

## Reading School Admissions Policy

### Admission Arrangements for Year 12 entry in September 2018



**These arrangements set out how Reading School will handle applications for admission to the School for Year 12.**

#### **Application for day and boarding places**

Applications must be made directly to Reading School.

#### **Entry requirements into the Sixth Form**

For entry into the Sixth Form students must have achieved the equivalent of a total of at least 54 points (A\*=8, A=7, B=6, C=5, D=4, E=3 or for Maths and English where the grades 1-9 are used the points value of the grade will be taken into account e.g. 9 = 9) from 8 GCSE subjects and at least a grade 5 at GCSE in Mathematics and English Language or a DfE recognised equivalency. In addition, it is expected that prospective entrants will have obtained a grade B, or better, in the subjects to be studied in the Sixth Form. Individual subject requirements are published in the sixth form information booklet.

#### **Reading School Admissions Numbers**

The admission number for Year 12 is 15, with no specified number for day or boarding pupils.

This is in addition to the 124 students currently in Year 11. Allowing for students who leave Reading School at the end of Year 11 this normally means that we admit 30+ new students into Year 12.

#### **Timetable**

The admissions process for routine admission into Year 12 of Reading School in 2018 begins in December 2017 and ends on 1 September 2018. Applications must be made to Reading School and NOT to the Local Authority. Application forms will be available from December 2017 and parents should expect to receive an acknowledgement of their application.

#### **Deadline of receipt of applications**

The closing date for receipt of the application by Reading School is the last Friday in January. (Friday 26<sup>th</sup> January 2018). For those applying for a boarding place, a Suitability for Boarding Form should be returned to Reading School with the Reading School Application Form by 26<sup>th</sup> January 2018.

#### **Applications received after the deadline**

Applications received after the deadline will be treated as late applications, but may be considered if submitted by 1 September 2018. Late applications will be considered once all on time applications have been dealt with.

#### **Designated area for Day Boys**

The designated area is determined by the postcode of the student's home address and guidance on the designated area is given in the School prospectus and on the school website. Further clarification can be obtained from the School's Admission Office. Places will be offered to applicants who reside within the designated area by the sixth form registration date (28<sup>th</sup> August 2018) following the GCSE results. This must be the student's permanent home address with their parent(s) / carer(s), e.g. the address where the student is registered with a GP. In the cases where parents have shared responsibility for a student, the permanent address will be where the student stays for the majority of the school week (Monday to Friday) and the school may ask for documentary evidence to support the application. Students for day places from outside the designated area will only be considered if all the available places cannot be filled by students from within the designated area or by boarders.

#### **Inclusion**

Any student with special educational needs or a disability, who is applying for a place at the School, should write to the Special Educational Needs Coordinator so that the School can assess his application appropriately.

#### **Fraudulent Applications**

Any information that is subsequently proven to have been provided fraudulently will potentially invalidate that application.

## Provisional Offers

Provisional offers, if appropriate, will be made no earlier than 12<sup>th</sup> February 2018 and, for applications received after this date, responses will be made within two weeks of receipt of the predicted examination grades.

## Oversubscription Criteria

After the admission of boys who have a statement of special educational needs or an Educational Health and Care Plan which names the school and who meet the academic standard, the following oversubscription criteria will be applied if there are more applicants than places available. The following oversubscription criteria will be applied if there are more applicants than places available. Applicants will be ranked on this list according to their predicted points score (54 or above) below which students will be deemed not to benefit from the style of education provided at Reading School and these students will not be considered for admission to the school and not therefore ranked according to the over-subscription criteria below.

A waiting list ranked as above will be used to offer further places if any original offers are declined. Every effort will be made to accommodate students who meet the entry requirements for a place in Year 12, but applicants should appreciate that some subjects may become full in which case we will operate a waiting list. This will be most relevant to applications received after 26<sup>th</sup> January 2018. Applicants will be ranked on this list according to their predicted points score.

