



Admission to Year 7 or Year 9 2024

A Guide for Parents and Carers

This guide contains information to help you apply for a school place in year seven or year nine (secondary schools, studio schools and schools with an additional point of entry at year seven or year nine)

**You can also visit our website:
bcpcouncil.gov.uk/schooladmissions**

Introduction

Welcome to our guidebook for parents and carers which has been designed to help you find the right school for your child whether your child is starting at a secondary or studio school or moving school during the school year. It outlines what information we need from you, and what you can expect in return from us.

Across Bournemouth, Christchurch and Poole we have 96 schools. BCP Council works in close partnership with them. The aspirations for our area are ambitious and include investing in our children and young people and enabling access to high quality education.

We understand that moving up to secondary or studio school is an exciting experience for both children and parents. However, this transition can also be a challenging time for all as decisions are made about which schools to apply for - with this process then followed by the inevitable and anxious wait to see if the application has been successful.

Like other areas, Bournemouth, Christchurch and Poole Council has experienced increased demand for school places due to rising birth rates and movement of families. We have adopted an overall strategy for the provision of school places which includes looking at options for additional capacity at existing schools and new school provision. This strategy has led to the provision of additional places in secondary schools across the BCP Council area.

It is important that you do express your preferences for schools you wish your child to attend. Our schools are popular; there is no guarantee that a place will be offered at your preferred school(s), so expressing **four** school preferences will maximise our ability to offer you one of them. Please list your choice of schools in your order of preference. Our online application system provides a simple and secure way for you to send us your application. It also means you can log in again in March 2023 to view your child's allocated school.

It is important to make a well-informed decision about which school you wish your child to attend. We strongly recommend that parents take the opportunity to visit schools to see what they can offer their child before making an application. It is also important to read the schools' admission policies to understand how your application will be considered by them. You will find all the policies on either the schools' webpages or on the [Bournemouth, Christchurch and Poole website](#). You can also view information about how places were offered last year.

The information in this guide is designed to help you to understand the admissions process. If, at any time, you are unsure or feel that the information available is unclear, please contact our school admissions team who are here to help you. We wish your child every success in this important stage in their learning.

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Information in other languages

If you require information on school admission arrangements, please see our website where it can be viewed in a variety of languages bcpcouncil.gov.uk

You can also use translation websites to view this Guide in other languages. You can copy and paste sections of this Guide into a website translation tool. Some translation websites allow you to upload a file to translate. You can therefore save a copy of this PDF document and upload the file to the translation tool you are using. Use your preferred search engine to find out more about how to translate this Guide.

Wielojęzyczne Informacje na temat zasad przyjęć do szkoły znajdują Państwo na stronie internetowej gminy miejskiej: bcpcouncil.gov.uk

Można również użyć stron tłumaczeń, by zobaczyć tę Guide w innych językach. Można kopiować i wklejać fragmenty tego przewodnika w narzędzie tłumaczenie stron internetowych. Niektóre strony internetowe kursowe pozwalają przesłać plik do przetłumaczenia. Można zatem zapisać kopię tego dokumentu PDF i przesłać plik do narzędzia do tłumaczenia, którego używasz. Użyj preferowanego wyszukiwarki, aby dowiedzieć się więcej o tym, jak tłumaczyć tego przewodnika.

Se precisar obter informações sobre os preparativos de admissão escolar, por favor consulte sítio de Internet do município onde estes podem ser visualizados em numa grande variedade de idiomas: bcpcouncil.gov.uk

También puede utilizar los sitios web de traducción para ver esta guía en otros idiomas. Puede copiar y pegar secciones de esta Guía en una herramienta de traducción de páginas web. Algunos sitios web de traducción le permiten cargar un archivo a traducir. Por lo tanto, se puede guardar una copia de este documento PDF y cargar el archivo a la herramienta de traducción que está utilizando. Utilice su motor de búsqueda preferido para encontrar más información acerca de cómo traducir esta guía.

如果你需要有關入學安排的資訊，請察看自治市的網站，在網站上可以使用各種不同的語言進行察看 bcpcouncil.gov.uk

您还可以使用网站翻译其他语言来查看本指南。您可以复制和本指南的部分粘贴到网页翻译工具。一些翻译网站允许你上传文件翻译。因此，您可以保存此PDF文档的副本，并把文件上传到您所使用的翻译工具。使用您的首选搜索引擎来了解更多关于如何翻译这个指南。

Disclaimer

All the information contained within this Guide was correct at the time of publishing. This is a dynamic document on BCP Council's website and will be updated as and when new information is available, or changes are necessary. However, the admission arrangements, including the oversubscription criteria of all the schools in BCP Council remain the same as they were when they were approved by each of the school admission authorities.

Names, addresses and telephone numbers contained in this booklet are correct at the time of publication. The information only relates to admissions for and during the 2023/24 school year. There may be changes to the details shown due to developments in central or local government policies and determinations by the Office of the Schools Adjudicator.

Explanation of terms used in this guide

Acceptance Date	The date by which you must tell us whether you will accept the school place offered.
Admission Arrangements	The policies, procedures, practices, and oversubscription criteria used in deciding the allocation of school places.
Admission Authority	Every school has a body responsible for setting and applying its admission arrangements. For community and voluntary controlled (VC) schools this is their local authority, whilst for academies, studio, foundation and voluntary aided (VA) schools it is the governing body or trust.
BCP Council	Bournemouth, Christchurch and Poole Council.
Catchment Area	This is a geographical area from which children are given a level of priority for admission to a school. You can find out whether a school has a catchment area by looking at their policy.
Closing Date	The date by which you must apply for a school place. All applications received by the published closing date will be processed together as on time applications.
Information Service	A free, friendly, confidential and impartial service offering information to all members of the family on local childcare, activities for 0-19-year-olds and other family services.
Home Local Authority	A child's home local authority is the local authority which the child lives in (who you pay your Council Tax to).
Mainstream schools	All publicly funded schools that are not special schools are called mainstream schools.
Notification Date	The date you will find out the result of your application.
Oversubscription Criteria	The criteria applied when a school has more applications than places available. It is used to decide which children will be allocated places up to the published admission number.
Published Admission Number (PAN)	The published admission number (PAN) is the maximum number of children that can be admitted to the year group.
Schools Adjudicator	A statutory officer who is appointed by the Secretary of State for Education but is independent. The Adjudicator considers and decides upon objections and variations to published admission arrangements.
Special schools	Special schools are for children who have complex special educational needs. Children attending these schools must have an Education, Health and Care Plan (EHCP).
Supplementary Information Form (SIF)	This is a form that you will need to provide evidence to the school. SIFs are used for faith, pupil premium, free school meals and UK service family evidence. For faith schools, you will need your form to be signed by your priest or minister to confirm that you and your child attend church regularly. Supplementary information forms (SIFs) can be found here or obtained from the school. You must complete a school application too. The SIF must also be returned by the closing date.

