

Admission to

Secondary school in Kent 2018



For children born between
1 September 2006
and **31 August 2007**,
Transferring to Secondary
school in **September 2018**

Apply online the simple fast and secure way
kent.gov.uk/secondaryadmissions



Contacts

The Fair Access – Co-ordinated Admissions Office is based at:
Sessions House, County Hall
Maidstone, Kent ME14 1XQ

The telephone number for Kent County Council's Education Line is **03000 41 21 21**, and if they are unable to answer your enquiry they can put you through to the Secondary Admissions Team or the Transport Team.

You can e-mail the Admissions Team on:
kent.admissions@kent.gov.uk

You can e-mail the transport team on:
homeschooltransport@kent.gov.uk

Admission for Children with Education, Health and Care Plans

Kent County Council makes separate arrangements for the transition of children with Education, Health and Care Plan to Secondary school. Your main point of contact for your child's Secondary school placement is your Area Special Educational Needs (SEN) Office. The contact details for the Education Offices are as follows:

East Kent (Canterbury, Thanet, Swale)

Brook House, Reeves Way, John Wilson Business Park, Thanet Way
Whitstable, Kent CT5 3SS

Telephone: **03000 421160** Email: **SENeast@kent.gov.uk**

South Kent (Ashford, Dover, Shepway)

Kroner House, Eurogate Business Park, Ashford, Kent TN24 8XU

Telephone: **03000 420889** Email: **SENsouth@kent.gov.uk**

North Kent (Dartford, Gravesham, Sevenoaks)

Joynes House, 1-4 New Road, Gravesend, Kent DA11 0AT

Telephone: **03000 419345** Email: **SENnorth@kent.gov.uk**

West Kent (Maidstone, Tunbridge Wells, Tonbridge and Malling)

Worrall House, 30 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4AE

Telephone: **03000 420997** Email: **SENwest@kent.gov.uk**

The information given in this booklet relates to the school year 2018-2019.
Details were correct at time of publication.

Apply online

Just go to Kent Online Admissions

kent.gov.uk/secondaryadmissions

A simple, fast and secure way to apply
for a Secondary school place in Kent.
Opens 9am on 4 September 2017
and closes at midnight on 31 October 2017





at www.kent.gov.uk/secondary admissions you will see:

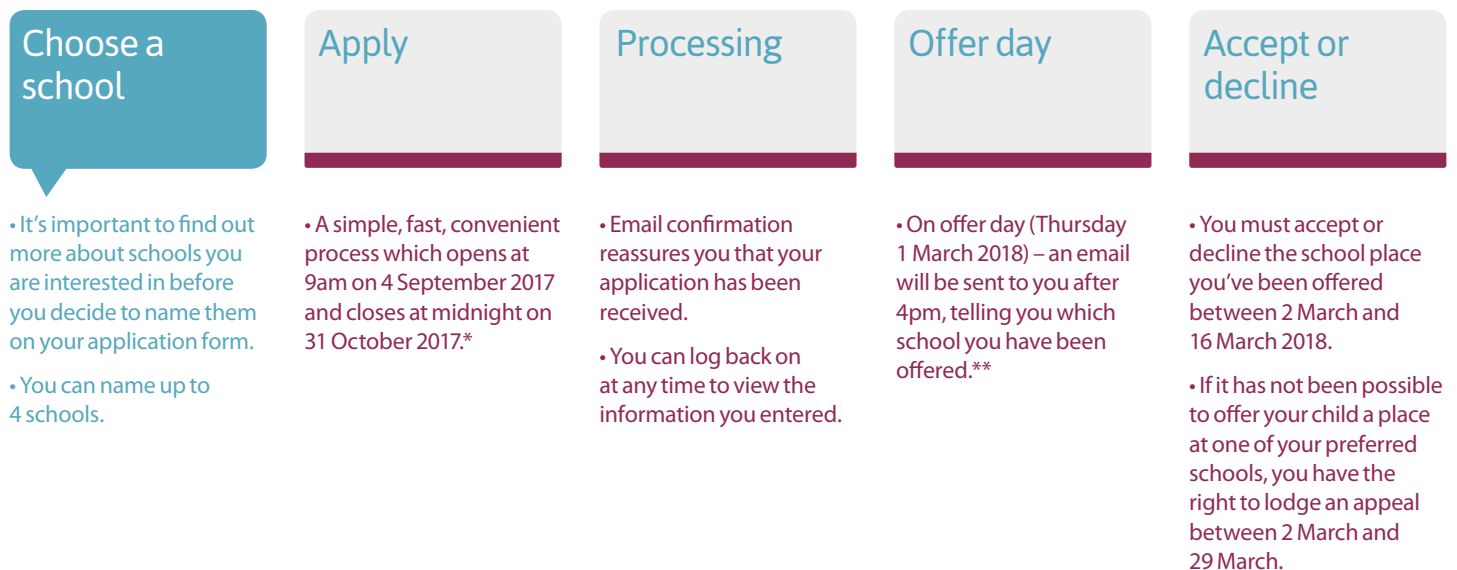
Secondary school places

You must apply for a Secondary school place if your child is born between 1 September 2006 and 31 August 2007 for your child to start year 7 at Secondary school in 2018.

You will need to apply for a Secondary school place when your child is in Year 6 at Primary school.

If your child is already at Secondary school and you want to move them to a different school you must apply for an in year admission.

What to do



- Online support available – **telephone 03000 41 21 21** and ask for the Online Admissions Team or email kentonlineadmissions@kent.gov.uk (we will reply during office hours).

* Only one application per pupil will be accepted. If you apply online, do not complete a paper application as well. Keep your log on details safe and use your registered email address for all communication with the team.

** Some email providers can take an extended period of time to deliver this email. Kent County Council has no control over email delivery once the message has left our servers. You will still receive a letter (if it is has not been possible to offer you your first preferred school), posted first class on 1 March 2018.



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1. Transferring to Secondary school 2018

You need to apply for Year 7 Secondary school places for September 2018 by **31 October 2017**. When you know which schools you are interested in, you need to apply either using the online process available at www.kent.gov.uk/secondaryadmissions or by completing a paper form called a Secondary Common Application Form (SCAF). This form can be downloaded from www.kent.gov.uk/secondaryadmissions or by contacting the Secondary Admissions Team. You should complete the application by naming up to four schools; putting them in order of preference with the one you would like most first.

You can apply for schools inside or outside Kent County Council's area, but you must name all of them on the same application; you can only fill in one form, and it must be the form for your home Local Authority. If you are not sure whether Kent County Council is your home Local Authority, check which Council sends you your Council Tax bill.

Transferring to Secondary school with an Education Health and Care Plan (EHCP)

The application process explained in this book does not apply to children with an EHCP. If your child does have an EHCP you can find some information in the content of this book that will help you decide which schools to consider.

Further information around transfer to Secondary school for Children with an ECHP can be found on our website: www.kent.gov.uk/education-and-children/special-educational-needs

2. Types of School

When you look at the information for individual schools at the back of this book, you will see that there are different school types.

Community and Voluntary Controlled schools are run by Kent County Council, so the Council is their admission authority, deciding what their admission arrangements will be, as well as running their admissions process.

Foundation and Aided schools are their own admission authority, so they make decisions about what their admission arrangements will be, but they consult with the Council, and they are part of the Council's coordinated admissions process. Aided schools were set up by voluntary bodies such as churches or charitable foundations.

Academies fall into two types. Some are set up as all-ability schools (comprehensive) by sponsors from business, faith or voluntary groups working in partnership with central government and local education partners. Others are existing schools (including some Grammar schools) which have converted to Academy status. The government's Department for Education (DFE) meets the costs of Academies through the Education and Skills Funding Agency (ESFA), and their admission arrangements are agreed with the Secretary of State. Although they are effectively Independent schools they provide free education, and they take part in the Council's coordinated admission process.

Free Schools are all-ability state-funded schools set up in response to what local people say they want and need for children in their community. You can find more about Free Schools on the DFE website, www.gov.uk/df

Two new Free Schools are expected to open in September 2018. These schools will process their own applications for September 2018 intake. If you want to apply for a place at any of these schools, you should contact the school directly to find out about their application process. You should not name these schools as a preference on your Secondary Common Application Form.

For further information please visit each school's website. The schools are:

Maidstone – School of Science and Technology – Website TBA

Folkestone – Turner Free School – Contact admissions@turnerfreeschool.org

Parents that apply directly to one of these Free schools should also ensure that they complete a Secondary Common Application Form naming up to four other preferred schools and return in to Kent County Council. This may result in you being offered a place at a Free school by the school itself and at another preferred school by the Local Authority on

Thursday 1 March 2018. Parents should choose which of these offers they wish to keep and refuse the other one directly to the school in writing. If parents only apply directly to a Free school and do not secure an offer as there are more applications than places available, they will not be allocated an alternative school by KCC and may find it hard to secure school provision in time for September.

University Technical Colleges (UTC) offer 14-18 year olds the opportunity to take a full time, technically-oriented course of study. They are sponsored by a university and offer clear progression routes into higher education or further learning in work. Kent currently has one UTC, The Leigh UTC in Dartford, which admits students at Year 10. For further information visit www.theleighutc.org.uk

Grammar schools and those Academies which select their intake through the 11+ assessment procedure (also known as Kent Test) are by definition selective schools.

Cranbrook School, a Grammar school, admits children at two different ages, 11 year olds into Year 7 and an additional cohort of 13 year olds into Year 9. Year 7 children are assessed for eligibility via the Kent Test Process. Parents that want to apply for a Year 7 place should name Cranbrook School as one of their preferences as described later in the book. Eligibility for places in Year 9 is assessed through the school's own process. Enquiries about testing for Year 9 should be made directly to the school, but applications for places must be made through Kent County Council, on Cranbrook Year 9 application forms available from the school or from the Council's website www.kent.gov.uk/secondaryadmissions

Kent has a wide range of schools, including all-ability and comprehensive schools and academies (which take children of all abilities).

Comprehensive schools include church aided schools, which may give priority for admission to members of a particular religious faith. You can find out how they do this by reading the admission criteria for the individual schools. Where academies do not select their intake, they are by definition comprehensive schools.

Community, Voluntary Controlled, Foundation Aided, Free Schools, UTCs and Academies are bound by the School Admissions Code, which sets out to ensure that the admission arrangements agreed for all the different types of school are fair and easy to understand, and that school places are applied for and offered in the same way.

3. Timetable for moving on to Secondary school

September 2017 Information about secondary transfer will be available on our website and through your child's Primary school.

Children who registered by **3 July 2017** to take the Grammar school tests will be tested in September and sent their results on **12 October 2017**.

August to October 2017

Schools hold open events so that you can visit and look round.

31 October 2017

You must have applied for schools by this date, either online or by returning Kent's Secondary Common Application Form (SCAF) to Kent Admissions. This is also the deadline that parents should return Supplementary Information Forms to any school that requires one.

1 March 2018

Offers of school places will be sent out. Email messages will be sent after 4pm to parents who applied online, and letters will be posted first class.

Please be aware that some email providers may delay sending the messages to account holders – parents will need to check with their own email service suppliers in this regard. KCC has no control over email delivery times once they have left our servers.

16 March 2018

If you want your child's name put on the waiting list for any school you named on the SCAF but were not offered, you should let Kent County Council know by this date. You must also let the school you have been offered know whether or not you are accepting the place by this date.

29 March 2018

If you want to appeal for a place at any school you named on the SCAF but were not offered, you should do so by this date.

25 April 2018

Any vacant places will be reallocated by Kent County Council, using the schools' waiting lists.

After 25 April 2018

Waiting lists will be maintained by schools who will fill vacancies as they arise. Parents who have already received an offer of a school place can approach schools directly. If you have moved to Kent too late to be included in the co-ordinated process, you should contact the Admissions Team, who will assist you in finding a school place.

4. Finding out about Kent schools

Schools publish a lot of information about what they teach, the facilities they offer and what they aim to achieve for their pupils on their websites. You can find their website addresses in this booklet. They will also have their own prospectus or booklet which you can ask for if you are interested in the school.

There is no substitute for seeing things for yourself. That is why all schools hold open days and evenings, when parents and children can visit and talk to teachers and existing pupils. We believe this provides a very good opportunity for you to get the feel of the school and encourage you to use the opportunities available. We strongly recommend that you visit those schools that interest you most. Headteachers welcome enquiries from parents and will be able to tell you a great deal about their schools. Please see school websites for information about when these open evenings will take place.

5. Assessment for a Kent Grammar school

All the Grammar schools in Kent County Council's area use Kent's tests to help decide which children should be offered places. A Kent Grammar school can only offer a place to a child who has been assessed suitable for admission to Grammar school. Registration for testing opens on **1 June 2017** and closes on **3 July 2017**. Testing will take place in September 2017 and parents will be sent their

child's assessment decision on **12 October 2017**, leaving them time to apply for school places by **31 October 2017**. We test about 17,000 children a year.

To be included in the tests in September 2017, a child **MUST** have been registered for testing by **3 July 2017**.

If your child has not been tested, a Grammar school can't offer you a place on **1 March 2018**. If you name a Grammar school on your SCAF when your child has not been tested, your application to that school will be turned down, though you will still have the right to appeal for admission.

If your child takes the tests but does not do well enough to be eligible for a Grammar school place, a Grammar school cannot offer a place. If you still think that a Grammar school would be the best place for your child, you can name your preferred Grammar school(s) anywhere on the SCAF, but you will not be offered a place at any of them on **1 March 2018**. This will, however, give you the right to appeal for admission to an Independent Appeal Panel.

If your child has an EHCP and you are interested in a place at a Grammar school, you must register your child for testing and name a Grammar school on your preference form. Kent County Council will then determine whether that school is suitable in terms of your child's aptitude and ability, as well as their age and special needs.

If your child's special needs mean that some special arrangements may have to be made so that he or she can be assessed (for example, if your child has a visual impairment), the area SEN Team will liaise with your child's school, the Admissions Team and other relevant professionals as necessary to find out what needs to be done.

Note: If your child does not have an EHCP, but you believe that special arrangements may be necessary to allow him or her access to the test papers, you should discuss this first with the SENCO at your child's Primary school, as applications for any special arrangements are made by the school. You can find out more from our website, **www.kent.gov.uk/secondaryadmissions**

What tests are involved?

