values are encompassed in our motto:

- **Be Proud** - every student is a unique member of our learning community; we celebrate our history and diversity in many forums.
- **Aim High** - we have high aspirations and instil a 'can do' attitude.
- **Work Hard** - 'Figure it out', our music single which was written by students; the chorus line includes 'what you put in is what you get out', a mantra we live by on a daily basis.
- **Be Nice** - our state of the art school environment is spacious and well-equipped. Respect for ourselves, each other and our surroundings is at the heart of our ethos.
- **No excuses** - we always give 100% to everything we do.

Specialism/curriculum

We offer a personalised curriculum which meets the needs of all students. Developing high level literacy, numeracy and communication skills are core to our lessons.

- English, Maths and Science have smaller class sizes to ensure learning is tailored to meet each student's needs
- we have a vibrant linguistic offer; during their time here students have opportunity to study: French, Spanish, Arabic, Urdu, Italian and German alongside a GCSE in a home language
- in expressive arts we offer whole class instrumental lessons, each student masters an instrument of their choice
- learning outside the classroom enriches our curriculum, every year students experience visits abroad and active outdoor residentials
- we encourage participation in extra-curricular activities; our wide range has something for everyone!
- our successful Business Action Group promotes aspiration through visits, inspirational speakers and opportunities to enhance students understanding of the world beyond education
- "From careers insight days to working closely with the school council, I have always been impressed with the level of engagement from the Students. The school has a lot to offer prospective students." Nicola King (Lawyer, Pinset Masons).

Achievements

Our results are going from strength

to strength and we have seen a 10% improvement over the last three years.

- In 2014, 66% of our students achieved 5+ A*-C including English and Maths, 11% above the national average
- English results are significantly above the national average for girls placing Sarah Bonnell in the top 10% of the country
- results in a number of subjects exceed the national average for girls
- we have been awarded two SSAT awards for being in the top 20% of schools nationally for Progress and for Achievement
- alongside academic success, Students have a history of winning prestigious competitions. Recently, Team Tenacity from Year 9 won the Tideway Tunnels and CITB Ace Challenge for the best video about Women in Engineering.

Behaviour

Behaviour at Sarah Bonnell has been judged as Outstanding by Ofsted. 'Students have excellent relationships with staff. Students feel well supported and cared for. They told inspectors they were highly valued, felt their voice was heard and they were encouraged to do the very best they can'.

- We have clear high expectations of behaviour; these are supported by a range of rewards and sanctions
- there is a unique structure of support for each year group; this consists of a non-teaching Year Leader in addition to a Progress Leader. This ensures each student's emotional and educational welfare is supported effectively
- our Student Leadership Team support as 'Big Sisters' to Year 7 students
- we ensure effective partnerships and regular communication between parents/carers and the school
- 'Sarah Bonnell has provided me unparalleled support in every aspect of school life. This has been invaluable in shaping students and myself into empowered women who are ready to excel in our futures.' Sherrice Siddique Headgirl 2014/2015





Introduction by the Headteacher Peter Hyman

Ethos and aims

School 21 has been judged 'outstanding' by Ofsted. The inspectors commented that students make "exceptional progress". Everything we do is aimed at making sure our students grow into extraordinary young people ready to make a difference to the world.

What is different about School 21?

We are a small school – with 75 rather than the usual 200 in a year group – so every child gets special attention. Every child is in a coaching group of 12 or 13 – their school family – so that they have a sense of belonging, friendship and support.

We believe in every child learning to read, write and speak to an incredibly high level and we have lessons designed to do exactly that. We have hand-picked teachers who are outstanding at what they do. We believe that teaching should be memorable which is why we have developed project based learning where students produce incredible outcomes that are of real value to the community. We say that the aim of the school is to create "beautiful work", work that has a purpose and a value beyond the classroom. We have at our core two values that mean a lot to every student: integrity (being true to your word) and humanity (being kind to others). School 21 students are well-behaved and thoughtful. They support each other, help each other and respect each other.

Specialism/curriculum

Our brand new facilities and great teachers ensure that all students get the best possible opportunities:

- high quality reading and writing
- a unique speaking curriculum
- well-being lessons to develop grit and resilience
- science lessons in state of the art science labs
- art lessons that stretch the imagination
- drama lessons that develop the well-being of every child
- music lessons and the chance to play a musical instruments
- Spanish lessons and visits to learn Spanish in Spain
- a variety of sports to develop leadership, fitness and team work
- projects that allow these subjects to come alive.

We want every child to find their voice and find their passion.

Achievements

We believe in supporting the growth of every child. Students at School 21 make rapid progress in all their subjects. Our Ofsted inspectors described the outcomes of students as "stunning", "extraordinary" and "exceptional". Our aim is for all our students to have the choice of going to a top university and having a great career.

Pastoral care/discipline

We have very high standards of conduct and behaviour at School 21. Our students are polite, respectful and care for each other. We expect every student to follow the five Ps of professionalism – punctual, polite, positive, prepared, presentable. It is these high standards that allow all our students to achieve results that are truly impressive.





Introduction by the Headteacher Andrew Seager MA

Ethos/aims

We are a mixed, all ability, non-faith school.

Some people think that humans are born with a fixed amount of ability and intelligence. We don't. Research shows that our brains are like muscles – with 'exercise' our brains develop and can do more: with carefully planned and well taught lessons all pupils can achieve surprising things and get better than expected results. Our job is to make sure this happens.

By learning together we come to understand each other and learn how to be good citizens in a multicultural, multi-faith society. Stressing what we have in common is as important to us as celebrating our diversity.

Specialism/curriculum

We want all our pupils to go on to become authors of their own life stories. So our curriculum is designed to make sure that everyone can leave

us with the qualifications they need to follow their chosen career route.

As part of our emphasis on Science, Technology and Mathematics we offer GCSEs in Statistics and Computer Science.

All students who want to can achieve the English Baccalaureate, that is GCSEs in English Language, Mathematics, Double (or Triple) Science, Geography or History and a language.

For more details of what we teach see our website.

How well we teach, what we do in our classrooms day in day out, makes the difference as to how well our pupils do. So as a school this is where we focus our efforts. We give our teachers comprehensive guidelines covering most aspects of teaching – for example lesson planning, marking and homework. And we have systems for checking that we are all doing the right things and training programmes to help us become more expert in our teaching because we can all improve.

This is why our Ofsted report was so good (you can read it on our website).

We expect all our pupils to become independent learners. So we set homework every day and we expect it done: pupils who want to can go to our after school homework sessions.

From year 7 to 11, in partnership with charitable organisations and universities, we run programmes for pupils who should be aspiring to go to university to make sure that they realise what they are capable of and achieve it.

Extra curricular activities include the Duke of Edinburgh Award Scheme and a full range of clubs from Art to Trampolining and everything between; Chess, Cycling, Debating, Drama, Football and Music.

Achievements

Here are some quotes from our Ofsted report (March 2014)

Students...make good and sometimes outstanding progress and achieve well in their examinations. Staff and students are ambitious and, as a result, most teaching is good and some is outstanding... Students... speak highly of the support their teachers give. Staff provide very good care for all of the students, who feel very safe and get the help they need to succeed as a result.

Pastoral care

All pupils belong to a 'Vertical' tutor group which is made up of pupils from Years 7 to 11. Older pupils 'look after' younger ones, and younger pupils can learn from older ones. Tutors, with help from the older pupils, induct new pupils (Year 7), advise on options (Year 9) and on moving on to further education (Year 11).

The tutor groups are organised into Houses each run by a Head of House. We have our own Educational Welfare Officer, who deals with attendance and lateness. Our parents are very supportive of the school - to see the results of our parent questionnaire, look on our website.

We have a clear behaviour policy that sets out what pupils, parents and staff should expect of each other. Year 11 prefects help to make sure the school runs smoothly.

For more information about our behaviour policy and school uniform see our website.

At the moment the school is being re-developed through the Government's Priority School Building Programme. The first of our two new buildings opened in September 2014 and the second is due to open in October 2015. Once the project is complete we will have some of the best school buildings in East London.



How to apply for a secondary school place

SECTION | 02



Important dates for admission to Year 7 in September 2016

For children born 1 September 2004 to 31 August 2005

1 September 2015

The Pan London eAdmissions portal opens for secure online applications.

1-13 September 2015

'Moving from primary to secondary schools autumn 2015 edition' guides are sent to primary schools by Pupil Services.

These guides are given to Newham families who have a child in Year 6 at a primary school in Newham by their current school. Most schools keep records of who the guides are issued to and when.

For Newham families whose Year 6 child attends a primary school outside of the borough, Newham Council makes every effort to establish who these families are and their contact details so the guide can be sent directly to their home. As we cannot rely on receiving this information from other local authorities, parent/carers must obtain the guide and form from www.newham.gov.uk/secondaryadmissions

September – October 2015

Secondary school 'open evenings' are detailed on pages 6-7.

You should try to attend every open evening, even if you think you know the schools you will be naming on your form. The information given at the open evenings of schools you may not at first have been interested in may change your mind.

Deadlines

- For handing in your application to your child's Newham primary school
Friday 23 October 2015 by close of school office
- Postal applications to have arrived at Pupil Services
Friday 30 October 2015 5pm GMT
- For applying online
Saturday 31 October 2015 11.59pm

The application is known as a Common Application Form (CAF).

If you have submitted by 31 October 2015 but it is not received by Pupil Services until after this date it will be treated as a late application (see page 34). We can only back date your application if we have proof of receipt from your child's current school. No

other proof of postage will be accepted. If you apply online, you will receive an acknowledgement email as soon as your application is received. If you do not get an email your application will not have been successfully submitted so you must log in again before 11.59pm on 31 October 2015 to review your application and submit.

31 October 2015 – national closing day

The Pan London eAdmissions online application portal closes for new applications and changes on 31 October 2015 at 11.59pm. This is the deadline for on-time applications.

This deadline also applies for those who wish to change their school preferences or rank order. If changes are submitted and received after 31 October 2015 they will be considered as late application and the application received by the closing date will be used.

Any other change, such as address or preferred school notified after this date will be treated in the same way as late applications.

Applying online gives you the maximum amount of time to complete and submit your application. You can do this at www.eadmissions.org.uk If you do not receive a confirmation receipt from eAdmissions, your application has not been accepted and this may be as a result of missing information. All you need to do is log into eAdmissions again using your password and review the application you created, then submit it again.

End of November

All 'on time' applicants will receive a confirmation of 'on time' receipt letter sent to the address entered on the application form.

1 November 2015

Applications received from this date will be processed as late applications. This means they will not be considered until all the on time applicants have been given their places.

14 November 2015

If you have named out of borough school(s) on your application form, Pupil Services will inform the local authority (LA) of those applications by this date via secure data exchange.

31 October 2015

If you are applying for a Faith based place, this date is the deadline for you to return supplementary information forms (SIF) to the two Newham Catholic voluntary-aided (VA) secondary schools.

If you do not meet this deadline your application will only be treated as 'on time' if your CAF was received by 31 October 2015. However a school's governing body may be unable to rank your application correctly as the SIF holds the information they need to do this.

1 March 2016 – national offer day

If you applied online you will receive an email during the evening of 1 March 2016 with your offer details. Pupil Services sends out secondary school offer letters by 1st class post to all Newham residents who applied for maintained schools in any London LA and neighbouring county councils by 31 October 2015. Applications received from 1 November 2015 to 15 February 2016 will be processed as 'late' applications but they will receive their offer letter on the same day as 'on time' applicants.

Mid May 2016

Independent admission appeal hearings start for parent/carers who lodged an appeal for a place at their preferred school(s) and were refused.

To appeal for an out of borough school, you will need to check their website or the other council's website where the school is situated to find out the process.

June 2016 onwards

Offer/alternative allocation letters are sent to 'late' applicants usually within ten days of receipt of their application form in Pupil Services. Admission appeal hearings are held.

Induction days for Year 6 children will take place at the secondary school they have been offered for September on 30 June 2016 if the school is in Newham.

Transition from primary to secondary school

Applying for Year 7 starting in September 2016 for children born from 1 September 2004 to 31 August 2005

Information and application process

Pan London admission system for children moving from primary to secondary school

Every year around 60,000 pupils living in London transfer to secondary school, many crossing borough boundaries to do so. All 33 London boroughs, together with some councils bordering the capital, co-ordinate admissions to their secondary schools.

What this means for you

If you are a Newham resident, you only need to apply to Newham Pupil Services (even if you want to apply for an academy or a secondary school place outside Newham). You can put these schools on the application form we provide, as one or more of your six named schools.

You must find out about the out of borough schools by contacting those boroughs and giving us the details of the school on the application form.

We will pass your information onto the other local authorities using a secure recorded process. All Newham children will only receive the conditional offer of one secondary school place. The conditional offer will be posted 1st class on 1 March 2016 by Pupil Services.

Own admission authority schools governing bodies will rank every application by applying their published oversubscription admissions criteria. The own admission schools in Newham are: Brampton Manor Academy, Chobham Academy, East London Science School, Langdon Academy, Oasis Academy Silvertown, St. Angela's Ursuline Convent School, St. Bonaventure's Catholic Comprehensive School, School 21 and Stratford School Academy.

If you want your applicant to be considered under the faith based priority groups in the over subscription criteria for St. Angela's Ursuline Convent School or St. Bonaventure's Catholic Comprehensive School you must complete a supplementary information form (SIF) as well as a common application form (CAF). If you submit a CAF without a SIF your application will automatically be placed in the non faith criterion. If you submit a SIF without a CAF you have not actually completed the correct process so your application cannot be considered.

We need to work with other boroughs, so the deadline dates for you to apply are even more important. Please see the important dates on page 30.

Applying for a secondary school

You can name up to six schools you would prefer your child to attend. Please remember the more schools you name, the more your child will be considered for. Before naming any schools, we recommend you visit them and read their prospectuses. If you wish, you can write on the form the reasons you prefer each school you have named. For example these might include your religious and philosophical views. Do as much research as possible or you want to. Please remember for Newham schools we cannot take medical reasons or religious and philosophical views into account at this stage of the processing as they do not form part of our admissions criteria. If you apply using a paper application form, check, sign and return the form to the headteacher at your child's primary school.

Please note that we cannot automatically reserve a child a place in any school, not even your local school or the school where their siblings attend. We can only consider schools you name on your application form.

We strongly recommend you name your local school as one of your six preferences. Unless your child has a sibling at the school, your local school will be where they have the highest priority for a place except where this is a faith school. Please note: this does not guarantee you will get a place at your local school.

How do I apply?

You need to complete an application form (CAF). The easiest way to apply is online at **www.eadmissions.org.uk** – see page 48 for more details. If you do not want to apply online copies of the paper application forms are available:

- from any Newham primary and junior school
- from Newham Council on 020 8430 2000

After 23.59 on 31 October 2015 the eadmissions online portal will close for on time applications but will continue to be open for late applicants. If you apply late you will not receive your outcome online on national offer day.

If you apply online your application will not be completed until you receive an email receipt of successful submission from the eAdmissions system. Please be aware that if you do not receive an email receipt it means your application has not been submitted, which means your child will not be offered a school place. If you tried to apply but did not receive an email receipt, you will need to go online to apply again and ensure you receive a receipt.

Parent/carers responsibilities

As a parent or carer of a Year 6 child, it is your responsibility to ensure you follow the application process correctly. For example your child may not get offered a place in the school you were hoping for if you miss the deadline for 'on time' applications or you do not fill in all the information required properly by forgetting to put in the name of their older sibling who attends the school.

If you are worried about the process or how to apply please ask staff at your child's primary school to assist you.

Faith School's Supplementary information forms (SIF)

- It is your responsibility, as the parent/carer to obtain, complete and return any supplementary information forms (SIFs) for the schools you have named as preferences on your application forms, whether the schools are located in or outside Newham.
- If you name one of Newham's Catholic secondary schools, (St Angela's or St Bonaventure's) as one of your preferences, you **MUST** fill in a SIF for those schools, if you want to be considered under the faith based criteria. If your child goes to a Newham Catholic primary school, that school will give the form to you. If not, you must obtain the SIFs you need from the school, www.newham.gov.uk/secondaryadmissions or by calling 020 8430 2000.
- If you are applying online, you must not attach your SIF to your application as it will not be considered. SIFs must be completed and returned to the school you are applying to by post or by hand.
- Many schools outside Newham also expect you to fill in an extra form. Please check with those schools about how they do their admissions and if you need to complete additional forms. You also need to check when you have to get those forms back to the school. We are sorry that we cannot obtain this information for you.

Submission applications received after Saturday 31 October 2015

If we receive your completed application form after the closing date - 31 October 2015 - it will be a late application. If you are applying by post your application will be considered as late if it is received by Pupil Services any time after the last post they receive on **Friday 30 October 2015**.

Late applications cannot be back dated and treated as on time, even if you made a mistake or you believe they were lost in the post. For example, we will not accept recorded or registered delivery numbers as



these cannot prove what was included in the envelope.

Late applications are processed in the same way as those received on time. Late applicants will be offered the remaining school places after we have placed all 'on time' applications.

From the table on pages 34-35, you will see that the majority of our school places are offered to 'on time' applicants and some schools had places remaining that could be offered to late applicants.

The majority of 'late' applicants do not gain a place at any of their preferred schools and are then allocated an alternative place at the closest school to their home that has a place available - in some cases this school may be on the other side of the borough to their home as the schools closer were full.

We strongly recommend that if your child attends a Newham primary school and you do not want to apply online, you should return the application form directly to the school rather than using the postal system as this is not guaranteed delivery. When we have processed all the 'on time' applications we ask our primary schools to check our files against their lists. This means if your application form has not been processed they will be able to tell us immediately it should have been so we can take the necessary action.

If you do not want a Newham secondary school

We would like all Newham children to attend a secondary school in Newham but if you are interested in schools

outside the borough we strongly recommend that you apply for your local Newham school as well, just in case your child does not get a place at an out of borough school. If the school is in another London borough or one of the county councils next to London, for example, Essex, you should apply for that school by naming it on the Newham application form. Please state which borough or council the school is in, and we will pass on your information to them. You cannot apply to those boroughs or councils direct.

If you are a Newham resident and you only apply for schools outside of Newham and none of your applications are successful, we will allocate your child an alternative place at the closest school to your home address that has a place available. This may not be a school that is close to your home as all their places may have already been offered to other children.

If you live in Newham but your child goes to a primary school outside Newham

Complete the online application form or request a paper form from a Newham primary school or by calling 020 8430 2000. We strongly recommend that you apply for your local Newham school as one of your preferences. If you prefer a secondary school outside of Newham, as a Newham resident you should still follow the process outlined in this guide but should read the composite prospectus of the borough you are applying to see how the schools you are interested in offer their places.

If you live outside Newham

If you live outside Newham but want your child to go to one of our schools, you must apply for our school through your home local authority. They will pass your information to us using a government approved secure computer system. We will treat your request in the same way as applications from Newham residents. However we will not offer you another Newham school place if we cannot offer you a place in one of your preferred schools as this is the responsibility of your home local authority.

If you move out of Newham

If you move out of Newham and your child leaves their Newham primary school before they start secondary school and after we have offered a school place, you must let Newham Pupil Services know in writing your new address and if you want to keep their place in a Newham secondary school.

If you change your address

If you change your permanent address before 31 October 2015, we will use the new address – if you provide the required proof (see page 42). After 31 October 2015, we will use the previous address to determine which school place we offer/allocate. If you want to change your school preference because of the move, this will be treated as a late application. You must provide the necessary proof of address. We will only consider a child's new address when they have actually moved in. If have applied online and move to another borough you must contact the borough you were living in when you created your admissions online account to make the change.

What the law says about schooling

Compulsory school age is set out in section 8 of the Education Act 1996 and The Education (Start of Compulsory School Age) Order 1998. A child reaches compulsory school age on the prescribed day following their fifth birthday (or on his fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August. From this date, parent/carers must ensure their child receives suitable education until the last Friday in June of the year they become 16, provided their birthday is before the beginning of the next school year.

