

Reading School

Admissions Arrangements for Year 7 places for day boys in 2011 / 2012



Co-ordinated secondary admissions

Reading School's admissions process is in line with the co-ordinated secondary school admissions scheme as set out in the DCSF Code of Practice 2009.

Schools covered by these arrangements

These admission arrangements apply to Reading School.

Application for a place

Applications will be made on the appropriate Local Authority (LA) common application form. Parents/carers may express up to 3 preferences and give reasons for those preferences. In addition, applications must be made directly to Reading School. For entry in September 2011 a boy's date of birth will fall on or between 01.09.99-31.8.00 and he **must** be working in Year 6 at the time of testing.

Entrance Tests

The entrance tests will be taken at Reading School. There will be three tests each of length approximately one hour.

They will cover

- i) Reasoning [verbal and/or non-verbal (abstract)],
- ii) English

and

- iii) Mathematics.

The tests will be multiple choice and will build on current good practice adopted in primary schools. They will be tests for which **no additional preparation is necessary**. No past papers are available and no further information with respect to the tests will be given.

Allowance will be made for a pupil's age.

Timetable

The admissions process for routine admission into Year 7 of a secondary school in 2011/12, the routine admission round, begins in July 2010 and ends on 31 August 2011.

Applications must be made to Reading School in addition to the LA. Reading School application forms will be available from July 2010, and parents should expect to receive an acknowledgement of their application. The tests will take place at Reading School on Friday 19 November 2010. The LA will offer places on behalf of Reading School on 1 March 2011.

Deadline of receipt of applications

The deadline for receipt of applications to Reading School is 31 October 2010.

Applications received after the deadline

Applications received after the deadline will be treated as late applications. However, applications that are received late for a good reason may be considered, if received before 7 January 2011. Such cases might be if illness prevented a single parent/carer from returning the form on time, if the reason for lateness is supported in writing by a medical professional involved in the case. Any such candidates will be tested on 10 January 2011.

Admissions outside the routine admissions round - Non-routine admissions

Applications for entry to Year 7 after the end of the routine admission round and applications for entry to Years 8 - 11 at any time are treated as non-routine admissions. Applications must be made to Reading School in addition to the LA.

Reading School has accepted Reading Local Authority's In Year Fair Access Protocol.

Designated area for Day Applications

The designated area is determined by the postcode of the student's home address and guidance on the designated area is given in the School prospectus. Further clarification can be obtained from the School's Admission Office. Students must be resident in the designated area of the school by the 11 February 2011 to qualify as living in the designated area. This must be the student's permanent home address with their parent(s)/carer(s) and the school may ask for documentary evidence to support the application.

Special Educational Needs

The parents of any child with special educational needs or a disability, who are applying for a place at the School, should write to the Special Educational Needs Coordinator so that the School can make appropriate provision for the entry tests.

Fraudulent Applications

Any information that is subsequently proven to be inaccurate will potentially invalidate that application.

Treatment of Applications

All applicants who express a preference at any order on the application form will be eligible to be tested at Reading School. However parents are strongly advised to consider carefully whether it is in their best interest to place Reading School or an alternative school as first choice on the preference list. In the majority of cases, parents will need to place Reading School as first choice as under the new code all other admissions authorities must operate an equal preference scheme.

Oversubscription Criteria

The following oversubscription criteria will be applied if there are more applicants than places available. All applicants will be ranked according to their performance in the test. A cut-off point will be determined, below which students will be deemed not to benefit from the style of education provided at Reading School.

Initially all places will be offered to the first 100 applicants in the ranking (subject to a) and b) below), provided that they satisfy the following two conditions:

- i) The permanent home address of the student is within the designated area of the school and this home address is the address of the parent(s)/carer(s) and the student.
- ii) The student is not in a position to receive an offer of a place at another school that he had placed as a higher preference.

There are two special categories:

If an applicant satisfies conditions i) and ii) above and is ranked above the cut off point to be deemed to benefit from the style of education provided at Reading School and falls into either of the following two categories, then he will be offered a place even if he is not ranked in the top 100 places.

The two categories are:

- a) The applicant has a statement of special needs and has named Reading School specifically on the statement.
- b) The applicant is a child in care.

Each successful applicant satisfying a) or b) above will reduce by one the number of places available to be offered.

A waiting list will be drawn up from the remaining students who satisfy the conditions i) and ii) above and who are ranked above the cut-off point. This waiting list will be used to offer further places if any original offers are declined. Only, after the waiting list is exhausted and if there are more places available, will candidates who are ranked above the cut-off point, but do not satisfy the above conditions, be considered.

The tie-break situation

The following criterion will be used to allocate places as between borderline candidates who cannot be distinguished in terms of academic ability.

With regard to the historic links with the Borough of Reading, eligible boys living nearer to the School will be accorded a higher priority in the allocation of day-boy places. Distance is measured on the straight line between Ordnance Survey data points for the home address and the school using Reading Borough Council digital mapping software.

Children who are not in the normal age group

Such boys must be studying in Year 6 at the time of testing.

Only in highly exceptional circumstances will applications be accepted from any boy whose birth date is before 01.09.99 or after 31.12.00.

Applicants who sit the tests early, i.e. whose date of birth falls on or between 01.09.00-31.12.00, and are not successful, will only be permitted to apply again the following year provided they are repeating Year 6. Written confirmation from the school will be requested. Any boy who has moved on to Year 7 will **not** be accepted.

Offer date

The home LA will inform all parents/carers in writing the school allocated to their child on the national offer date of 1 March 2011. Reading School will also inform parents how their sons have performed in the tests on that date.

Waiting lists

During the routine admission round a 'waiting list' will be administered if the school has more applicants than places available. A child's position on the waiting list is determined according to the oversubscription criteria that applied to applicants at the time of original allocation of places. Reading School will keep a waiting list open until 31st January 2012. This list will be made available to the LA who will offer places on our behalf should a vacancy arise.

Reading School Admissions Numbers

The Admission Number for day places in Year 7 in September 2011 is 100.