The two tests taken in September 2017 will be a Reasoning test and a combined Maths and English test, both in a multiple-choice format. Reasoning tests look at how quickly and efficiently children solve problems of increasing difficulty. The reasoning test will include some questions which use words or numbers to test verbal reasoning and some which use patterns and sequences to test non-verbal and spatial skills.

The English section of the other test will involve a comprehension exercise and some separate questions chosen from a range testing literacy skills such as spelling, grammar and punctuation. The Maths section will reflect the requirements of the National Curriculum for pupils in Key Stage 2.

When the tests are marked the scores are standardised. Standardisation allows each child's score to be compared with those achieved by other children of the same age so that the youngest children are not disadvantaged.

We also ask children to complete a piece of writing under test conditions. This is not marked, but a local Headteacher Assessment Panel may consider it at a later stage.

Test dates

Most Kent children will take the tests in their primary schools on:

• Thursday 7 September 2017

Children from schools outside Kent LA will be invited to attend Kent testing centres on:

• Saturday 9 September 2017

Detailed arrangements for children from schools outside of Kent County Council's boundaries will be confirmed by letter when we have processed all applications and know how many children we need to accommodate and where they are coming from. This is likely to be in August.

How are decisions made?

The assessment decision is based on the test results. However, before you receive your decision, your child's Primary school Headteacher will have the opportunity to refer assessment decisions they disagree with to a panel of local Primary and Secondary school Headteachers, who will consider additional evidence before making a decision.

This can include your child's test scores, recent work, the writing task and comments from your child's current school. The panel will look at a full range of work for a child, regardless of which scores may be below the threshold. To allow these referrals to take place, your child's Primary school will be sent your child's score and assessment decision. An assessment will only be changed by the Headteacher Panel if the panel is confident that the child will be well placed in a Grammar school.

The assessment decision will be sent to you on **12 October 2017**. Email messages will be sent after 4pm to parents who applied online, and letters will be posted first class.

Please be aware that some email providers may delay sending the messages to account holders – parents will need to check with their own email service suppliers in this regard. KCC has no control over email delivery times once they have left our servers.

Once you have the assessment decision, it's best to take any questions you have to your child's Primary school first of all. If the school can't help, you can contact the Secondary Admissions Team by ringing **03000 41 21 21**.

Neither the Primary school nor the Secondary Admissions Team can change the assessment you have received, but they can explain what it means and how it was reached, to help you when you fill in the Secondary Common Application Form.

What if I disagree with the assessment decision?

You cannot make an appeal against the assessment decision posted to you on **12 October 2017**, but you are still allowed by law to appeal for admission to any school you name on your SCAF and are not offered. If your child has not been assessed suitable for Grammar school but you name a Grammar school anywhere on your SCAF, although you cannot be offered a place there on **1 March 2018**, after that you can ask an independent panel to consider whether there could be an exceptional reason for admitting your child to that school. Appeals for admission to Kent schools should be lodged by **29 March 2018**. The information which comes with your offer of a school place will explain how to do this.

Other testing procedures

Some individual schools will also have their own tests as part of their admissions process. This will be stated in the school's details, and you should contact them direct for information about what tests are involved and when they will take place.

6. Completing the Kent Secondary Common Application Form

If you live in the Kent Local Authority area, and you would like your child to start at ANY Secondary school or Academy in September 2018 you **MUST** complete the Kent Secondary Common Application Form (SCAF), either online, through the Kent website (www.kent.gov.uk/secondaryadmissions), or on paper. Paper SCAFs should be returned directly to the Admissions Team to the address on the form.

If you have already registered your child online to take part in the Kent Grammar school tests, you will be able to log in and add your school preferences to the information you have already submitted, then resubmit the application, rather than starting from the beginning.

If you are applying online for school places and did not register your child for the Kent Test, you will have to register with the website and create a user account, selecting your own password. The website will ask you to validate your account by replying to an email which will be sent to the email address you have used to apply. This email is not an application. Once registered, you can then make an application for school places either straight away or by logging back in at a later time, provided it is before the closing date.

An application is only valid if it has been submitted.

Once you have submitted your application, you will receive an email confirming that we have received it.

Where an application is unsubmitted by a parent, KCC will be unable to process it.

We will ask you to name up to four schools you would like your child to go to. We ask you to rank these schools in the order you most prefer.

If any of the schools you have expressed a preference for is an Academy, Voluntary Aided, Foundation or Free school you may also be asked to complete another form called a Supplementary Information Form (SIF). This form is used by the schools to rank your child against their oversubscription criteria. You only need to fill in a SIF if you wish for your child to be considered against the oversubscription criteria the school is collecting information about.

Schools that may require a SIF will be identified in the school details pages. You should return this form to the school and not to Kent County Council. The SIF can be obtained from the school or by going to the 'Admissions criteria 2018/19' section at: www.kent.gov.uk/admissionscriteria if the school has provided KCC with a copy.

The SIF is not the official Kent County Council application form and you must still complete a SCAF naming the school otherwise your child will not be considered for a place at that school.

You may name a school or schools outside Kent on the form. We will inform the relevant Local Authority and they will consider your application under their arrangements. If you want to know more about schools outside Kent you are advised to contact the relevant Local Authority office for further details. Please see page 29 for contact details.

Whilst the closing date for Kent County Council to receive applications is **31 October 2017**, late applications will be accepted and considered to be "on time" if they are late for a good reason and it is reasonably practicable to accept them. These late applications must be received no later than 5pm on **8 December 2017**.

Kent County Council will also be able to amend applications if asked to do so no later than **8 December 2017** with regard to house moves or changes of schools relating to house moves provided you have an exchange of contracts or a signed rental agreement for the new property. It may not be possible to submit these changes online. Parents should email kentonlineadmissions@kent.gov.uk with the details of their required amendment, ensuring that they contact us with the same email address used for their application. After **8 December 2017** no one can apply to different schools until after **25 April 2018**, when waiting lists are passed back to schools.

Please remember to let us know if you change your home address or your email address after the closing date, so that we send your school offer to the right place.

Pupil's home address

We will accept as a pupil's home address the residential property that is the child's only or main residence, not an address at which your child may sometimes stay or sleep due to your own domestic arrangements.

It will be either:

- owned by the child's parent, parents or guardian; or
- leased to or rented by the child's parent, parents or guardian under a lease or written rental agreement of not less than 12 months' duration. Where lease/rental agreements are for less than 12 months, parents should contact the Secondary Admissions Team for further assistance by calling **03000 41 21 21** or by emailing **kent.admissions@kent.gov.uk**.

Evidence of ownership or rental agreement may be required, plus proof of the child's permanent residency at the property concerned. The Council reserves the right to check information given on the application form. If any information given on the form is found to be incorrect, or if you fail to notify us of important changes in the information, the offer of a school place can be withdrawn. If you need further help, contact the Admissions Team. We can only accept one current home address on the Secondary Common Application Form. If you live separately from your partner but share responsibility for your child and the child lives at two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of weekdays. If you have other arrangements which involve your child living at more than one address and you are not sure which address you should give, please contact the Admissions Team for advice.

If more than one application is received for a child, parents/guardians will be contacted and asked to agree in writing which application should be used. It is not the role of the Local Authority to decide which application to use where both parents retain parental responsibility for the child. Where agreement cannot be reached, both applications

will be withdrawn and the child will not be offered a place on **1 March 2018**. Where a Court proceeding is sought to decide which parent's application should be used, the Admissions Team will require a full copy of any Court Order before any application will be accepted. Parents should be mindful of key deadlines when taking this approach as no extensions will be granted for any delay that arise.

Distance

Maps and internet-based measuring tools will give you an indication of the distance from your address to a school, but they often use different reference points.

So that distances are worked out consistently Kent County Council's measuring software uses address point data provided by the National Land and Property Gazetteer (NLPG) and updated annually. Where applications are made from new build properties that are not registered to the NLPG, KCC may be required to temporarily use planning co-ordinates. The address point reference we have for your property is taken as one end of a straight line, with the address point reference for the school as the other end.

The same address point on the school site is used for everybody. When we apply the distance criterion for an oversubscribed Community or Voluntary Controlled school, these straight line measurements are used to determine how close each applicant's address is to the school. Address point references allow us to calculate distances in miles to four decimal places.

A block of flats has a single address point reference, so applicants living in the same block will be regarded as living the same distance away from a Community school. In the unlikely event that two or more children have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place.

Kent County Council supplies address point data to all schools but some Foundation and Aided schools, Free schools and Academies may use different methods to measure distances from applicants' homes. This will be clearly explained in each school's oversubscription criteria. Where a school has not explained that it will use a different method, the method described here will apply.

Brothers and Sisters

Where Kent County Council uses the term 'brother or sister', it means children who live as brother and sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers or sisters.

If siblings from multiple births (twins, triplets, etc) apply for a school and the school would reach its Published Admission Number (PAN) after admitting one or more, but before admitting all of those siblings, Kent County Council will offer a place to each of the siblings, even if doing so takes the school above its PAN. However, this may not always be possible for example, if the school is a Grammar school.

Where a school has not explained how it defines a sibling, the explanation given here will apply.

7. Applying for a place in Kent if you live outside Kent

If you live outside Kent but would like to send your child to a school in the county you must name the Kent school on your home Local Authority's Common Application Form and they will liaise with us. We will then inform your home Local Authority whether we can offer your child a place at your preferred Kent school. Please note you must NOT use Kent's online application process or Secondary Common Application Form if you do not live in Kent.

8. What are the chances of getting my child into the school I want?

The best way to assess the chances of your child getting into the school you want is to study that school's oversubscription criteria (see links in school details section).

Before you fill in the Kent Secondary Common Application Form make sure that you have read and understood the oversubscription criteria for the schools you are listing. You need to think carefully about whether your child is likely to meet these criteria.

One of the most important criteria for many schools is the distance you live from the school. The distances from which schools allocate places change from year to year, depending on demand. You may need to check with the school whether they have been able to admit children from your address in recent years. When deciding your preferences, be realistic about how likely you are to be offered a place there. Some schools have entrance tests. Ask yourself whether your child is good at the subject being tested or at taking tests generally.

Some third party websites offer parents an indication of their chances of securing a school place. KCC does not provide data to these websites and so parents should exercise caution when making decisions based on the information they provide.

Having considered all these matters, rank the schools you want in order of preference.

Remember that other people will choose the same schools as you. If their children meet the criteria of a particular school better than yours, they will be offered a place ahead of your child.

The law recognises that it may not always be possible to carry out parents' wishes, for a number of reasons:

- because this would "prejudice the provision of efficient education or the efficient use of resources";
- because a particular school may be full;
- because it is a selective (Grammar) school and the child has not reached the required standard;
- because the child has been permanently excluded from two or more schools.

9. The Admissions Process and School Offers

Kent County Council will make sure every Kent child who has submitted a Kent Secondary Common Application Form gets ONE offer.

All admission authorities have to plan for the number of children they admit to their schools very carefully.

The Published Admissions Number (PAN) noted on each school entry in “The Schools” section will show you the number of children that the school planned to admit this year. However, since the 2012 Admissions Code was introduced, schools have been able to decide to increase this number before offers are made. This is known as offering in excess of PAN and schools can decide to do this as late as January each year. While schools can increase the number of places that they make available, they are not able to reduce the number during this timescale. As KCC will be unaware of many schools’ intentions to offer in excess of PAN, it is not recorded in this book. Please contact schools you are interested in naming as preferences to see if they are intending to increase their intake number this year, if this will be important to your decision making process. You are invited to apply for up to four schools by completing a Secondary Common Application Form (SCAF) online or on paper.

Parents are advised to consider whether they intend to apply for transport assistance, when selecting their preferences, as they will be used when determining their child’s eligibility. (See page 20 for more information). Kent will not normally provide transport where a parent prioritises a school which is not the nearest appropriate for transport purposes.

Kent County Council will tell Secondary schools who has applied for places and provide them with any information that has been submitted on the child’s SCAF. Schools are not told whether parents named them first, second, third or fourth on the SCAF.

Each school will look at all their applications and draw up a rank order based on their oversubscription criteria to decide who will get places. Oversubscription criteria are a set of rules which a school uses to place children into priority order, or rank, if it receives too many requests for the places that it has available. This means, for example, that if how close children live to the school is an important factor, the children who live closest are most likely to be offered places.

The order you name the schools in only matters if more than one of them could offer your child a place. If this happens, we will look back at your preferences and offer whichever of them you named highest on the form. The unused offer for the lower preference school(s) will then be offered to a child that was ranked lower on that school’s list.

(If you have named a Grammar school on your Secondary Common Application Form, and that Grammar school has too many applications from suitable candidates, it may not be possible to offer you a place there, even if your child has done well enough in the Kent Test to qualify for a Grammar school place. If this happens, you will be offered the highest available of your remaining preferences, even if that is not a Grammar school.)

If none of your preferred schools can offer you a place because there were other children who had a greater eligibility for the place(s) than your child when the oversubscription criteria were applied, Kent County Council will allocate an alternative school that has available places. Whilst this school may not be one of your preferences, Kent County Council has a legal obligation to offer every child a school place. Kent County Council will try to make this the nearest school to your home with available places. This school may be some distance from your home as Kent County Council can only offer a place from a school that has spaces remaining once all other applications have been considered. The allocation that is made will not take into account any of your child’s individual circumstances or your preferences for a particular type of school e.g. a church school, size of school, childcare facilities or travelling arrangements.

10. Example Applications

Marie has a Grammar school assessment. She lives close to her local Community High school. Her parents would most like a place for her at the local church comprehensive, which gives priority to church attenders. Otherwise, they would like a local Grammar school.

The parents’ preferences are:

1. Church Aided Comprehensive
2. Community Grammar school
3. Foundation Grammar School
4. Community High School

Marie meets the entry requirements for all four schools, so she is offered her first preference.

Robina’s parents would like her to go to a single-sex Community High school, even though it is a long way from her home. Otherwise, though they are not church

attenders, they would like a church school, or another single-sex school. She has not taken the Grammar school tests.

The parents' preferences are:

1. Single-sex Community High School
2. Church Aided School
3. Community Grammar School for Girls
4. Foundation Grammar School for Girls

The Community High School is oversubscribed by girls who live closer than Robina. The Church Aided School is oversubscribed with church attenders. The Grammar schools cannot offer her a place on 1 March as she has not taken the Grammar school tests. Her parents are offered a vacant place at an alternative school chosen by Kent County Council.