In Newham, if parent/carers of a school aged child who is residing in this borough fails to provide suitable education and refuses to complete a CAF, we reserve the right to allocate their child a place at the closest school to the child's home with a place available at that time. Where the child has a sibling at a Newham school, in the first instance we will try to allocate a place at the same school if a place is available at the time.

All children must receive suitable education, even if you think they are too young or you are unhappy with the school offered. It is the responsibility of the parent/carer to make sure this happens, not the local authority. School attendance matters - if you fail to arrange suitable education for your child you could face a fine or possible imprisonment.

Acceptance of school offered

We will automatically update our database to show you have accepted the place offered to your child - this means you don't have to take any action and don't have to worry about losing the place.

Refusal of school offered

If you have made alternative arrangements for your child's education or you are unhappy with the offer or alternative allocation, you must return the refusal slip notifying us why you do not want the place and what action you will be taking to ensure your child is suitably educated.

If we cannot offer your child a place at any of your named preferred schools

If we are unable to offer a Newham child a place at any of your preferred schools because all the available places were offered to other children with a higher priority for those places, (see page 43) we will allocate your child an alternative place at the closest available school to your home that has a place. This may not be close to your home and may be on the other side of the borough.

Waiting lists

Waiting lists are created for all schools in Newham on 2 March 2016, after the 'on time' applicants offer letters have been posted.

Admission Authorities are required by law to organise school waiting lists in

accordance with their own admissions criteria, they are not first come first served, so your child can go down as well as up a school's waiting list.

As waiting lists must be organised in accordance with our admissions criteria, late applicants are not disadvantaged. This means they do not automatically go to the bottom of the list. On the day the waiting list are created the date you applied is no longer relevant, so each child is added in their rightful place irrespective of when their parent/carer applied.

Your child will automatically be added to the waiting list for any schools that you have named as a higher preference than the school your child was offered, until the last school day in December 2016.

To be included on the waiting list for any school after December 2016, you should check the website for the local authority where the school is located to find out the procedure.

All Newham secondary school waiting lists are cleared on the last day of school each term (autumn, spring and summer). Each application form you submit replaces the last. If you are on a waiting list for a school and you submit a fresh form without naming that school as one of your current preferences, your child's name will be withdrawn from that school's waiting list. So for your child's first year in secondary school, the first time you would need to reapply to be on a waiting list is December 2016. To remain on the waiting list, you must complete a Newham secondary school transfer form and then ensure your child's current school, if in Newham, completes their section and returns it to Pupil Services.

For information on waiting lists for academy, free schools and voluntary-aided schools check their websites or pages in this guide.

How to use the offer information table on pages 34-35

The table is provided to help you consider whether your child is likely to be offered a place at a school in Newham. The table tells you about the number of applications made to each secondary school for admission in September 2015.

Please use this information as a guide as the application rates may not be the same for this year. Information on home to school distances is provided on page 45.

Primary to secondary transfer for September 2015

'On Time' offer information at 3 March 2015

		4. EHCP &							
Brampton Manor									
Chobham Academy									
Cumberland									
East London Science School									
Eastlea									
Forest Gate									
Kingsford									
Langdon									
Lister									
Little Ilford									
Oasis									
Plasnet									
Rokeby									
St. Angela's									
St. Bonaventure's									
Sarah Bonnell									
School 21									
Stratford									
The Royal Docks									
Totals									

These figures do not include the offers made to Newham residents in out of borough schools.

KEY

2. Places – the number of places available at the school for Year 7 for September 2015
3. 'On Time' applications – the number of families who applied by the closing date and named the school as one of their preferred schools on their application form

4. Education Health Care Plans (EHCP) & Statements – children with statements of special educational needs or EHCP, those where a school is receiving 'exceptional resource funding' and those who access physical access difficulties or other partial disability that requires a particular placement. This priority is only given when local authority (LA) officers carry out a

formal assessment and decide that only a particular school can meet the child's special educational needs

5. Looked after– children in the care of a local authority
6. SEN other - SEN without a statement
7. P/A & Sib (Sarah Bonnell School only) – children offered a place who live in the

	7. P/A & Sib	%	8. Sib	%	9. P/A	%	10. All Other	%	11. LA ALT	%	12. Total	13. Distance of Final Offer
	N/A	N/A	108	33.75	N/A	N/A	231	72.19	N/A	N/A	340	0.88
See page 63 for 'On time' offer categories											125	N/A
	N/A	N/A	57	19	N/A	N/A	215	71.67	17	5.67	292	N/A
	N/A	N/A	0	0.00	N/A	N/A	0	0.00	N/A	N/A	120	N/A
	N/A	N/A	18	7.50	N/A	N/A	77	32.08	22	9.17	118	N/A
	N/A	N/A	42	20.00	N/A	N/A	156	74.29	35	16.67	235	N/A
	N/A	N/A	70	23.33	N/A	N/A	256	85.33	10	3.33	337	N/A
	N/A	N/A	98	27.22	N/A	N/A	225	62.50	0	0.00	327	N/A
	N/A	N/A	80	29.63	N/A	N/A	181	67.04	17	6.30	281	N/A
	N/A	N/A	79	29.26	N/A	N/A	192	71.11	N/A	N/A	275	0.6155
	N/A	N/A	3	3.33	N/A	N/A	74	82.22	5	0.00	83	N/A
	N/A	N/A	60	20.22	N/A	N/A	209	77.41	N/A	N/A	270	0.96
	N/A	N/A	21	11.67	N/A	N/A	66	36.67	3	1.67	90	N/A
See page 53 for 'On time' offer categories											186	1.989
See page 56 for 'On time' offer categories											209	N/A
	17	7.08	34	14.17	88	36.67	109	45.42	N/A	N/A	250	1.927
	N/A	N/A	13	17.33	N/A	N/A	67	89.33	N/A	N/A	80	0.621
See page 62 for 'On time' offer categories											273	N/A
	N/A	N/A	27	11.25	N/A	N/A	68	28.33	15	6.25	113	N/A
	17	0.40	722	16.90	88	2.06	2215	51.86	131	3.07	4004	

school's priority area and have a sister on roll at the school or a brother on roll at Rokeby School in Years 7-10

8. Sib – children offered a place who have a sibling on roll at the school in Years 7-10

9. P/A (Sarah Bonnell School only) – children offered a place who live in the school's priority area but do not have a sibling on roll at the school

10. All Other – children offered a place who are not in any higher priority group, based on their home to school walking distance measurements (closest first)

11. LA ALT – children who were allocated an alternative placement at this school because they could not be offered a place at any of their families' preferred schools (closest school with a vacancy)

12. Total – the total number of 'on time' applicants offered a place at the school on National Secondary School Offer Day (3 March 2015)

13. Miles – the home to school distance of the child who was offered the last place.

N/A – does not apply to this school.

In Year admissions

(also known as mid term or mid phase)

Finding a place at a secondary school if you have just moved into or are returning to Newham

Information and application process

As a parent or carer, you must make sure all your children of compulsory school age (5-16 years) are suitably educated. The local authority (LA)

must make sure there are enough places across Newham for all school aged children resident in the borough.

The map on page 8 shows where our secondary schools are located.

Between all the secondary schools, there are enough places for all children resident in the borough. However, each secondary school has a limit on how many children it can take in each year group. This limit is called the admission number.

For admissions for September 2012 onwards, the governing bodies of the state funded independent schools within Newham have the legal right to withdraw from the 'in year' co-ordination process at any time. Check the website for of the school you are interested in for the latest information at the time when you are applying. At present for all schools except Chobham Academy you must apply through the Council. For Chobham Academy you must apply direct to the school.

Summary of the 'In Year' admission system for 2015/16

Every year Newham Pupil Services receives over 2500 new 'In Year' admission applications from parent/carers for their children who have recently moved into or returned to Newham or just want their child to attend secondary school in Newham for the first time. In additions we have over 1500 applications from families who want to change their child's school because, for example, they have moved address.

'In Year' admissions 2015/16

For 'In Year' admissions for the 2015/16 school year, if you are a Newham resident you need to apply to Pupil Services even for schools outside the borough.

What this means for you

If you are a Newham resident, you only need to apply to Newham Pupil Services (unless you want to apply for a school outside Newham or Chobham Academy). For applications for schools outside of Newham and Chobham Academy, contact the local authority the school is in, or visit their website, for information on the application process. If you are not a Newham resident but want to apply for any schools you can name up to six state funded schools (non fee paying) on the application form. Visit www.newham.gov.uk/inyear for more information and apply online. Alternatively, call 020 8430 2000 to request a Common Application Form (CAF).

The governing bodies of voluntary-aided faith schools, such as St. Angela's and St. Bonaventure's and academy schools Brampton Manor Academy, Chobham Academy, East London Science School, Langdon Academy, Oasis Academy Silvertown, School 21 and Stratford School Academy will make decisions on their own admissions, but will advise us and we will let you know the results. To apply for a place at a voluntary-aided faith school you must complete a Supplementary Information Form (SIF) as well as a CAF.

You have the right to name any schools as your preferences. We strongly recommend that you use at least one of your six preferences to name your non-faith local secondary Newham school where most children will have the highest priority for a place. We aim to start processing all applications with three working days of receipt, so you should receive an acknowledgment within five working days. If you do not receive this by the sixth day please call us for advice.

Through this co-ordinated process, you will now receive the highest of your named preferences available. This offer will usually be made within ten school days of your application being received in Pupil Services.

There is no guarantee that we will be able to offer a place at any of your preferred schools as many of our schools will be full at the time you apply. If this happens and your child is not already being educated in Newham or been offered a place in Newham, an alternative placement will be made but this will be within the borough.

The admission arrangements for the 2015/16 school year can be found at www.newham.gov.uk/changingschools or call 020 8430 2000. Do not refer to the admission arrangements in this guide as these are for the 2016/17 school year.

Apply online for a place at www.newham.gov.uk/inyear or call Newham Council on 020 8430 2000 to ask for a secondary school in year common application form. Then use the process below to make your application.

- Decide which school(s) you would like your child to go to. We recommend you visit the school(s) you are considering - make an appointment before you go.
- If you want to apply for a school outside of Newham, visit their website for details.
- Although you have the right to apply for schools that are outside of Newham, we strongly recommend that you also apply for your local Newham school as this will be the school where your child has the highest priority for a place.
- If you have applied using a paper form, return it to:
Pupil Services, PO Box 69972,
London E16 9DG
- We aim to add your application to our database within three working days of receipt by Pupil Services, which may be a few days after it is received in a council office. This means, if you use first class post, it should be on our database within five working days of you posting it. We will send you an acknowledgment explaining what happens next; this will be by email if you apply online or if you supplied your email address on a paper form. If you do not receive this within seven working days of sending your application call us on 020 8430 2000 for advice.
- By law all school places must be offered in accordance with each school's own admissions over subscription criteria. For admissions arrangements for the school year starting 2015, visit www.newham.gov.uk/secondaryadmissions for all schools located in Newham.
- Pupil Services aims to have a decision from all the schools you have named as your preferred schools within ten school days of receiving it. Remember this is school days so, if you apply just before or during a school holiday, the school will not be available to consider your application until they return to work after the break.

Your child can only be offered a place at the school you prefer if there is a place. If your child has lost their place at a Newham school because of an extended or unauthorised visit or holiday abroad, there is no guarantee that your child will be offered a place back in that school when you return to Newham, even if you name it as one of your preferences on your application form.

If there is a suitable vacancy for your child at your preferred school we will offer you a place. If not, we will then consider the school you have named as your second preference. If that school does not have a suitable vacancy, we will consider your third preference and so on until your final preference named on the application form. If we cannot offer a place at any of your preferred schools, we will allocate an alternative place at the closest school to your home address that has a suitable vacancy. It is possible that this may be on the other side of the borough as all schools closer may be full.

We will automatically put you on the waiting list at your preferred schools (see page 44).

If you are applying for more than one child to attend a Newham secondary school and we are unable to offer them both a place at your preferred school, we may contact you to ask if your priority is for all the children to be in the same school or if your priority is for your preferred school and for any of your children to be offered a place. This would mean you agree for them

to be in different schools.

If you are unhappy with the place allocated, you do not have to accept it but as it is a parent/carer's legal responsibility to ensure their children are suitably educated, you must tell Pupil Services in writing what alternatives arrangements you have made.

The local authority cannot provide you with any financial assistance to do this.

Appeals

If your child does not get a place at your preferred school you have the legal right to an independent appeal hearing (see page 65-68).

The Human Rights Act allows parents/carers to give religious and/or philosophical reasons for wanting a particular school place. The local authority is required to take these into account when it can. In practice, this means we can only take this into account if the school has enough places. In cases where we have more applications than places for a school, we will follow our admissions criteria to decide which children are offered a place.

Please remember that under Human Rights legislation, we are only required to offer education, not a particular type of education.



Changing secondary schools within Newham

Information and application process to change your child's secondary school within Newham

Think before you transfer!

Please think very carefully before you decide to move your child from one school to another. You could be damaging your child's chances of doing well at school.

You will know that stability in your child's life is important. Remaining in the same school is part of your child's stability. Moving to another school means that your child may be worried about trying to get used to new routines, new rules, new teachers and making new friends. This means they may find it harder to concentrate on their schoolwork.

If you are trying to change your child's school because they are having problems, please speak to staff at the school before applying for a transfer as they may be able to resolve the problem and stop your child having to go through the upheaval of changing schools.

If your child is studying for their GCSEs, it is possible that the new schools you prefer do not offer the same options/subjects as their current school. If they do offer the same options/subjects they may use a different examining board and therefore be following a different syllabus so any work they have already done may not be relevant. Changing GCSE courses can have an adverse effect on your child's exam results.

Please think very carefully before requesting a transfer to another school. Is moving school really in the best interests of your child's education?

Changing schools is a big step to take for any child whatever their ability. You need to consider carefully if this will really benefit your child both academically and for their social well being and development. We recommend that before you ask for a transfer, you discuss your reasons with senior staff at your child's current school. They will be happy to talk over any concerns and help put matters right. If you are thinking of changing schools because you think they are being bullied or seem very unhappy you must talk to their school immediately. If you have taken these steps but still want to apply to change their school, you must:

- Decide which school you would like your child to go to. We recommend that you visit any school you are considering, and make an appointment before you go.
- apply at www.newham.gov.uk/inyear or by calling Newham Council on 020 8430 2000.
- take the Common Application Form (CAF) to your child's current school. This will give you another chance to discuss the issue with school staff and consider whether the move is in your child's best interests. The school will send the form back to us.

Pupil Services will send you an acknowledgement of your transfer application, if they are unable to offer your child a new school place within five days of receiving the form.

If you do not get a letter offering your child a new school place or an acknowledgement letter within seven working days of you giving the form to your child's current school, please call Newham Council on 020 8430 2000 for advice.

Remember, applying for a transfer does not guarantee a place at your preferred school.

We will meet your preference for a different school as long as that school has a place in your child's year group. If that school does not have a place available, your child will be put on its waiting list and MUST continue at their current school in the meantime.

How we offer places

For admission for the school year starting September 2015, visit www.newham.gov.uk/changingschools or call 020 8430 2000 for the admission arrangements for all schools located in Newham.

Waiting lists

Please see waiting list information on page 44.

Academies and free schools located in Newham

If you want to apply for your child to move from their current Newham school to an academy or free school, you must name them on your Newham application form even if you are planning to move outside the borough.

Schools outside of Newham

If you want to apply for a school outside of Newham, you must visit the website for the borough where the school is located for the application process.

For admissions for September 2012 onwards, the governing bodies of the state funded independent schools within Newham have the right to withdraw from the 'in year' co-ordination process at any time. Check their website for the latest information at the time when you are applying.

Appeals

If your child does not get a place at your preferred school, you have the legal right to an independent appeal hearing (see page 65-68).

The Human Rights Act allows parents/carers to give religious and/or philosophical reasons for wanting a particular school place. The local authority is required to take these into account when it can. In practice, this means we can only take this into account if the school has enough places. In cases where we have more applications than places for a school, we will follow our admissions criteria to decide which children are offered a place.

Please remember that under Human Rights legislation, we are only required to offer education, not a particular type of education.

Determined admission arrangements

For entry from September 2016

London Borough of Newham maintained community and trust secondary schools

Admission arrangements for entry from September 2016

Establishment	Adopted Local Authority Admission Arrangements excluding Oversubscription Criteria Waiting Lists	Adopted Local Authority Oversubscription Criteria	Adopted Local Authority Waiting List Arrangements and Delegated Responsibility for Waiting List to Local Authority	Responsibility for Home to School Distance Calculations to Local Authority
Brampton Manor Academy	Yes	Yes	No	Yes
Chobham Academy	No	No	No	Yes
East London Science School	Yes	No	No	Yes
Langdon Academy	Yes	Yes	No	Yes
Oasis Academy	Yes	No	No	Yes
St. Angela's Ursuline Convent School	Yes	No	No	Yes
St. Bonaventure's Catholic Comprehensive School	Yes	No	No	Yes
School 21	Yes	Yes	No	Yes
Stratford School Academy	Yes	No	No	Not Applicable

Introduction

All admissions authorities for maintained schools in England must comply with the Schools Admissions Code which is produced by the Department for Education and sets out the law relating to school admissions. Local authorities have an important role in monitoring compliance with the Admissions Code and are required to report annually to the Schools Adjudicator on the fairness and legality of the admissions arrangements for all schools in their area, including those for whom they are the admissions authority.

As the admissions authority for the schools located in Newham, the local authority is required to draft, consult on and determine their admission arrangements.

Where there are more applicants than places available, the local authority, Newham, will apply the published arrangements to determine which applicant's children will be offered places.

As the admission authority for Newham community and voluntary controlled

schools, we have formulated these admission arrangements to ensure they comply with the Equality Act 2010¹ and therefore does not unlawfully discriminate against pupils, parents or carers because of their sex, race, disability, religion or belief and sexual orientation or pupils who are pregnant or undergoing gender reassignment. The exceptions to the discrimination provisions for schools that existed under previous legislation admissions to single-sex schools.

Admission arrangements for other state funded academies/schools (non fee paying) located in Newham are set by their own governing bodies, who are the admission authority. These are academies and free schools. They are responsible for drafting, consulting and determining their own admission arrangements.

Copies of admissions arrangements for these types of academies and schools located in Newham can be found on the school/academy website and Newham's own website. They are also available upon request from the relevant school/academy and the local authority.

The local authority has the duty to provide suitable education or otherwise for all children of compulsory school age resident in the borough.

All parent/carers of children of compulsory school age (5 to 16) are required by law to ensure that they receive suitable education by regular attendance at school or otherwise. Failure to comply with this duty can lead to prosecution.

To ensure all children of compulsory school age receive suitable education, their parent/carers must apply for a school place or notify the local authority of these arrangements they have made. Newham residents will apply to London Borough of Newham, Pupil Services. They will liaise with other admissions authorities in Newham and outside of the borough where required. Pupil Services will notify the applicant in writing of the outcome of any application.

For Year 7, 2016, Newham residents will apply to London Borough of Newham, Pupil Services for any school or academy in London where they want

¹ The Equality Act 2010 replaced all previous equality legislation such as the Race Relations Act, Disability Discrimination Act and Sex Discrimination Act. This act provides a single, consolidated source of discrimination law, covering all the types of discrimination that are unlawful. It simplifies the law by removing anomalies and inconsistencies that had developed over time in the existing legislation, and it extends the protection from discrimination in certain areas.



their child to be considered for a place. They will liaise with other admissions authorities in Newham and outside of the borough where required. Newham Pupil Services will notify the applicant in writing of the outcome of any application.

For 'In Year' admissions and from Year 7, 2016 entry, where the application is being submitted after 31 August 2016:

- Newham residents wanting to apply for schools outside of the borough must check their website for the borough where the school is located to obtain details of the application process.
- Families from outside of Newham who want to apply for a school/academy located in Newham must apply direct to Newham Pupil Services. Newham Pupil Services will notify the family and their home borough of the outcome.