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Categories of schools

Community (C)	A school maintained by a local authority. The local authority is responsible for the admission policy.
Voluntary Aided (VA)	A school jointly supported by church diocesan boards and a local authority. The school is responsible for its own admission policy.
Foundation (F)	A school maintained by a local authority but responsible for its own admission policy.
Academy (A)	A school funded directly by central government. The school is responsible for its own admissions.
Voluntary Controlled (VC)	A school jointly supported by church diocesan boards and a local authority. The local authority is responsible for the admission policy.
Studio School (S)	Studio schools provide education for 13-19-year-olds. They normally have a similar curriculum to a secondary school but may also have employer involvement in the curriculum and a focus on developing employability skills and qualifications needed in work, or to take up further education.
University Technical College	University technical colleges (UTCs) are technical schools for 14-19-year-olds, working alongside employers and universities. They operate as a type of academy.
Independent	These operate on a fee-paying basis and cover a variety of age ranges. Any application for a place should be made direct to the school as local authorities are not involved in the admission arrangements for these schools.

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Key dates

Starting Secondary School in September 2024

1 September 2023

Applications and information booklets available

By 12 noon 8 September 2023

Parents can register their children with the grammar schools to sit the entrance test (test date is 23 September 2023)

By 23:59 17 September 2023

Parents can register their children for the Expressly Academic test at Poole High School

(test date is 30 September 2023)

31 October 2023

National Closing date for applications

1 March 2024

Offers made to on time applicants

15 March 2024

Closing date for parents to accept offer of places made on 1 March 2024

22 March 2024

Offers made to late applicants (for applications received between 1 November 2023 and 26 January 2024)

5 April 2024

Closing date for parents to accept offer of places made on 22 March 2024

Summer term 2024

Appeal hearings

September 2024

Start at secondary/upper school

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Which year group is my child in?

Children are usually grouped with their chronological peers, in other words, with children of the same age.

This table is correct for the academic year 01 September 2022 - 31 August 2023:

Date of birth	Age	School year
01 September 2018 – 31 August 2019	4 – 5	Reception
01 September 2017 – 31 August 2018	5 – 6	Year 1
01 September 2016 – 31 August 2017	6 – 7	Year 2
01 September 2015 – 31 August 2016	7 – 8	Year 3
01 September 2014 – 31 August 2015	8 – 9	Year 4
01 September 2013 – 31 August 2014	9 – 10	Year 5
01 September 2012 – 31 August 2013	10 – 11	Year 6
01 September 2011 – 31 August 2012	11 – 12	Year 7
01 September 2010 – 31 August 2011	12 – 13	Year 8
01 September 2009 – 31 August 2010	13 – 14	Year 9
01 September 2008 – 31 August 2009	14 – 15	Year 10
01 September 2007 – 31 August 2008	15 – 16	Year 11
01 September 2006 – 31 August 2007	16 – 17	Year 12
01 September 2005 – 31 August 2006	17 – 18	Year 13

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How will I know which schools to apply for?

One of the best ways to see if a school would suit your child is to visit it. This way you will see how the school works on a day to day basis and get a feel for the atmosphere of the school. You may also find Ofsted reports useful.

We strongly recommend that you name **four** preferences on your application.

It is very important that you read the schools' admission policies to work out whether it is likely that you will be offered a place. These can be found [here](#) and on each individual school's website.

You can look at how each school allocated its places in previous years. If you do, make sure you look at the admission policies for the correct year as categories can change from one year to the next.

You need to consider how you will get your child to school each day, the time it will take, how this will fit into your routine and how much it will cost to take your child to school. If you apply for and are offered a place at a school which is not your nearest school, you will not normally qualify for free transport and will have to take on the costs yourself.

You may not want to name your nearest or catchment school on your application. If you decide not to do so, you should not assume that there will be a place available for you if you cannot be offered one of your preferred schools as it may already be full. If you do not include your nearest or catchment school as a preference on your application form and the school fills, you are unlikely to qualify for transport assistance to the school you are offered.

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How do I apply for a school place?

The application form will be available from the local authority where you pay your council tax. If you live in BCP Council, your application must be submitted to BCP Council.

If you live in a different local authority (for example Dorset Council or Hampshire County Council) you must contact them or visit their website to find out more.

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Where can I find the application form?

The quickest way to apply is online at:

<https://bcp.cloud.servelec-synergy.com/ParentPortal/>

The parent portal will be able to accept applications from 1 September 2023. Once an application has been submitted, an email acknowledgement is sent to the applicant. This email is proof that you have applied on time and should be kept. If you do not have access to the internet at home, you may use the free computers available at all BCP Council libraries.

All online applicants will be able to log back into their accounts on the morning of 1 March 2024 from 10:00am. You will also be emailed a link to a PDF version of your offer letter to download. You will need to remember your password as we are unable to reset this for you.

You may also apply using a paper form which will be available from BCP Council from the 1 September 2023. You must complete the form and return it to BCP Council by the closing date of 31 October 2023.

If you apply on a paper form and send it back to BCP Council by post, you must make sure that there is adequate postage on the envelope. BCP Council will not accept any forms where there is insufficient postage. You may be asked to provide proof of posting (showing a date before the closing date).

There is a section on the back page of the application for you to indicate how you would prefer us to contact you. If you provide an email address on your form, we will send you an acknowledgement by email.

Applications must be received by the national closing date of 31 October 2023.

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Can I apply for schools outside BCP Council?

If you live in BCP Council and want to apply for a school outside the area, you should enter it on your BCP Council application. The details of your application will be sent to the local authority for your preferred school(s). BCP Council will advise you of the outcome of your application. Please check the point of entry for the schools you name on your form.

How many schools can I name?

You can name **four** preferences on your BCP Council application form.

You should be aware that there is currently heavy demand for secondary school places. We recommend that you seriously consider naming your catchment or nearest school, even if it is not your first preference, because there is no guarantee

that a place will be available there if you do not name it and none of your named schools can offer you a place.

We strongly suggest that you name four schools and that you think carefully about the order you request them as this can have an impact upon which one you may be offered. The school you want the most must be named as your first preference.

Consider how you will get your child to school, and the potential costs involved. Your child may be attending this school for five years and you will need to be sure they will be able to get there for the entirety of this time.

If you apply and are offered a place at a school which is not your local school, you will not usually qualify for free transport and will have to take on the costs yourself.

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The difference between choice and preference

You should be aware that preference is not the same as choice. The law says that parents are entitled to express a preference for a school, but it does not give parents the right to choose a school for their child and to have their choice met.

Does it matter in which order I name my preferences?

Yes. It is important that you name the school you would most like your child to attend as your first preference. Your second, third and fourth preferences need to be named in order as well. If more than one of your preferences can offer your child a place, we will always offer the school listed highest on your application.

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Closing and notification dates for September 2024 admissions

The table below shows the national closing and notification dates for applications that have been received on time. You can still submit an application after the closing date, but different timescales will apply. Please speak to the admissions team for more information.

	Closing date	Notification date	Acceptance date
Reception	15 January 2024	16 April 2024	1 May 2024
Junior and Middle	15 January 2024	16 April 2024	1 May 2024
Secondary	31 October 2023	1 March 2024	15 March 2024

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Feeder schools

Some schools operate feeder school links. Children attending a linked school may have higher priority in the oversubscription criteria than children who don't attend the linked school. Please click [here](#) to read the admission policies for the schools you are interested in and talk to the schools to find out more.

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Catchment Areas

Many schools in the area continue to have catchment areas. **However**, there are some addresses in BCP Council that will have two or more catchment schools and some addresses that will have no catchment school at all.