Adam has a Grammar school assessment. His parents would most like a place for him at the Foundation Grammar school closest to his home. Otherwise they would like a place at his local all-ability academy, a neighbouring Foundation High school or a school outside Kent.

The parents' preferences are:

1. Foundation Grammar School
2. All-ability Academy
3. Foundation High School
4. School Outside Kent

The Grammar school is oversubscribed with suitable applicants and cannot offer him a place. As he qualifies for a place at the All-ability Academy, he is offered his second preference.

Kristina does not have a Grammar school assessment. Her parents would most like her to go to a local Grammar school, a popular high school near where her mother works, or the Church Aided Comprehensive, which is further away. They are regular church attenders.

The parents' preferences are:

1. Local Foundation Grammar School
2. Community High School
3. Church Aided Comprehensive
4. Local Foundation High School

Kristina does not meet the entry requirement for Grammar school, and the Community High school offers all its places to children who live within 2 miles. She qualifies for a place at the Church Aided Comprehensive, so is offered her third preference.

Oliver lives a long way from his nearest Community Grammar school. He has a Grammar assessment.

The parents' preferences are:

1. Local Foundation Grammar School
2. Local Foundation Grammar School
3. Community Grammar School
4. Neighbouring Grammar Academy

All these schools are oversubscribed and have to apply their criteria. Some take account of test scores and some take account of home address, but none of them can offer Oliver a place, because too many other applicants are ranked above him. If it cannot find a Grammar school place within a reasonable distance of his home, Kent County Council offers him a local school which does not select its intake.

11. Letting you know

On **1 March 2018** Kent County Council will contact Kent parents to inform them of the school they have been offered. You will receive only ONE offer. E-mail messages will be sent after 4pm to parents who applied online, and letters will be posted first class.

Please be aware that some email providers may delay sending the messages to account holders – parents will need to check with their own email service suppliers in this regard. KCC has no control over email delivery times once they have left our servers.

The applying parent must let the offered school know whether or not you want the place by **16 March 2018**.

If you do not let the school know that you want the place, it may be offered to someone else and you will lose it.

You can also lose your school place if the information you put on your application form is later found to be incorrect.

If you have applied for a Kent school but do not live in Kent your home Local Authority will notify you on **1 March 2018** to tell you which school you have been offered.

12. Waiting lists

If a school is oversubscribed on **1 March 2018** the admission authority for that school must keep a waiting list, at least until the start of the January term 2019.

A Grammar school can only put children on its waiting list who have been assessed suitable for Grammar school.

On **25 April 2018** the Council will run a reallocation process to offer any vacant places to children on schools' waiting lists. Reallocation works in the same way as the process which offered places on **1 March 2018**, so that any places which may have become available can be offered to children on waiting lists, ranked by the schools according to their original oversubscription criteria. If more than one of the schools parents want can offer a place, we will offer the one they ranked highest on their waiting list form.

After **25 April 2018** schools will use their waiting lists to allocate any vacant places as they arise.

The names on a school's waiting list must be ranked according to its published oversubscription criteria, and it is required by law to rank the list in accordance with the criteria again every time a child is added to it. If the number of children who accept places drops below the school's published admission number the waiting list will be used to determine who gets the vacant places.

Looked after children, previously looked after children and those who must be offered a place through a Fair Access Protocol will take precedence over others on a waiting list.

Putting your child's name on the waiting list for a school will not stop you appealing for a place there – you can do both. Putting your child's name on the waiting list for one school will not prejudice an appeal for another, and appealing for one school will not affect your position on the waiting list for another.

13. Appeals

If you are unhappy that you have not been offered one of your preferred schools you can appeal. All parents have the right to appeal against any decision to refuse them a school place. This means that you can appeal for a place at any school that you named and were not offered, wherever you ranked it on the Secondary Common Application Form.

How to Appeal

You can appeal for any school you have been turned down for, but if it is a Kent school please do your best to make sure that your appeal is received by **29 March 2018**. This will help the people who organise a school's appeal hearings to try to arrange for all the appeals for that school to be considered at the same time and by the same panel, which is what the School Admission Appeals Code recommends. Do not wait for the outcome of one appeal or the offer of a place at another school before appealing; you can always withdraw an appeal request later.

Appeals received after **29 March 2018** will need to be accompanied by a reasonable explanation as to why they are late. It is best if all appeals can be heard at one time. A late appeal may have to be heard after others for the same school.

Parents who have appealed unsuccessfully for a particular Kent school may not appeal for a place at the same school within the academic year unless they can show there has been a significant and material change in their circumstances since the appeal.

14. Late Applications and In Year Admissions

Late Applications

Applications received after **8 December 2017** but before **16 March 2018** will not receive a school offer on **1 March 2018**. Kent County Council will consider these late applications with applicants that have joined a school's waiting list on the reallocation date of **25 April 2018**. If none of the schools you have expressed a preference for on a late application can be offered to you, Kent County Council will offer you an alternative school. We will also

advise you on your right to appeal against this decision and ask if you wish to be placed on the school's waiting lists. After **25 April 2018** you can request to go on any school's waiting list and if places become available, schools will offer directly to parents. Kent County Council will not make any further offers.

Applications made after **16 March 2018** should be made directly to the school. These applications will be processed in a similar way to In Year applications.

Parents who have already received an offer of a school place from Kent County Council should apply using an In Year Casual Application Form (IYCAF).

Parents who are applying to Kent for the first time should use a Post Reallocation Common Application Form (PRCAF). These applicants should send their application to Kent County Council who will support and advise parents where this is needed.

These forms can be downloaded from: **www.kent.gov.uk/secondaryadmissions** or by contacting the Secondary Admissions Team.

Where parents are having difficulties in finding a school place, or require any support, please email **kentinyearadmissions@kent.gov.uk** or call **03000 41 21 21** and ask for the In Year Admissions Team.

In Year Admission to all Secondary schools except Grammar schools

Year 7 applications received after the start of term are called In Year admissions.

In Year applications for Kent school places should be made direct to schools, using a separate copy of Kent County Council's single In Year Casual Application Form (IYCAF) for each child and each school applied. Kent schools will let you know in writing whether they can offer a place and will inform Kent County Council about the application and whether an offer has been made.

Schools which do not require children to take any entry tests will normally be expected to tell parents within 5 school days of receiving the application whether they can offer a place.

If a school you apply for cannot offer you a place, the letter telling you this should explain how to appeal and how to put your child's name on the school's waiting list. (A Grammar school can only put children on its waiting list if they have been assessed suitable for Grammar school).

If a child has secured a place at a school through the co-ordinated admissions process, but has yet to start, they would still be considered as being on roll when a school assesses their sibling's applications against the school's oversubscription criteria.

In Year Admission to a Grammar school

If you arrive in Kent after the 11+ tests and want a Year 7 place at a Grammar school, your child will need to be assessed. This can be arranged through the Grammar school you are applying for. Until the end of the first term in the school year, all Grammar schools will use the Kent test, so one set of tests will give you an assessment which is valid for any Grammar school in the Kent LA area.

If your child has not already been tested and you are looking for a Year 7 place after the first term in the school year, or a place in a different year group, the Grammar school will use its own assessment process. If you apply for more than one Grammar school your child will need to take a different test for each Grammar school you apply for.

If you have applied In Year but cannot find a school place

If you are a Kent resident who has applied to your preferred schools but been unable to secure a place you can contact Kent County Council's In Year Admissions Team, who will let you know of any other schools which have places so that you can apply direct to these schools. If there are no places available and your child is out of school, the application may be referred to a local panel under the Fair Access Protocol (FAP), to decide which school can admit them. If your child is already attending a school in the local area, no alternative place will be offered.

If you want to apply in year for a place at a school located in another Local Authority's area, please contact the admissions team for further information. You can obtain information about the process and copies of the IYCAF from the Kent

County Council website or from any Kent school. Enquiries can also be made by email to: **kentinyearadmissions@kent.gov.uk** or by ringing **03000 41 21 21** and asking for the In-Year Admissions Team.

15. Where can I get advice?

The Secondary Admissions Team will offer advice to those families who find the secondary transfer process difficult to understand, they can help parents to make the most realistic choice of school that best meets their child's needs. Primary Headteachers will also be in a position to help with this. So if you've looked at this booklet, visited the schools and talked to your child's teachers but still feel you need some extra help:

- Your Primary school may have a Family Liaison Officer (FLO) or Parent Support Adviser (PSA) who you can talk to at school. If you know who they are speak to them directly or ask the school for details.
- You can ring the Secondary Admission Team on: **03000 41 21 21** during office hours.
- Email: **kent.admissions@kent.gov.uk**.

Information, Advice and Support Kent (IASK)

IASK offers confidential and impartial, information, advice and support for parents* of children with special educational needs or disability and the same service is offered to children** and young people*** who have special educational needs or disability.

Information, Advice and Support Kent has an experienced team available to listen and discuss any issues parents may have around their child's education. Working at arm's length to the authority IASK aims to empower parents, children and young people to fully participate in discussions and make informed choices.

* parents includes all those adults with parental responsibility and carers

** children 0-16 compulsory school age

*** young people 16-25

IASK can:

- be available and accessible to answer questions via a telephone helpline or in the local community;
- offer time to discuss issues in depth and explore options;
- support at meetings with school and/or the Local Authority;
- provide information about other agencies and processes;
- help parents to communicate their views or concerns;
- help prepare paperwork;
- help with queries about the education system;
- provide information about social care and short breaks;
- provide information about appeals to the SEND Tribunal and support to attend mediation;
- provide a range of information leaflets about education processes (available in other languages on request).

How to contact IASK

Telephone Helpline: **03000 41 3000**

Email: **iask@kent.gov.uk**

The Helpline is open Monday to Friday 9am-5pm (answerphone and email are available 24 hours)

Or visit the IASK team at a local drop-in (ring the helpline or check online for dates and venues)

Website: **www.kent.gov.uk/iask**

The office site provides disabled access and facilities at:

Shepway Centre
Oxford Road
Maidstone
ME15 8AW
Office Tel: **03000 412412**

16. Transport

You can apply for any school and we will try to offer you the place that you want, but as the admission criteria for schools are separate from the criteria for assistance with home to

school transport you will not automatically receive transport assistance to any school that offers you a place. The schools you select as preferences will have a huge impact on your likelihood of securing transport assistance, so please consider if you will need help in getting your child to school when selecting them. Parents should not wait, therefore, until the school place has been offered before considering how they will get their child to school.

As a general rule, your child will get free home to school transport if the Secondary school they will be attending is:

- the nearest appropriate school for transport purposes; and
- is more than three miles from home using the shortest available walking route.

Appropriateness in this instance means:

- age appropriate – attendance at a Primary or Secondary school;
- ability appropriate – attendance at a Mainstream or Special school.

The nearest appropriate school for transport purposes is the nearest geographical school that is suitable for the child's age and ability when the above criteria are applied.

Eligibility

Assessment for eligibility for free transport to the nearest appropriate school does not normally take account of parents' preference for a single-sex or mixed school, a particular type of school like a Grammar school or a school with a specialism.

You will not normally receive transport assistance to a different school if:

- you have not named the nearest school to your home as one of your preferences;
- you have named the nearest school but not as one of your highest preferences;
- you do not live the statutory distance from the school.

If you have named the nearest school to your home and were refused a place, the Transport Eligibility Team will take this into account when assessing your application.

However, how your child will travel to and from school may be a factor you will need to take into consideration when making your school preferences known and you will need to consider carefully what options are available to you as transport assistance will not automatically be given for any school that may have offered your child a place.

For children who live in towns and villages close to the county border, it is particularly important to understand which is your closest school for transport purposes. Transport will only be provided to the nearest appropriate school where it is more than 3 miles from the home and in some parts of the county this may be a school located in another education authority, outside of Kent.

If you wish to express a preference for a school which is not your nearest and is not within walking or cycling distance, alternative transport options available to you can be found at www.kent.gov.uk/schooltransport such as the Young Person's Travel Pass as this can be used on all registered public bus routes.

Further information about this pass can be found on page 23 of this book, in the Home to School Transport Guidance or at: www.kent.gov.uk/youngpersonstravelpass

There are also helpful links from the Kent County Council website www.kent.gov.uk for public bus service information.

Free transport usually means your child will get a season ticket (pass) for public transport, or a seat on a bus/vehicle hired by Kent County Council. As transport is provided for so many children, it will not be possible to offer parents their choice of route or vehicle.

Kent County Council does not routinely provide discretionary transport assistance to Grammar schools or denominational (faith) schools. If you have an older child who receives discretionary transport assistance to a particular school, a younger sibling attending the same Grammar or faith school may not get it. This is because the policy changed back in 2011, however some learners will be eligible until they leave school or change address. There are exceptions for some children in the care of Kent County Council and some from low income families.

The offer of a Grammar school place does not guarantee that transport will be provided to that school if there is another mainstream school or academy closer to your home. If the Secondary school nearest your home is a Grammar school it will only be counted as your nearest school for transport purposes if your child has a Grammar school assessment, because it can only take children who have been assessed suitable for a Grammar school.

Low Income Families

To qualify to receive transport assistance under the low income criteria, your child must be entitled to receive free school meals or you must be in receipt of one of the benefits listed below:

- Income Support;
- income based jobseekers allowance;
- Child Tax Credit (without Working Tax Credit and with an annual income of no more than £16,190);
- guaranteed element of state pension credit;
- income related employment and support allowance;
- maximum level of Working Tax Credit.

Please note: *When parents receive Child Tax Credit but not Working Tax Credit, the level of yearly income (currently £16,190) would be taken into account when assessing the child's eligibility. If parents receive both Child Tax Credit and Working Tax Credit, then the Working Tax Credit element overrides the Child Tax Credit Element and parents must be in receipt of the maximum level of Working Tax Credit to qualify for transport assistance on low income grounds.*

In addition to receiving the above benefits, to be eligible for transport assistance, the child must be aged between 11 and 16 and:

- attend one of the three nearest schools to their home that is between 2 and 6 miles from the home;
- the school has been selected on the basis of the parent's stated religion or belief, is the nearest school of that type to the child's home and is between 2 and 15 miles from the home.