Parents/carers living in Newham have the right to name their six preferences for the schools/academies they would prefer their child to attend by completing a Common Application Form relevant to the phase of education they applying for. Common Application Forms (CAF's) are available from www.newham.gov.uk/admissions and can be requested by phone on 020 8430 2000. They must be returned to:

Pupil Services
P.O. Box 69972
London E16 9DG

Parents living outside of Newham who want their children to attend a community or trust school within Newham must apply using the Newham Common Application Form (CAF).

1. Compulsory school age

Compulsory school age is set out in section 8 of the Education Act 1996 and The Education (Start of Compulsory School Age) Order 1998. A child reaches compulsory school age on the prescribed day following their fifth birthday (or on their fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August. From this date parent/carers must ensure their child receives suitable education until the last Friday in June of the year they become 16 provided their birthday is before the beginning of the next school year.

In Newham, if parents/carers of a school aged child who is residing in the borough fail to provide a suitable education and refuse to complete a CAF, we reserve the right to apply on their behalf and allocate their child a place at the closest school to the child's home, with a place available at that time. Where the child has a sibling at a Newham school, in the first instance we

will try to allocate a place at the same school if a place is available at the time.

2. Admission Number (AN)

The admission number (AN) is the number of places available in a school/academy for the year of entry. This is calculated using a Department for Education formula.

A child cannot be refused admission to the normal year of entry on the grounds of prejudice to the provision of efficient education and efficient use of resources unless the published admission number has been reached. Outside of the year of entry it is expected that the AN will continue to be applied.

However, if circumstances at the school have changed since the year of entry, a place may be refused even if the admission number has not been reached.

The admission numbers (AN) for entry in the 2016/17 academic year are shown in appendix 1.

3. Children from overseas

Applications for children who have come from outside the UK are dealt with in accordance with the latest European Union law or Home Office rules for non-European Economic Area nationals.

For the children of service personnel with a confirmed posting to Newham, or crown servants returning from overseas

to live in Newham, the local authority will allocate a place in advance of the family arriving in the area provided the application is accompanied by an official letter that declares a relocation date and a unit postal address or quartering area address.

For all other children from overseas, the application will not be processed until the child has moved to an address in the UK (which must be specified by the parent/carer on the application form along with the date they moved to this address). Applications for children who will be moving to the UK in the future will not be accepted (even if contracts/rental agreements have been signed) until they are actually living at an address in UK.

4. School applications, offers and alternative allocations.

It is the responsibility of all parents/carers to apply for a school place for any child they have parental responsibility for or arrange suitable alternative education and notify their home local authority of these arrangements. Newham does not automatically reserve any child a place at their catchment area school, their local school or the school where their child attends the nursery or the school where their other children are or used to be on roll. A child will only be considered for places at schools where their parent/carer has applied by completing and submitting the appropriate Common Application Form (CAF). This does not mean we can only place a child at one of the schools named, as we reserve the right to allocate an alternative placement if we cannot meet parental preference.

Newham parents/carers are given the opportunity to name up to a maximum of six schools as part of their common application.

All of the schools/academies (up to a maximum of six) named by parents/carers on their application forms will be treated equally to assess whether a school place can be offered to their child based on places available or their oversubscription criteria where applications exceed places available.

All parent/carers are given the opportunity to supply their religious, philosophical, medical, personal or social reason for wanting a school place at the time of application.

Primary to secondary school transition applications for Year 7 admission in the

next academic year, received by the published national closing date, will have priority above those who apply after that date, provided their preference for the school has not been withdrawn. A preference will be withdrawn if a change of preference is submitted before the deadline and the school is not included on the new form.

Each application form submitted for a child for the same academic year will supersede the last except where a change of preference is received for reception after the deadline (see above).

In this instance, the latest application received before closing date will be used to determine the initial allocation and the change of preference will be processed as a late application.

Applications that have been sent to Pupil Services but not received will only be back dated if the parent/carer has proof of submission from the Headteacher/Business Manager or Office Manager of their child's current school. No other proof of postage or delivery will be accepted.

All school places are offered based on the child's date of birth, their academic ability cannot be taken into account at the application or offer stage of the process.

5. Gifted and talented children and those who have missed part or whole school years

All school places in Newham are offered for a particular year group based on the child's date of birth. However the law does not prescribe the year group a child should be admitted to. There is no statutory barrier to children being educated outside their normal year group.

Parents/carers can seek in writing, at the point of application, places outside their child's normal academic year group. All offers or alternative allocations will be based on the child's age not ability or educational history. At the admission meeting the Headteacher will, on behalf of the admission Authority consider any parental representations to support their request for their child to be educated a year group higher or lower than for their age group. In all cases the Headteacher's decision is final and there is no right of appeal for a place outside a child's academic year group. This does not affect a parent/carers rights of an appeal for a place at their preferred

school where they have applied and been refused.

6. Siblings

For admission purposes a sibling is defined as: adopted siblings, step-children, common law step-children, half-siblings, children subject of a residence order and foster children (only those "looked after" by any local authority).

Examples of those who will not be considered as siblings:

Cousins, friends, other family members living in the same home, other children living in the same household who are not included in the list above, or children who share the same childminder.

This connection does not count when the sibling is attending the school's nursery class irrespective of their age.

Sibling priority will only apply to children if they live in the same home as another sibling attending the named school who is reasonably expected to still be in attendance when the child is admitted. Siblings priority can only be granted where it forms part of the oversubscription criteria and the applicant has supplied the full name and date of birth of the sibling on the application form in the appropriate section and where the sibling is and will be reasonably expected to be on roll at the school when the child for whom a place is being sought is due to start.

If a child awaiting a school offer or on a Newham maintained school waiting list has a sibling who has started at the school since the submission of their application, their parent/carer must notify Pupil Services in writing of the sibling's enrolment details for the child's priority for a place on the waiting to be changed to include their sibling priority.

7. Change of home address

If a child awaiting a school offer or on a waiting list changes their home address, their parent/carer must notify Pupil Services in writing and provide acceptable Newham approved proof of that change.

Any change of home address will not on its own be considered as a fresh application.

If Pupil Services are not notified of an address change, Newham cannot be held responsible for letters being sent to a child's previous address or the child's priority for a placement being incorrect.

If a child changes home address to live temporarily or permanently with another person other than their parent/ carer named on the application, even if this person is a family member, Pupil Services will need proof of the change of parental responsibility before the address change will be applied.

8. Equal Preference - Single Offer Scheme

The local authority operates an equal preference system in line with the School Admissions Code. This means all schools (up to a maximum of six) named by the parent/carer on their Common Application Form (CAF) will be treated equally to assess whether a school place could be offered to their child based on the published admissions criteria for each school named. In cases where more than one school place could be offered to a child, the ranked order (the preference order) on the CAF will be taken into account and the school place offered will be in the school that was ranked highest of those that could be offered.

If a child was not initially offered a place at the school named as their parent/ carer's first preference and a place can be offered from the waiting list at a school that was ranked higher than the school currently offered, the existing offer will be automatically withdrawn even if it was previously accepted unless the child has started at the school or the parent/carer has notified Newham in writing that they no longer want their child to be considered for places at school ranked higher than the school offered. This notification will mean that the child will be removed from the waiting list for those schools and the child can only be considered for a place if the parent/carer submits a fresh application.

9. Schools offers and alternative allocations

All school places are offered conditionally. They can be withdrawn if the parent/carer does not or cannot provide the originals of the required documents as listed on the offer letter or if the parent provided false information on the application form. If the parent/carer is unable to provide the required documents, a home visit maybe required to confirm residence/ parental responsibility.

Newham will make every effort to offer every child a place at one of a parent/



carer's preferred schools. Where this is not possible and the child is out of education because they are not on roll at a school or where no previously allocated placement is available to them, an alternative placement will be allocated unless the child does not live in Newham. This alternative will be the closest to their home address that had a place available at the time of their application. If the child does not live in Newham, their home borough will be responsible for providing a suitable alternative placement.

Newham cannot guarantee that any alternative allocation will be close to the family's home, but it will be within the borough boundary.

The authority will not allocate a second alternative placement as a result of a placement becoming available at a school closer to their home unless they are number one on that school's waiting list. The only exception is where the alternative allocation was for a reception class place and the child was below compulsory school age and the parent/ carer refused the original alternative allocation and it was withdrawn. For these cases an alternative allocation will be made each time a fresh application is made, where parental preference cannot be met and the child is still

below compulsory school. It is possible that each subsequent alternative allocation may be further from the child's home address than the last and each allocation will be for the closest school to their home at the time of application.

The authority cannot guarantee that siblings will be placed in the same school. If this is the case and an alternative allocation is required for all of the children as parental preference cannot be met or the parent has agreed via their application form, the authority will attempt to place all the siblings or the majority of the siblings in the closest school that can accommodate the maximum number of the children, even if individually they could have been placed in separate schools closer to their home address.

If a parent/carer of a compulsory school aged child is unhappy with the school offer they must still ensure their child is admitted to and regularly attends that school unless:

- they can provide evidence they have suitable alternative education for their child or
- they no longer need a school place in Newham as they have moved away and can prove they are in the process of securing education for their child outside of Newham.

If a parent/carer of a child of not yet compulsory school age is unhappy with the offered school they must:

- Accept the place offered and ensure their child attends until a place becomes available at their current preferred school

OR

- Notify Pupil Services and the named school in writing that they do not want the place, where possible supply the reason why and request that the offer/alternative allocation is withdrawn.

10. Start date

The normal month for admission for secondary school is September. 'In Year' applicants, those outside the normal admission rounds, usually start within five school days of the parent/carers contact with the named school following receipt of the conditional offer/allocation letter.

Parent/carers must contact the named school to arrange admission within three school days from receipt of the school offer letter to arrange an admission meeting. At this meeting parent/carers must provide acceptable proof of their child's date of birth and address which must correspond with the details supplied on the application form. If a child's address has changed since the form was completed, the school will require proof of the address on the application form and the new address.

If the parent/carer is unable to provide the required documents, the school may arrange an unannounced home visit to confirm residence.

11. Waiting lists

Waiting lists open on the first day of September and are closed and cleared on the last school day of each school term, except where the application was received in Pupil Services on or after the first day of the month in which the school holiday starts

- then the application will be automatically rolled forward to the same school waiting list for the new term. For Year 7, the child will remain on the waiting list until the last day of school in the autumn term of the school year.

If a child cannot be offered a place at any of their parent/carer's preferences as detailed on their application, a child's name will be automatically added to

the waiting list for each of the schools named.

The allocation of a preferred school will automatically result in lower ranked schools being withdrawn unless the applicant notifies Pupil Services of their requirements.

Waiting lists are organised in accordance with the published criteria (below), not on a first come, first served basis. Children added to a waiting list are added in their rightful place based on their priority for a place.

As a result of waiting lists being organised in accordance with published criteria, it is possible for a child to move down a list as well as up.

A child added to a waiting list will remain on that list until:

- The child is offered a place at a school ranked higher

OR

- The child is offered a place at the school and the place is refused

OR

- The parent/carers request their child to be removed from the list, in writing

OR

- The parent/carer submits a fresh application and has not named the school as one of their current preferences

OR

- The application was found to be fraudulent or completed to deliberately mislead.

OR

- The last school day of each term, where the application was received in Pupil Services on or after the first day of the month in which the school holiday starts, at which time the application will be automatically rolled forward to the same school waiting list for the new term

Where a child has been removed from a waiting list to be added again, their parent/carer must complete and submit a fresh application form.

When any school officially reports a vacancy, the place will be offered to the child who is at the number one position on the waiting list for that year group, on the day the vacancy was reported.

Where a school has a Resource Provision, children requiring a place in that unit will be added to the waiting

list as detailed above but will also be added to the separate waiting list for the Provision. Only children identified by the High Needs Funding Panel can be added to the Resource Provision waiting list. If a place becomes available in the Resource Provision, the child who is number one on the Resource Provision will be offered the place and not the child who is number one on the main school waiting list.

12. Independent admission appeals

A parent/carer whose child has not been offered a place at a school named on their application form will be notified in writing of their right to an independent admissions appeal hearing under the School and Standards Framework Act 1998.

Irrespective of the ranked order of the school offered, parent/carers still have the right of appeal for a place ranked lower than the school offered.

Parent/carers do not have a right of appeal if they have been offered a place and it is not in the year group they would like. However, they may make a complaint in accordance with the relevant published complaints procedure.

If a parent/carer has had an unsuccessful appeal, a second appeal application for a place in the same academic year, for the same school, will not be considered unless there have been significant changes in circumstances relevant to the application. The LA will make their decision as to whether to grant the second appeal based on the significance of the change.

13. Fair access protocol

The Council is legally required to have a fair access protocol. This explains that children who come under certain vulnerable groups, for example, children in the care of a local authority, without a school place, who are the main carer in their family, with physical disabilities, and those who are from traveller families will be given priority admission to a school if necessary.

These children will be given priority over the children on a school's waiting list. You can see the full fair access protocol at www.newham.gov.uk/fairaccess Where a Newham child cannot be placed in any school in the borough due to a shortage of school places, a place will be offered in accordance with this protocol.

London Borough of Newham community and trust secondary schools

Admission oversubscription criteria for entry from September 2016

This criteria has been adopted by Brampton Manor Academy, Langdon Academy and School 21

Children with Statements of Special Educational Needs (SEN) or Education Health and Care Plans (EHCP) will be admitted to the school named in their statement/plan before other applicants are considered.

If we have more applications under the above considerations than we have places available, we will apply the admissions criteria below to decide which applicant gets priority. Children in a lower priority group will not be offered a place unless all the children in the group or groups higher have been offered a place.

Priority 1: Looked after children and children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order¹).

And then

Priority 2: Children who have been assessed by Newham Council's Special Educational Needs Service as requiring a particular named school to meet their Special Educational Needs and/or physical access. In addition, the child must be on the Special Educational Needs Code of Practice and be in receipt of 'high needs funding' and/or have physical access difficulties.

And then

Priority 3: Children who at the time of admission will have a sibling (see below) in the school.

And then

Priority 4: Other children, whether or not they live in Newham.

If we have more applications under the above considerations than we have places available, we will apply the admissions criteria below to decide which applicant gets priority. Children in a lower priority group will not be offered a place unless all the children in the group or groups higher have been offered.

Fair access protocol

The Council is legally required to have a fair access protocol. This explains that children who come under certain vulnerable groups, for example, children in the care of a local authority, without a school place, who are the main carer in their family, with physical disabilities, and those who are from traveller families will be given priority admission to a school if necessary.

These children will be given priority over the children on a school's waiting list. You can see the full fair access protocol at www.newham.gov.uk

Catchment areas/local schools

You can find out which school's catchment area you live in by visiting www.newham.gov.uk/schoolfactfinder or by contacting your local school(s).

Twins and children from multiple births

For reception for the following September, twins and children from multiple births will be admitted over the 30 class limit if one of the siblings is the 30th child admitted. For 'In Year' admissions outside the normal admission round, twins or children

from a multiple birth may not be allocated a place over the schools admission number if only one sibling can be offered.

Random allocation would be used to determine which of the children will be offered the place available. An officer independent of Children's Services and the admissions processes will be responsible for drawing the name of the successful applicant and the draw will be overseen by an independent adjudicator who will not work in Children's Services or have any involvement with the admissions process.

Sibling (brother or sister)

For admission purposes this is: Adopted siblings, step-children, common law step-children, half-siblings, children subject of a residence order and foster children (only those "looked after" by any local authority).

Examples of those who will not be considered as siblings: Cousins, friends, other family members living in the same home, other children living in the same household who are not included in the list above, children who share the same childminder or children of a childminder.

Sibling priority will only apply to children if they live in the same home as another sibling attending the named school who is reasonably expected to still be in attendance when the child is admitted.

A sibling will only be considered if their details are supplied by the parent/carers on the application form.

¹ An adoption order is an order under Section 46 of the Adoption and Children Act 2002. A 'residence order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Note; in order to be given highest priority for admission, a child has to fall within the definition of 'looked after' in section 22 (1) of the Children Act 1989. As this Act applies to England and Wales, a child has to be looked after by an English or Welsh local authority in order to be given highest priority.

In addition, in order to fall within the definition of a previously looked after child, an adopted child must have been adopted under the Adoption and Children Act 2002 but as this Act did not come fully into force until December 2005, it is not possible for a child to have been adopted under that Act prior to then. This means that children adopted between 1989 and December 2005 under the Adoption Act 1976 will not be entitled to be prioritised in Group 1. However, as residence orders and special guardianship orders were brought into force by the Children Act's 1989 and 2004 and there was no applicable legislation before these Acts all children subject to a special guardianship order or residence order in place immediately after being looked after will be placed in priority group 1 above.



This connection does not count when the sibling is attending the school's nursery class irrespective of their age.

At five of our secondary schools we reserve a small number of places for children with particular special educational needs.

Home address

An address supplied as the child's home address will not be considered if it is:

- An address registered with the Council as commercial property

OR

- An address registered with the Council as empty or derelict

OR

- A tenant's address, where the property owned by the parent/carer is rented to a third party

OR

- Another family member/friend's address who does not have parental responsibility for the child, even if the tenant is responsible for the child's daycare arrangements

OR

- Their child-minder's address

OR

- A PO Box address

OR

- Second or other additional properties owned by the child's family, which do not have other tenants and where the child is not resident for at least six months of the academic year

OR

- Future addresses even if contracts have been exchanged or the Council have offered the property in writing.

And these will not be used for the purposes of allocating school places.

Where a child's natural parents are not living together and the child spends a few days in both households on week days, then the address that will be used for measurement purposes will be the one from which the child goes to school in the morning most often on week days.

Tie Break

If we have to decide between applicants in any of the above admissions criterion, the tie break will be: home to school shortest walking distance, starting with the nearest address. In the event of two or more children living equidistant from the school, the place will be decided by drawing lots, the first name drawn will be offered the place.

The local authority uses an industry leading and Council approved Geographical Information System (GIS) to calculate distance

measurements. This system provides distances in miles and yards to three decimal places using a routing database system, based upon two dimensional maps. Contour, elevation or terrain is not taken into account when the distances are measured.

Shortest walking distance and straight line measurement **Start point of calculation** **(home address)**

For calculation purposes, the local authority uses the best address database available to determine the location of the address start point.

This start point is the centroid point within the property building boundary. The property buildings used are based upon the UK's definitive map base supplied by the UK's national mapping agency Ordnance Survey (OS).

This means if a child lives in a block of flats where a communal entrance is used as an entry point, the LA will use the centroid of the block and not the individual flat for these calculations.

All calculations are based on the child's home address supplied on the application form being correct at the date of parental/carer's signature and the address being classified as a residential property on the Council's database.

Shortest walking distance and straight line measurement **End point of calculation** **(school nominated entrance)**

The school's nominated entrance (nominated gate) used for calculation purposes is the main gate at the official postal address of the school unless their Governing Body has officially notified the LA by 31 August of a different entrance for measurement purposes. No other entrance will be used to calculate the distance.

Route (shortest walking distance)

The shortest walking route is calculated using the LA's adopted highways and approved footpaths (available to the best of our knowledge) at the time of the calculations.

The route starts and is measured from the pupil's home address centroid, links to the nearest point on the Ordnance Survey MasterMap

Integrated Transport Network (ITN), then follows the shortest available walking route (see below) to link to the nearest ITN point to the schools nominated entrance and then ends at that nominated entrance.

All routes are measured using data from Ordnance Survey, the officially recognised national mapping agency. Where necessary, we have enhanced this dataset to reflect the characteristics that aim to best deliver our adopted local standards.

The following are excluded from our calculations (this is not an exhaustive list and may be subject to change depending on conditions outside the control of the Admissions Service):

- Unlit areas
- Parks/recreational areas
(The Greenway is included in our calculations)
- Unofficial crossing points of the A12/3 and Newham docks
- Footpaths not approved by the LA

Route (straight line distance)

The straight line distance is calculated using the LA's adopted highways and approved footpaths available to the best of our knowledge at the time of the calculations.

The route starts and is measured from the pupil's home address centroid, links to the nearest point on the Ordnance Survey MasterMap Integrated Transport Network (ITN), then follows a straight line to link to the nearest ITN point to the school's nominated entrance and then ends at that nominated entrance.