Living in a school's catchment area does not mean your child will automatically be able to have a place at the school even if you name it as a preference.

To find out if your preferred school has previously offered to children outside of their catchment area or the distance of the last offer made, please see the tables within this guide.

Sometimes the school closest to your home is not your catchment school. You can find out more information by reading the admissions policies or by contacting the [school admissions team](#) or the relevant school(s).

You should be aware that schools are not permitted to keep places in reserve for children who may move into their area.

Information provided by estate agents or any third-party websites is not always correct. Only BCP Council or the school you are interested in can give you accurate information. You should check the availability of school places within an area before renting or purchasing a property. The school admissions team can help you with this.

Address of the child

Only one address can be used on the application form. You will need to check the policies of the schools you are interested in to find out more.

Please do not list an address of someone who provides a temporary care arrangement for your child, a business address, childminder's address, a relative's address or any other address other than the child's permanent home address.

Informal residence arrangements with family and friends will not normally be accepted unless there are exceptional circumstances.

You may be asked for evidence of your address.

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What happens if I move address during the application process?

If you are buying a property, you will need to provide the school admissions team with a solicitor's letter confirming exchange of contracts has taken place and giving a specified completion date.

If you are renting a property, you will need to provide the tenancy agreement which should be signed and dated by all parties and the tenancy start date must be given. You may also be asked to provide proof of your notice to cease your current tenancy or your move from your currently owned property and any other appropriate additional evidence.

You will need to check the policies for the schools you are interested in to find out if they will accept any changes to your application after the closing date.

The [school admissions team](#) will not be aware of any changes you make online once your application has been downloaded. Please make sure you contact the team about any changes you want to make to your application.

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Applications from separated parents

Only one application and one address can be considered for each child. Where parents are separated it is essential that agreement is reached by both parents concerning schools named on the form by the closing date, so that the agreed application can be submitted on time and the application is not disadvantaged.

Where more than one application is received for an individual child, the Local Authority will contact all parties to inform them that the applications will not be processed and advising that a single application agreed by both parents, must be submitted. We will ask all parties who originally applied to confirm that they are in agreement with the new application. If this single application is submitted after the closing date, it will be treated as a late application.

Where parents are unable to reach an agreement, applications will not be progressed and the dispute will need to be resolved through the courts prior to a new, agreed upon application being submitted.

If a child lives at more than one address during the school week, you will need to check each school's admission policy to see how dual addresses are considered.

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Fraudulent or intentionally misleading applications

Applying for a school place must be a fair and transparent process for everyone. Schools and local authorities must be clear on how school places are allocated so it's important that parents provide the correct information on their form.

By submitting an application, parents declare that the information on the form is correct and that they are only submitting one application for the child.

If you think a family is making a fraudulent or misleading application, please contact the [school admissions team](#). You do not have to provide your personal details (if you wish, you can remain anonymous). The school admissions team will follow up all allegations of potentially fraudulent applications to make sure offers are made to the correct children.

Admission authorities can withdraw an offer of a place should an application be found to be fraudulent or misleading, even if a child has started in the school.

BCP Council and schools carry out spot checks on applications and addresses. We can ask applicants to provide additional evidence to verify addresses and/or other details provided. Checks are made with other council departments and with other local authorities for the purposes of verification of details including residence. Applications can also be referred to BCP Council's audit team for further investigation. This may include arranging for credit reference checks to be undertaken, for the purposes of verifying an address.

These processes are in place to ensure fairness and transparency for all families living within the BCP Council area.

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Supplementary information form (SIF) – religious grounds

Some of the schools in BCP Council include religious faith and practice within their admission policies. It is important to check the policies for each school as they may differ from one another. Any family can apply for a place at a faith school, but some of these schools give priority to children on faith grounds. For example, some faith schools will require evidence of attendance at a place of worship.

To be considered under religious oversubscription criteria by a school, you will need to complete the school's supplementary information form (SIF). This can be found on each school's website. Some schools will also require sight of your child's baptism certificate. You will need to discuss with the school(s) how to complete their SIF.

Make sure you leave yourself enough time to get the SIF completed, signed, and submitted before the closing date of 31 October 2023.

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UK Service Families and the Armed Forces Covenant

The Armed Forces Covenant is an agreement between the armed forces community, the nation and the government. The covenant's twin underlying principles are that members of the armed forces community should face no disadvantage compared to other citizens in the provision of public and commercial services; and that special consideration is appropriate in some cases, especially for those who have given the most such as the injured or the bereaved. For more information, please visit bcpcouncil.gov.uk.

Schools cannot reserve blocks of places for families who move into the area. However, admission authorities must allocate a school place in advance of a UK service family arriving in the area provided the application is accompanied by an official letter that declares a relocation date and a unit postal address or quartering area address when considering the application against oversubscription criteria. Families wanting an address other than a unit postal address to be considered should contact the school admissions team to discuss this. Normally families are asked for proof of residence or intention to reside (e.g., evidence of exchange of contract to purchase or a signed tenancy agreement to rent). For more information, please click [here](#).

A UK service family may be disadvantaged when applying for a school place (either during service or upon leaving service). When an application is made by a UK service family and a place cannot ordinarily be offered, the admission authority will assess the circumstances, considering the underlying principles of the Armed Forces Covenant. BCP Council will specifically look at whether the school to be offered is reasonable considering the following:

- Whether or not serving in the armed forces prevented an application being made on time during the normal admissions round
- Whether or not it would have been reasonable to expect a place at the requested school had the application been made on time during the normal admissions round
- Whether or not the alternative offer is one that other families in the area would be offered
- Whether or not the alternative offer is within a reasonable distance. For further information, please click [here](#) to view more about distances and qualification for school transport

The school admissions team can provide advice to own admission authority schools about whether to offer a place based on the above. Ultimately the relevant admission authority will make the decision.

The decision will be based on all the circumstances including those relevant to the family and child and the impact on the school, including the provision of efficient education and efficient use of resources. Please be aware that there may be some circumstances, e.g., where a family may move to a new house for non-work-related reasons, which may not be considered to cause the family disadvantage due to their UK service family status. Every decision made will be unique to the family being considered and it is important to ensure that the school admissions team have full information to help the decision-making process.

UK service families can contact the school admissions team to discuss how the Armed Forces Covenant may or may not impact on your school applications.

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Looked After or Previously Looked After Children

Special arrangements apply if your child is looked after by a local authority, or was previously looked after but immediately following this, was subject to an adoption, residence, or special guardianship order. This includes those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

It is important that you indicate in the box provided on the online or paper application form if your child is a Looked After or a Previously Looked After Child as the schools need to be aware of this information to take it into account when they allocate places. You may be asked to provide evidence of this.

Looked After and Previously Looked After Children are given high priority in admissions. Please read the [admission policies](#) for the school(s) you are interested in for your child to ascertain how high a priority they may give to a Looked After Child.

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Special Educational Needs and or Disabilities (SEND) and Education Health & Care Plans (EHCPs)

Special educational needs and/or disabilities (SEND) are legally protected characteristics. Children with SEND have learning difficulties or disabilities that make it harder for them to learn than most children of the same age. They may need extra or different help from that given to other children of the same age.