Please note: *The parent must demonstrate to Kent County Council's satisfaction that the request is based on the requirements of their religion and that they do adhere to that religion, or that they hold the belief in question and that belief is materially relevant to the school chosen for their child. Where parents declare that they are practising members of a religion or faith Kent County Council will require evidence of this, including, where appropriate, the application form signed by the relevant religious representative.*

Proof of receipt of the Maximum Working Tax Credit is asked for and this is usually the form TC602, which is sent to you by HM Revenue & Customs. For a child who is entitled to free school meals the proof will be a letter from Kent County Council's Awards Department.

Additional information can be found within the Home to School Transport booklet. These can be obtained, along with the application forms, from primary schools, from County Hall on: **03000 412121** or can be downloaded from **www.kent.gov.uk/schooltransport**

Children aged 11-16 who meet these conditions (ie: if they are in the care of Kent County Council, or their family receives one of the benefits listed above, or they are entitled to free school meals) will have transport funded to their nearest Grammar school, assuming:

- they have met the entry requirements of the Grammar school, been offered a place there; and
- it is the nearest Grammar school to their home that is between 2 and 15 miles away.

If they qualified for and applied to their nearest Grammar school but could not get a place there because it was oversubscribed, transport will be provided to the next nearest Grammar school able to offer a place, provided it is between 2 and 15 miles from their home.

Transport offered on these grounds will be reviewed annually. The Transport Eligibility Team must be advised of any changes to the family's or child's circumstances as soon as possible, in order to reassess the child's eligibility for transport assistance.

Walking Distances and Routes

Distances are measured by the shortest available walking route. This may take into account public footpaths where they are available. The shortest available walking route is one where a child, accompanied as necessary by a responsible adult or parent, can walk safely. A route can only be considered hazardous, if it is hazardous for both an adult and child to walk

Please note: *Kent County Council has specific software it uses when measuring distances for transport purposes and will also assess walking routes for safety. Any other measuring software that you may use to estimate the distance will be for information purposes only – eligibility for transport can only be confirmed following the assessment of an application by the Transport Eligibility Team.*

The Transport Eligibility Team will not be able to advise you of the exact measurement or which school is the nearest over the telephone due to the large number of applications received and their need to prioritise assessing them.

Applying for Home to School Transport

Home to School Transport information booklets will be available from Primary and Secondary schools and from the Transport Team during the Spring Term 2018 and from www.kent.gov.uk/schooltransport. Applications must be returned to the team no later than **14 July** or the next working day, to ensure that your child will have a pass for the first day of term. If we do not receive your form by this date, we cannot guarantee your child's pass for the first day of term and you will have to make your own arrangements to get your child to and from school. We will not refund the cost of any transport that you have to arrange until the pass is issued.

If the child is eligible to receive free transport assistance, the Transport Eligibility Team will advise parents by post or email. The child's details will then be passed to the Public Transport Team who will identify the appropriate transport. Once they have done so, parents will be contacted by them to advise of the arrangements including those for the first day of term and where to collect the pass.

Applications can be made online at www.kent.gov.uk/schooltransport

If you do not have internet access you can get a paper copy of the form from your child's school or by ringing **03000 41 21 21**.

If you believe there are exceptional circumstances in your case which mean that Kent County Council provide free or subsidised transport regardless of the law and the Council's published policy, you should explain these clearly when you make your application.

Other Transport Options

Young Person's Travel Pass

If you're not entitled to free transport to school or want greater flexibility than Home to School transport can provide, you may wish to consider a Young Person's Travel Pass. The Young Person's Travel Pass enables young people in academic years 7-11 who live in Kent to travel free on virtually all public buses in the county, from 06.00-19.00, Monday to Friday, 1st September to 31st July, generally for a fee of £280 per year (subject to change). A small number of bespoke bus services to schools may apply an additional charge. The cost of the pass is halved for low income households and free to some children who are in the Care of Kent County Council. The Young Persons Travel Pass does not affect a child's entitlement to free home to school transport, and parents can apply for both. Further information on how to apply online and the terms and conditions of the pass, including a list of participating bus operators can be found at www.kent.gov.uk/youngpersonstravelpass

Vacant Seat Payment Scheme (VSPS)

Children who do not qualify for free transport because they live less than two/three miles from school or because they are not attending their nearest school can apply for a vacant seat on a hired school vehicle.

The 2018/19 charge for this is £165 per term for each pupil (subject to change). Public Transport can give you more information. A vacant seat offered under this scheme may have to be withdrawn at a later date if the place is needed for a pupil who is entitled to free transport, if the vehicle is no longer needed for pupils entitled to free transport or if it is decided to run a smaller vehicle.

Parents should also note that these seats cannot be allocated until all entitled pupils have been processed and are issued on a first come, first served basis. This does mean it can take several weeks after the start of term before a pass is issued. During this time, parents are responsible for making their own travel arrangements.

To apply for a Vacant Seat, parents should tick the appropriate box on the application form when applying for transport assistance.

School Transport and the Environment (Sustainable Transport)

Tackling the school run

We are committed to working with schools, parents and pupils to reduce congestion caused by the school run (the busy period when parents drive their children to and from school). It's estimated that at least one in five vehicles on the road at 8.45am are taking students to school which has a huge effect on how we all get around. The school run also adds to pollution and carbon emissions that affect air quality and climate change.

We are also working to develop healthy schools and to encourage young people to take part in more physical activity. Walking and cycling to school is a good way to get more exercise and is proven to benefit health and wellbeing, attendance and pupil performance.

School Travel Plans

Nearly all of Kent's schools now have a School Travel Plan. This is a strategy and action plan, tailored to the school, which seeks to encourage and facilitate sustainable travel choices by pupils, adult carers and staff. We continue to offer advice to schools, through our travel plan management database, in order to help increase and sustain the proportion of active, healthy, safe and sustainable journeys to and from school.

Kent schools have been very successful at producing Travel Plans to encourage sustainable travel to schools. Most Kent schools now have a plan so you may wish to contact the headteacher of your school to find out about their actions

for encouraging sustainable travel. You can also view the plan and other Safer Travel to School information via the Kent School Database: www.kent.gov.uk/schooltravelplans

Walk to School

KCC enjoys a unique partnership with Medway Council and the Kent and Medway Charity Team in promoting and encouraging walking to school. The Charity organises a range of activities to help the charitable sector with its fundraising and supports initiatives to promote health and wellbeing, particularly amongst Primary school children. The charity works in partnership with the KM Group, Kent's biggest media organisation. You can find more information about Walking Buses and walk to school incentive schemes on the charities website at www.kmwalktoschool.co.uk

Even if you can't walk to school every day or you live too far away, you could consider walking just once a week or 'park and stride' by parking a short distance from the school and walking the last bit of your journey.

Cycle to school

Cycle training is a very important way to increase confidence and safety. We deliver National Standard Cycle Training otherwise known as Bikeability. There are 3 levels of training that aim to give people the skills and confidence to ride their bikes on today's roads. We deliver Level 1 and 2 training to children in Year 6. In addition, we will pilot Level 3 training to Secondary school children. Bikeability will either be provided by KCC, or if the school is part of a School Games Organisation partnership, training will be arranged via School Games Organisers (SGOs). We are working with SGOs to make sure every Year 6 child has access to level 2 training.

Children will need to:

- be at least 10 years old for level 2 training;
- be able to ride their bike;
- have an appropriate cycle helmet;
- have a bike that is roadworthy.

From September 2013 the training costs £10 per child.

However, this may vary in some schools because they have paid to enter a partnership with a School Games Host Organisation to access a range of different activities, including Bikeability.

We are working hard to improve cycle routes across the county. For information about cycle routes in your area visit: www.kent.gov.uk/cycling. Printed maps are available for some locations and can be found in libraries, Gateways and Tourist Information Centres.

Public Transport

Buses and trains may prove to be a good option for some pupils. For information about available services in your area, together with discounted tickets and incentive schemes visit: www.kent.gov.uk/publictransport

Car sharing/buddy scheme

Parents can reduce the cost and time involved in the school-run by sharing cars with friends and neighbours. They can find out more about sharing cars in Kent on the website www.kentjourneyshare.com, or ask their chosen school if they can match them with parents travelling from the same area. If half of UK motorists received a lift one day a week, congestion and pollution would be reduced by 10%.

Responsible parking

Inconsiderate parking and manoeuvring in the vicinity of school entrances can present a significant safety hazard. Parents should support their school, other road users and local residents by avoiding parking on 'Keep-Clear' markings and, where possible, park or drop-off a safe distance from the school and encourage pupils to walk to the school gates. KCC work with schools, Kent Police and Local Civil Enforcement teams to take action against inconsiderate and dangerous parking. For further details and access to our online toolkit and resources please go to: www.responsibleparking.co.uk

17. General information

School Fund

There is no charge or cost for admission to a maintained school, and nothing published in a school's own prospectus or said at an open evening about contributing to the School

Fund should put you off applying for a place. Most schools operate a School Fund to help them pay for extra activities and equipment which cannot be provided from the school's own budget, and they invite parents to contribute to it if their child takes up a place there. Contributing to a school fund is entirely voluntary.

School Meals

Most Secondary schools have cash cafeteria arrangements, where pupils can choose what they want to buy. A main meal will typically cost between £2.20 – £2.60 (subject to change). However, this depends on suppliers and the meal choices available.

Free school meals are available for:

- children from families who can prove that they receive Income Support, Income Based Job Seeker's Allowance or the guaranteed element of Pension Credit;
- children from families who receive Child Tax Credit, provided they do not receive Working Tax Credit and have an annual income (as assessed by HM Revenue and Customs) which does not exceed £16,190 (Subject to change under the proposed government universal credit changes. Further details are available at www.gov.uk/universal-credit/overview);
- the children of Asylum Seekers who are supported under part IV of the Immigration and Asylum Act 1999 and can provide appropriate documentation from the National Asylum Support Services.

For further information or advice, ring the contact centre **(03000 41 21 21)** and ask them to put you through to your local Awards Team.

Religious Education and Collective Worship

The law requires Community, Foundation and Voluntary Controlled schools and Academies which do not have a religious character to provide religious education that fulfils the requirements of a local agreed syllabus. The syllabus will reflect the fact that the religious traditions in Britain are mainly Christian, whilst taking into account the teaching and practices of other principal religions represented in Britain. Voluntary Aided schools and Academies with a religious character normally follow a syllabus which reflects their religious designation.

Religious education is intended for all pupils, but parents do have the right to withdraw their child from all or part of RE. If you think you may wish to do this, you are encouraged to discuss the Religious Education provision in the school with the headteacher.

Collective Worship

Taking each school term as a whole, the majority of acts of collective worship in schools and academies that do not have a religious character will be wholly or mainly of a broadly Christian character.

Voluntary Aided and Voluntary Controlled schools and Academies with a religious character must deliver collective worship in line with their trust deeds, articles of government or funding agreement. For example, if the school is a Church of England or Roman Catholic school, the worship must be Christian and should reflect the denomination of the school. Like Religious Education, collective worship is intended for all pupils, but parents do have the right to withdraw their child from it. You may want to find out more about collective worship in the school before you make a decision.

Maintaining Good Behaviour

All our schools encourage a high standard of behaviour from pupils, both in and out of the classroom. We believe that education is very much about passing on the values of courtesy, consideration for others, tolerance and understanding.

Self-discipline is what we are looking for in our pupils. We want them to have pride in themselves and in how others see them.

Parents are encouraged to help develop responsible attitudes in their children and the county's schools are encouraged to maintain a close partnership with parents. Each school has its own discipline or behaviour policy which lays down the ground rules for behaviour inside schools and whilst pupils represent the school. The policy will detail what solutions the headteacher and governors will consider in case of misbehaviour.

18. Choices after 16

If you are in year 10 or 11 at school you will need to think about what you'd like to do next. You have some important choices to make and there are lots of options available to you. The choices you make now will affect the university courses or types of jobs you can apply for later. **www.kentchoices4u.com** is a website containing information to help 14 to 19 year olds make the right choices for further education. The website acts as an online prospectus, and lists all schools, colleges and work-based learning providers across the county and the courses, learning and training they offer. By accessing the website you can gain access to over 1,000 learning and training opportunities.

You can search the website using three categories. You can browse courses by subject, by provider, or by using a keyword search. These will help you access the information you are looking for more quickly than browsing the entire prospectus.

19. Your guide to Data Protection

The Data Protection Act 1998 gives rights to you, our customers, about how your personal information is obtained and used by Kent County Council. The Act also places obligations on Kent County Council. This guide informs you of your rights under the Data Protection Act and details how we handle your personal information.

What information do we hold and how do we obtain it?

Generally, we receive information about you from one or more of the following sources:

- the primary school your child attends;
- Kent County Council Admission Application Forms you complete and send to us.

We will hold your child's name, date of birth, school and address history and any information you provide us to apply under a preferred school's oversubscription criteria (eg sibling name, church attendance, FSM status etc). We will also hold the applying parent's name and address. This information will

be added to your child's central education electronic record, which will be kept until your child's 25th birthday.

For what purpose do we use your information?

We use your information for one or a number of purposes, which are outlined below:

- the information will be used to allocate your child a place at a school under the School's Admissions Code 2014;
- identifying information will be passed to schools and possibly the Department of Education and other officers in the County Council for the purposes of strategic planning and policy development.

Caring for your information

We undertake that we will have in place a level of security appropriate to the nature of the information and the harm that might result from a breach of security. This means we will look after your personal information properly. We further undertake that we will:

- not hold information about you that is excessive in relation to the purpose for which it is processed;
- keep any information about you accurate and where necessary up-to-date. To help us to do this, please keep us informed if any of your details change;
- not keep information processed for any purpose or purposes longer than necessary;
- process your information in accordance with your rights under the Data Protection Act;
- not share your information with other people unless it is required by law or with your consent.

Your rights

You have certain rights under the Data Protection Act 1998 in relation to the information we hold about you. These rights include the following:

- Access to your personal information. You may request in writing to the address below, details of the information that we hold about you and the purpose(s) for which it is held. Your request should be met within 40 calendar days of receiving the request, or, if later, on receipt of any

supplementary information needed to establish your relationship with the authority or to verify your identity. You will be asked to complete a form and may have to pay a fee. You will be asked to complete a form and may have to pay a fee.