All routes are measured using data from Ordnance Survey, the officially recognised national mapping agency. Where necessary we have enhanced this dataset to reflect the characteristics that aim to best deliver our adopted local standards.

Second stage tie break

If the LA's system calculates that two or more pupils applying for the same school in the same year group have the same home to school distance (to three decimal places) the following criteria is used to determine their priority.

For pupils who live in a flat, whether they are within a block or a house,

priority will be given based on the floor the child lives, with the lowest floor having priority over higher floors.

In all other cases random allocation would be used to determine which of the children will be offered the place available. An officer independent of Children's Services and the admissions processes will be responsible for drawing the name of the successful applicant and the draw will be overseen by an independent adjudicator who will not work in Children's Services or have any involvement with the admissions processes.

For applications from outside of Newham

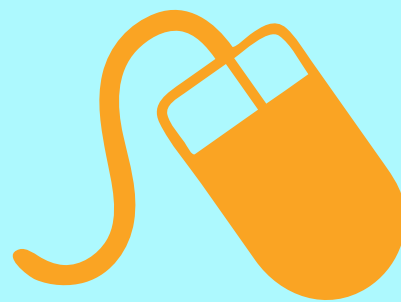
The route starts and is measured from the pupil's home address, links to the nearest point on the Ordnance Survey MasterMap Integrated Transport Network (ITN), then follows a straight line measurement (as the crow flies) to the nearest point on the Ordnance Survey MasterMap Integrated Transport Network (ITN) on the Newham borough boundary, then follows the shortest available walking route (see below) to link to the nearest ITN point to the schools nominated entrance and then ends at that nominated entrance.

Note: The entrances (gates) used for home to school distance tie break purposes are the main entrance of the school using the official postal address except for the following schools which use alternative entrances/gates as requested by their Governing Body:

- Brampton Manor Academy – Boundary Lane
- St. Angela's Ursuline Convent School - Our Lady Of Compassion (Upton Park)
- St. Bonaventure's Catholic Comprehensive School - Our Lady Of Compassion (Upton Park)

Note: to ensure continuity for all applicants, only the LA approved system can be used to calculate home to school distance tie breaks.

Other GIS systems such as Google Maps or personal Satellite Navigation Systems will not necessarily calculate the same route as the LA approved system as they may not be able to accommodate our approved routes.



Apply for your child's school place online

Applying online for a school place is quick and easy. Follow the steps below to start your child's online application.

- Each screen will explain what you need to do; there are guidance notes on the left hand side of the screen to help you.
- You can select any text that is underlined (usually a question/section of the form that needs to be completed) this will open in a new window with an explanation of what is required.

Step 1: Getting started

- Before you start your online application, you will need do some research.
- See your local authority's website for details about how applications are processed.
- Visit schools.
- Check schools websites.
- Read the admissions criteria for the schools you are interested in.
- Check how places were offered in previous years.
- You should check transport policies for local authorities (outside London).

Step 2: What to do if this is the first time you are applying online using eAdmissions

If you have used the eAdmissions system before to apply for a school place for any of your children, you do not need to register again. Instead please go to Step 3.

- If this is the first time you are using the eAdmissions website you must register to apply online.
- You will need an email address to register, but don't worry if you do

not have one. You can sign up for a free Google mail email account on the eAdmissions site.

- It is important that you register well before the deadline, in case there are any problems making your application. The closing date is 31 October for secondary applications
- We recommend Google Mail. However, if you already have an email address you should set your junk mail filter to 'Standard' so that emails from eAdmissions go straight to your inbox. You should check your junk email folder now and then to make sure that messages from eAdmissions Team are not sent there by mistake.
- Once you have registered on the eAdmissions site, we will send you an email with your **username** and instructions to follow.
- Follow the instructions and you will be sent a second email with your **password**.
- Please keep these safe as you will need them to log in and apply for any other children you have, and to see the outcome of your application in March for secondary applications.
- The email will also contain a link which will take you to the eAdmissions login page to start your application.

Step 3: What to do if you have applied before using eAdmissions or you have just registered and received your username and password

- On the home page select 'login to an existing account' and enter your username and password.
- If you have forgotten your username or password we can re-send them to you when you select the 'Forgotten your username or password?' link.

- We will send you an email with your username and a new password. Use these to log in to your account.
- You must check your personal details – your home address, email, telephone numbers. To make any changes select 'Edit your details' and enter the new details but make sure you press the 'Save and continue' button to record these changes.

Step 4: Adding your child's details

- The next page is 'My school admissions.' If your child's name is not listed here, select the 'Start application for new child' button.
- If you can see your child's name on your 'My school admissions' page, select the 'Start new application' button below the child's name. This button will only be available for children whose date of birth falls within a relevant age range. Enter the details requested about the child you are making the application for on the 'Child details' page or check existing details and select the 'Save & continue' button.
- Fill in all the questions on this page and press the 'Save and continue' button at the end of the page.

Please remember

- **Council tax account number:** Some local authorities will ask you to list this information for the address where your child lives. For more details select 'Local Authority details' button on the left hand side bar to see your council's policy on this.
- **Child's current school:** Please select the school from the drop down list. Only type the name of the school in the box if your child is at a nursery school or you cannot see the school name listed.
- **Twins or triplets:** If you have twins or triplets you must make an application for each child and tick the multiple birth box.

Step 5: Adding school preferences

- Add your preferences in the order you prefer them. You can select up to six schools.
- Make sure you include the details of any brothers or sisters who may be attending one of the schools you have applied for. If you do not tell us, you may lose out on the sibling criterion.
- If you would like your child to be considered under medical or social criteria for any of the schools you have applied for, you must tick the relevant box and attach supporting evidence. You can attach documents once you have submitted your application. If you do not provide the evidence to support your application, your request cannot be considered under that criterion.
- Some schools ask you to fill in extra forms called Supplementary Information Forms (SIF). If you do not fill in these forms and send them direct to the relevant school, you risk your chance of getting a place at these schools.
- It is your responsibility to check that your online application is fully completed and that you have entered all details correctly. If you do not tick certain boxes or enter relevant information (for example sibling box) your application will not be considered under that criterion.
- Each time you fill in the information on a page, make sure that you select 'Save and continue' button or the information will not be registered.

Step 6: Submitting your application

- You can make changes to your online application up until the closing date. Each time you make a change you must resubmit your application.
- Select the 'Submit application' button on the last page.
- After you have submitted your application you will receive an email confirming details of your online application. The email will list an application reference number similar to this: 123-2015-09-E-123456. If you do not receive a number it means your application was not submitted successfully and you must log in and select the 'Submit application' button again.



Step 7: Attaching documents

Many local authorities need you to send them information to support your application. You can find out what each local authority needs by reading their information booklet about applying for school places. Select 'Local Authority details' button on the left hand side bar. Documents you may need to attach:

- Confirmation of, your child's address and their date of birth.
- Information to support your application such as doctors letters if you have applied under the medical criterion.
- Information to confirm your child was looked after or previously looked after.
- Information to confirm that you are a crown servant.

Important information

If you have ticked any of the categories above and do not provide evidence to show this, your local authority is unlikely to take account of this when making allocations.

What happens next?

- If you submitted your application by the closing date, you will be sent the outcome of your application on the published offer day.
- You should respond within 14 days. To accept or decline your offer you should log back in to your eAdmissions account and select the 'View outcome of application and respond' button.
- Some local authorities do not send letters if you have applied online. Check your local authority's details on the left hand side of the 'My school admissions' page.

Receipt details

Use the space below to record the username, email address, passwords and application reference number you have used to make your application. Without it you will not be able to go online and see which school place your child has been offered. See 'What happens next' section for the results date.

Username:

Password:

Application Reference Number:



Documents for admission to a school in Newham

For all new admissions to schools located in Newham, including changing schools within Newham, originals of the documents detailed below must be taken to the admission meeting. If you do not take these documents with you, your child's admission to school may be delayed. If you are having difficulty obtaining all the documents, do not miss the admissions meeting:

Take along with you what you have and explain to the school why you cannot produce the other documents so they can tell you what to do next.

These documents must be provided if your child is being admitted to any Newham maintained schools, educational establishments and alternative provisions commissioned by the London Borough of Newham which includes New Directions, New Late Arrivals Programme (NewLAP), RIET, Tunmarsh (PRU) and Special Schools.

Only original copies of documents can be accepted at the meeting; photo copies are not permissible.

State funded independent schools located in Newham (this includes

academies and free schools which are not maintained by Newham) may operate a different set of requirements for admission, but most follow these requirements.

Proof of the child's legal name and date of birth

- UK Birth Certificate – short or long versions (non UK birth certificates cannot be accepted as they may be in a language other than English)

OR

- Valid Current Passport (the child may be included on their parent's valid current passport)

OR

- European Economic Area* (EEA) Identity Cards

OR

- Official documentation from the National Asylum Seeker Service indicating they are supporting the family e.g. ARC application registration card.

Application registration card (ARC)

ARC is a credit card sized document issued to asylum applicants, after screening, to show that they have applied for asylum. It is also used as evidence of identity, immigration

status and entitlements in the UK. It holds identifying information including fingerprints and reporting arrangements in a microchip within the card.

Note: Only Adoption or Deed Poll documentation can be accepted as proof of a child's official name change following the issue date of any of the above documents.

Proof of the child's main address

Documentation to confirm the child's current home address must be addressed to at least one of the parent/carers detailed on the Common Application Form (CAF) who must live at the same address as the child.

If the child has moved since the application form was completed, proof of both their new address and the address on the application form must be provided. Pupil Services must be notified of any address change since the CAF was completed to ensure the school place has not been secured by fraudulent means.

If a child's parents/carers are not living together and the child spends a few days in both households on



week days, then best practice is to take proof of both addresses, but for admission as a minimum, they must provide proof of the address registered on the CAF which should be the one from which the child goes to school in the morning most often on week days.

- Council Tax bill for the current financial year (residential not commercial)

OR

- Current Housing Benefit entitlement letter (financial details should be deleted on the copy in their presence)

OR

- Current Tenancy Agreement for Council housing or Housing Association property

OR

- Tenancy Agreement from a Newham licensed Landlord

OR

- Letter from the National Asylum Support Service (NASS) team informing the family of the address of the accommodation being provided for the family

OR

- A letter from Adult/Children's

Services Asylum Team informing the family of the address of the accommodation being provided for the family.

Note: Tenancy Agreements from landlords who are not licensed by Newham and documents relating to house/flat purchase will not be accepted.

You will ALSO need one of the following utility bills (this is not required for families supported by NASS or a Social Care Asylum Team). In all cases the amount due and their balance should be deleted from the copy in the parent/carers presence):

- Gas bill/payment schedule/reminder – dated for the current financial year

OR

- Electricity bill/payment schedule/reminder – dated for the current financial year

OR

- Water bill/payment schedule/reminder – dated for the current financial year

OR

- Telephone bill/reminder – dated for the current financial year

OR

- Mobile phone bill/reminder – dated for the current financial year.

Medical contacts

- Doctor's surgery name, surgery address and telephone number, GP name (optional)

AND

- Dentist's surgery name, surgery address and telephone number, dentist's name (optional).

Emergency contacts

For all children you must hold at least two emergency contacts who must be aged 18 or over. If possible at least one of the contacts should be able speak English. We will need the following information from them:

- full name
- address
- language
- relationship to the child
- home number
- mobile number.

Proof of parental responsibility

Documents should be provided by the person living with child to confirm their parental responsibility and details of other persons with parental responsibility for your child.

Voluntary-aided schools' admission criteria for September 2016

St Angela's Ursuline Convent School

St Angela's Ursuline School is an 11-18 voluntary-aided girls' school founded by the Ursuline Sisters in 1862 and now under the trusteeship of the Diocese of Brentwood. The primary aim of the school is the education of Catholic children in accordance with its trust deed. St Angela's seeks at all times to foster the growth of pupils' understanding and appreciation of their faith.

The Governors of St Angela's Ursuline School intend to admit 186 pupils into Year 7 for the academic year 2016/2017. Applications for places to St Angela's for admission in September 2015 were 531.

By naming St Angela's as a preference, it is assumed that parents/carers wish their child to receive a Catholic education and unreservedly support the aims and ethos of the school as described in the school prospectus.

Wherever there are more applicants than places available, priority will always be given to Catholic applicants in accordance with the over-subscription criteria for 2016/2017 listed below.

Catholic

'Catholic' means a member of the Church in communion with the See of Rome. This includes the Eastern Catholic Churches. (See school website for complete list)

Practising Catholic

The Governors will determine practice of the Catholic Faith with reference to the following criteria:

- Evidence that the child has been baptised in accordance with the disciplines and rites of the Catholic Church
- a certificate of reception into the Catholic Church, or letter from the parish priest is required for all those baptised in other faiths who are now practising Catholics
- a copy of the Child's Baptismal certificate is to be attached to the Priest's Reference Form
- the practice of the faith is confirmed by the Diocesan Priest's Reference Form.

Christian denominations

Christian churches that are members of 'Churches together in England'. A list of member churches can be found at www.churches-together.net

Siblings

Sibling refers to sister, half-sister, adopted sister, step sister, foster sister or the child of the parent/carer's partner where the child for whom the place is sought is living in the same family unit at the same address

as that sibling, currently attending the school in Year 7-10 at the time of application and who will still be attending the school in the Academic Year 2016/2017.

Looked After Children and Previously Looked After Children

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 at the time of making an application to a school.

'Previously Looked After' are children who were looked after, but ceased to be so because they were adopted or became subject to a residence order or special guardianship order.

Children with Statements of Special Educational Needs and Education Health and Care Plans (EHCP) will be admitted to their named school before any other applicants are considered.



In the event of over-subscription applicants will be considered in the following order of priority groups:

1. Looked After Catholic Children or Catholic 'previously Looked After Children' who have been adopted
2. Baptised Roman Catholic girls whose permanent residence is within one of the following Roman Catholic parish boundaries of the Newham Deanery, and who with their family practise regularly as confirmed by the Diocese of Brentwood's Priests Reference Form.
3. Baptised Roman Catholic girls, who are resident in Newham, but whose level of practice cannot be supported by the Diocese of Brentwood's Priests Reference Form.
4. Any other baptised Catholic girls.
5. All other Looked After Children or 'Previously Looked After Children' who have been adopted
6. Children of families of another Christian denomination in the following order of priority:
 - Christians who have been baptised **or** have a 'service of dedication' and whose minister can confirm their level of practice as at least monthly.

Parish in Newham Deanery	District
Our Lady of Compassion	Upton Park
St Anne's St Mark's	Custom House
St Antony of Padua	Forest Gate
St Francis of Assisi	Stratford
St Margaret and All Saints	Canning Town
St Mary and St Edward with St John	Beckton/Silvertown/ North Woolwich
St Michael's	East Ham
St Stephen's	Manor Park

- All other Christians whose minister can confirm their level of practice as at least monthly.
- Any other Christians.

7. Children of families of other faiths residing in Newham whose religious leader can confirm in writing that they are practising at least monthly.

8. Any other applicants, including those who have not provided proof of residence and/or a recent utility bill as stipulated in part 'c' of the Admissions Criteria.

Tie Break

Where the offer of a place to all applicants in any of the categories listed above would lead to over subscription the following provision will be applied.

1. The attendance of a sibling at St Angela's Ursuline school on the school roll at the time of enrolment (years 7 – 11) becomes the highest priority (in distance order) of an

application within each category.

2. Where the offer of places to all the applicants in any of the sub-categories listed above would still lead to over subscription, the places up to the admission number will be offered to those living nearest to the school. The distance measurement has been agreed by the Governors as 'the distance from home to the nominated central point of Newham, which is the Front Entrance of Our Lady of Compassion Catholic Church, Green Street, London E13 9AX.

3. In the event of the tie break proving unable to decide between two applicants, a unbiased random allocation will be used to decide the tie break.

Sixth form admissions

For admissions to the sixth form please refer to St Angela's Sixth Form Admission Criteria 2016-2017 available

from St Angela's Sixth Form Centre. St George's Road, Forest Gate, London, E7 8HU. Telephone Number: 020 8475 7392.

Timescales

Parents will be advised of the outcome of their application on 1 March 2016, National Offer Day.

Late applications

Late applications received after the closing date will be considered in accordance with the Admissions Criteria from the date of receipt but not so as to prejudice decisions already taken after the closing date regarding the allocation of places.

Accuracy

All offers are made on condition that the information received by the Governing Body is entirely accurate. If at any stage this is proved to be otherwise, the offer of a place may be withdrawn.

Places offered using St Angela's oversubscription criteria for entry for September 2015

Places available	Statement of SEN	Priority group 2 with sibling	Priority group 2	Priority group 3 with sibling	Priority group 3	Priority group 4 with sibling	Priority group 4	Priority group 5 with sibling	Priority group 5	Priority group 6 with sibling	Priority group 6	Priority group 7 with sibling	Priority group 7	Amalgated Priority group categories 8-9 with and without siblings	Distance of final offer
186	0	23	114	0	3	2	15	1	2	1	25	0	0	0	1.989



Appeals procedure

Parent/carers wishing to appeal should read [pages 60-62](#) or visit www.newham.gov.uk for more information.

Waiting lists

In addition to the right of appeal, unsuccessful candidates will be offered the opportunity to be placed on a waiting list. The waiting list will be maintained in order of the over-subscription criteria set out above and not in the order in which applications are received or added to the list.

All waiting lists will be maintained only for the academic year 2016-2017. If parents wish the application to join or remain on the waiting list for the following academic year 2017-2018, they need to contact the school in writing to request this in early September 2017.

Applications

a) Pink SIF forms for St Angela's (obtained from Newham eadmissions website or from St Angela's directly) should be returned only to the school. **A copy of Baptism Certificate must be attached to this application**

form. The closing date for the forms is 31 October 2015.

b) Catholic applicants will be required to support their application with a Parish Priest's Reference Form, which will confirm practice. **The Priest's Reference Form is obtainable only from the Parish church/Parish Priest.**

Non Catholic applicants must also arrange for their minister/faith leader to send a letter confirming that they are practising at least monthly.

c) The Governors require parents to submit **TWO** proofs of residence, one from section 1 **AND** one from section 2.

Section 1

- Council Tax bill for this financial year
- Current housing benefit entitlement letter
- tenancy agreement for your council housing or housing association property
- tenancy agreement for your housing privately rented from a landlord accredited by us (for tenancies which started before 1 January 2013) or
- tenancy agreement from a landlord licensed by us (for tenancies which started from 1 January 2013)

- letter from the National Asylum Support Service (NASS) telling you of your housing address
- letter from Adult or Children's Services Asylum Team, telling you of your housing address.

Section 2

- gas bill, payment schedule or reminder
- electricity bill, payment schedule or reminder
- water bill, payment schedule or reminder
- telephone bill or reminder
- mobile phone bill or reminder.

Applicants who do not produce a parish priest's reference or minister's or religious leaders supporting letter with their application will not qualify within their respective category and should not assume an offer of a place.

Online admissions

If you are applying online via the eadmissions website you must still send your completed SIF directly to the school. You **MUST NOT** attach it to the online form.



St Bonaventure's Catholic Comprehensive School

St Bonaventure's School was founded by the Catholic Church to provide education for boys of Catholic families. The school is conducted by its governing body as part of the Catholic Church in accordance with its trust deed and instrument of government, and seeks at all times to be a witness to Jesus Christ.

Whenever there are more applications than places available, priority will always be given to Catholic applicants in accordance with the over subscription criteria stated.

The Governors of St Bonaventure's School intend to admit 186 boys into Year 7 in the school year which begins in September 2016.