All applicants predicted 54 points or more who are applying for a day or boarding place will be ranked in the following order and within each category strictly by their predicted points score:

- i) The applicant is a looked after child or previously looked after child<sup>1</sup>
- ii) Children of members of the UK Armed Forces eligible for service premium (boarding applicants only).
- iii) The applicant has a boarding need (see note below) (boarding applicants only)
- iv) The permanent home address of the student is within the designated area of the school and the student is in receipt of pupil premium<sup>2</sup>. Documentary evidence that the parent has been or is in receipt of the appropriate support payment entitling the child to free school meals/service premium will be required.
- v) The permanent home address of the student is within the designated area of the school and this home address is the address of the parent(s)/carer(s) and the student.
- vi) Students whose home address is NOT in the designated area of the school (Day Boys Only).

## The tie-break situation

The following criterion will be used to allocate places as between borderline candidates who cannot be distinguished in terms of academic ability. With regard to the historic links with the Borough of Reading, eligible boys living nearer to the School will be accorded a higher priority in the allocation of day-boy places. Distance is measured on the straight line between Ordnance Survey data points for the home address and the school using Reading Borough Council digital mapping software. For those living equidistant from the school, an independent person will supervise random allocation. In the case of Reading School, this will be Reading Local Authority.

For boarding applicants, in the event of a tie-break situation an independent person will supervise random allocation. In the case of Reading School, this will be Reading Local Authority.

## Offer date

Offers of places will be confirmed as soon as appropriate examination results are confirmed.

## Waiting lists

Applicants meeting the entry requirements but applying for subjects that are full or applying for a day place and living outside the designated area, will be placed on a waiting list. If places exist on 1 September 2018 they will be offered based on their subject choices and the availability of places in those subjects, but priority will be given to boarding applicants and day applicants who live within the Designated Area.

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<sup>1</sup> 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 function (see definition in section 22(1) of the Children Act 1989). Previously looked after children are children (b) who were looked after, but ceased to be so because they were adopted or became subject to a child arrangement order or special guardian ship order. Applications received under the Criterion A must be made by the person with parental responsibility for the child (e.g. the child's social worker, acting on behalf of the local authority for a looked after child) and will need to be supported by the following official documentation, as applicable:

- Confirmation by the home local authority that the child is looked after or previously looked after or
- Confirmation by the local authority the child has the following order
  - Adoption Order

<sup>2</sup> Pupil Premium are those pupils who have received funding for free school meals at any point in the last 6 years or who are currently eligible for free school meals. The [service premium](#) is designed to support children with parents serving in the regular British armed forces. Pupils attract the premium if they meet the following criteria: one of their parents is serving in the regular armed forces; one of their parents served in the regular armed forces in the last 3 years or one of their parents died while serving in the armed forces and the pupil is in receipt of a pension under the Armed Forces Compensation Scheme (AFCS) and the War Pensions Scheme (WPS)

## **Appeals**

Parents and students have the right of appeal to an Independent Appeal Panel if they are not offered a place. Further details can be obtained online at Reading Borough Council's website [www.reading.gov.uk/educationandlearning](http://www.reading.gov.uk/educationandlearning)

## **Boarding need**

Children with a boarding need include:

- i) Those at risk or with an unstable home environment and children of service personnel who have died while serving or who have been discharged as a result of attributable injury; or
- ii) children of key workers and Crown Servants working abroad (e.g. the children of charity workers, people working for voluntary service organisations, the diplomatic service or the European Union, teachers, law enforcement officers and medical staff working abroad) whose work dictates that they spend much of the year overseas.

A Suitability for Boarding Form should be returned to Reading School with the Reading School Application Form by 26<sup>th</sup> January 2018.

## **Boarding Regulations**

Boarders must have suitable accommodation outside School for the weekends. This must be provided by the family or a guardian. Reading School regrets that it is unable to assist in finding a guardian.

## **Boarding Fees**

Reading School boarding fees are charged in accordance with the DfE guidance 'Full cost recovery and rate of return - Managing and charging for boarding provision'.

## **Passport Requirements**

All students must be entitled to hold a full British Citizen passport, be a national of the European Economic Area or have the right of residence in the United Kingdom. The holding of a British Overseas or British Dependent Territories passport does not make a child eligible for a State Boarding School education, neither does a temporary student visa.