- Right to prevent processing that is likely to cause damage or distress to you or anyone else. You also have the right to claim compensation for damage and distress caused by someone breaking the conditions of the Act.
- Right to take action to correct, block, erase or destroy information that is inaccurate or contains opinions that are based on inaccurate data. Right to require us to ensure that no decision taken by or on behalf of us and which significantly affects you is based solely on the automated processing of information.
- Right to prevent processing for direct marketing purposes. Direct marketing means the communication of any advertising or marketing material which is directed to you.

If you wish to know more, have any concerns about how your information is used or would like access to your personal information, please contact our Information Resilience and Transparency Team at data.protection@kent.gov.uk

General information about the Data Protection Act and your rights can be found on the information Commissioners website at the following link: www.ico.org.uk

Or you can write to:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Telephone: **01625 545700** (switchboard)
Email: mail@ico.gsi.gov.uk

20. If Your Child has a Disability

Some children may have a disability within the meaning of the Equality Act 2010. It is unlawful for a school in relation to certain activities to treat a disabled child less favourably than a non disabled child, without justification.

The activities where a school must take care not to discriminate unfairly concern admissions, exclusions, and the provision of education and related services. A school must make reasonable adjustments to ensure that it does not treat a disabled child less favourably although reasonable adjustments do not extend to physical adaptations or the provision of equipment. A school is able to justify its actions where it can demonstrate that the adjustments required are unreasonable. A disability is defined as a physical or mental impairment that has a substantial and long term adverse effect on the person's ability to carry out day to day activities. There will be some children who have an EHCP who do not fit this definition but, equally, there will be children who do not have an ECHP who are considered to have a disability.

If you think that your child has been discriminated against on the grounds of a disability in relation to the arrangements made for his or her admission, you may have a right of appeal. Advice is provided at www.gov.uk.

21. Additional Information

Private Fostering

A privately fostered child is a child under 16 (or 18 if disabled) who is cared for by an adult who is not a parent, grandparent, aunt, uncle, step parent (including civil partnerships), sister or brother where the child is to be cared for in that person's home for 28 days or more. A private foster carer is someone who cares for another person's child in their own home such as:

- extended family members (great-aunts, great-uncles, cousins);
- someone who is called 'aunt' or 'uncle' but is not related to the child;
- a friend of the family;
- someone who is not married to the child's mother or father but is a partner or ex-partner.

There are many reasons for a child being privately fostered, such as:

- a parent is ill;
- a parent is in prison;
- a parent is going abroad;
- the relationship between the parent and young person has broken down;
- family crisis or bereavement;
- parents might be studying or working long hours;
- a child has come from another country to study English privately or at a language school;

The law requires anybody who is privately fostering a child, or who is intending to do so, to notify social services. If you are already caring for a child under a private fostering arrangement you must notify social services immediately.

Social services have a legal duty to make sure that the welfare of all privately fostered children is safeguarded and promoted and that they are living in safe and suitable surroundings. Social services give advice to parents, private foster carers and any child who is being privately fostered.

Please contact Specialist Children's Services on **03000 41 11 11** and ask to speak to someone about a private fostering arrangement if you need to advise about a proposed private fostering arrangement or need some advice or guidance.

Kent County Council

Kent County Council (LA No: 886)

The Fair Access – Co-ordinated Admissions Office
Sessions House

County Hall

Maidstone

Kent. ME14 1XQ

Tel: **03000 41 21 21**

kent.admissions@kent.gov.uk

Other Local Authorities

London Borough of Bexley (LA No: 303)

Education Department Civic Offices
2 Watling Street
Bexleyheath
Kent
DA6 7AT
Tel: **020 8303 7777**

schooladmissions@bexley.gov.uk

Medway Council (LA No: 887)

Children's Services Gun Wharf
Dock Road
Chatham
ME4 4TR
Tel: **01634 331110**

admissions@medway.gov.uk

East Sussex County Council (LA No: 845)

Education Department
County Hall
St Anne's Crescent
Lewes
BN7 1SG
Tel: **0300 3309472**

admissions@eastsussex.gov.uk

Surrey County Council (LA No: 936)

County Hall
Penrhyn Road
Kingston-upon-Thames
Surrey
KT1 2DN
Tel: **03456 009009**

admissionseast@surreycc.gov.uk

London Borough of Bromley (LA No: 305)

Education Department
Stockwell Close
The Civic Centre
Bromley
BR1 3UH
Tel: **020 8313 4044**

school.admissions@bromley.gov.uk

West Sussex County Council (LA No: 938)

Pupil Admissions Team North

County Hall
Chart Way
Horsham
RH12 1XH
Tel: **033 301 42903**

admissions.north@westsussex.gov.uk

Pupil Admissions Team South

Centenary House
Durrington Lane
Worthing
BN13 2QB
Tel: **033 301 42903**

admissions.south@westsussex.gov.uk

Notes

The Schools



Abbey School London Road Faversham ME13 8RZ 01795 532633	DfE no	4242	Headteacher	Mrs Catrin Woodend
	PAN	210	Email	amonsarrat@abbeyschoolfaversham.co.uk
	Status	Academy	Website	www.abbeyschoolfaversham.co.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-19		
	Archbishop's School St Stephens Hill Canterbury CT2 7AP 01227 765805	DfE no	5426	Headteacher
PAN		140	Email	pamhart@archbishops.kent.sch.uk
Status		Foundation	Website	www.archbishops-school.co.uk
Gender		Mixed	SIF Form Req	Yes – Faith
Own Test		No		
Age		11-18		
Astor College Astor Avenue Dover CT17 0AS 01304 201151		DfE no	4113	Headteacher
	PAN	210	Email	admin@astor.dfamat.com
	Status	Academy	Website	www.astorcollege.org
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
	Aylesford School-Sports College Teapot Lane Aylesford ME20 7JU 01622 717341	DfE no	5410	Headteacher
PAN		180	Email	sue.milsom@aylesford.kent.sch.uk
Status		Foundation	Website	www.aylesford.kent.sch.uk
Gender		Mixed	SIF Form Req	No
Own Test		No		
Age		11-18		
Barton Court Grammar School Longport Canterbury CT1 1PH 01227 464600		DfE no	5444	Headteacher
	PAN	150	Email	office@bartoncourt.org
	Status	Academy	Website	www.bartoncourt.org
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
	Bennett Memorial Diocesan School Culverden Down Tunbridge Wells TN4 9SH 01892 521595	DfE no	5464	Headteacher
PAN		240	Email	admissions@bennett.kent.sch.uk
Status		Academy	Website	www.bennett.kent.sch.uk
Gender		Mixed	SIF Form Req	Yes – Faith
Own Test		No		
Age		11-18		
Borden Grammar School Avenue Of Remembrance Sittingbourne ME10 4DB 01795 424192		DfE no	4527	Headteacher
	PAN	120	Email	jc@bordengrammar.kent.sch.uk
	Status	Academy	Website	www.bordengrammar.kent.sch.uk
	Gender	Boys	SIF Form Req	Yes – only for Pupil Premium
	Own Test	No		
	Age	11-18		
	Brockhill Park Performing Arts College Sandling Road Saltwood Hythe CT21 4HL 01303 265521	DfE no	5466	Headteacher
PAN		235	Email	office@brockhill.kent.sch.uk
Status		Academy	Website	www.brockhill.kent.sch.uk
Gender		Mixed	SIF Form Req	No
Own Test		No		
Age		11-18		

Grammar Schools

Canterbury Academy	DfE no	5421	Headteacher	Mr Phil Karnavas
Knight Avenue	PAN	210	Email	pkarnavas@canterbury.kent.sch.uk
Canterbury	Status	Academy	Website	www.canterbury.kent.sch.uk
CT2 8QA	Gender	Mixed	SIF Form Req	Yes – 15% Music & Banding Assessment
01227 463971	Own Test	Yes		
	Age	11-19		
Charles Dickens School	DfE no	4016	Headteacher	Mr Richard Morgan
Broadstairs Road	PAN	232	Email	mdarvell@cds.kent.sch.uk
Broadstairs	Status	Academy	Website	www.cds.kent.sch.uk
CT10 2RL	Gender	Mixed	SIF Form Req	Yes – 10% Music
01843 862988	Own Test	No		
	Age	11-19		
Chatham & Clarendon Grammar School	DfE no	5462	Headteacher	Mrs Debra Liddicoat
Chatham Street	PAN	180	Email	shurrell@chathamhouse.kent.sch.uk
Ramsgate	Status	Academy	Website	www.ccgrammarschool.co.uk
CT11 7PS	Gender	Mixed	SIF Form Req	No
01843 591075	Own Test	No		
	Age	11-18		
Community College Whitstable	DfE no	4091	Headteacher	Mrs A M Gibson
Bellevue Road	PAN	210	Email	jcroucher@ccw.kent.sch.uk
Whitstable	Status	Community	Website	www.ccw.kent.sch.uk
CT5 1PX	Gender	Mixed	SIF Form Req	No
01227 272362	Own Test	No		
	Age	11-18		
Cornwallis Academy	DfE no	6913	Headteacher	Mrs Isabelle Linney-Drouet
Hubbards Lane	PAN	255	Email	officecornwallis@futureschoolstrust.com
Linton	Status	Academy	Website	www.futureschoolstrust.com/Cornwallis
Maidstone	Gender	Mixed	SIF Form Req	No
ME17 4HX	Own Test	No		
01622 743152	Age	11-18		
Cranbrook School	DfE no	5416	Headteacher	Dr John Weeds
Waterloo Road	PAN	30	Email	registrar@cranbrook.kent.sch.uk
Cranbrook	Status	Academy	Website	www.cranbrookschool.co.uk
TN17 3JD	Gender	Mixed	SIF Form Req	No
01580 711800	Own Test	No		
	Age	11-18		
Dane Court Grammar School	DfE no	5460	Headteacher	Mr Andrew Fowler
Broadstairs Road	PAN	165	Email	admin@danecourt.kent.sch.uk
Broadstairs	Status	Academy	Website	www.danecourt.kent.sch.uk
CT10 2RT	Gender	Mixed	SIF Form Req	No
01843 864941	Own Test	No		
	Age	11-18		
Dartford Grammar School	DfE no	5406	Headteacher	Mr John Oakes
West Hill	PAN	180	Email	sandrew@dartfordgrammarschool.org.uk
Dartford	Status	Academy	Website	www.dartfordgrammarschool.org.uk
DA1 2HW	Gender	Boys	SIF Form Req	No
01322 223039	Own Test	No		
	Age	11-18		

Dartford Grammar School for Girls Shepherds Lane Dartford DA1 2NT 01322 223123	DfE no	5411	Headteacher	Mrs Sharon Pritchard
	PAN	180	Email	c.balmer@dartfordgrammargirls.kent.sch.uk
	Status	Foundation	Website	www.dartfordgrammargirls.kent.sch.uk
	Gender	Girls	SIF Form Req	Yes – Parish Confirmation
	Own Test	No		
	Age	11-18		
Dartford Science and Technology College Heath Lane Dartford DA1 2LY 01322 224309	DfE no	4026	Headteacher	Mrs Anne Davis
	PAN	145	Email	Lesley.Pooley@dstc.kent.sch.uk
	Status	Foundation	Website	www.dstc.kent.sch.uk
	Gender	Girls	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Dover Christ Church Academy Melbourne Avenue Dover CT16 2EG 01304 820126	DfE no	6917	Headteacher	Mr Jamie Maclean
	PAN	150	Email	groombridger@dccacademy.org.uk
	Status	Academy	Website	www.dccacademy.org.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Dover Grammar School for Boys Astor Avenue Dover CT17 0DQ 01304 206117	DfE no	5459	Headteacher	Mrs Fiona Chapman
	PAN	120	Email	tcook@dgsb.co.uk
	Status	Foundation	Website	www.dgsb.co.uk
	Gender	Boys	SIF Form Req	No
	Own Test	Yes		
	Age	11-18		
Dover Grammar School for Girls Frith Road Dover CT16 2PZ 01304 206625	DfE no	4109	Headteacher	Mr Robert Benson
	PAN	140	Email	kimobrien@dggs.kent.sch.uk
	Status	Community	Website	www.dggs.kent.sch.uk
	Gender	Girls	SIF Form Req	No
	Own Test	Yes		
	Age	11-18		
Duke of York's Royal Military School Guston Dover CT15 5EQ 01304 245023	DfE no	6918	Headteacher	Mr Alex Foreman
	PAN	52 Boys 52 Girls	Email	caroline.cant@doyrms.com
	Status	Academy	Website	www.doyrms.com
	Gender	Mixed	SIF Form Req	Yes – Boarding Suitability
	Own Test	Yes		
	Age	11-19		
Ebbsfleet Academy Southfleet Road Swanscombe DA10 0BZ 01322 623100	DfE no	4001	Headteacher	Ms Alison Colwell
	PAN	150	Email	colwella@theebbsfleetacademy.kent.sch.uk
	Status	Academy	Website	www.theebbsfleetacademy.kent.sch.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Folkestone Academy Academy Lane Folkestone CT19 5FP 01303 842400	DfE no	6908	Headteacher	Mr Warren Smith
	PAN	270	Email	admin@folkestoneacademy.com
	Status	Academy	Website	www.folkestoneacademy.com
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	4-19		