There are stages of support to try and help children with special educational needs.

If your child is getting the help they need and they're learning well, there is no need for them to go on to the next stage. The stages are:

1. SEND Support
2. Assessment for Education Health & Care Plan
3. Education Health & Care Plan (EHCP)

All mainstream schools in BCP Council can provide appropriate extra help to meet a child's needs except where a child's EHCP identifies that a special school is an appropriate provision. This means that your child's SEND will not be considered as a reason for them to be allocated a place at a specific school.

Further information about BCP Council's Local Offer for children and young people 0-25 with SEND and disabilities can be found [here](#).

Children with an EHCP will have their places at mainstream schools allocated before all other applications are considered during the normal admissions round. If your child has an EHCP, you will need to discuss with your local authority's SEND team which school you would prefer. Once the school is named on your child's EHCP, then a place will be allocated there. If you are a BCP Council resident you should still complete an application form for the place, naming the school as a preference and ticking the 'Education Health & Care Plan' box on the form.

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Refugee and asylum-seeking families

Foreign national children resident in the UK normally have the right to attend state-funded and independent schools in England.

To lawfully enter the country to access a school, foreign national children resident outside the UK will normally need either:

- a [right of abode](#)
- an immigration status which otherwise permits them to enter the UK to study at a school

It is the responsibility of the parents/carers of foreign national children to check that their children have a right under their [UK entry conditions](#) to study at a school before applying for a place.

You can apply for a school place using the online application form or by requesting a paper copy of the form.

If we are unable to offer you a place at your preferred school(s), we will advise you about schools with vacancies and your rights of appeal.

Where necessary, we will allocate your child a school place. We may use the Fair Access Protocols to do this. Find out further information about [Fair Access Protocols](#).

Requesting a place at a school for a year group different to that determined by date of birth

Parents must speak with the school(s) they are interested in to find out how to make a request. Previous agreement from another school or the child's date of birth does not mean that the request will be automatically agreed. Evidence in support of your request (e.g. of prematurity or any developmental delay) may help with your application and should be submitted for consideration. Please check each individual school's policy to check where you need to send this.

It is important to be aware that some schools may agree to your request, whilst others may choose not to do so. It is also possible that a school which agrees to your request may not be able to offer your child a place if they are oversubscribed.

Parents who are considering applying for a year group different to that determined by date of birth should talk to BCP Council and relevant school(s) as early as possible.

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The School Offered

Decision makers

The school admissions team will work with the different admission authorities to make sure your application is considered in line with the relevant admission policies. To find out who the admission authority for the school you are applying for is, you can find the school's policy [here](#) or speak to the school or the school admissions team.

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How BCP Council liaises with schools and other local authorities about your school application

By law, local authorities must coordinate applications to all schools within their area for the point of entry in September. This means that all applications are sent to BCP Council and all decision letters come from it. If you would like to see a copy of the coordinated admission scheme please contact the school admissions team or you can view it on the BCP Council website.

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Decision making

After the closing date preferences are sent to each admission authority. If you have applied for a place at a school outside of BCP Council, your request will be sent to the local authority where the school is located.

Admission authorities will use their admission policy's oversubscription criteria to rank the applications in priority order. They will then give BCP Council a 'provisional list' containing the names of all the children in order of priority.

The school admissions team will check the provisional offer lists against your application. If your child's name appears on more than one offer list, we look at your application form using the order of your preferences to decide the school you will be offered:

- 1) If we can offer a place at your first preference, we will do so.
- 2) If we are unable to offer a place at your first preference but can offer a place at your second preference, we will offer a place at your second preference school.

- 3) If we cannot offer a place at your first or second preference school but can offer a place at your third preference, we will offer a place at your third preference school.
- 4) If we cannot offer a place at your first, second or third preference school but can offer a place at your fourth preference, we will offer a place at your fourth preference school.
- 5) If we cannot offer a place at any of your preferred schools, we will allocate you a place at a different school.

Schools are not told whether they were your first, second, third or fourth preference. They are only sent the list of details of the applicant. This means that they cannot prioritise children who have named them as a first preference. Schools must only rank applications according to the school's published admission policy.

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The Coordinated Scheme

BCP Council has a coordinated scheme that explains how we liaise with schools that are their own admission authority and with other local authorities. It also provides the dates that we and other authorities need to meet to make sure your application is processed within the correct timescales. The coordinated scheme can be found [here](#).

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Offer Day

If you applied online, you can find out the school you have been offered by logging back into the parent portal (where you applied for a school place) on National Notification Day – 1 March 2024.

If you have provided a valid email address, you will receive an email containing a link where you can read and download your offer letter. Otherwise, offer letters will be posted to on time BCP Council applicants who did not provide a valid email address.

If you live in another local authority, you will receive information about any application to a BCP Council school in the letter you receive from your home local authority.

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Accepting the place offered

If you are happy with the place you have been offered it is important that you accept the offer as soon as possible and at the latest, by 15 March 2024.

If you applied online, you can accept the place via the parent portal (where you applied). If you used a paper application form, you will need to complete and send back the reply slip which will arrive with your letter, or you can confirm by email.

If you are not offered a place at one of your preferred schools

If it has not been possible to offer you any of your preferred schools, BCP Council will allocate your child a place at a school. This will normally be your nearest catchment school or the next nearest BCP school to your home address that has a place available.

If you are refused a place at any of your preferred schools, you have a right to appeal to an independent appeal panel and further information will be provided with the notification letter.

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Next steps if you are offered a school you did not apply for

It is a good idea to visit the alternative school if this is possible and find out more information about it. We strongly recommend that you do this.

It is also important to accept the place you have been offered. This will prevent your child being left without a school place. This does not stop you from looking at what to do next.

The options available to you are:

- 1) Submit applications for alternative schools with vacancies
- 2) Request to be placed on waiting lists for schools you did not apply for
- 3) Submit an admission appeal request – please read the restrictions on this carefully

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Waiting lists

Your offer letter will provide more information about waiting lists and your next steps.

Schools are required to hold a waiting list until 31 December 2024 however some schools operate one beyond this date. Please check each school's policy to find out what you will need to do to remain on their waiting lists.

Appeals

If you are refused a place at a school which you have named on your application, you have the right of appeal against this decision.

Appeals are heard by a panel that are not connected to the school you are appealing for. It is an independent decision-making process.

Appeals are normally heard after the May half term if you are appealing for a place for the following September. For secondary school appeals, these are normally timetabled for end of May through June.

You can submit your appeal [online](#). Once submitted, the appeals team will contact you with the date for your appeal. Appeal outcomes are normally provided within five school days following the conclusion of the appeal hearing.

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Applying for Studio Schools and University Technical Colleges

There are no university technical colleges within the BCP Council area. The nearest studio schools are LeAF Studio School in Bournemouth, and Dorset Studio School near Dorchester. Both schools offer places from year 9. More information about the schools can be found on their websites.

If you are interested in a place at either school we recommend that:

1. Your child discusses their options with a careers advisor at their current school and looks at the curriculum at their school.
2. You work out how your child will get to and from the studio school, including travel time, cost and type of transport. In most cases, children would not normally qualify for transport assistance. If your child does qualify this would normally be in the form of a bus pass.
3. Read through the admissions policies available on their website and arrange visits to discuss what they offer so that you can be sure that this is right for your child.