Applications for places at St Bonaventure's for Year 7 starting September 2015 were: 573

Application procedures and timetable – what you have to do

1. The Common Application Form (CAF) for Year 7 application must be returned to Pupil Services Section by 31 October 2015. The St Bonaventure's School Supplementary Information Form (SIF) (obtained from London Borough of Newham; downloaded from the school's website: **www.stbons.org** or collected from the school's reception) together with a photocopy of the Baptismal Certificate should be returned to St Bonaventure's School, who will provide a receipt if requested. A photocopy of the Baptism Certificate must be firmly attached to this Supplementary Information Form. The closing date for the SIF to be handed directly to St Bonaventure's is 31 October 2015.
2. Non-Newham residents must apply through their own Local Authority using the appropriate Common Application Form (CAF). They can either obtain the St Bonaventure's School Supplementary Information Form (SIF) from the school's reception; download from the school's website: **www.stbons.org/admissions** or contact Newham's Pupil Service Section to be sent one. Non-Newham residents should return their own borough's CAF to their Local Authority by the specified deadline. The St Bonaventure's School Supplementary Information Form (SIF) together with photocopies of the Baptismal Certificate must be completed and returned to St. Bonaventure's by 31 October 2015.

3. Catholic applicants will be required to support their application with a Parish Priest Reference Form (PRF), which will confirm practice as a regular member of the Catholic faith. The Priests Reference Form can be obtained from a Parish Priest or the Diocese of Brentwood website **<http://dioceseofbrentwood.net/schools/Newham.aspx>**

This must be returned to St Bonaventure's by the Parish Priest by 30 November 2015.

4. Non-Catholic applicants will need to obtain a Non-Catholic Faith Leader Reference Form, this will be available on the school website **www.stbons.org/admissions** and arrange for this to be returned to St Bonaventure's by their Faith Leader by 30 November 2015.

Applicants should note that unless the SIF described above has been completed and returned on time to the school, the Governors will be unable to determine the criteria and so the application will be placed under Criterion 10: "Other Applicants" by default.

If the Common Application Form is not completed and returned to the appropriate Education Authority as explained above the application will be invalid and the Education Authority will not offer a place in St Bonaventure's school.

5. The Admissions Authority of St Bonaventure's will inform parents of the outcome of the determination of applications following an admissions meeting held in December 2015. This letter will inform applicants of the criterion in which their application has been placed. This will not be an offer of a place at St

Bonaventure's.

6. Parents will be advised of the outcome of their application by Pupil Services Section (not the school) on 1 March 2016, National Offer Day. Unsuccessful applicants will be advised of their right of appeal to an independent appeal panel.
7. Parents wishing to appeal must do so in writing 20 days after they have received confirmation of their offer from Pupil Services.

Over subscription criteria

At any time where there are more applications for places than the number of places available, places will be offered according to the following order of priority.

Children with Statements of Special Educational Needs and Education

Health and Care Plans (EHCP) will be admitted to the school named in their statement before any other applicants are considered.

1. 'Adopted, looked after and previously looked after' children from Catholic families
2. Practising Catholic boys who are resident in the Deanery of Newham for whom St Bonaventure's is the nearest Catholic school
3. Other practising Catholic boys
4. Other baptised Catholic boys
5. Catechumens: members of the catechumenate of the Catholic Church
6. Any other 'Adopted and Looked after' Children who are not Catholic in public care
7. Members of an Eastern Christian Church whose application is supported by a minister of religion
8. Christians of other denominations whose parents are in sympathy with the aims and ethos of the school and whose application is supported by a minister of religion
9. Children of parents of other faiths whose parents are in sympathy with the aims and ethos of the school and whose application is supported by a religious leader

Definitions

'Looked after child' has the same meaning as in Section 22 of the Children Act 1989 and means any child in the care of a local authority or provided with accommodation by them (e.g. children with foster parents).

'Catholic' means a member of the Church in communion with the See of Rome. This includes the Eastern Catholic Churches. This will normally be evidenced by a certificate of baptism in a Catholic Church and a certificate of reception into the full communion of the Catholic Church.

'Practicing Catholic' – it is the role of a priest to determine whether applicants meet the criteria for qualification as practicing Catholic families. The definition of a practicing Catholic is defined by 'Canon Law' which states that the faithful are obliged to participate in Sunday Mass and Holy Days. It is up to the applicant to identify and approach a priest who will complete the standard diocesan reference which is obtained from your parish priest or your ethnic chaplain. If you attend mass outside of the Newham Deanery please obtain the Priest reference from a Catholic Church in Newham.

'Sibling' – each of two or more children or offspring having one or both parents in common, or by adoption, who is resident at the same address as the child for whom a place is being sought.

'Catechumen' means a member of the catechumenate of a Catholic Church preparing for Baptism. This will normally be evidenced by a certificate of reception into the order of catechumens.

'Eastern Christian Church' includes Orthodox Churches, and is normally evidenced by a certificate of baptism or reception from the authorities of that Christian Church. The list of churches recognised as belonging to the Eastern Christian Churches can be found on the school website www.stbons.org/admissions

'Churches Together in England' – CTE is a national body set up in 1990. CTE is a visible sign of the Churches' commitment as they seek a deepening of their communion with Christ and with one another, and proclaim the Gospel together by common witness and service. Its strength comes from people from different traditions finding new ways to work and worship together – www.cte.org.uk/Groups/234690/Home/About/Member_Churches_of/Member_Churches_of.aspx

Places offered using St. Bonaventure's oversubscription criteria for entry for September 2015

Places available	Statement	Looked after children	Priority group 2 with sibling	Priority group 2	Priority group 3 with sibling	Priority group 3	Amalgated VA categories 4-9 with and without siblings	Distance of final offer
210	2	0	20	118	2	11	0	3.51 miles

'Deanery boundaries' – for the purposes of this policy, deanery boundaries (as laid down by the Diocese of Brentwood) are as shown on the map in the school office.

Where the offer of places to all applicants in any of the categories listed above would lead to oversubscription, the following provisions will be applied.

1. The attendance of a sibling at the school who will be on the school roll at St Bonaventure's in September 2016 in Years 8-13 will take priority within each criterion.
2. Distance from home to the nominated central point of Newham, which has been agreed as the Front Entrance of Our Lady of Compassion Catholic Church, Green Street, London E13 9AX. This distance is determined by London Borough of Newham, using the 'Shortest Walking Distance' and will be used to rank order applicants within each criterion.

Admission to sixth form

The Sixth Form is available for all existing students in Year 11 at St Bonaventure's School, if they fulfil the individual entry requirements for courses, details of which can be found in the 6th Form Prospectus. Remaining places in the 6th Form will be distributed in accordance with the school's over-subscription criteria, subject to applicants fulfilling the individual entry requirements of the courses for which they have applied. It is important that 6th form applicants follow the application procedures below, the dates will be published separately.

The Published Admission Number for additional applicants into Year 12 from schools other than St Bonaventure's is 20.

Appeals procedure

Parents may appeal against the decision of the Governors to offer their son a place, in the first instance by writing to the Chair of Governors (Admissions Appeals) c/o the school within 20 days, stating the grounds for the appeal.

- The appeal will be heard by an independent appeal panel, which will be made up of three people, none of whom have any connection with the school and one of whom will be a lay person. The lay person is someone who is aware of educational issues but is not directly involved with it.
- The Appeals Panel will accept representation from any interested parties in writing or in person at the appeal hearing.
- The names of unsuccessful candidates will be placed onto the waiting list, which will be organised in accordance with St Bonaventure's Admissions Criteria.

Waiting lists

In addition to their right of appeal, unsuccessful candidates will be offered the opportunity to be placed on a waiting list. The waiting list will be maintained in order of the oversubscription criteria set out above and not in the order in which applications are received or added to the list. This Waiting List will be updated on an annual basis.

Online admissions

If you are applying online via the eadmissions website you must still send your completed SIF directly to the school. You MUST NOT attach it to the online form.

Academy and free schools' admission criteria for entry from September 2016

Admission criteria for Oasis Academy Silvertown for entry from September 2016

Background to school

Oasis Academy Silvertown is a new secondary school which opened in the Silvertown Quays areas in September 2014. The academy is currently in temporary accommodation, with a reduced intake of 90 students in the 2014 and 2015 cohorts. Once the academy is in its permanent site on the North Woolwich Road, the intake will rise to 120 students. The academy is inclusive, non-selective and co-educational.

Over subscription criteria

Oasis Academy Silvertown is committed to straightforward, open, fair and transparent admissions arrangements, and will act fully in accordance with the School Admissions Code (as revised February 2012), the School Admissions Appeals Code and admissions law as they apply to academies.

a) Looked After Children and Previously Looked After Children. A looked after child is a child in the care of a Local Authority or provided with accommodation by a local authority (as defined in Section 22 of the Children Act 1989) at the time of application.

Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).

b) Children who have been assessed by Newham Council's Special Educational Needs Service as requiring a particular named school to meet their special educational needs and/or physical access. In addition the child must be on the Special Educational Needs Code of Practice and be in receipt of 'high needs funding' and/ or have

physical access difficulties.

Applications under this criterion will be assessed by the Academy and evidence will be required to show how the child meets this criterion, e.g. letter from the current school or local authority. Evidence will also be required to show why the child's needs can only be met at the Academy as opposed to another mainstream setting.

c) Children who at the time of admission will have a sibling as defined by London Borough of Newham's published admissions criteria for community schools at Oasis Academy Silvertown

d) Other children living closest to Oasis Academy Silvertown, using the method of measurement defined in the London Borough of Newham's published admissions criteria for community schools.

Waiting lists

Oasis Academy Silvertown will maintain a waiting list for an academic term. The Waiting List will be coordinated by the London Borough of Newham on behalf of the Academy and applications should be made to the London Borough of Newham who will liaise on the applicant's behalf with Oasis Academy Silvertown.

Priority on the waiting list will be determined in accordance with the oversubscription criteria.

Tie break info

a) Where there are more applications satisfying any category a) to d), places will be offered in order of proximity to Oasis Academy Silvertown at the date of application. Those living closer will be given higher priority.

Measurement of those living closer will be calculated using the method defined in the London Borough of Newham's admissions criteria for community secondary schools.



Admission criteria for East London Science School for entry from September 2015

Background to school

East London Science School is an 11 – 18 mixed free school for pupils of all abilities and backgrounds with 120 places available in Year 7. We accept pupils from across London. Our pupils live almost equally in Newham and Tower Hamlets with some coming from even further afield. This is something we are keen to maintain as it gives the school a uniquely diverse pupil intake. We do not operate any form of aptitude or academic selection in pupil admissions. However, the education we offer is unashamedly academic and this is something that we know our pupils and parents will value highly.

Over subscription criteria

Children with a statement of Special Education Needs that named the East London Science School (subject to the school's right of appeal to the Secretary of State) will be offered a place before all other applications are considered.

- a) Children who are in the care of a local authority including those that have been previously looked after but ceased to be so because they were adopted or became subject to a residence or special guardianship order.
- b) Children who will have a sibling attending the East London Science School at the time of admission. A "Sibling" is defined as children who live as

brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

Where applications are received from twins, triplets or same year siblings, if one child is selected for a place the twin/triplet/same year sibling will be ranked in their own priority group immediately below children in the care of a Local Authority.

- c) Children of staff at the East London Science School 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 the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- d) After places have been filled by the first three criteria, 50% of any remaining places will be offered to children who live closest to the school, measured by straight-line distance from the main school entrance of the current school location (as specified in the school prospectus or on the school website) to the child's home address being the home address of the main carer as set out on the application form.
- e) After places have been filled under the first four criteria, 2/3 of any of the remaining places

will be offered to children who live between 1.5 and 3km of the front gate of the school. Where the number of applicants in this category exceeds the number of places, offers will be determined by random allocation.

- f) After places have been filled under the first five criteria, any remaining places will be offered to children living beyond 3km from the front gate of the school. Where the number of applicants in this category exceeds the number of places, offers will be determined by random allocation.
- g) After places have been filled under the first six criteria, any remaining places will be offered to any other children making an application, where children live closest to the school, measured by straight-line distance from the main school entrance of the current school location (as specified in the school prospectus or on the school website) to the child's home address being the home address of the main carer as set out on the application form, are given priority.
- h) Distances from the pupil's home address to the main school entrance will be measured by using Ordinance Survey data to plot the applicable distance using the London Borough of Newham's home-school distance service.
- i) In the event of a tie between two or more children following the above criteria, places will be allocated by random selection which will be independently supervised.

Primary to Secondary Transfer for September 2015 'On Time' Offer Information for East London Science School

	Statement	Looked after	Physical Access	High Needs Funding/ Resource	Siblings	All other	Alternative allocations made by Local Authority
East London Science School	0	0	0	0	20	100	0

Waiting list

- On 1 September 2016 applicants on the Reserve List and applications received after 31 October 2015 will be placed on the waiting list.
- All applications on the waiting list will be considered for any vacancies occurring during the period 1 September and 31 December 2016 in accordance with the admission criteria.
- The waiting list will not be maintained after 31 December 2016.

Admissions criteria for Stratford School Academy with effect from September 2016

General Principles

1. Stratford School Academy is an 11-16 mixed comprehensive school. We do not have any requirement for aptitude from prospective students.
2. There is no guarantee of a place for children who have a brother or sister who attend the school or who attend a linked primary school.
3. Admission to our school is not dependent on any 'voluntary' contribution.
4. The school will endeavour to provide places for students who do not have a brother or sister in the school and who do not attend a link primary school provided that they can be accommodated within the admission limits.
5. Pupils will be admitted at the age of 11+ **without** reference to ability or aptitude using the criteria below.
6. The admission number for September 2016 will be 300.
7. Stratford School Academy participates in the Local Authority co-ordinated scheme and all deadlines within that scheme must be adhered to by applicants.
8. Children with a statement of Special Educational Need or an Education Health and Care Plan naming Stratford School Academy will be admitted.
9. As required by the Education (Admission of Looked After Children) (England) Regulations 2006 the school will give priority to applications on behalf of children in public care (looked after children).
10. The Board of Governors of Stratford School Academy has determined that the criteria for admissions from September 2016 will be as follows.

Definitions and Details

11. Our **linked primary** schools are:
Elmhurst School
Upton Park Road, Forest Gate,
London E7 9PG

Park School
Mathews Park Avenue, Stratford,
London E15 4AE

Portway School, Stratford Road,
London E13 0JW

Selwyn School, Cecil Road,
London E13 0LX

Shaftesbury School, Shaftesbury
Road, Forest Gate, London
E7 8PF

St Stephen's School, Whitfield
Road, East Ham, London E6 1AS

William Davies School, Stafford
Road, Forest Gate, London
E7 8NL

12. By **sibling** we mean brothers and sisters, adopted siblings, step-children, common law step-children, half-siblings, children subject of a residence order or special guardianship order and foster children (only those "looked after" by any local authority) who permanently live in the same household
13. For Stratford School Academy to take a sibling into account the sibling's name must be correct on the application form and the sibling must be on roll of Stratford School Academy at the time of application.
14. By an **employee** of the Stratford School Academy we mean someone who is on the payroll of the Academy.
15. By child of an employee of Stratford School Academy we mean a child living in the same

household as an employee or, if living in a different household, then the employee is the natural parent or guardian of that child.

16. For Stratford School Academy to consider the child of an employee then one or other of the following circumstances must apply : a) the employee 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 b) the employee is recruited to fill a vacant post for which there is a demonstrable skill shortage
17. **Home Address:** proof of residence will be required by the co-ordinated scheme. The offer of a place may be withdrawn if proof of residency is not met or a place has been offered under fraudulent or intentionally misleading grounds.
18. **Where a child lives part of the week** with one parent and part of the week with another member of the family the 'home address' will be considered to be the residence where the child spends at least three nights of the school week each week.
19. **Looked after:** 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 definition in Section 22 (1) of the Children Act 1989)



Admissions criteria

20. Children with a statement of Special Educational Needs or an Education Health and Care Plan that names Stratford School Academy will be admitted before any other applicants and these admissions will count toward the admission number.
21. If there are fewer applications made than places available, then every child will be offered a place..

Oversubscription criteria

22. In the event of over subscription we will offer places to applicants in this order:

Criterion 1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order¹

And then

Criterion 2. Children of employees of Stratford School Academy (see definitions above))

And then

Criterion 3. Children who attend a linked primary school and who have a sibling at Stratford School Academy who is on our school roll at the time of application.

And then

Criterion 4. Children who have a sibling at Stratford School Academy who is on our school roll at the time of application.

And then

Criterion 5. Children who go to a linked primary school.

And then

Criterion 6. Other children



Tie Breaker.

23. If there are more applications than places available, then all applicants will be allocated a number via a random allocation (lottery) process. This number will decide a child's priority within each of the admission criterion set out above. It will only be used if there are not enough available places left to accommodate all the applicants falling under that criterion. Places will then be offered to applicants in accordance with the randomly allocated number, starting with the lowest number first. This process will be independently verified.

Waiting Lists

24. The school will hold separate waiting lists for each oversubscribed year group.
25. In regard to applicants for Year 7 places, all children whose Year 7 applications were unsuccessful in the normal admission round will be placed on our Year 7 waiting list on 1 March 2016 in addition to all children whose parents have applied unsuccessfully² for Year 7 places outside the normal admissions round.
26. When place(s) becomes available, if there are more children in the relevant year group(s) on the waiting list than the number of places available, then all those on the waiting list in the relevant year group(s) will be allocated a number via a fresh random allocation (lottery) process³. This number will decide a child's priority within the highest relevant oversubscription criterion set out above which they meet. It will only be used if there are not enough available places left to accommodate all those on the waiting list in the relevant year group(s) falling under that criterion, in which case places will be offered to children in order of the randomly allocated number, starting with the lowest number first.

Applications made outside the normal admissions round

27. Admissions for all other year groups will be dealt with in accordance with this policy and in accordance with the Local Authority scheme as adopted

Example

28. By the deadline set Stratford School Academy receives 984 Year 7 applications for 300 places. 3 applicants have a statement of Special Educational Needs or an Education Health and Care Plans that name Stratford School Academy and so are offered places. This means there are 981 applicants for the remaining 297 places.

Therefore each of the 981 applicants is randomly allocated a number from 1 to 981.

1 applicant falls into category 1. The school can offer the applicant a place and so does. This leaves 296 places available

2 applicants fall into category 2. The school can offer both applicants places and so does. This leaves 294 places available.

46 applicants fall into category 3. The school can offer all 46 applicants places and so does. This leaves 248 places available.

21 applicants fall into category 4. The school can offer all 21 applicants places and so does. This leaves 227 places available.

198 applicants fall into criterion 5. The school can offer places to all 198 applicants and so does. This leaves 29 places available.

713 applicants fall into category 6 but the school now only has 29 places available. So the numbers allocated under the random allocation procedure will be used to decide which of these applicants will be offered places. The 713 applicants who fall into category 6 will each have been randomly allocated a number between from 1 to 981 at the start of the process, so it will be the 29 applicants with the lowest numbers who will be offered a place.

¹ An adoption order is an order under Section 46 of the Adoption and Children Act 2002. A 'residence order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

² That is, children who were allocated a place at a school for which they had not expressed a preference or for which they had expressed a preference that was lower than that expressed for Stratford School Academy.

³ Any number allocated in a previous random allocation will be discounted.

Example The school receives 984 applications for 300 places

Children with a statement of Special Educational Needs or an Education Health and Care Plan that names Stratford School Academy; then	3	3	297
Category	Applicants satisfying criteria	Offer places to	Places remaining
1. Children who are in the care of a local authority	1	1	296
2. Children of staff in either or both of the following circumstances: a) 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 b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.	2	2	294
3. Children who attend a linked primary school and who have a sibling at Stratford School Academy who is on our school roll at the time of application.	46	46	248
4. Children who have a sibling at Stratford School Academy who are on our school roll at the time of application.	21	21	227
5. Children who go to a linked primary school.	198	198	29
6. Other children. 29 of these 713 applicants will be offered places by the process of random allocation.	713	29	29

Please remember this is just an example and that the figures will vary from year to year.

The Academy's Resourced Provision for Children with Autism

29. The Academy has a Resourced Provision for Children with Autism. Places in the Resourced Provision are reserved for children with a diagnosis of autism. The maximum planned capacity of the Resourced Provision is 20 pupils

and the Academy would expect that these pupils are divided roughly equally between Years 7, 8, 9, 10 and 11 with no more than 6 in any year group.