Folkestone School for Girls Coolinge Lane Folkestone CT20 3RB 01303 251125	DfE no	5437	Headteacher	Mrs Tracy Luke
	PAN	180	Email	npetrie@folkestonegirls.kent.sch.uk
	Status	Academy	Website	www.folkestonegirls.kent.sch.uk
	Gender	Girls	SIF Form Req	No
	Own Test	Yes		
	Age	11-18		
	Fulston Manor School Brenchley Road Sittingbourne ME10 4EG 01795 475228	DfE no	5414	Headteacher
PAN		210	Email	gbell@fulstonmanor.kent.sch.uk
Status		Academy	Website	www.fulstonmanor.kent.sch.uk
Gender		Mixed	SIF Form Req	Yes – 10% Sport or Music Band
Own Test		No		
Age		11-18		
Goodwin Academy Hamilton Road Deal CT14 9BD 01304 373363		DfE no	4018	Headteacher
	PAN	180	Email	jmiles@goodwinacademy.org.uk
	Status	Academy	Website	www.goodwinacademy.org.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
	Gravesend Grammar School Church Walk Gravesend DA12 2PR 01474 331893	DfE no	5465	Headteacher
PAN		150	Email	cooki@gravesendgrammar.eu
Status		Academy	Website	www.gravesendgrammar.eu
Gender		Boys	SIF Form Req	Yes – Free School Meals eligibility
Own Test		No		
Age		11-18		
Hadlow Rural Community School Tonbridge Road Hadlow Tonbridge TN11 0AU 01732 853241		DfE no	4009	Headteacher
	PAN	75	Email	contact@hrschool.org
	Status	Free	Website	www.hrschool.org
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-16		
	Hartsdown Academy George V Avenue Margate CT9 5RE 01843 227957	DfE no	4172	Headteacher
PAN		180	Email	millern@hartsdown.org
Status		Academy	Website	www.hartsdown.org
Gender		Mixed	SIF Form Req	No
Own Test		No		
Age		11-18		
Harvey Grammar School Cheriton Road Folkestone CT19 5JY 01303 252131		DfE no	4101	Headteacher
	PAN	150	Email	enquiries@harveygs.kent.sch.uk
	Status	Academy	Website	www.harveygs.kent.sch.uk
	Gender	Boys	SIF Form Req	No
	Own Test	Yes		
	Age	11-18		
	Hayesbrook School Brook Street Tonbridge TN9 2PH 01732 500600	DfE no	5455	Headteacher
PAN		151	Email	boull@hayesbrook.kent.sch.uk
Status		Academy	Website	www.hayesbrook.kent.sch.uk
Gender		Boys	SIF Form Req	No
Own Test		No		
Age		11-18		

Herne Bay High School Bullockstone Road Herne Bay CT6 7NS 01227 361221	DfE no	5448	Headteacher	Mr Jon Boyes
	PAN	258	Email	a.clifton@hernebayhigh.org
	Status	Academy	Website	www.hernebayhigh.org
	Gender	Mixed	SIF Form Req	Yes – Banding Assessment
	Own Test	Yes		
	Age	11-18		
High Weald Academy Angley Road Cranbrook TN17 2PJ 01580 712754	DfE no	4003	Headteacher	Miss Caroline Longhurst
	PAN	150	Email	warmanj@highwealdacademy.kent.sch.uk
	Status	Academy	Website	www.highwealdacademy.kent.sch.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Highsted Grammar School Highsted Road Sittingbourne ME10 4PT 01795 424223	DfE no	4080	Headteacher	Miss Anne Kelly
	PAN	120	Email	admin@highsted.kent.sch.uk
	Status	Academy	Website	www.highsted.kent.sch.uk
	Gender	Girls	SIF Form Req	No
	Own Test	Yes		
	Age	11-18		
Highworth Grammar School for Girls Maidstone Road Ashford TN24 8UD 01233 624910	DfE no	4092	Headteacher	Mr Paul Danielsen
	PAN	184	Email	a.casse@highworth.kent.sch.uk
	Status	Academy	Website	www.highworth.kent.sch.uk
	Gender	Girls	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Hillview School for Girls Brionne Gardens Tonbridge TN9 2HE 01732 352793	DfE no	5450	Headteacher	Mrs Hilary Burkett
	PAN	208	Email	admin@hillview.kent.sch.uk
	Status	Academy	Website	www.hillview.kent.sch.uk
	Gender	Girls	SIF Form Req	Yes – 10% Performing Arts
	Own Test	No		
	Age	11-18		
Holmesdale School Malling Road Snodland ME6 5HS 01634 240416	DfE no	4065	Headteacher	Mrs Tina Bissett
	PAN	180	Email	office@holmesdale.kent.sch.uk
	Status	Foundation	Website	www.holmesdale.kent.sch.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Homewood School and Sixth Form Centre Ashford Road Tenterden TN30 6LT 01580 764222	DfE no	5408	Headteacher	Mrs Sally Lees
	PAN	390	Email	l.castle@homewood.kent.sch.uk
	Status	Academy	Website	www.homewood-school.co.uk
	Gender	Mixed	SIF Form Req	Yes – 20% Ability Band
	Own Test	Yes		
	Age	11-18		
Hugh Christie Technology College White Cottage Road Tonbridge TN10 4PU 01732 353544	DfE no	5431	Headteacher	Mr Jon Barker
	PAN	165	Email	nriddle@tonbridgefederation.co.uk
	Status	Foundation	Website	www.hughchristie.kent.sch.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		

Inspiration Academy @ The Leigh UTC Brunel Way Dartford DA1 5TF 01322 626600	DfE no	4012	Headteacher	Steve Leahey
	PAN	120	Email	hayley.dempsey@theleighutc.org.uk
	Status	Free	Website	theleighutc.org.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	Yes		
	Age	11-19		
Invicta Grammar School Huntsman Lane Maidstone ME14 5DS 01622 755856	DfE no	4058	Headteacher	Mrs Julie Derrick
	PAN	192	Email	c.fryer@invicta.viat.org.uk
	Status	Academy	Website	www.invicta.viat.org.uk
	Gender	Girls	SIF Form Req	No
	Own Test	No		
	Age	11-18		
John Wallis Church of England Academy Millbank Road Kingsnorth Ashford TN23 3HG 01233 662810	DfE no	6919	Headteacher	Mr John McParland
	PAN	210	Email	admissions@thejohnwallisacademy.org
	Status	Academy	Website	www.johnwallisacademy.org
	Gender	Mixed	SIF Form Req	Yes – 10% Faith
	Own Test	No		
	Age	3-19		
Judd School Brook Street Tonbridge TN9 2PN 01732 770880	DfE no	4622	Headteacher	Mr Jon Wood
	PAN	155	Email	enquiries@judd.kent.sch.uk
	Status	Voluntary Aided	Website	www.judd.online
	Gender	Boys	SIF Form Req	Yes – Free School Meals
	Own Test	No		
	Age	11-18		
King Ethelbert School Canterbury Road Birchington CT7 9BL 01843 831999	DfE no	4120	Headteacher	Ms Kate Greig
	PAN	150	Email	mail@kingethelbert.kent.sch.uk
	Status	Academy	Website	www.kingethelbert.com
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Knole Academy Bradbourne Vale Road Sevenoaks TN13 3LE 01732 454608	DfE no	6905	Headteacher	Mrs Mary Boyle
	PAN	240	Email	enquiries@KnoleAcademy.org
	Status	Academy	Website	www.knoleacademy.org
	Gender	Mixed	SIF Form Req	Yes – 10% Expressive Artistic Aptitude (Art, Dance, Drama & Music)
	Own Test	No		
	Age	11-18		
Leigh Academy Green Street Green Road Dartford DA1 1QE 01322 620509	DfE no	6910	Headteacher	Mrs Julia Collins & Miss Faye McGill
	PAN	240	Email	valerie.ludlow@leighacademy.org.uk
	Status	Academy	Website	www.leighacademy.org.uk
	Gender	Mixed	SIF Form Req	Yes – Banding Assessment
	Own Test	Yes		
	Age	11-19		
Lenham School Ham Lane Lenham Maidstone ME17 2LL 01622 858267	DfE no	4015	Headteacher	Mr Chris Foreman
	PAN	150	Email	office@thelenham.viat.org.uk
	Status	Academy	Website	www.thelenham.viat.org.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		

Longfield Academy	DfE no	6914	Headteacher	Mrs Alex O'Donnell
Main Road	PAN	180	Email	christine.goodwin@longfieldacademy.org
Longfield	Status	Academy	Website	www.longfieldacademy.org
Dartford	Gender	Mixed	SIF Form Req	No
DA3 7PH	Own Test	No		
01474 700700	Age	11-18		
Maidstone Grammar School	DfE no	4522	Headteacher	Mr Mark Tomkins
Barton Road	PAN	205	Email	school@mgs-kent.org.uk
Maidstone	Status	Foundation	Website	www.mgs.kent.sch.uk
ME15 7BT	Gender	Boys	SIF Form Req	No
01622 752101	Own Test	No		
	Age	11-18		
Maidstone Grammar School for Girls	DfE no	4523	Headteacher	Miss Deborah Stanley
Buckland Road	PAN	180	Email	mstarns@mggs.org
Maidstone	Status	Foundation	Website	www.mggs.org
ME16 0SF	Gender	Girls	SIF Form Req	No
01622 752103	Own Test	No		
	Age	11-18		
Malling School	DfE no	5425	Headteacher	Mr Carl Roberts
Beech Road	PAN	159	Email	headteacher@themallingschool.kent.sch.uk
East Malling	Status	Foundation	Website	www.themallingschool.kent.sch.uk
West Malling	Gender	Mixed	SIF Form Req	No
ME19 6DH	Own Test	No		
01732 840995	Age	11-18		
Maplesden Noakes School	DfE no	5401	Headteacher	Mr Richard Owen
Buckland Road	PAN	180	Email	Hamer.T@maplesden.kent.sch.uk
Great Buckland	Status	Academy	Website	www.maplesden.kent.sch.uk
Maidstone	Gender	Mixed	SIF Form Req	No
ME16 0TJ	Own Test	No		
01622 759036	Age	11-18		
Marsh Academy	DfE no	6909	Headteacher	Mr Shaun Simmons
Station Road	PAN	180	Email	MClayson@marshacademy.org.uk
New Romney	Status	Academy	Website	www.marshacademy.org.uk
TN28 8BB	Gender	Mixed	SIF Form Req	No
01797 364593	Own Test	No		
	Age	11-18		
Mascalls Academy	DfE no	5439	Headteacher	Mr Wayne Barnett
Maidstone Road	PAN	240	Email	rachel.hirst@mascallsacademy.org.uk
Paddock Wood	Status	Academy	Website	www.mascallsacademy.org.uk
Tonbridge	Gender	Mixed	SIF Form Req	No
TN12 6LT	Own Test	No		
01892 835366	Age	11-18		
Mayfield Grammar School, Gravesend	DfE no	5467	Headteacher	Mrs Elaine Wilson
Pelham Road	PAN	180	Email	mcbridej@msg.kent.sch.uk
Gravesend	Status	Academy	Website	www.msg.kent.sch.uk
DA11 0JE	Gender	Girls	SIF Form Req	No
01474 352896	Own Test	Yes		
	Age	11-18		

Grammar Schools

Meopham School	DfE no	4004	Headteacher	Mrs Suzanne Dickinson
Wrotham Road	PAN	140	Email	dbu@meopham.kent.sch.uk
Meopham	Status	Academy	Website	www.meopham.kent.sch.uk
Gravesend	Gender	Mixed	SIF Form Req	Yes – 10% PE, Drama, Music or Art
DA13 0AH	Own Test	No		
01474 814646	Age	11-18		
New Line Learning Academy	DfE no	6912	Headteacher	Mr Paul Murphy
Boughton Lane	PAN	210	Email	Lydia.bax@futureschoolstrust.com
Loose	Status	Academy	Website	www.futureschoolstrust.com
Maidstone	Gender	Mixed	SIF Form Req	No
ME15 9QL	Own Test	No		
01622 743286	Age	11-16		
North School	DfE no	4246	Headteacher	Mrs Anna Lawrence
Essella Road	PAN	215	Email	north-school@north.kent.sch.uk
Ashford	Status	Community	Website	www.thenorthschool.org.uk
TN24 8AL	Gender	Mixed	SIF Form Req	No
01233 614600	Own Test	No		
	Age	11-18		
Northfleet School for Girls	DfE no	4040	Headteacher	Mr Chris Norwood
Hall Road	PAN	210	Email	w.abbott@nsfg.org.uk
Northfleet	Status	Foundation	Website	www.nsfg.org.uk
DA11 8AQ	Gender	Girls	SIF Form Req	No
01474 831020	Own Test	No		
	Age	11-18		
Northfleet Technology College	DfE no	5456	Headteacher	Mrs Jane Partridge
Colyer Road	PAN	164	Email	lancasterl@ntc.kent.sch.uk
Northfleet	Status	Foundation	Website	www.ntc.kent.sch.uk
DA11 8BG	Gender	Boys	SIF Form Req	No
01474 533802	Own Test	No		
	Age	11-18		
Norton Knatchbull School	DfE no	4528	Headteacher	Ms Susanne Staab
Hythe Road	PAN	149	Email	esecombe@nks.kent.sch.uk
Ashford	Status	Academy	Website	www.nks.kent.sch.uk
TN24 0QJ	Gender	Boys	SIF Form Req	No
01233 620045	Own Test	No		
	Age	11-18		
Oakwood Park Grammar School	DfE no	5422	Headteacher	Mr Kevin Moody
Oakwood Park	PAN	160	Email	office@opgs.org
Maidstone	Status	Academy	Website	www.opgs.org
ME16 8AH	Gender	Boys	SIF Form Req	No
01622 726683	Own Test	No		
	Age	11-18		
Oasis Academy Isle of Sheppey	DfE no	6915	Headteacher	Mr John Cavadino
East Campus	PAN	390	Email	admissions@iosa.org.uk
Minster Road	Status	Academy	Website	www.oasisacademyisleofsheppey.org
Minster On Sea	Gender	Mixed	SIF Form Req	No
ME12 3JQ	Own Test	No		
01795 873591	Age	11-19		