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School Transport

Most children and young people living in the BCP Council area are not eligible for home to school transport assistance because they have access to a suitable school within a reasonable distance from their home.

A reasonable distance is legally defined as:

- Up to two miles walking distance from home to school for statutory school age children under eight years old (years R-3).
- Up to two miles walking distance from home to school for statutory school age children and young people aged eight-16 years old (years 4-11) and receiving the maximum working tax credit or the child/young person is eligible for free school meals.

- Up to three miles walking distance from home to school for all other statutory school age children and young people aged eight-16 years old (years 4-11).

This means that families **do not** normally receive free travel to school because there is often a school within a reasonable of their home address. Where families send their child to a school further away, free transport assistance will not be provided unless there are exceptional circumstances.

An example of an exceptional circumstance is where a child is required to attend a specific school due to their medical or special educational need and/or disability. As all schools within BCP Council can provide for a range of needs, for an exception to be agreed there will need to be substantial evidence provided.

For further information please visit bcpcouncil.gov.uk/schooltransport to read the Home to School Transport Policy.

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School Travel Plans

Further information can be found at [safer routes to school programme](#).

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What is Pupil Premium?

The Pupil Premium Grant provides funding to schools and they can use it to provide targeted support for:

- Children who qualify for Free School Meals
- Looked After and Previously Looked After Children
- Children from Service Families

It is important to inform your child's school if you think they qualify so the school can claim the additional funding. Please talk to your child's school to find out what you need to do.

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How do I claim Free School Meals?

Free school meals must be applied for. You could be entitled if you are claiming the following benefits:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999

- the guaranteed element of Pension Credit
- Child Tax Credit (provided you are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

To apply for Free School Meals, you can either:

- Obtain a form from your child's school
- or
- Apply [online](#)

If you have no recourse to public funds or would like to find out more, contact the [Children's Information Service](#).

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School Uniform

Most schools require children to wear a school uniform. Individual school websites set out their policy on school uniform. If you are experiencing financial hardship you can contact the school who may be able to assist you with the cost of purchasing items of uniform.

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Moving School During the School Year

There are many reasons you might want to change your child's school. One of the main reasons is moving home. If you have not moved far and are still able to get your child to their current school, you can continue to send your child there. If this is not possible, you will need to apply for a new school place.

Applications can be made online. For more information, please visit bcpcouncil.gov.uk/schooladmissions.

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Fair Access

All Local Authorities must have a [Fair Access Protocol](#) for in year admissions. Fair access protocols exist to ensure that appropriate education is secured quickly for children without a school place, particularly the most vulnerable or those with challenging behaviour. The protocol ensures that all schools in an area admit their fair share of children with challenging behaviour, including children excluded from other schools. If your application is to be considered by the In Year Fair Access Panel you will be advised by the [school admissions team](#).

In Year admission of Looked After Children

BCP Council has a protocol for in year admission of Looked After Children (LAC). In addition to an in year application form, a LAC Supplementary Information Form must be completed by the child's social worker and returned to the [school admissions team](#) before an application can be processed. Please click [here](#) to download a copy of the protocol and the LAC Supplementary Information Form. Any application received without a completed and signed supplementary information form will be returned to the applicant. Looked After Children may be admitted above a school's admission number if it is felt to be in the best interest of the child.

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Sixth Form Admission Policies

All schools with a sixth form must have a published admission policy explaining how sixth form places are allocated. The admission policy must be published on the school's website.

There is a wide range of options available for post-16. Children, young people and their families should discuss options available with their school's careers advisor.

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Admission Policies

Oversubscription criteria in school admission policies

The admission authority for each school is required to set out in its admissions policy how it will prioritise applicants if the school receives more applications than it has places available. This is known as the oversubscription criteria. It is also used for in year applications during the school year.

Before naming a school as a preference you should look at the oversubscription criteria to see how the school offers places.

Information on the number of applications the school received and how many places were allocated in each category in the previous year can be found [here](#) for secondary school and upper schools including LeAF Studio School.

A copy of the full admission policy for each school is available on both the BCP Council website and each school's website. It is recommended that you read the full policy as it contains more information on the admission arrangements for each school. Please click [here](#) to read the policies.

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Admission Policies for schools in Dorset and Hampshire

You can apply for schools that are not in the BCP Council area. If you wish to do so you need to add them as a preference on your application form. Further information can be found about the schools and their admission policies:

[Starting school for the first time - Dorset Council](#)

[School admissions | Hampshire County Council](#)

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Bournemouth all-through, secondary and studio schools contact details

School name and address	Headteacher, telephone number, fax number, email and web address	School Category	Age Range & Year Groups	Admission Number
Avonbourne Boys' Academy Harewood Avenue Bournemouth BH7 6NY	Ms Michelle Dyer Telephone 01202 398451 Email office@avonbourneacademy.org.uk Web avonbourneboysacademy.org.uk	Academy United Learning Trust	11-16 (7-11)	180
Avonbourne Girls' Academy Harewood Avenue Bournemouth BH7 6NY	Ms Michelle Dyer Telephone 01202 398451 Email office@avonbourneacademy.org.uk Web avonbournegirlsacademy.org.uk	Academy All through United Learning Trust	3-19 (R-13) Post 16 (mixed)	210
The Bishop of Winchester Academy Mallard Road Bournemouth BH8 9PW	Mr Paul McKeown Telephone 01202 512697 Email office@tbowa.org Web tbowa.org	Academy (CE)	11-18 (7-13)	210
The Bourne Academy Hadow Road Bournemouth BH10 5HS	Mr Mark Avoth Telephone 01202 528554 Email admin@thebourneacademy.com Web thebourneacademy.com	Academy	11-18 (7-13)	180
Bournemouth School East Way Bournemouth BH8 9PY	Dr Dorian Lewis Telephone 01202 512609 Email office@bournemouth-school.org Web bournemouth-school.org	Academy (Grammar)	11-18 (7-13)	180
Bournemouth School for Girls Castle Gate Close Bournemouth BH8 9UJ	Mr David Sims Telephone 01202 526289 Email office@bsq.bournemouth.sch.uk Web bsq.bournemouth.sch.uk	Academy (Grammar)	11-18 (7-13)	180

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School name and address	Headteacher, telephone number, fax number, email and web address	School Category	Age Range & Year Groups	Admission Number
Glenmoor Academy Beswick Avenue Bournemouth BH10 4EX	Mrs Sam Viney Telephone 01202 527818 Email info@glenmoor.org.uk Web glenmoor.org.uk	Academy United Learning Trust	11-16 (7-11)	180
LeAF Studio Holloway Avenue Bournemouth BH11 9JW	Ms Nadine Lapskas Telephone 01202 578886 Email office@leafstudio.co.uk Web leafstudio.co.uk	Academy Ambitions Academies Trust	14-18 (9-13)	80
Livingstone Academy Madeira Road Bournemouth BH1 1PA	Mr Loren Tharme Telephone 02073604400 Email office@livingstone-aspirations.org Web livingstone-aspirations.org	Academy Aspirations Academies Trust	4-18 (R-13)	150
Oak Academy Duck Lane Bournemouth BH11 9JJ	Ms Hayley Richley Telephone 01202 774600 Email reception@oak-academy.co.uk Web oak-academy.co.uk	Academy Ambitions Academies Trust	11-16 (7-11)	240
St Peter's School Southbourne Site: St Catherine's Road Bournemouth BH6 4AH	Mr Ben Doyle Telephone 01202 421141 Email info@st-peters.bournemouth.sch.uk Web st-peters.bournemouth.sch.uk	Academy (Catholic)	4-18 (7-13)	180
Winton Academy Winton Way Bournemouth BH10 4HT	Mrs Sam Viney Telephone 01202 529738 Email info@waamc.co.uk Web wintoncollege.org.uk	Academy United Learning Trust	11-16 (7-11)	180