Admissions Criteria

30. Subject to paragraphs 30 and 34, if there are fewer suitable applications made than places available, then every child will be offered a place.

31. Children with a diagnosis of autism who have a statement of Special Educational Needs or an Education Health and Care Plan naming Stratford School Academy's Resourced Provision for Children with Autism.
32. Children with a diagnosis of autism who do not have a statement of Special Educational Needs or an Education Health and Care Plan but are in receipt of high needs funding as determined by their home local authority and who would benefit from placement in the Academy's Resourced Provision for Children with Autism. Suitability for admission under this criterion will be determined by Governors having taken into consideration the recommendation and supporting evidence of the child's home local authority.
33. If a place is available at the Resourced Provision Governors will be entitled to leave that place unfilled if, having carefully considered the recommendations and supporting evidence provided by the home local authorities of the applicants or of those children on the waiting list, they reach the following conclusion: that none would benefit from attending the Resourced Provision more than some other educational establishment or that were they to do so, their attendance would have a detrimental effect on the education of those already attending the Provision.
34. In such circumstances the Governors will fill the place at the earliest opportunity.

Waiting Lists

35. When place(s) becomes available, if there are more children in the relevant year group(s) on the waiting list than the number of places available, then the Governors will go through the process described in paragraphs 30 to 34 and offer place(s) to those children it judges will most benefit from attending the Academy's Resourced Provision.

The Ethos of Stratford School Academy

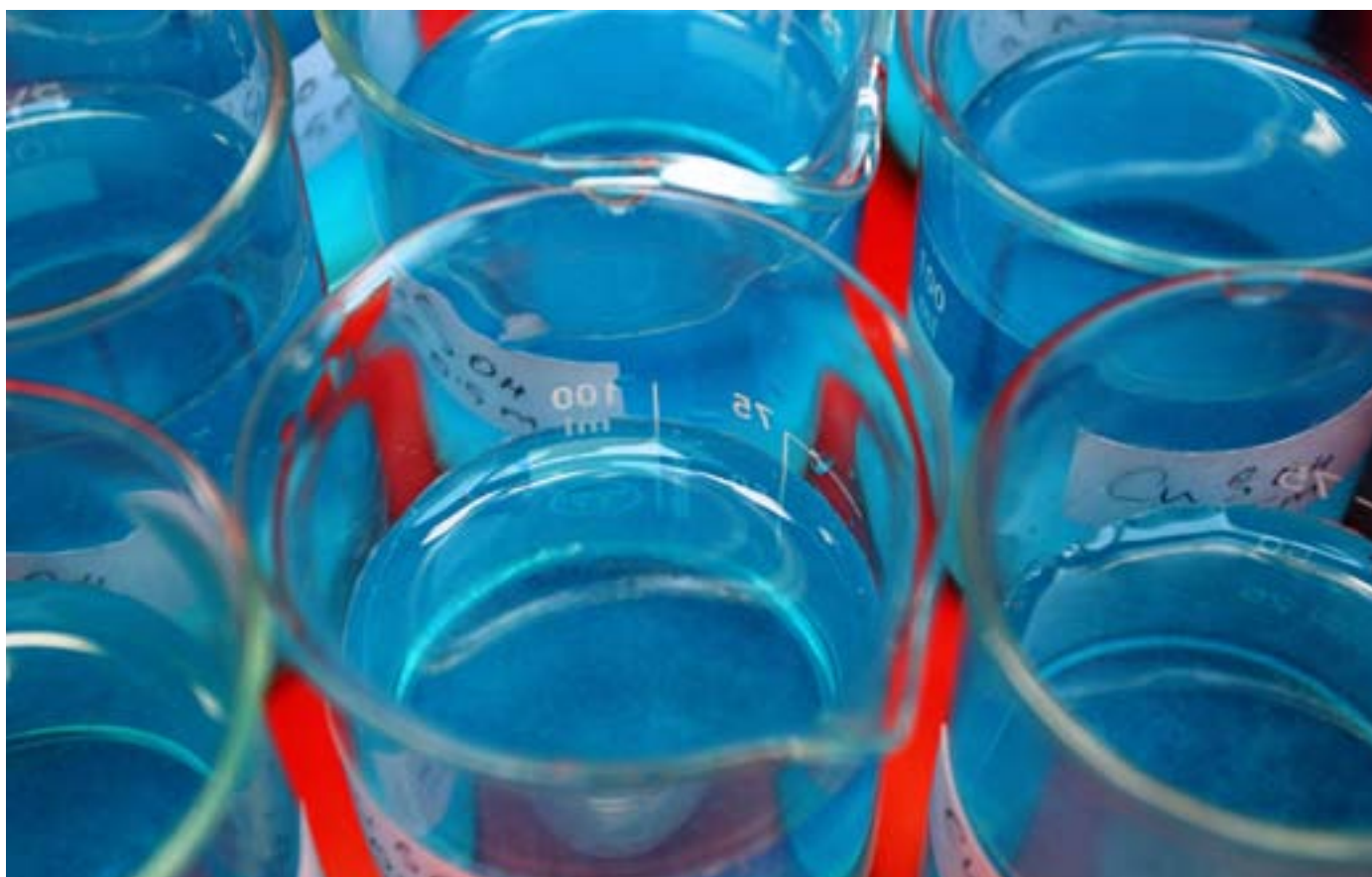
36. Stratford School Academy is a non selective, mixed non-faith school that believes in the equality of all peoples, whatever their faith, ethnicity or sexual preference: we believe that what unites us as a human race is more important than what divides us.
37. To the extent that it does not conflict with this principle, or with the law, or with our obligation to educate our students for the 21st Century, we will do our best to accommodate the religious and cultural practices of the communities we serve.
38. So for example, in almost all cases, including some PE lessons, students are taught in mixed classes; but at the same time Stratford School Academy has sought and been granted by the Local Authority a 'Determination' which allows us to organise our daily acts of collective worship as times of reflection that have the right flavour for our school and setting and do not have to be wholly or mainly Christian.

39. We believe that the one thing that Stratford School Academy, as a school, can uniquely offer its students is a good education. So the school will take very seriously behaviour that interrupts our students learning.
40. We expect any student whose behaviour interferes with their learning or the learning of others to take responsibility for their behaviour and work with us to change it and to put matters right. We will not accept continued poor behaviour. We expect parents to support us and their children in this work.

41. Stratford School Academy believes its students are members of its community and represent the School from the time they leave home to come to school until the time they return. Stratford School Academy expects all its students to wear its uniform whilst at school and on the way to and from school.
42. We ask all parents applying for a place here to respect this ethos and its importance to the school community.

Places offered using Stratford School Academy's oversubscription criteria for entry for September 2015

	Places available	Staff Child	Link & Sib	Link	Siblings	All other	Alternative allocations made by Local Authority
Stratford	300	2	25	121	12	89	24





Admission arrangements for Chobham Academy for 2015/16 academic year only

Secondary (11 – 16 years) aged provision

1.1 The Academy has an admission number of 90 in Year 7. The full age group is 180 but 90 pupils are already present in Year 6 and transfer automatically into Year 7. Where less than 90 transfer from Year 6 additional places will be made available to create a Year Group of 180 (casual year 7 places).

1.2 The Academy will accordingly provide for the admission of 90 pupils (plus any casual year 7 places) to Year 7 in the academic year 2015/16 if sufficient applications for entry are received. Where fewer applications than the published admission number for the relevant year groups are received, the Academy Trust will offer places at the Academy to all those who have applied.

1.3 The Admission number for Year 10 and Year 11 is 60.

1.4 The Academy will admit students representing all levels of ability among applicants for admission to the Academy. For Year 7 all applicants will take a standardised non-verbal reasoning test, which will

be standardised against the national distribution of ability. Then students will be placed in rank order and will be allocated to one of nine groups (with the number of places in each group determined by the national distribution of ability). There is no pass or fail to the assessment but the process produces valid and reliable scores so that places can be allocated from each of the nine groups to produce a balanced and equitable intake. Applicants who complete the common application form showing one of the preferences to be for the Academy will also be asked to complete a Supplementary Application Form which should be submitted to the Academy to allow arrangements to be made for the test and any special requirements allowed for.

Oversubscription criteria for Year 7

2.1 When the Academy is oversubscribed, after the admission of pupils with Statements of Special Educational Needs or Education Health Care Plans where the school is named in the Statement (who will be tested to determine which band they are in but this will not affect their

admission), the following criteria will be applied to the children placed within each ability band to determine which children will be offered the places in that band, in priority order:

- a) Children who are looked after or former looked after children as defined in the Admissions Code and any child adopted prior to December 2005;
- b) Children who live in East Village
- c) Nearness to the Academy, as calculated (see page 46). Proof of residence will be required (council tax bill, utility bill). See page 50 for more details.

These criteria will be applied to candidates as they are allocated to each group as a result of the tests until the correct number in each group as identified in paragraph 1.4 above is reached;

If at the end of this process there are unallocated places in any group these will be filled by the applicants next in line for admission to the groups above and below, alternating between the group above and below, using the same allocation criteria set out above (e.g. if the group 4 has vacancies but all the applicants in the group 4 ability band have places, the place(s) will be offered to unallocated applicants next in line for places in group 3, then group 5, then group 3 etc.)

Statemented children, Looked after children and former looked after children will always be allocated the first places in any group.

Proof of residence will be required (council tax bill, utility bill).

2.2 Other than children with Statements of Special Educational Needs and Looked after children, those who apply via the CAF and then do not turn up for the test, will be considered for a place after all those children who have sat the test.

Waiting lists

3.1 The Academy will operate a waiting list for Year 7. Where in any year the Academy receives more applications for places than there are places available, a waiting list will operate until the end of the first term after the beginning of the school year. This will be maintained by the Academy Trust and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

3.2 Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria (i.e. not including banding). Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. Where in-year or late applications are made and a request made to be added to the waiting list the rank order of children on the waiting list will be recalculated using the oversubscription criteria.

Appeals

4.1 The school will offer an appeal to anyone refused admission. The appeal will be before an independent appeals panel constituted in accordance with the School Admission Appeals Code. If refused admission you should contact the school to lodge an appeal.

Oversubscription criteria for Year 12

5.1 The Chobham Academy operates a sixth form for a total of 420 students. 210 places overall will be available in year 12 (the year 12 'capacity'). The admission number for year 12 is 210.

5.2 To determine eligibility for admission, the Academy will publish specific criteria in relation to minimum entrance requirements for Year 12 based on GCSE grades or other measures of prior attainment, which will be consulted upon alongside its other admission arrangements whenever a change is proposed. The

Chobham Academy will also publish academic entry requirements for each course available based upon GCSE grades or other measures of prior attainment. These criteria will be the same for internal and external transfers and will be published in its prospectus and on its website.

5.3 Young people failing to meet the grades for their preferred course option will be offered alternative courses if available. Young people already on the Academy roll are entitled to transfer to Year 12 if they meet the published standards of entry to the sixth form.

5.4 If Year 12 is oversubscribed then, after the admission of students with Special Educational Needs or Education Health Care Plans where Chobham Academy is named on the statement, the criteria will be applied in the order in which they are set out below:

- Looked after children and former looked after children
- Students who live within East Village (please see map attached)
- Distance of the applicant's home from the Academy with those applicants living closest being given priority. Distance will be measured in accordance with the method set out in paragraph 2.1c above.

5.5 There will be a right of appeal to an Independent Appeals Panel for internal pupils refused transfer and external applicants refused admission.

Arrangements for admitting pupils to other year groups, including replacing any pupils who have left the Academy

6.1 The Academy does not participate in the Newham coordinated admissions process for in-year admissions. Applications will need to be submitted direct to the Academy, although they will accept applications on the Newham application form if this is forwarded to them. The Academy will consider any applications for other year groups and if the year group applied for has a place available, admit the child. If more applications are received than there are places available, the place will be allocated using the criteria set out in para 4.1 for Year Reception to Year 6 ("Moving from Primary to Secondary School Guide") and para 2.1 for Years 7 to 11, and para 5.4 for post 16 admissions. If a place is not available parents may ask for their child to be added to a waiting list.

6.2 Children's position on any waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. Whenever applications are made and a request made to be added to the waiting list the rank order of children on the waiting list will be recalculated using the oversubscription criteria.

Places offered using Chobham Academy's oversubscription criteria for entry for September 2015

	Places	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9
Chobham Academy	120	11	13	21	28	34	28	21	13	11

	Statement	Looked after	Catchment with sibling	Catchment	Sibling	All other pupils	TOTAL
	1	1	12	20	0	91	125

How to appeal for a place at a school or academy located in Newham

If you have been refused a place at any school that you have named on your most recent school admission application you have the legal right to appeal against the decision and have your case heard by an Independent Appeal Panel. Our appeals process is fully compliant with the Department for Education School Appeals Code.

If your child has a Statement of Special Educational Needs or an Education, Health and Care Plan (EHCP) you cannot use the process outlined in this section. Parents/carers whose children have special educational needs with a Statement or EHCP they can appeal to the First-tier Tribunal (Special Educational Needs and Disability) against decisions made by Local Education Authorities in England about their children's education. To lodge the appeal you must contact the Council's Special Educational Needs (SEN) section.

You can only appeal for a place at a school where you have expressed a preference and been refused a place. You cannot appeal for a school if you have not made an application for it.

You can normally only appeal for the same school once for each academic year. In exceptional circumstances you may be able to appeal more than once, if there are significant changes to your personal circumstances. A change or significant change to your personal circumstances does not mean you will automatically be given a second appeal. The school's admission authority will decide if a second appeal can be granted.

You cannot have an independent appeal for a place in a nursery class or nursery schools, as this is not statutory education.

If you want to appeal for a place at any Newham secondary community, voluntary-aided faith schools, Brampton Manor Academy, Langdon Academy, Oasis Academy Silvertown, School 21, Lister Academy, Rokeby Academy or Sarah Bonnell Academy you must complete the Council's appeal form or send in a letter of

appeal detailing all your reasons – these are known as your written representations.

You must send your appeal to:
Newham Independent School Appeals Service (NISAS)
1000 Dockside Road
London E16 2QU

To appeal for Chobham Academy or a school that is in another borough you must check their website for details of their application process.

Your school application outcome letter will tell you how to appeal if you wish to do so.

When will my case be heard?

Statutory timetable

For 'on time' school applications made in the normal admissions round, appeals will be heard within 40 school days of the deadline for lodging appeals.

For 'late' school applications, appeals should be heard within 40 school days from the deadline for lodging appeals where possible.

If you lodge your appeal after the relevant deadline your appeal will be heard within 30 school days of the appeal being lodged.

'Normal' admissions are applications for reception, primary to secondary, infant to junior and 14-19 transition for entry in September 2016.

To be considered as 'on time' for primary to secondary and 14-19 transition your common application for entry in the next academic year must be received by the national closing day 31 October 2015.

The deadline for lodging appeals for September 2016 entry will be Friday 20 March 2015 for primary to secondary and 14-19 transition.

For in-year admissions, appeals will be heard within 30 school days of the appeal being lodged. There is no closing date for lodging an 'in year' application, the only requirement is that you have not withdrawn your application for the school you are appealing for.

If you withdraw your application for the school you are appealing for before the hearing, your appeal will be cancelled.

You do not have a right of appeal if you have been offered a place that is not in the year group you would like or for a place in a resource provision. However, you may make a complaint in accordance with the relevant published complaints procedure.

How do I appeal?

Before deciding whether to appeal, you will probably want to think about the school's published policy for admitting pupils, your reasons for wanting your child to attend the school, your child's view of what school they should attend and how strong your case is.

If you are not offered a place at the school you have named as your first preference, or any other schools you named as preferences on your most recent application, visit www.newham.gov.uk/schoolappeals or call 020 8430 2000 for details.

If you decide to proceed and lodge an appeal, upon receipt of your appeal, NISAS will send you an acknowledgement which will also outline the next steps.

What happens next?

Ten working days before your hearing:

You will receive a letter from NISAS who are independent of the admission authority, telling you where and when your appeal will be heard. It will usually be during office hours at Newham Dockside, Newham Town Hall or another suitable venue.

You will also be sent a statement from the admission authority explaining why your child could not be offered a place at the school you are appealing for.

From when you lodge your appeal up to the day of the hearing you should be preparing your own case, this is known as your written representations. This should include any documents that can verify the facts, such as medical evidence.

To be guaranteed for consideration by the Independent Panel you must submit any written representations for receipt by NISAS at least 24 hours before the hearing. Any new evidence received after this date or presented as oral (spoken) representations during the hearing may not be considered or may result in a fresh date being set before your hearing starts or an adjournment on the day.

Who is present at an Independent Appeal Panel?

The school's admission authority, or the clerk acting on behalf of the admission authority, must appoint an independent appeal panel that is comprised of a chair and at least two other panel members. In Newham the panel is made up of three independent people and our panels will consist of the following persons, with at least one from each category:

- a) Lay people (someone without personal experience in the management of any school or provision of education in any school (except as a school governor or in another voluntary capacity);
- b) people who have experience in education, who are acquainted with educational conditions in the local authority area.

Members of the panel will have no link to your child's current school or the school you are appealing for or any other school that forms part of your case.

If you know one of the panel members you must declare this to NISAS before the hearing starts, advising them of how you know them.

Admission authorities will ensure that panel members are independent and retain their independence for the duration of their service.

One of the panel members will be the chair. They are responsible for the conduct of the hearing including introducing the parties and explaining the roles of the clerk and the panel, explaining how the hearing will be conducted, and ensuring that the parties have sufficient opportunity to state their case.

Also in the room will be an independent clerk and the Admission Authority's Presenting Officer.

The clerk's role is to provide an independent and impartial service. They will provide an independent source of advice (or to seek appropriate advice) on procedure and on admissions law; keep an accurate record of proceedings by taking detailed notes; and provide the parties with written notification of the panel's decision.

The Presenting Officer's role is to present the admission authority's decision not to admit the child and to provide detailed answers to any questions about the case being heard and about the school.

At some appeals there may be an observer, who could be there for training purposes to ensure proceedings are being carried out correctly – they will play no part in the hearing.

What happens at the hearing?

The hearing is quite informal. You are strongly advised to attend. You can take a friend or relative if you wish, but remember that the hearing is informal and legal representatives are rarely needed. A friend, relative or representative could be a locally elected politician, or an employee of the local authority, such as an educational social worker, SEN advisor or learning mentor, provided this will not lead to a conflict of interest. Admission authorities cannot allow an employee of the school you are appealing for or a member of the admission authority concerned to attend as your representative.

If it is not possible for you to attend, you may make your case in writing to be considered in your absence. If you do not attend, your case will be presented for you using your exact words from your written representations.

Multiple 'Group' Appeals

Multiple appeals are when a number of appeals have been received in relation to the same school. Admission authorities **must** take all reasonable steps to ensure that multiple appeals for a school are heard by one panel with the same members. Where more than one panel has to consider appeals for the same school, each panel **must** make its own decision independently. A panel hearing multiple appeals **must not** make

decisions on any of those appeals until all the appeals have been heard.

Multiple appeals may be heard either individually or in groups. Hearing multiple appeals individually means holding a series of consecutive appeal hearings. The panel **must** ensure that the presenting officer does not produce new evidence in later appeals that was not presented in earlier appeals as this would mean that appellants whose cases were heard earlier in the process would not have the opportunity to consider and respond to the new evidence. If new evidence comes to light during the questioning of the presenting officer, the clerk **must** ensure that the panel considers what bearing that evidence may have on all appeals.

The order of the hearing (non grouped appeals) is normally:

1. Introductions.
2. The chair of the appeal panel explains the process to you.
3. The Presenting Officer from the admission authority explains why your child could not be admitted to that school.
4. You have the opportunity to ask questions on the Admission Authority's statement to the officer from the parent, carer, friend or representative.
5. You or your friend or representative explains why they think the child should be admitted to the school. You may give any evidence that may help your case.
6. The Presenting Officer can ask you questions.
7. The Presenting Officer from the admission authority will sum up their case.
8. The panel members can ask questions at any time throughout the hearing.
9. You are given the opportunity to sum up your case.
10. If the Chair is happy that everyone has had an opportunity to sum up their case you and the Presenting Officer from the admission authority will be asked to leave.
11. For group appeals the order of the hearing is the same but

the Presenting Officer will state his case to a group of parents/carers all appealing for the same school, in the same year group. As a group you will then have an opportunity to question the Presenting Officer all parties will hear the questions and the answers. Following this grouped stage each parent/carer will then have a private hearing where they present their own case.