Orchards Academy St Marys Road Swanley BR8 7TE 01322 665231	DfE no	4031	Headteacher	Mrs Natalie Willbourn
	PAN	120	Email	LKing@Orchards-tkat.org
	Status	Academy	Website	www.orchards-tkat.org
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Queen Elizabeth's Grammar School Abbey Place Faversham ME13 7BQ 01795 533132	DfE no	5449	Headteacher	Mr David Anderson
	PAN	140	Email	office@queenelizabeths.kent.sch.uk
	Status	Academy	Website	www.queenelizabeths.kent.sch.uk
	Gender	Mixed	SIF Form Req	Yes – Free School Meals eligibility
	Own Test	No		
	Age	11-18		
Royal Harbour Academy Newlands Lane Ramsgate CT12 6RH 01843 572500	DfE no	5468	Headteacher	Mr Simon Pullen
	PAN	200	Email	Wood@rha.kent.sch.uk
	Status	Foundation	Website	www.rha.kent.sch.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
St George's C E School Meadow Road Gravesend DA11 7LS 01474 533082	DfE no	5404	Headteacher	Mr Steve Carey
	PAN	180	Email	readd@saintgeorgescofe.kent.sch.uk
	Status	Academy	Website	www.saintgeorgescofe.kent.sch.uk
	Gender	Mixed	SIF Form Req	Yes – Faith
	Own Test	No		
	Age	11-19		
Sandwich Technology School Deal Road Sandwich CT13 0FA 01304 610000	DfE no	5463	Headteacher	Mrs Tracey Savage
	PAN	255	Email	admin@sandwich-tech.kent.sch.uk
	Status	Academy	Website	www.sandwich-tech.kent.sch.uk
	Gender	Mixed	SIF Form Req	Yes – 10% Technology Assessment
	Own Test	No		
	Age	11-18		
Simon Langton Girls' Grammar School Old Dover Road Canterbury CT1 3EW 01227 463711	DfE no	4534	Headteacher	Dr Matthew Baxter (Executive)
	PAN	165	Email	tkelk@langton.kent.sch.uk
	Status	Voluntary Controlled	Website	www.langton.kent.sch.uk
	Gender	Girls	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Simon Langton Grammar School for Boys Langton Lane Nackington Road Canterbury CT4 7AS 01227 463567	DfE no	5412	Headteacher	Dr Matthew Baxter (Executive)
	PAN	120	Email	susanbegg@thelangton.kent.sch.uk
	Status	Foundation	Website	www.thelangton.org.uk
	Gender	Boys	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Sir Roger Manwood's School Manwood Road Sandwich CT13 9JX 01304 613286	DfE no	5428	Headteacher	Mr Lee Hunter
	PAN	150	Email	admissions@srms.kent.sch.uk
	Status	Academy	Website	www.manwoods.co.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		

Sittingbourne Community College Swanstree Avenue Sittingbourne ME10 4NL 01795 472449	DfE no	4002	Headteacher	Mrs Fiona Trigwell
	PAN	270	Email	office@sittingbourne.kent.sch.uk
	Status	Academy	Website	www.sittingbournecommunitycollege.org.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Skinner's Kent Academy Sandown Park Tunbridge Wells TN2 4PY 01892 534377	DfE no	6916	Headteacher	Mr Matthew Tompkins
	PAN	180	Email	glynis.smith@skinnerkentacademy.org.uk
	Status	Academy	Website	www.skinnerkentacademy.org.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Skinner's School St Johns Road Tunbridge Wells TN4 9PG 01892 520732	DfE no	5418	Headteacher	Mr Edward Wesson
	PAN	150	Email	edward.wesson@skinner-school.org.uk
	Status	Academy	Website	www.skinner-school.co.uk
	Gender	Boys	SIF Form Req	Yes – ONLY for pupils registered in that academic year for Free School Meals
	Own Test	No		
	Age	11-18		
Spires Academy Bredlands Lane Sturry Canterbury CT2 0HB 01227 710392	DfE no	6911	Headteacher	Ms Nicki Mattin
	PAN	150	Email	office@spiresacademy.com
	Status	Academy	Website	www.spiresacademy.com
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-16		
St Anselm's Catholic School Old Dover Road Canterbury CT1 3EN 01227 826200	DfE no	5446	Headteacher	Mr Michael Walters
	PAN	180	Email	g.west@st-anselms.org.uk
	Status	Academy	Website	www.stanselmscantebury.org.uk
	Gender	Mixed	SIF Form Req	Yes – Faith
	Own Test	No		
	Age	11-18		
St Augustine Academy Oakwood Park Maidstone ME16 8AE 01622 752490	DfE no	4000	Headteacher	Mr Jason Feldwick
	PAN	150	Email	data.office@saa.woodard.co.uk
	Status	Academy	Website	www.saa.woodard.co.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-16		
St Edmund's Catholic School Old Charlton Road Dover CT16 2QB 01304 201551	DfE no	4013	Headteacher	Mr Mike Wilson
	PAN	120	Email	office@st-edmunds-dover.kent.sch.uk
	Status	Academy	Website	www.st-edmunds.com
	Gender	Mixed	SIF Form Req	Yes – Faith
	Own Test	No		
	Age	11-18		
St George's Church of England Foundation School Broadstairs Westwood Road Broadstairs CT10 2LH 01843 861696	DfE no	5447	Headteacher	Mr Adam Mirams
	PAN	217	Email	admin@st-georgescofe-thanet.kent.sch.uk
	Status	Foundation	Website	www.stgeorges-school.org.uk
	Gender	Mixed	SIF Form Req	Yes – Faith
	Own Test	No		
	Age	11-19		

St Gregory's Catholic School Reynolds Lane Tunbridge Wells TN4 9XL 01892 527444	DfE no	5435	Headteacher	Mr Sean McQuillan
	PAN	180	Email	scburgess@sgschool.org.uk
	Status	Academy	Website	www.sgschool.org.uk
	Gender	Mixed	SIF Form Req	Yes – Faith
	Own Test	No		
	Age	11-18		
St John's Catholic Comprehensive School Rochester Road Gravesend DA12 2JW 01474 534718	DfE no	5461	Headteacher	Mr Matthew Barron
	PAN	180	Email	jabbott@stj.kent.sch.uk
	Status	Voluntary Aided	Website	www.stjohnscs.com
	Gender	Mixed	SIF Form Req	Yes – Faith
	Own Test	No		
	Age	11-19		
St Simon Stock Catholic School Oakwood Park Maidstone ME16 0JP 01622 754551	DfE no	5432	Headteacher	Mr Brendan Wall
	PAN	180	Email	hayesc@ssscs.co.uk
	Status	Academy	Website	www.ssscs.co.uk
	Gender	Mixed	SIF Form Req	Yes- Criteria 1 & 2 only
	Own Test	No		
	Age	11-19		
Thamesview School Thong Lane Gravesend DA12 4LF 01474 566552	DfE no	5407	Headteacher	Mr Harry Ingham
	PAN	150	Email	s.thompson2@thamesview.kent.sch.uk
	Status	Foundation	Website	www.thamesview.kent.sch.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Tonbridge Grammar School Deakin Leas Tonbridge TN9 2JR 01732 365125	DfE no	5443	Headteacher	Mrs Rosemary Joyce
	PAN	180	Email	admissions@tgs.kent.sch.uk
	Status	Academy	Website	www.tgs.kent.sch.uk
	Gender	Girls	SIF Form Req	Yes – Pupil Premium places only
	Own Test	No		
	Age	11-18		
Towers School Faversham Road Kennington Ashford TN24 9AL 01233 634171	DfE no	4196	Headteacher	Mr Richard Billings
	PAN	243	Email	brand@towers.kent.sch.uk
	Status	Academy	Website	www.towers.kent.sch.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Trinity School Seal Hollow Road Sevenoaks TN13 3SL 01732 469111	DfE no	4006	Headteacher	Mr Matthew Pawson
	PAN	120	Email	office@trinitysevenoaks.com
	Status	Free	Website	www.trinitysevenoaks.org.uk
	Gender	Mixed	SIF Form Req	Yes – Faith
	Own Test	No		
	Age	11-18		
Tunbridge Wells Girls' Grammar School Southfield Road Tunbridge Wells TN4 9UJ 01892 520902	DfE no	4043	Headteacher	Mrs Linda Wybar
	PAN	140	Email	admissions@twggs.kent.sch.uk
	Status	Foundation	Website	www.twggs.kent.sch.uk
	Gender	Girls	SIF Form Req	Yes – Pupil Premium
	Own Test	No		
	Age	11-18		

Grammar Schools

Tunbridge Wells Grammar School for Boys St Johns Road Tunbridge Wells TN4 9XB 01892 529551	DfE no	4045	Headteacher	Ms Amanda Simpson
	PAN	180	Email	thegrammarschool@twgsboys.kent.sch.uk
	Status	Community	Website	www.twgsb.org.uk
	Gender	Boys	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Ursuline College 225 Canterbury Road Westgate-On-Sea CT8 8LX 01843 834431	DfE no	4633	Headteacher	Mr Stephen Adamson
	PAN	120	Email	hpa@ursuline.kent.sch.uk
	Status	Academy	Website	www.ursuline.kent.sch.uk
	Gender	Mixed	SIF Form Req	Yes – Faith
	Own Test	No		
	Age	11-18		
Valley Park School Huntsman Lane Maidstone ME14 5DT 01622 679421	DfE no	4249	Headteacher	Mr Vic Ashdown
	PAN	240	Email	l.cleaver@valleypark.viat.org.uk
	Status	Academy	Website	www.valleypark.viat.org.uk
	Gender	Mixed	SIF Form Req	Yes – Up to 10% Music, Art or Performing Arts
	Own Test	No		
	Age	11-18		
Weald of Kent Grammar School Tudeley Lane Tonbridge TN9 2JP 01732 373500	DfE no	4046	Headteacher	Mrs Maureen Johnson
	PAN	265	Email	manning@wealdgs.org
	Status	Academy	Website	www.wealdgs.org
	Gender	Girls	SIF Form Req	Yes – Site Preference
	Own Test	No		
	Age	11-18		
Westlands School Westlands Avenue Sittingbourne ME10 1PF 01795 477475	DfE no	5434	Headteacher	Mr Simon Cox
	PAN	285	Email	sc@westlands.kent.sch.uk
	Status	Academy	Website	www.westlands.kent.sch.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Wilmington Academy Common Lane Wilmington Dartford DA2 7DR 01322 272111	DfE no	6920	Headteacher	Mrs Tracey Trusler
	PAN	240	Email	tracy.holder@wilmingtonacademy.org.uk
	Status	Academy	Website	www.wilmingtonacademy.org.uk
	Gender	Mixed	SIF Form Req	No
	Own Test	No		
	Age	11-18		
Wilmington Grammar School for Boys Common Lane Wilmington Dartford DA2 7DA 01322 223090	DfE no	5403	Headteacher	Mr Charlie Guthrie
	PAN	150	Email	admissions@wgsb.org.uk
	Status	Academy	Website	www.wgsb.org.uk
	Gender	Boys	SIF Form Req	Yes
	Own Test	No		
	Age	11-18		
Wilmington Grammar School for Girls Parsons Lane Dartford DA2 7BB 01322 226351	DfE no	5400	Headteacher	Mrs Sue Hunt
	PAN	150	Email	admissions@wgsg.co.uk
	Status	Academy	Website	www.wgsg.co.uk
	Gender	Girls	SIF Form Req	Yes – Sibling at Boys Query and Parish Confirmation
	Own Test	No		
	Age	11-18		

Wrotham School	DfE no	5409	Headteacher	Mr Matthew Wright
Borough Green Road	PAN	145	Email	office@wrotham.kent.sch.uk
Wrotham	Status	Academy	Website	www.wrothamschool.com
Sevenoaks	Gender	Mixed	SIF Form Req	No
TN15 7RD	Own Test	No		
01732 884207	Age	11-18		
Wye School	DfE no	4007	Headteacher	Ms Janet Naylor
Olantigh Road	PAN	90	Email	janet.naylor@wyeschool.org.uk
Wye	Status	Free	Website	www.wyeschool.org.uk
TN25 5EJ	Gender	Mixed	SIF Form Req	No
01233 811110	Own Test	No		
	Age	11-18		

Kent County Council also handles admissions for Year 9 entry to Cranbrook and Year 10 entry to University Technical Colleges. Please see details below on how to apply.

Year 9 – Cranbrook

Name : Cranbrook School
 Address : Waterloo Road, Cranbrook, Kent, TN17 3JD
 LA : 886 DFE : 5416
 Headteacher : Dr John Weeds
 Admissions Contact : Mrs Andrea Baker (Registrar)
 Email : admissions@cranbrook.kent.sch.uk
 Telephone : 01580 711800
 PAN : 162 (110 Day and 52 Boarding)

Cranbrook School is Kent's only Year 9 entry school. It is both a Grammar and a Boarding School.

The child is required to sit and pass the Cranbrook Entrance Exam to be eligible for a place.

Applications for entry in September 2018 will open on 1st September 2017 and close on the 31st October 2017.

Whether you are applying for a Day or Boarding place you need to return your form to Kent County Council.

The schools Published Admissions Number is 162
 This is broken down to 110 Day places and 52 Boarding (There are 34 boys boarding places and 18 girls boarding places)

Entrance examinations for day students for September 2018 entry will take place in January 2018.

Entrance examinations and boarding suitability interviews for boarding students for September 2018 entry will take place in November 2017.

Year 10 – University Technical College

Name: Leigh University Technical College
 LA: 886 DFE: 4012
 Headteacher: Steve Leahey
 Admissions Contact: Simon Bettridge
 PAN: 150
 SIF Form : Yes (please contact the school for more details)

Leigh UTC is currently the only University Technical College in Kent and caters for years 10-13. The other UTCs in neighbouring Local Authorities are in Greenwich and Medway. To apply for any of these schools please fill out a paper UTC Form available at kent.gov.uk/secondaryadmissions.