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Christchurch secondary schools contact details

School name and address	Headteacher, telephone number, fax number, email and web address	School Category	Age Range & Year Groups	Admission Number
The Grange School Redvers Road Christchurch BH23 3AU	Ms Deborah Hawkins Telephone 01202 486536 Email office@thegrangeschool.com Web thegrangeschool.com	Academy Twynham Learning	11-19 (7-13)	75
Highcliffe School Parkside Highcliffe Christchurch BH23 4QD	Mr Patrick Earnshaw Telephone 01425 273381 Email office@highcliffeschool.com Web highcliffe.school	Academy	11-19 (7-13)	264
Parkfield School Hurn Christchurch BH23 6DF	Mrs Rebecca Goode Telephone 01202 592530 Email office@parkfield.bournemouth.sch.uk Web parkfieldschool.org	Free School Reach South Academy Trust	4-19 (R-13)	Year 7 entry 28
Twynham School Sopers Lane Christchurch BH23 1JF	Mr Jy Taylor Telephone 01202 486237 Email office@twynhamschool.com Web twynhamschool.com	Academy Twynham Learning	11-18 (7-13)	264

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Poole middle and secondary schools contact details

School name and address	Headteacher, telephone number, fax number, email and web address	School Category	Age Range & Year Groups	Admission Number
Broadstone Middle School Dunyeats Road Broadstone Poole BH18 8AE	Mrs Jade Palmer Telephone 01202 696121 Fax 01202 602371 Email schooloffice@broadstonemiddle.poole.sch.uk Web bmsweb.co.uk	Academy Castleman Academy Trust	9-13 (5-8)	Year 7 entry 17
The Cornerstone Academy Blandford Close Hamworthy Poole BH15 4BQ	Mr Chris Phillips Telephone 01202 676789 Fax 01202 670822 Email enquiries@cornerstoneacademy.org.uk Web cornerstoneacademy.org.uk	Academy United Learning	11-16 (7-11)	180
Corfe Hills School Higher Blandford Road Broadstone BH18 9BG	Mr James Sankey Telephone 01202 656300 Fax 01202 656356 Email office@corfehills.net Web corfehills.net	Academy	13-18 (9-13)	375
Magna Academy Poole Adastral Road Canford Heath Poole BH17 8RE	Ms Natasha Ullah Telephone 01202 604222 Fax 01202 659181 Email office@magna-aspirations.org Web magna-aspirations.org	Academy Aspirations Academies Trust	11-18 (7-13)	180
Parkstone Grammar School Sopers Lane Poole BH17 7EP	Mr David Hallsworth Telephone 01202 605605 Fax 01202 605606 Email office@parkstone.poole.sch.uk Web parkstone.poole.sch.uk	Academy	11-18 (7-13)	180
Poole Grammar School Gravel Hill Poole BH17 9JU	Dr Amanda Smith Telephone 01202 692132 Fax 01202 606500 Email pgsoffice@poolegrammar.com Web poolegrammar.com	Academy	11-18 (7-13)	180

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School name and address	Headteacher, telephone number, fax number, email and web address	School Category	Age Range & Year Groups	Admission Number
Poole High School Wimborne Road Poole BH15 2BW	Mr Paul Gray Telephone 01202 666988 Fax 01202 662043 Email school@poolehigh.poole.sch.uk Web poolehigh.co.uk	Foundation School	11-18 (7-13)	325
St Aldhelm's Academy Herbert Avenue Parkstone Poole BH12 4HS	Mr David Paterson Telephone 01202 732500 Fax 01202 739009 Email office@staldhelms-academy.co.uk Web staldhelms-academy.co.uk	Academy Part of Ambitions Academies Trust	11-18 (7-13)	180
St Edward's RC/CE VA School Dale Valley Road Oakdale Poole BH15 3NY	Mr Mike Antram Telephone 01202 740950 Fax 01202 733702 Email enquiries@st-edwards.poole.sch.uk Web st-edwards.poole.sch.uk	Voluntary Aided School	11-18 (7-13)	182

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BCP Council special schools and alternative provision contact details

School name and address	Headteacher, telephone number, email and web address	School Category	Age Range & Year Groups
Christchurch Learning Centre 29 Stour Road Christchurch BH23 1PJ	Mr Philip Gavin Telephone 01202 471410 Email office@clc.dorset.sch.uk Web christchurchlc.org.uk	Pupil Referral Unit	11-16 (7-11)
Linwood School Alma Road Bournemouth BH9 1AJ	Ms Gemma Talbot Telephone 01202 525107 Email linwoodcampus@linwood.bournemouth.sch.uk Web linwood.bournemouth.sch.uk	Community Special	3-19 (N-14)
Longspee Academy Learoyd Road Canford Heath Poole BH17 8PJ	Mr Gavin O'Connell Telephone 01202 380266 Fax 01202 380270 Email reception@longspeeschool.co.uk Web longspeeacademy.co.uk	Academy Special Ambitions Academies Trust	4+ (R+)
Montacute School 3 Canford Heath Road Poole BH17 9NG	Ms Ginny Bellard Telephone 01202 693239 Fax 01202 657363 Email office@montacute.poole.sch.uk Web montacute.poole.sch.uk	Academy Special	3-19 (R-14)
The Quay School 160 Herbert Avenue Poole BH12 4HU	Ms Helen Cottrell Telephone 01202 716910 Email info@thequayschool.com Web thequayschool.com	Academy Alternative Provision Delta Education Trust	11-18 (7-13)
Tregonwell Academy Petersfield Road Bournemouth BH7 6QP	Mr Jo Phillips Telephone 01202 424361 Email petersfield.campus@tregonwell.co.uk Web tregonwell-academy.co.uk	Academy Special Ambitions Academies Trust	12-16
Tregonwell Academy Nigel Bowes Campus 70 Ensbury Avenue Bournemouth BH10 4HG	Mr Steve Jackson Telephone 01202 524041 Email nbcreception@tregonwell.co.uk Web tregonwell-academy.co.uk	Academy Special Ambitions Academies Trust	5-12
Winchelsea Special School Guernsey Road Parkstone Poole BH12 4LL	Mr Geoff Cherrill Telephone 01202 746240 Fax 01202 733024 Email enquiries@winchelsea.poole.sch.uk Web winchelseaschool.co.uk	Community Special	3-16 (R-11)

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Transfer to secondary school in September 2023 - summary of applications and allocations

This is a summary of the school places offered on the published offer date of 1 March 2023

The 'Allocated' column shows students who did not name this school on their application but were allocated a place because they were not offered a place at any of their named preference schools.

