



Tolworth Girls' School & Sixth Form

An Academy School

DETERMINED ADMISSION ARRANGEMENTS TO THE SCHOOL FOR THE SCHOOL YEAR 2018/19

There are 240 Year 7 places available for September 2018

If more than 240 applications are received, places will be offered according to the following criteria, used in this priority order:

- i. places will be offered firstly to Looked After Children and Previously Looked After Children i.e. **Looked After Children** children who are (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 in accordance with section 22 of the Children Act 1989, at the time an application for a school is made; **Previously Looked After Children** children who were previously looked after, but ceased to be so because they were adopted (under the Adoption Act 1976 or Adoption and Children Act 2002), or became subject to a child arrangements order or special guardianship order.
- ii. places will be offered next to children who have a brother or sister, including an adopted, foster, half- or step-brother or sister, living at the same address and attending the same school at the time of admission.
- iii. places will then be offered in cases of exceptional family, social or medical need (which must be described on the application form and verified by professionally supported evidence, e.g. from a professionally qualified health professional or social worker) which makes the school concerned the most suitable one for the individual child.
- iv. the remaining places will be offered to children who live nearest to the school, as measured using a straight line. Distance will be measured from the home address to the main school entrance on Fullers Way North. All distances will be measured using the Council's School Admissions computerised Geographical Information System.

The admissions criteria does not give priority to parents who wish to apply to the school solely on the grounds that they require a single sex education for their child.

Use of a final tie -breaker

- For applicants from the same block of flats, or who live the same distance from the school, random selection by the drawing of lots is used as a final tie-breaker.
- If a parent applies for entry into the same year group for more than one child and there is only one place available, the parent will be asked to decide who should have the place. The names of the remaining sisters will be added to the waiting list in accordance with the sibling criterion (ii).

Waiting list

- The waiting list will automatically consist of the names of unsuccessful applicants who have not had a higher preference offer. This list will be held in criteria order regardless of the date the application was received.
- Names of girls who have had a higher preference offer, or who did not originally name the school as a preference, can be added to the waiting list. These names will be added to the list in criteria order regardless of the date the application was received. The waiting list will be held open throughout the year. Parents are contacted annually to ask if they want to remain on the waiting list.

Late applications

All late applications will be considered in accordance with co-ordinated secondary admission arrangements.

Appeals

You have the right of appeal under the School Standards & Framework Act 1998 against the refusal of a place at any of the schools for which you have applied. If you wish to appeal, you must contact the admission authority for the school, within a few days of receiving the refusal, to obtain the procedure and the date by which an appeal must be received by them.

Children with Special Educational Needs

If a child is undergoing an assessment of special educational needs and a parent/carer does not know what the outcome will be by the closing date of application, they should apply using the common application form. If a particular school is later named in the child's EHCP, a place will be automatically provided for the child at that school.

Children with an Education and Health Care Plan (EHCP)

Places will be offered to those pupils where the secondary school has been named in their plan of special educational needs, in accordance with the Education Act 1996 and the Special Educational Needs Code of Practice.

In year admissions for 2018/19 for all maintained schools

- Any applications made at any time of the year must be made through the Council's School Admissions by contacting 020 8547 4610
- Kingston LA and its schools have agreed a scheme which is based on the agreed Pan London protocols. It is recognised by Kingston schools and the LA that the scheme may be subject to change resulting from ongoing work between LAs to agree procedures that promote fair access and improve outcomes for pupil admissions to schools.

Fair Access protocol

The school participates in the local authority's Fair Access Protocol to allocate places to vulnerable and other children in accordance with Appendix A of the School Admission Code 2012. Admitting pupils under the protocol may require the school to admit above the planned admission number for the relevant year group.