How does the panel make its decision?

Apart from appeals to reception and Year 1 and 2 classes (see below), the panel has to go through a two-stage process:

Stage 1: The panel finds that the admission arrangements did not comply with admissions law or had not been correctly and impartially applied, and the child would have been offered a place if the arrangements had complied or had been correctly and impartially applied;

OR

The panel finds that the admission of additional children would not prejudice the provision of efficient education or efficient use

Stage 2: If the appeal panel is satisfied with the admission authority's case, it then looks at the case presented by the parent/carer.

The panel must balance the prejudice to the school against the appellant's case for the child to be admitted to the school. It must take into account the appellant's reasons for expressing a preference for the school, including what that school can offer the child that the allocated or other schools cannot. If the panel considers that the appellant's case outweighs the prejudice to the school, it must uphold the appeal.

In multiple 'group' appeals, the panel must not compare the individual cases when deciding whether an appellant's case outweighs the prejudice to the school. However, where the panel finds there are more cases which outweigh prejudice than the school can admit, it must then compare the cases and uphold those with the strongest case for admission. Where a certain number of children could be admitted without causing prejudice, the panel must uphold the appeals of at least that number of children.



When multiple appeals are grouped, the presenting officer's case is usually heard in the presence of all the appellants at the beginning of the hearing (or sometimes at the start of each day when a hearing runs over a number of days). The appellants' cases are then heard individually without the presence of other appellants.

In multiple appeals where a number of children would have been offered a and to admit that number would seriously prejudice the provision of efficient education or efficient use of resources, the panel must proceed to the second stage.

The decision of the Independent Appeal Panel is binding on the admission authority.

However, if you feel that the correct procedures for your appeal were not followed, you may complain to the Local Government Ombudsman in respect of maintained schools.

If the Ombudsman agrees with your complaint, they may make recommendations for a suitable remedy. For example, they may recommend that an appeal is reheard by a different panel and with a different clerk. The Ombudsman is not able to overturn the appeal panel's decision.

Appellants considering making a complaint can contact the

Local Government Ombudsman:

Call 0300 061 0614

Visit www.lgo.org.uk

Email advice@lgo.org.uk

Write to them at:

The Local Government Ombudsman
PO Box 4771, Coventry, CV4 0EH

The Secretary of State cannot review or overturn an appeal decision relating to a maintained school. An appeal panel's decision can only be overturned by the courts where the appellant or admission authority is successful in applying for a judicial review of that decision.

Please note that the section below only applies to Brampton Manor Academy, Chobham Academy, Langdon Academy, Lister Academy, Rokeby Academy and Sarah Bonnell Academy, Oasis Academy Silvertown, School 21 and Stratford School Academy.

Education Funding Agency

If you have appealed for a place at an academy located in Newham and you are concerned that the appeal did not comply with the Code or was set up incorrectly, and this affected the outcome of the appeal, you can complain to the Education Funding Agency (EFA) within six months of the date of the appeal hearing. The EFA will investigate the complaint on behalf of the Secretary of State if it considers there are sufficient grounds to do so.

You can submit your completed complaint form by email to: **academyquestions@efa.education.gov.uk** or by post to the following address:

Academy Admission Appeal
Complaints, Academies Central
Unit, Education Funding Agency,
8th floor, Earlsdon Park Butts Road,
Coventry CV1 3BH

The Secretary of State for Education has no power to review the decisions of individual appeal panels.

Primary to secondary transfer appeals for September 2015

Appeal Establishment	Heard	Upheld	Not Upheld
Brampton Manor Academy	55	0	55
Chobham Academy	50	4	46
Cumberland School	3	0	3
East London Science School	0	0	0
Eastlea Community School	0	0	0
Forest Gate Community School	1	0	1
Kingsford Community School	1	0	1
Langdon Academy	0	0	0
Lister Community School	2	0	2
Little Ilford School	27	3	24
Oasis Academy	0	0	0
Plashet School	16	0	16
Rokeby School	0	0	0
Sarah Bonnell School	7	0	7
School 21	25	1	24
St Angela's Ursuline Convent School	4	0	4
St Bonaventure's Catholic Comprehensive School	1	0	1
Stratford School Academy	0	0	0
The Royal Docks Community School	0	0	0



Education options for 14 -16 year olds

Year 9-10 transition

SECTION | 04



If your child is in year 9 in the 2015/16 academic year they will usually remain at their current school but you now have the option to apply for a place at a Studio School or a University Technical College.

For most young people staying on their current school will be best for their educational development but if they are interested in developing a career in a specific field they might want to move at the end of the year.

Studio School

Studio schools are an innovative new model of 14 to 19 year-old educational provision. They are small schools - typically with around 300 pupils - delivering mainstream qualifications through project based learning. Students work with local employers and a personal coach, and follow a curriculum designed to give them the employability skills and

qualifications they need in work, or to take up further education.

University Technical College (UTC)

A university technical college (UTC) is a type of secondary school in England for 14-19 year olds that is led by a sponsor university. The university supports the curriculum development of the UTC, provides professional development opportunities for teachers, and guides suitably qualified students to foundation and full degrees. The sponsor university appoints the majority of the UTC's governors and key members of staff.

If you are interested in this as an educational route for your child you do have the opportunity to apply for any of these establishments that are located across London and the South East.

As this is a big step we strongly recommend that you do thorough research before deciding and if you still think it's the best route for your child apply online at eadmissions.org.uk. The timeline is the same as for primary to secondary transition, so check the inside cover for more details.

Remember there are only a limited number of places for young people in Studio Schools and UTCs. If they have more applicants than places available they will use their published Determined Admissions Arrangements to decide who to offer. As your child will already have a school place, there is no duty to provide an alternative place at one of this type of establishments if you do not get offered a place at one of your preferred schools. Your child will be required to continue to attend their current school.

APPLY ONLINE FOR A **SAFE AND SECURE** APPLICATION PROCESS

The easiest way to apply for your child's secondary school is to do it online at www.eadmissions.org.uk

A screenshot of the 'User registration' page on the eadmissions.org.uk website. The page has a purple header with 'Admissions' and 'Help' links. A sidebar on the left lists navigation options like 'School admissions home', 'Information & guidance', 'Application to schools online', 'Edit your details', 'View login', 'Find your nearest school', 'Local authority details', and 'eAdmissions account'. The main content area is titled 'User registration' and includes a 'Back' button and a 'Logout' link. It prompts the user to 'Enter Your Details' and offers two registration paths: one for existing users and another for new users. The new user path includes fields for Title, First name, Last name, First address (with a dropdown for 'Select a Postcode'), Email address, Small address (separate), Home phone number, Work phone number, and Mobile phone number. There are also buttons for 'Check details', 'Register', and 'Add address to home'. The footer contains a disclaimer and links for 'Parent Info', 'Feedback', 'Copyright', 'Disclaimer', 'Privacy Policy', and 'Contact'.

- It's **quick, safe and secure** – your child's details are safe
- There is **no risk** of your application getting lost or delayed in the post
- If you want to change your application, it's **easier and quicker** to do this online
- You will be sent an email **confirming that we have received your application** (you do not get a confirmation with paper-based forms)
- You can **view or change** your application 24 hours a day until the closing date.

For full details, visit
www.eadmissions.org.uk

Apply online and be in with a chance to get help in buying your child's school uniform. See page 81 for terms and conditions.

Supporting schools

SECTION | 05





Through ECaM, children have been shown to be healthier, happier and performing better at school. ECaM is the largest free music tuition programme in the country. At the end of 2012 the Institute of Education assessed almost all ECaM lessons as 'good' or 'excellent' during lesson observations across all instrumental groups.

Newham's Every Child a Theatre Goer (NECaTG)

- Delivered in partnership with Stratford Circus, Theatre Royal Stratford East and Shakespeare's Globe and the National Theatre, since autumn 2013, children and young people in Newham secondary schools have had the opportunity to attend a live theatre performance free of charge.

The benefits of the initiative include:

- Introduction to the magic of the theatre and the potential for developing learning (including literacy, literature, curiosity, creativity, issue based learning, citizenship)
- specific learning opportunities in the skills of theatre-going (such as understanding dramatic convention, or learning specialist vocabulary)
- support at school to take part in activities that offer lifelong participation in adult life and raise confidence in terms of the process of attending the theatre
- inspiration to take up further opportunities in terms of performing arts, stage craft or wider creative industries.

Newham's Every Child a Sports Person (NECaSP)

- Newham Council is helping our young people to take part in sport and become more physically active through Newham's Every Child a Sports Person programme (NECaSP). In partnership with activeNewham and the University of East London, we enable every Year 7 pupil in a Newham secondary school to access over 20 exciting sports that are not usually delivered as part of the curriculum in schools.

NECaSP is part of the council's wider commitment to building community resilience and ensuring young people in the borough have the same opportunities as children in more affluent areas.

Improving Newham secondary schools

Standards in Newham secondary schools

Since 2009, Newham secondary schools have shown strong improvement from 47 per cent of students obtaining five or more A* to C grades including English and Maths at GCSE or equivalent in 2009 to 62 per cent in 2012. In 2013, almost 58 per cent of Newham secondary school pupils achieved 5A*-C GCSE including English and Maths which was in line with the national trend. All secondary schools in Newham continue to work together to drive up standards and results.

Newham's Every Child programme in secondary schools

Newham Council works in partnership with our schools to deliver Newham's Every Child programme to help our young people and their families to

boost their enthusiasm for learning new skills, imagination and achievement. Here is just a taster of the great opportunities available in our schools.

Newham's Every Child a Musician (ECaM)

- This scheme gives children in Year 7 - and in the future Year 8 - the opportunity to develop their musical skills in a number of Newham maintained secondary schools. Year 7 pupils have the opportunity to learn how to play an instrument through weekly instrumental tuition at no cost to parents. The tuition and the musical instrument are provided free of charge and the children can keep their musical instrument, as a gift from the programme.

Playing a musical instrument can enhance a child's learning experience at school in many ways. Research shows that musical training can have positive impacts such as improving literacy, creativity and general intellectual development.

Healthy eating

School meals

Lunchtime meals are available at Newham secondary schools. The recommended cost of a school meal in September 2015 is £2.00. We have one of the lowest selling prices of a school meal in London.

The majority of our secondary schools have either a breakfast service and/or healthy snacks served during mid morning break.

Nutritional guidelines

All our school menus meet nutritional standards laid down by the government. A software package checks this and monitors school meals in Newham secondary schools.

Newham Catering Services has a healthy eating policy:

- Foods are baked in preference to fried
- low-fat dairy products are used in preference to full fat products e.g. reduced fat cheese
- fresh vegetables are incorporated into home-cooked dishes
- fresh fruit choices and vegetables are served daily

Help your child's school get extra funds

If you apply for free school meals for your child(ren) and you are assessed as being in receipt of one of the qualifying benefits, your school will receive an **extra £935** from the government called Pupil Premium.

- minimal salt is added in cooking
- desserts have reduced sugar content.

Secondary school meals

Pupils are able to choose from a wide selection of hot meals. A pasta-based or rice-based main meal choice is usually available, in addition to takeaway options.

Daily menu choices are displayed at point of sale to assist pupils with their meal choices.

All secondary schools have 'theme' competitions and 'upgrade' offers throughout the year.

Cashless school meals

The following schools operate a cashless payment system: Brompton Manor, Cumberland, Forest Gate, Kingsford, Lister, Little Ilford, Rokeby, Sarah Bonnell, St Angela's and St Bonaventure's. If your child has a place at any of these schools, they will provide you with details on how this works. Free school meal pupils will receive their entitlement automatically. If your child is a paying customer they will need to put money into their account.

Free school meals

Children whose parents are in receipt of one of the following will be entitled to receive free school meals:

- Income Support
- Income-based Jobseekers Allowance
- an income-related employment and support allowance
- support under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit (provided they are not entitled to Working Tax Credit and have an annual income that does not exceed £16,190 as assessed by Her Majesty's Revenue and Customs*)
- the guarantee element of State Pension Credit

*Note: From 1 May 2009 where a parent is entitled to Working Tax Credit during the four-week period immediately after their employment ceases, or after they start to work less than 16 hours per week, their children are entitled to free school lunches.

Children who receive a qualifying benefit in their own right are also eligible to receive free school meals.

If you do not apply your child will not receive free school meals.

To apply, visit the Newham website and complete the online form. You only need to complete one form for all your children and this form will be used for the entire time they go to school in Newham.

Although we recheck all claims every week, if you stop receiving the qualifying benefits, you must notify us immediately as it is an offence for your child to take free school meals if you are no longer eligible.



Special Educational Needs (SEN) and physical access needs

Special needs

If your child has been identified as having special educational needs, teachers at your child's school can provide extra help if they need it.

All our mainstream secondary schools have children with special educational needs. Schools have funding to support these children and we also give top-up funding to schools in a small number of cases. We also reserve a small number of places for children in our resource provision schools or in our special schools.

In a small number of cases we make a detailed assessment of your child's learning needs. The assessment will involve you, the school and a range of other people such as a doctor, nurse or social worker.

As a result of this, we will issue a Education Health Care Plan, a 'note in lieu'. The note in lieu gives guidance to your child's school on what support your child needs.

The current funding arrangements

mean that children can receive extra support without having a statutory assessment of their special educational needs.

For pupils with statements of special educational needs we will consider your preference and aim to meet the preference if it is for a school in Newham.

If your preferred school is further away from your home than more local school(s) which can meet your child's special educational needs, we may refuse to provide help with home-to-school travel.

Resourced provision in schools

We also prioritise places in five secondary schools for a small number of pupils with special educational needs. These are as follows:

Eastlea Community School

– pupils with complex needs.

Langdon Academy – pupils with severe communication difficulties.

Lister Community School – pupils who are deaf.

The Royal Docks Community School – pupils with complex needs.

Cumberland School – pupils with severe communication difficulties.

Places in resourced provision are allocated through the SEN section following assessments and reviews of the child's needs. Most children can have their needs met in local secondary schools without needing to attend resourced provision or special schools.

Through our funding arrangements, pupils with complex needs are also able to access appropriate provision in local schools.

Special schools

Eleanor Smith School Annexe
Lawson Close
London E16 3LU

Places are offered to pupils with complex emotional and behavioural difficulties and pupils are usually linked to a mainstream school.

John F Kennedy Academy
Pitchford Street
London E15 4RZ

Places are offered to pupils with profound and multiple learning difficulties, severe learning difficulties or pupils with complex needs on the autistic continuum.

We always try to meet parental preference but when there are more suitable applicants for resourced provision places in a school than the number available, we use the following oversubscription criteria (tie break):

- Pupils who currently have a sibling on roll at the school and will still be on the school's roll when the pupil is due to be admitted
- the shortest home to school walking distance (see page 48 for a full explanation of how these are calculated).

All places in special schools are allocated by the SEN section following assessments and reviews of the child's needs.

The SEN section can be contacted on 020 3373 1810 or by post SEN section, Newham Dockside, 1000 Dockside Road, London E16 2QU or by emailing edu.sen@newham.gov.uk

Physical accessibility of Newham secondary schools from September 2016

Brampton Manor Academy	1	Has lift access in main block only. Some areas adapted to exclude ultra violet light.
Chobham Academy	1	
Cumberland School	1	Also has life skills suite (kitchen, bedroom, study).
Eastlea Community School	1	Has a large site – could be hard for someone who has difficulty walking and does not use a wheelchair.
East London Science School	4	
Forest Gate Community School	1	Has lift access in one block only.
Kingsford Community School	1	
Langdon School	1	Fully wheelchair accessible and has physio and hygiene space. Stair lifts are used which are unsuitable for a high volume of traffic due to slowness.
Lister Community School	1	Has hygiene room jointly with physio space (limits numbers of dependant wheelchair users to 3 or 4.) Has a small lift in the main block – the upstairs of the old block is only accessible by climbing stairs.
Little Ilford School	3	
Oasis Academy Silvertown	3	This Academy will have full physical access when they are located in their permanent site
Plashet School (girls)	3	Lift access to part of one block only, stairs to other upper floors. School is spread over a large area making it difficult for pupils with limited mobility.
Rokeby School (boys)	1	
The Royal Docks Community School	1	Also has a life skills suite
St Angela's Ursuline School (girls)	3	
St Bonaventure's Catholic Comprehensive School (boys)	3	Has wheelchair stair lift to one floor only; upper floor and basement have stair access.
Sarah Bonnell School (girls)	1	
School 21	1	
Stratford School Academy	3	Has some very narrow corridors and stairs – difficult for people using walking aids.
SPECIAL SCHOOLS		
John F Kennedy (Post 16 Beckton)	1	
Eleanor Smith Special School	3	
John F Kennedy Academy	1	

Key to table of physical accessibility

1. Full physical access – physical access to whole curriculum and the building. In addition this would include a physiotherapy exercise space and a hygiene room.
2. Significant physical access – physical access to the majority of the curriculum, may have accessible

- toilet or physiotherapy exercise space but no hygiene room.
3. Partial physical access – physical access into premises for meetings, limited access around premises and no physiotherapy space or hygiene room.
4. No physical access – no significant access.

Note:

- A hygiene room is a space with a shower, toilet with grab rails and a height adjustable changing bed/ physio bed and hand basin
- physical access means accessible to wheelchair users and people who use walking aids.



School travel plans look at the journey pupils take to and from school each day and promote more active and sustainable modes of travel like walking, cycling, public transport or car sharing.



School travel plans are documents written by school communities and set out a range of actions that encourage sustainable travel. They also look at aspects of safety around school sites and aim to make routes to school safer. School travel plans are whole school approaches that look to involve pupils, parents, staff and governors in finding solutions to the transport problems of a school.

There are several benefits of walking and cycling to school for your child and the school:

- less congestion around school sites
- pollution is three times higher in a car than if your child is walking or cycling to school
- walking and cycling puts physical activity into a pupil's daily lives. 30 minutes of walking or cycling can reduce the risk of coronary heart disease by over half, diabetes in adulthood by 50 per cent, obesity

Travelling to secondary school

by 50 per cent, hypertension by 30 per cent

- improved road safety knowledge.

There are many barriers that prevent pupils from travelling to school by sustainable modes of travel and a school travel plan helps to develop actions to overcome these.

Some of the school travel initiatives the Road Safety section run to assist schools in delivering their travel plan objectives are as follows:

- cycle training, which includes off road level 1 and on road level 2 National Standard Training
- assisting schools to apply for the Mayor of London's Cycle Parking Programme for free cycle storage so your child's bike can be kept safely at school
- supporting schools with the Junior Road Safety Officer Scheme (JRSO) and Sustainable Travel and Recognised Accreditation Scheme (STARs)
- road safety advice and working with schools, their staff, students, parents and wider community
- walking and cycling events.

In the transition to secondary school, pupils are now travelling independently and often greater distances than when at primary school. All pupils aged 11-15 years are entitled to an Oyster photo card which enables them to travel for free on buses and trams. Application forms for Oyster cards are available at post offices and more information on the Oyster scheme can be found at www.tfl.gov.uk

More information

For more information or advice about school travel plans and sustainable travel, contact Newham's school travel plan advisors:

Traffic Management and Road Safety Unit, Newham Dockside, 3rd floor, West Side, 1000 Dockside Road London E16 2QU
Phone: 020 3373 1294

Email: schooltravelplan@newham.gov.uk
gov.ukcycle.training@newham.gov.uk

Zip Oyster

The Zip Oyster is for students aged 11-15 years old. It allows them to travel for free on journeys made at any time by bus or tram. It also charges child fares on the Tube, DLR, London Overground and National Rail.

There is a behaviour code to follow and if broken there is a risk of the Zip Oyster being revoked. It can be given back through the Earn Your Travel Back Scheme.