The total refused are students who did not gain a place at this school or a higher preference school

Avonbourne Boys' Academy

Published Admission Number is 180

			Criteria of places offered							
Total applications	Total places offered	Total Refused	EHCP	1	2	3	4	5	Allocated	Last distance offered
288	120	0	2	0	34	14	0	70	42	

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC/PLAC
2	Sibling at the school
3	Transfer from Avonwood
4	Staff member
5	Distance

Avonbourne Girls' Academy

Published Admission Number is 210.

Total applications	Total places offered	Total Refused	Criteria of places offered					Allocated	Last distance offered
			EHCP	1	2	3	4		
391	189	0	2	1	54	15	1	116	21

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC/PLAC
2	Sibling at the school
3	Transfer from Avonwood
4	Staff member
5	Distance

Bournemouth School

Published Admission Number is 180.

Total applications	Met Academic Standard	Offered to EHCP	Offered to boys met academic standard	Total places offered	Offered higher preference	Total Refused
379	265	4	176	180	123	76

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
I	LAC/PLAC
II	Eligible boys who appear to have been in state care outside England & been adopted
III	Eligible boys who are eligible for Pupil Premium
IV	Eligible boys who live within the priority area
V	Eligible boys who are sons of current members of staff
VI	Eligible boys who live outside the priority area

Bournemouth School for Girls

Published Admission Number is 180.

Total applications	Met Academic Standard	Offered to EHCP	Offered to girls met academic standard	Total places offered	Offered higher preference	Total Refused
402	259	0	180	180	137	85

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
I	Eligible girls who are LAC/PLAC
II	Eligible girls within the catchment who are eligible for Pupil Premium
III	Eligible girls who live outside the catchment who are eligible for Pupil Premium
IV	130 places for the girls who scored highest in the entrance test
V	Eligible girls within the catchment area
VI	Eligible girls who live outside the catchment area

Broadstone Middle School

Published Admission Number is 17.

Total applications	Total places offered	Total Refused	EHCP	1	2	3	4	5	6
120	42	0	2	0	0	1	5	2	32

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC/PLAC
2	Children of Staff at Broadstone Middle School
3	Catchment & Sibling
4	Catchment
5	Distance & Sibling
6	Distance

The Cornerstone Academy

Published Admission Number is 180.

Total applications (all preferences)	Total places offered	Total Refused	Criteria of places offered						Allocated	
			EHCP	1	2	3	4	5		6
158	113	0	3	1	0	31	0	60	18	30

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC/PLAC
2	Children who appear to have been in state care outside England & been adopted
3	Sibling at Cornerstone Academy
4	Children of staff at Cornerstone Academy
5	Pupils on roll at Hamworthy Park Junior School and Bayside Academy
6	All other applicants (distance)

Glenmoor Academy

Published Admission Number is 180.

			Criteria of places offered						
Total applications (all preferences)	Total places offered	Total Refused	EHCP	1	2	3	4	Allocated	Last distance offered
572	180	112	2	3	45	0	130	0	1.020 miles

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC/PLAC
2	Sibling at Glenmoor or Winton Academies
3	Children of staff
4	Distance

Highcliffe School

Published Admission Number is 264.

Total applications (all preferences)	Total places offered	Total Refused	Criteria of places offered								Allocated	Last distance offered
			EHCP	1	2	3	4	5	6	7		
563	264	60	6	4	81	3	53	1	9	167	0	1.894

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC/PLAC
2	In Area Sibling
3	Children of Staff
4	In Area
5	Out of Area Sibling
6	Feeder schools
7	Out of Area

Feeder Schools - Bransgore Primary School, Brockenhurst Primary School, Highcliffe St Mark Primary School, Hordle Primary School, Mudeford Junior School, Sway St Luke's Primary School and Tiptoe Primary School.

Livingstone Academy

Published Admission Number is 150

			Criteria of places offered						
Total applications (all preferences)	Total places offered	Total Refused	EHCP	1	2	3	4	Allocated	Last distance offered
507	150	103	6	0	22	0	122	0	1.053

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC/PLAC
2	Sibling
3	Children of staff
4	Distance

Magna Academy Poole

Published Admission Number is 180

Total applications (all preferences)	Total places offered	Total Refused	Criteria of places offered						Allocated	Last distance offered
			EHCP	I	II	III	IV	V		
592	180	71	2	1	39	19	1	118	0	1.929

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
i	LAC/PLAC
ii	Sibling
iii	Pupils on roll at Ocean Academy
iv	Children of staff at Magna Academy
v	All other applicants (distance)

Oak Academy

Published Admission Number is 210

			Criteria of places offered								
Total applications (all preferences)	Total places offered	Total Refused	EHCP	a	b	c	d	e	f	g	Allocated
140	67	0	0	2	0	0	14	33	4	14	112

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
a	LAC/PLAC
b	Children who appear to have been in state care outside England & been adopted
c	Children of staff
d	In Area with Sibling
e	In Area
f	Out of Area with Sibling
g	Out of Area

Parkfield School

Published Admission Number is 28

			Criteria of places offered				
Total applications (all preferences)	Total places offered	Total Refused	EHCP	1	2	3	4
126	36	0	2	0	7	0	27

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC/PLAC
2	Sibling
3	Staff
4	Distance

Parkstone Grammar School

Published Admission Number is 192

				Criteria of places offered					
Total applications (all preferences)	Total places offered	Total Refused	Met Academic Standard	EHCP	A	B	C	D	E
379	192	71	304	0	1	3	160	4	24

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
A	Eligible LAC/PLAC
B	Eligible girls who are Poole residents (+ BH12,13,14,15,16,17,18 & 21 3**) who are entitled to Pupil premium
C	Eligible girls who are Poole residents (+ BH12,13,14,15,16,17,18 & 21 3**)
D	Eligible girls who are not Poole residents or outside of above postcodes who are entitled to Pupil Premium
E	Eligible girls who are not Poole residents or outside of above postcodes

Poole Grammar School

Published Admission Number is 180

Total applications (all preferences)	Total places offered	Total Refused	Met Academic Standard	Criteria of places offered							
				EHCP	A	B	C	D	E	F	G
372	180	79	295	3	0	0	11	147	0	8	11

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
A	Eligible LAC/PLAC
B	Eligible boys who appear to have been in state care outside England and been adopted
C	Eligible boys who are Poole residents (+ BH12,13,14,15,16,17,18 & 21 3**) who are entitled to Pupil Premium
D	Eligible boys who are Poole residents (+ BH12,13,14,15,16,17,18 & 21 3**)
E	Eligible boys who are children of staff at Poole Grammar School
F	Eligible boys who are not Poole residents or outside of above postcodes who are entitled to Pupil Premium
G	Eligible boys who are not Poole residents or outside of above postcodes

Poole High School

Published Admission Number is 325

Total applications (all preferences)	Total places offered	Total Refused	Criteria of places offered									Allocated	Last distance offered
			EHCP	1&2	3	4	5a	5b	5c	5d	5e		
834	325	110	3	3	0	32	83	11	183	10	0	0	2.374