Summary Table

Admissions 2017 Offer Day Outcome

Admissions 2017 Offer Day Outcome						Offers	
DFE No.	School Name	PAN	Total Apps	Offers	Own Admissions Authority	SEN	Local Authority Allocation
4242	Abbey School	230	364	223	Yes	7	0
5426	Archbishop's School	150	513	147	Yes	3	0
4113	Astor College	210	281	125	Yes	1	6
5410	Aylesford School-Sports College	180	312	164	Yes	0	28
5444	Barton Court Grammar School	150	761	150	Yes	0	0
5464	Bennett Memorial Diocesan School	270	843	270	Yes	0	0
4527	Borden Grammar School	120	311	120	Yes	0	0
5466	Brockhill Park Performing Arts College	288	742	287	Yes	1	0
5421	Canterbury Academy	210	607	210	Yes	0	0
4016	Charles Dickens School	232	718	229	Yes	3	0
5462	Chatham and Clarendon Grammar School	180	633	157	Yes	0	0
4091	Community College Whitstable	210	252	161	No	3	25
6913	Cornwallis Academy	255	424	245	Yes	0	11
5416	Cranbrook School	30	139	30	Yes	0	0
5460	Dane Court Grammar School	165	554	165	Yes	0	0
5406	Dartford Grammar School	180	1174	179	Yes	1	0
5411	Dartford Grammar School for Girls	180	1069	179	Yes	1	0
4026	Dartford Science and Technology College	150	393	150	Yes	0	1
6917	Dover Christ Church Academy	160	350	146	Yes	4	0
5459	Dover Grammar School for Boys	150	292	138	Yes	0	0
4109	Dover Grammar School for Girls	140	301	140	No	0	0
6918	Duke of York's Royal Military School	104	46	12	Yes	0	0
4001	Ebbsfleet Academy	168	277	100	Yes	1	13
6908	Folkestone Academy	310	541	303	Yes	2	20
5437	Folkestone School for Girls	180	371	179	Yes	1	0
5414	Fulston Manor School	210	899	209	Yes	1	0
4018	Goodwin Academy	180	208	98	Yes	5	4
5465	Gravesend Grammar School	174	472	173	Yes	1	0
4009	Hadlow Rural Community School	90	242	87	Yes	3	0
4172	Hartsdown Academy	180	186	180	Yes	0	77
4101	Harvey Grammar School	150	344	150	Yes	0	0
5455	Hayesbrook School	151	241	116	Yes	0	36

Admissions 2017 Offer Day Outcome

Admissions 2017 Offer Day Outcome						Offers	
DFE No.	School Name	PAN	Total Apps	Offers	Own Admissions Authority	SEN	Local Authority Allocation
5448	Herne Bay High School	265	498	262	Yes	3	0
4003	High Weald Academy	150	161	92	Yes	1	20
4080	Highsted Grammar School	120	268	120	Yes	0	0
4092	Highworth Grammar School	192	341	161	Yes	0	3
5450	Hillview School for Girls	208	514	208	Yes	0	0
4065	Holmesdale School	180	171	102	Yes	0	18
5408	Homewood School and Sixth Form Centre	410	698	361	Yes	2	5
5431	Hugh Christie Technology College	165	378	191	Yes	3	30
4012	Inspiration Academy at Leigh UTC	120	300	120	Yes	0	0
4058	Invicta Grammar School	192	548	192	Yes	0	0
6919	John Wallis Church of England Academy	210	402	208	Yes	2	4
4622	Judd School	180	727	179	Yes	1	0
4120	King Ethelbert School	160	766	157	Yes	3	0
6905	Knole Academy	240	716	239	Yes	1	0
6910	Leigh Academy	240	807	237	Yes	3	0
4015	Lenham School	150	184	104	Yes	1	15
6914	Longfield Academy	180	680	173	Yes	0	0
4522	Maidstone Grammar School	205	489	205	Yes	0	0
4523	Maidstone Grammar School for Girls	180	538	138	Yes	0	3
5425	Malling School	169	325	168	Yes	1	0
5401	Maplesden Noakes School	180	919	180	Yes	0	0
6909	Marsh Academy	180	296	177	Yes	3	0
5439	Mascalls Academy	240	506	240	Yes	0	0
5467	Mayfield Grammar School	170	504	170	Yes	0	0
4004	Meopham School	180	625	167	Yes	3	0
6912	New Line Learning Academy	210	185	146	Yes	3	50
4246	North School	215	391	180	No	3	15
4040	Northfleet School for Girls	210	389	143	Yes	1	13
5456	Northfleet Technology College	194	407	176	Yes	2	6
4528	Norton Knatchbull School	180	307	157	Yes	0	3
5422	Oakwood Park Grammar School	160	467	95	Yes	0	5
6915	Oasis Academy Isle of Sheppey	390	318	289	Yes	3	47
4031	Orchards Academy	120	153	93	Yes	2	15

Admissions 2017 Offer Day Outcome

Admissions 2017 Offer Day Outcome						Offers	
DFE No.	School Name	PAN	Total Apps	Offers	Own Admissions Authority	SEN	Local Authority Allocation
5449	Queen Elizabeth's Grammar School	140	458	139	Yes	1	0
5468	Royal Harbour Academy	200	221	231	Yes	0	89
5463	Sandwich Technology School	265	617	264	Yes	1	0
4534	Simon Langton Girls' Grammar School	170	390	131	No	0	0
5412	Simon Langton Grammar School for Boys	120	431	115	Yes	5	0
5428	Sir Roger Manwood's School	150	387	143	Yes	1	0
4002	Sittingbourne Community College	270	634	258	Yes	12	0
6916	Skidders' Kent Academy	180	669	179	Yes	1	0
5418	Skidders' School	155	753	155	Yes	0	0
6911	Spires Academy	150	217	141	Yes	3	39
5446	St Anselm's Catholic School	190	604	186	Yes	4	0
4000	St Augustine Academy	150	491	148	Yes	2	0
4013	St Edmund's Catholic School	120	287	115	Yes	0	8
5404	St George's C E School	180	789	180	Yes	0	0
5447	St George's Church of England Foundation School	227	987	222	Yes	5	0
5435	St Gregory's Catholic School	210	759	207	Yes	3	0
5461	St John's Catholic Comprehensive School	195	530	194	Yes	1	0
5432	St Simon Stock Catholic School	180	698	176	Yes	4	0
5407	Thamesview School	180	462	179	Yes	1	0
5443	Tonbridge Grammar School	180	799	180	Yes	0	0
4196	Towers School	243	511	205	Yes	1	7
4006	Trinity School	180	543	180	Yes	0	0
4043	Tunbridge Wells Girls' Grammar School	145	518	145	Yes	0	0
4045	Tunbridge Wells Grammar School for Boys	210	714	210	No	0	0
4633	Ursuline College	150	564	148	Yes	2	0
4249	Valley Park School	270	1005	268	Yes	2	0
4046	Weald of Kent Grammar School	265	895	264	Yes	1	0
5434	Westlands School	285	857	275	Yes	10	0
6920	Wilmington Academy	240	826	240	Yes	0	0
5403	Wilmington Grammar School for Boys	150	839	150	Yes	0	0
5400	Wilmington Grammar School for Girls	150	887	150	Yes	0	0
5409	Wrotham School	145	502	140	Yes	0	0
4007	Wye School	90	440	88	Yes	2	0

KENT SECONDARY COMMON APPLICATION FORM 2018

For pupils applying for a YEAR 7 place born between 1 Sep 2006 and 31 Aug 2007



PLEASE READ THE INFORMATION BELOW BEFORE COMPLETING YOUR APPLICATION

Kent Boroughs

To apply using this form you must pay your Council Tax to one of the following boroughs.

**ASHFORD • CANTERBURY CITY • DARTFORD • DOVER • GRAVESHAM • MAIDSTONE
SEVENOAKS • SHEPWAY • SWALE • THANET • TONBRIDGE & MALLING • TUNBRIDGE WELLS**

If you pay your Council Tax to Medway, Bexley, Bromley, East Sussex, West Sussex etc you need to apply to them directly, *DO NOT USE THIS FORM.*

WHICH AUTHORITY DO YOU PAY YOUR COUNCIL TAX TO?

Education Health and Care Plan Children

DOES YOUR CHILD HAVE AN EDUCATION HEALTH AND CARE PLAN

Yes

No

If your child has an Education Health and Care Plan you should not apply for them using this form. Please contact their SENCO who will be able to advise you of how to apply for a School place.

Crown Servant

If you are UK service personnel or other Crown Servants living abroad with your family please tick YES. You will need to provide an official MOD, FCO or GCHQ letter declaring your relocation date and confirming your relocation address. This must be sent to Admissions, Room 2.20, Sessions House, Maidstone, Kent, ME14 1XQ.

ARE YOU A CROWN SERVANT?

Yes

No

Future Address in the UK

Date of Posting

Looked after children

Children in Local Authority Care or Previously in Local Authority Care – a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

DOES YOUR CHILD QUALIFY UNDER THE ABOVE STATEMENT?

Yes

No

IF YES, WHICH AUTHORITY IS/WAS THE CORPORATE PARENT?

IF YES, PLEASE PROVIDE US WITH THE NAMES OF ANY PROFESSIONALS ASSOCIATED WITH THIS CHILD

Please now complete the details overleaf and return to...

Coordinated Admissions, Room 2.20, Sessions House, County Hall, Maidstone, ME14 1XQ

If you would like your form acknowledged please enclose a Stamped Addressed Envelope (SAE)
Or email your form to kentonlineadmissions@kent.gov.uk (please do not do both)

PLEASE RETURN TO KENT COUNTY COUNCIL BY TUESDAY 31st October 2017

Your child's details

Forename	Date of Birth DD MM YEAR	Male <input type="checkbox"/>	Female <input type="checkbox"/>
Surname	Current School		
Child's address		Postcode	

Parent/carer details

Title	Parent/Carer Forename		
Parent /Carer Surname		Relationship to Child	
Telephone number 1		Telephone number 2	
Email address			

Preferences Please read the below before completing your preferences

- You can name up to 4 schools on this form (minimum 1 – maximum 4)
- If you would like to express reasons for any preferences please attach a separate sheet**
- If you name a Voluntary Aided/Foundation or Academy that requires a Supplementary Information Form (SIF) please return it to the school directly
- If you are applying under Medical/Social criterion please provide written evidence directly to the school.
- Do not name the same school multiple times, we can only accept one preference for a school.
- If the child you are applying for has a Sibling attending one of your preferences please fill in Sibling details.

Preference 1: School name

LA no.	DFE no.	Town / Postcode	
Sibling Name		Date of Birth DD MM YEAR	Male <input type="checkbox"/> Female <input type="checkbox"/>

Preference 2: School name

LA no.	DFE no.	Town / Postcode	
Sibling Name		Date of Birth DD MM YEAR	Male <input type="checkbox"/> Female <input type="checkbox"/>

Preference 3: School name

LA no.	DFE no.	Town / Postcode	
Sibling Name		Date of Birth DD MM YEAR	Male <input type="checkbox"/> Female <input type="checkbox"/>

Preference 4: School name

LA no.	DFE no.	Town / Postcode	
Sibling Name		Date of Birth DD MM YEAR	Male <input type="checkbox"/> Female <input type="checkbox"/>

Declaration By Parent/Carer

I declare that the information I have given on this form is correct. I understand that if at a later date this information is found to be incorrect I may lose the place offered to my child.

The information collected on this form is to help arrange admission to school. It may be shared with colleagues in the Education Service, relevant schools and the Department for Education. The full data protection statement can be found in the Primary School booklet.

I understand that when making an offer, the LA will ensure that a place will be offered at the highest available ranked preference a child is eligible for or if a place cannot be offered at any school named on the form, a place will be offered at an alternative school.

Name	Signed	Date
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IYCAF

PUPIL ID

Please fill in all the details and return this form directly to the school
Please complete in **BLOCK CAPITALS** and tick the relevant boxes

CHILD'S DETAILS

Forename Surname Date of Birth Male/Female Address This address will be used on all future correspondence unless otherwise notified. Please use house numbers and names where applicable.Postcode Current School (If applicable) LA DFE SCHOOL NAME POSTCODE

DOES YOUR CHILD HAVE AN EDUCATION HEALTH AND CARE PLAN?

 YES NO

IS YOUR CHILD A LOOKED AFTER CHILD OR ADOPTED?

 YES NO

PARENT/CARER DETAILS

Title Forename Surname Relationship to child Email Address Phone numbers 1 2 Are you a Crown Servant? YES NO

If you are UK service personnel or other Crown Servants living abroad with your family please tick YES. You will need to provide an official MOD, FCO or GCHQ letter declaring your relocation date and confirming your relocation address to the school.

*Please see back of application for declaration statement before signing

Signature Date

SCHOOL USE ONLY

Date received DD MM YEAR LA DFE SCHOOL NAME

Please complete all applicable boxes to inform the LA of the outcome of this application

PLACE OFFEREDOFFERED DATE ACCEPTED DATE REFUSED DATE WITHDRAWN DATE **PLACE NOT OFFERED**WAS A PLACE AVAILABLE YES/NOWAS THE CHILD ELIGIBLE YES/NOHAVE THEY JOINED YES/NOTHE WAITING LIST?

Please wait until full outcome of application is known before returning to the In Years Admissions Team.

Admissions, Room 2.20, Sessions House, Maidstone Kent ME14 1XQ

Email: kentinyearadmissions@kent.gov.uk | Fax: 03000 422860

IN YEAR CASUAL ADMISSION FORM (IYCAF)

PLEASE READ THIS GUIDANCE CAREFULLY BEFORE COMPLETING YOUR IN YEAR CASUAL ADMISSIONS FORM (IYCAF)

If you live in Kent and wish to apply for a place at a Kent school in your child's current year group, you should complete this form and send it to the school(s) you are applying for. You should complete a separate form for each child and for each school you are applying for. Information about Kent schools that are near to you can be found at kent.gov.uk/findschools. You may be asked to complete a Supplementary Information Form (SIF) to provide the school with additional information so the school can rank your child according to its oversubscription criteria if more children apply than there are places available. If you are applying for a place at a Grammar school, the school will get in touch with you about any testing arrangements.

If you are applying for a place at a school outside Kent, or you live outside Kent and want a place at a Kent school, please contact the Admissions Team on the number below for advice.

If the school has a place your child is eligible for and no other child has a higher priority, the school must offer it to you (unless your child has been permanently excluded from more than 2 schools; please contact the Admissions Team if this applies to you).

If your child is turned down for a place at the school(s) you apply for, you have the legal right to appeal against the refusal of a place. Appeals should be made in writing to the school's admission authority. You can also request to join the school's waiting list if they have one. The school will let you know how to make an appeal or join the waiting list when they tell you the outcome of your application. You can find more information about appealing at kent.gov.uk/schooladmissions.

The school must provide you with a formal offer or refusal letter. You may wish to keep notes of dates and times of conversations as well as names of contacts at the school. Under normal circumstances, a school should inform you of the outcome of your application within 5 school days.

If you have approached schools and are having trouble finding a place you can contact the Admissions Team on the number below, and we will let you know where there are currently places available.

DECLARATION STATEMENT

*All information given in this application is, to the best of my knowledge, true and correct. I understand that if, at a later date, any of the information is found to be incorrect I may lose any place allocated to my child.

I give permission to the School to process all the information given in accordance with the Admissions Criteria and processes and to share this information with the Local Authority.

FURTHER INFORMATION

Email – kentinyearadmissions@kent.gov.uk

Phone – 03000 41 21 21

Web – kent.gov.uk/primaryadmissions

Admission to

Secondary school in Kent 2018

This publication is available in other formats and
can be explained in a range of languages

24 hour helpline: 03000 412121

Text Relay: 18001 03000 412121