Details on how to apply for a Zip Oyster and the Earn Your Travel Back Scheme can be found at www.tfl.gov.uk

Cycle training

Newham offers free cycle training if you live, work or study in the borough.

You can be a complete beginner or want the skills or confidence to ride on the road. Or you can advance your road skills for commuting and leisure activities.

For further information

www.newham.gov.uk/cycling



Travel assistance for pupils with complex special educational needs (SEN)

A small number of pupils with special educational needs (SEN) receive assistance with home to school transport. This may be in the form of independent travel training, personalised payments, walking escort, bus pass or transport. Initial enquiries about this assistance should be made by calling 020 3373 9659 or writing to (postal address only):

Transport Officer
SEN Section
Newham Dockside
1000 Dockside Road
London E16 2QU
www.newham.gov.uk/transportassistance

Free bus and travel pass policies for schools – September 2015

1. Mayor of London's free bus pass scheme

- 1.1 The Mayor of London has implemented a scheme whereby all school children up to the age of 18 years old are eligible for a free bus pass. Children between the ages of 5 and 10 can get free travel on the tube, DLR, trams and London Over ground as long as they are travelling with an adult or using a 5-10 Zip Oyster photo card. Therefore the council's travel assistance policy below will not apply unless a pupil falls outside of the Mayor of London's free bus pass scheme. Parents/carers wishing to be considered under Newham Council's scheme for a Free London Transport Travel Pass must provide evidence to show that their child is ineligible under the Mayor of London's free bus pass scheme, unless they fall under the exceptions mentioned below.

2. London Borough of Newham free travel pass scheme

This scheme does not cover free travel passes or travel assistance for parents/carers or escorts.

To apply for a pass under the Newham scheme, the child

must attend or be due to start at a state-funded school – the scheme does not apply to children attending: nursery schools, nursery classes in primary schools, special schools or fee paying independent schools or nurseries.

The nearest suitable school referred to in 2.3, is taken to mean the nearest suitable school with places available that is within the statutory home to school distances for free travel and provides education appropriate to the age, ability and aptitude of the child, and any physical access or special educational needs that the child may have.

This scheme is not intended to provide free travel passes or travel assistance to children who attend, or are due to attend, a school for which their parent has expressed a preference (named on their application form). This does not mean the child will be automatically refused. Parents still have the right to apply and for their case to be considered. However, if Newham can allocate the child a place within the statutory distances, (see 2.3 below) the application will be refused, even if this alternative allocation is not accepted.

In all cases where a travel pass is granted, the child's eligibility will be reviewed at the end of each school term to determine if they still qualify for the free travel pass or free travel in the next school term.

- 2.1 Provided they are not eligible under the Mayor for London's bus pass scheme, the policy laid out below will apply.
- 2.2 For all pupils, except those who have a statement of educational needs, for whom a separate policy exists, the policy laid out

below will apply. In all instances the cheapest form of travel is expected to be taken.

- 2.3 Except in the situations described in paragraph 3, a free travel pass will only be issued if:

- the distance between home and school is two miles or more for children aged under 8 or three miles or more for children aged 8 or over, as measured by the shortest available walking route;

and

- no place can be found in a suitable school less than two miles away for children under 8 or less than three miles away for children aged 8 or over.

- 2.4 The authority will not regard a school as automatically unsuitable because it does not provide the kind of religious education that is preferred by the parents/carers or because it does not comply with the parent's/carer's philosophical beliefs. So, for example, a school would not automatically be considered unsuitable because it is a mixed school when the parents/carers would prefer a single-gender school, or they prefer a mixed school and the school offered is a single-gender school. However, in considering each application, the authority will consider all relevant factors and have regard to any wish of the parents/carers for their child to be educated at a school where the religious education is that of the religion or denomination to which the parent adheres and/or their philosophical concerns.

- 2.5 Children (in year 10 or 11) whose family are temporarily re-housed in Newham by another local authority and are within reasonable daily travelling distance of their existing school

If a free travel pass is issued and then lost, stolen or defaced children will not be issued with a new travel pass by Newham in any one term. This means it is very important for children to take responsibility for any pass that is issued to them. Parent/carers must immediately notify Newham Pupil Services of any loss or damage that renders the travel pass unusable and it will be expected that the family will fund the child's travel for the remaining school days of that term. If the child loses their Oyster Card, the travel pass must not be used until a replacement Oyster Card has been issued by Transport for London.



and over three miles away from home. This is designed to facilitate school attendance, and avoid disruption to the education of pupils in their last two years of secondary education who may be unable to gain access to a similar range of curriculum subjects, or similar syllabi, in a local school.

2.6 Children whose family is temporarily re-housed in bed and breakfast accommodation in another London borough under the Housing Act 1996, by Newham Housing Services. The only children that will be considered are those who are in years 10 or 11; have been attending a Newham school for at least one term; and who have a school attendance record of at least 90 per cent. If the child's school attendance drops below 90 per cent and/or the school reports problems with lateness, the offer of travel assistance will be removed.

2.7 Children that are temporarily re-housed as detailed in paragraphs 2.5 and 2.6 will be considered for a

travel pass under this policy where this is assessed as a significantly quicker way to complete a home to school journey.

3. Additional support for families on low income

3.1 Under the Education and Inspections Act 2006, provided the pupil does not fall under the Mayor for London's Free Bus Pass Scheme, the local authority (LA) will also take into account the following factors for families that are defined as on low income. Low income families for this purpose are defined by the government's Department for Education (DfE) as when the child are entitled to free school meals or their parents/carers are in receipt of the maximum level of Working Tax Credit.

3.2 Primary aged children – the two mile limit for providing transport costs mentioned in paragraph 2.3 above, is extended to include children up to the age of 11 years attending their nearest suitable school.

3.3 Secondary aged children –

support with transport costs will be provided to any one of the nearest three suitable schools, where the home to school distance travelled is between two and six miles:

- Where the nearest suitable school is preferred on the grounds of religion or belief, support with transport costs will be provided if the school is between 2 and 15 miles from the family home
- in this context, based on case law, the DfE suggests that for 'belief' to be considered, it must attain a certain level of cogency, seriousness, cohesion and importance; be worthy of respect in a democratic society; and not be incompatible with human dignity or the fundamental rights of the child.

Examples of the types of beliefs that are **not** included are:

- A wish to attend a particular category of school e.g. foundation, grammar, etc.
- preference for a particular type of management or governance which does not affect the curricula or teaching at the school
- a belief that a child should be educated privately
- a wish that a child must be taught in a particular language.
- objection to having to wear a school uniform
- a wish for single sex or co-educational education, where this is not based on the parent/carer's religious views.

4. Appeals

4.1 Appeals will be considered if the parent/carer feels that the above policy has not been applied correctly. A Principal Officer will consider each pupil's particular circumstances on their merits and take account of any representations made to them. To appeal, a parent/carer must put this in writing to Pupil Services, PO Box 69972, London, E16 9DG. There is no independent appeal for free travel pass unsuccessful applications.

School attendance matters

Newham Children and Young People's Service (CYPS) are committed to helping children and young people benefit from their education so they have the best chances in life irrespective of their race, culture, gender or disability.

We aim to work in partnership with families and schools to raise the profile of good attendance and punctuality. Good habits of attending school regularly and on time prepare children for life as adults in the world of work. Children also learn better and socialise better when they attend regularly. They develop confidence and friendships, and are able to feel part of school life. They also achieve much better results when they do their exams.

Parents'/carers' legal duty to ensure their child is educated when they reach compulsory school age

Parents of children of compulsory school age (5 to 17 years, 18 from September 2014) are required to ensure that they receive a suitable education by regular attendance at school or otherwise. Failure to comply with this duty can lead to prosecution under Section 443 of the Education Act 1996 and a School Attendance Order will be issued.

Parents'/carers' responsibility in securing regular attendance: what the law says

(1) If a child of compulsory school age who is a registered pupil at a school fails to attend regularly at the school, the parent/carers is guilty of an offence.

(1A) If in the circumstances mentioned in the above section (1), the parent knows that their child is failing to attend regularly at the school and fails to cause him to do so, the parent is guilty of an offence.

If found guilty of an offence the parents/carers can be fined up to £2,500 and/or face a custodial sentence of up to three months.

Local authority responsibilities

- To take legal action where parents fail to secure suitable education for their children by attendance at school, or otherwise
- to take legal action where parents fail to ensure their children attend school regularly and punctually (this can include issuing Penalty Notices, see below)
- to make arrangements for the provision of suitable education at schools or otherwise for children of compulsory school age who may not be able to attend school for reasons such as illness or exclusion
- to identify, locate and arrange education for children who may be missing from education (CME).

Monitoring of school attendance

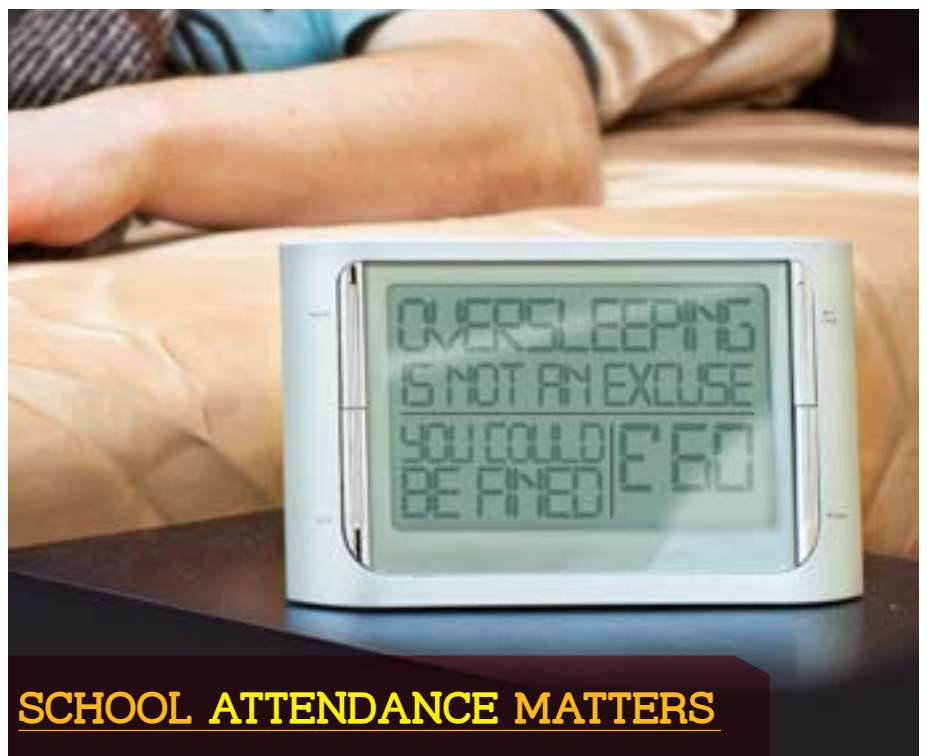
Schools are required to take attendance registers twice a day. If a pupil is absent, schools must indicate in their register whether the absence is authorised by the school, or unauthorised. Parents/carers are responsible in law for ensuring their children attend school. Attendance should be as near to 100 per cent as possible.

The local authority monitors the attendance rates in schools, and advises on policy, procedures and practice to improve attendance. Newham Council's Attendance Management team helps schools to comply with legal duties in relation to attendance and absence.

Important Note: From 1 September 2015, any child whose attendance is less than 90% will be considered a Persistent Absentee and schools may initiate attendance proceedings. 10% absence equates to half a day missed every week, which has a significant impact on progress and attainment.

Penalty notices

Penalty Notices can be issued for a range of reasons related to attendance and punctuality. A Penalty Notice requires a fine of £60 to be paid by each parent, for each child, within 21 days, as of 1 September 2013. If the fine is not paid within 21 days, but paid within 28 days, the fine rises to £120 per parent, per child. If the fine is not paid at all, the parents will be prosecuted for the non-attendance. Please note: the government has changed the timescales for payment, to enable prosecutions to be brought more quickly, when necessary.



SCHOOL ATTENDANCE MATTERS

Holidays during term-time

From September 2014, in Newham Headteachers can no longer authorise up to ten days' term time leave. Penalty Notices can be issued if you take your child out of school in term-time, and the pupil's school place may be at risk.

Children missing from education (CME)

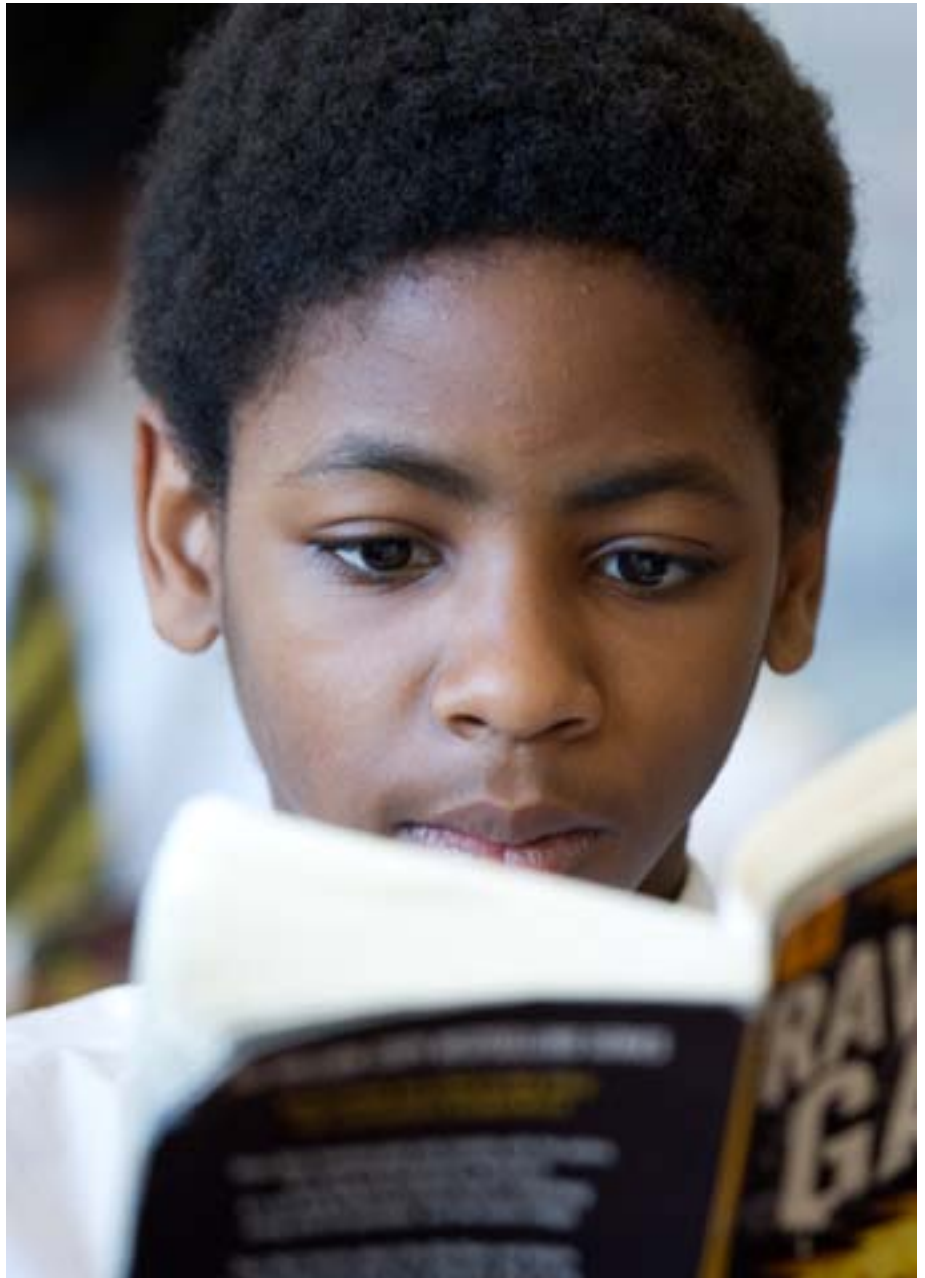
Children who are not enrolled in school or in any form of education may be at greater risk from abuse or exploitation. If you are aware of a child who you believe is not attending school, please notify us via www.newham.gov.uk/attendance, or by telephone the Attendance Management Service on 020 3373 0390.

Child employment, performance licensing & chaperone licensing

If your child wants to take part in performing, entertainment or modelling, their agency must obtain a Performance Licence from the local authority. People who wish to accompany children who are performing are called chaperones. They also must be licenced by the local authority.

If school-age children want to do paid work the employer must apply for a Work Permit. Hours of work are strictly limited for school-age children, and they are prohibited from certain types of employment.

Further information is available from the website or the the Attendance Management Team on 020 3373 0390.



Children's Social Care

Newham Children's Social Care works with families and partners to ensure the wellbeing and safety of children and young people as well as to enable parents to look after their children safely.

Families, neighbours, professionals and members of our communities all play a vital role in supporting children. Most children in our society grow up in a safe protected environment, but a minority do not and need extra help to keep them safe.

The aim of the social care service is to maximise capacity in families through support from all staff whether social workers, outreach workers and family support workers. We focus on keeping children in their families and communities wherever possible. Where this isn't possible, we may need to bring a child into care and ensure they are kept safe throughout their childhood elsewhere – this may include through adoption or in foster care.

Working closely with other practitioners in health, schools and the police and other community organisations, we provide a range of services to promote the wellbeing and safety of children in their families.



PRIZE DRAW

Apply for your child's school place online and be in with a chance to get help in buying your child's school uniform (*terms and conditions apply). There will be 5 prize draws in total.

When you apply online:

- your child's details are safe and secure
- you will receive a confirmation email as soon as you have successfully submitted your application
- you can log in and change your school preferences any time right until 11:59 on 31 October 2015
- you will receive an email during the evening of 1 March 2016 informing you of your child's offer.

To apply online you need to register at www.eadmissions.org.uk after 1 September 2015 to create a password and start your application.

To make sure you apply on time, apply online www.eadmissions.org.uk

Prize draw terms and conditions:

- All online applications will be automatically entered into the prize draw
- One entry to the prize draw per application
- There is no charge for entering
- There is no cash equivalent for the prize (vouchers will not be provided)
- Decision of the award of prizes by the council is final
- Winners will be required to take part in PR and have their photograph taken

The uniform will be purchased by Newham Council. The uniform will consist of the following::

Package 1:

- x4 plain trousers **OR** plain skirts (black or grey)
- x4 short sleeve buttoned shirt
- x4 long sleeve buttoned shirt
- x4 polo shirts

OR

Package 2:

- x1 School blazer (purchased from selected uniform store)

The winners will be chosen at random after the National offer date of 1 March 2016. Winners will be notified within 28 days of the draw. Winners will need to provide the correct size of the uniforms when requested.

Schools which do not have a required blazer have the option of receiving Package 1.



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🐦 [ym_newham](https://twitter.com/ym_newham)

The Young Mayor and Youth Council will be supported to deliver an annual programme of initiatives which are important to the lives of young people in the borough.

If you are aged 11-18 and live or attend school in Newham, you can vote in the elections.

To find out more visit www.newham.gov.uk/youngmayor



Applying online

Applying for your child's secondary school place online at www.eadmissions.org.uk is easy, secure and fast.

If you apply online:

- your child's details are safe and secure
- you will receive a confirmation email as soon as you have successfully submitted your application
- you can log in and change your school preferences any time right up until **11.59pm on Saturday 31 October 2015**
- you will receive an email during the evening of Tuesday 1 March 2016 informing you of your child's offer.

To apply online you need to register at www.eadmissions.org.uk after 1 September 2015 to create a password and start your application.

After you have submitted your application successfully you will receive a reference number that looks like this: 316-2016-09-E-001234. If you do not receive a reference number your form has not been submitted. You should log in to review your application and submit it again.

You can attach documents to support your reasons for choosing your preferred schools.

For applicants of faith schools

You **MUST NOT** attach Supplementary Information Forms (SIF). These must be sent by post or handed in at the relevant school.

Make sure you apply on time, apply online
www.eadmissions.org.uk