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC/PLAC
2	Children who appear to have been in state care outside England & been adopted
3	Children of staff at Poole High School
4	Expressly Academic Class (32 places)
5a	In area sibling
5b	Out area sibling on roll 6.1.20
5c	In area
5d	Out of area sibling
5e	Out of area

St Aldhelm's Academy

Published Admission Number is 180

Total applications (all preferences)	Total places offered	Total Refused	Criteria of places offered								Allocated	Last distance offered
			EHCP	A	B	C	D	E	F	G		
249	180	5	5	2	0	0	46	93	7	59	0	2.823

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
A	LAC/PLAC
B	Children who appear to have been in state care outside England and been adopted
C	Children of staff at St Aldhelm's Academy
D	Catchment with Sibling
E	Catchment
F	Out of Catchment with Sibling
G	Out of Catchment

St Edward's RC CE VA School

Published Admission Number is 182

Total applications (all preferences)	Total places offered	Total Refused	Criteria of places offered							Allocated	Last distance offered
			EHCP	1	2b&c	3b&c	4b&c	5b&c	6b&c		
622	182	96	6	4	49	44	10	14	55	0	0.949

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC/PLAC
2a	Baptised Catholic staff
2b	Baptised Catholic sibling
2c	Baptised Catholic
3a	Baptised CE staff
3b	Baptised CE sibling
3c	Baptised CE
4b	Other Christian sibling
4c	Other Christian
5a	Other religion staff
5b	Other religion sibling
5c	Other religion
6a	Distance staff
6b	Distance sibling
6c	Distance

St Peter's School

Published Admission Number is 180

Total applications (all preferences)	Total places offered	Total Refused	Criteria of places offered								Allocated	Last distance offered
			EHCP	1	2	3	4	5	6	7.1		
584	180	73	3	1	138	1	2	20	2	13	0	n/a

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	Baptised Catholic LAC and Baptised Catholic PLAC
2	Baptised Catholic
3	LAC PLAC
4	Children of Staff
5	Children of other Christian traditions
6	Children of faith traditions other than Christian
7.1	Other Children who are siblings of children at the school

The Bishop of Winchester Academy

Published Admission Number is 210

Total applications (all preferences)	Total places offered	Total Refused	Criteria of places offered								Allocated	Last distance offered
			EHCP	1	2	3	4	5a	5b	6		
625	210	46	2	7	3	0	49	17	1	131	0	1.161

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC/PLAC
2	Children of Staff
3	Medical
4	Sibling
5a	Religious Commitment - Christian Church
5b	Religious Commitment - World Religion
6	Distance

The Bourne Academy

Published Admission Number is 180

Total applications (all preferences)	Total places offered	Total Refused	Criteria of places offered					Allocated	Last distance offered
			EHCP	1	2	3	4		
583	180	87	8	2	43	2	125	0	1.134

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC
2	Sibling
3	Children of Staff
4	Distance

The Grange School

Published Admission Number is 75

Total applications (all preferences)	Total places offered	Total Refused	Criteria of places offered								Allocated	
			EHCP	1	2	3	4	5	6	7		8
146	68	0	1	0	17	36	0	2	5	4	3	11

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC PLAC
2	Children in catchment with Sibling
3	Children in catchment attending feeder school
4	Children of staff
5	Out of catchment with sibling
6	Out of catchment attending feeder school
7	Children in catchment
8	Children out of catchment

Feeder Schools – Somerford Primary School, Burton Primary School, Mudeford Junior School, and Stourfield Junior School

Twynham School

Published Admission Number is 264

Total applications (all preferences)	Total places offered	Total Refused	Criteria of places offered								Last distance offered	
			EHCP	1	2	3	4	5	6	7		8
703	264	50	5	5	74	89	32	4	18	6	31	1.294 miles

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC PLAC
2	In Area with a Sibling
3	In Area attending feeder school
4	In Area
5	Children of Staff
6	Out of area with a sibling
7	Out of area attending a feeder school
8	Out of area

Feeder schools - Twynham Primary School, Christchurch Junior School and The Priory School.

Winton Academy

Published Admission Number is 180

Total applications (all preferences)	Total places offered	Total Refused	Criteria of places offered					Allocated	Last distance offered
			EHCP	1	2	3	4		
568	180	98	5	3	70	5	97	0	0.987 miles

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC PLAC
2	Sibling at Winton or Glenmoor Academies
3	Children of Staff
4	Distance

Transfer to upper school in September 2023 – Summary of applications and allocations

This is a summary of the school places offered on the published offer date of 1 March 2023

The 'Allocated' column shows students who did not name this school on their application but were allocated a place because they were not offered a place at any of their named preference schools.

The total refused are students who did not gain a place at this school or a higher preference school

Corfe Hills School

Published Admission Number is 375

Total applications (all preferences)	Total places offered	Total Refused	EHCP	Criteria of places offered					Allocated	Last distance offered
				1	2a	2b	3a	3b		
279	233	0	2	3	39	184	0	5	0	

Please see the school's Published Admission Policy for full details of the criteria.

SEN	EHCP
1	LAC/PLAC
2a	Feeder sibling
2b	Feeder
3a	Distance sibling
3b	Distance

Pyramid schools – Allenbourn Middle School, Broadstone Middle School and Lockyers Middle School

LeAF Studio School

Published Admission Number is 80

Total applications (all preferences)	Total places offered	Total Refused	EHCP	1	2	3	4	5	6	Allocated	Last distance offered
87	80	5	0	3	8	6	63	0	1	0	5.225 miles

Please see the school's Published Admission Policy for full details of the criteria.

	EHCP
1	LAC
2	10% Aptitude
3	In Area with sibling
4	In Area
5	Out of Area with sibling
6	Out of Area

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TRANSFER TO A SECONDARY SCHOOL (GOING INTO YEAR 7) IN SEPTEMBER 2024



Please read our Parents' Guide for 2024 before completing your application.
You can view the booklet online at www.bcpCouncil.gov.uk/schooladmissions

The completed form must be returned by **31 OCTOBER 2023** to School Admissions Team, BCP Council Civic Centre, Bourne Avenue, Bournemouth, BH2 6DY or via email to school.admissions@bcpcouncil.gov.uk

For information about schools, please contact the Children's Information Service at the BCP Council Civic Centre, Bourne Avenue, Bournemouth, BH2 6DY, Tel: 01202 123222.

Please complete in BLOCK CAPITALS

YOUR CHILD'S DETAILS (Please do not use abbreviated or 'known as' names)

Last Name (Legal Name) _____

First Name _____ Middle Names _____

Date of Birth Day Month Year Gender (Please tick) Male Female

Home Address (where the child normally lives) _____

Postcode _____

Current School name and address _____

Postcode _____

Does your child have an Education, Health & Care Plan? Yes No

Is your child in the care of a Local Authority under the Children Act 1989? Yes No

(i.e. foster care)

If yes, please provide the details of the Local Authority and the social worker.

Local Authority _____

Social Worker _____ Tel No _____

Was your child previously in the care of a Local Authority under the Children Act 1989? Yes No

If yes, you must provide a copy of your Adoption Certificate or Special Guardianship Order.

Was your child previously in State Care outside of England & been adopted? Yes No

If yes, you must provide evidence of their previously looked-after status.

Are you applying for a child you are looking after for somebody else? Yes No

If yes, please explain _____

SCHOOL PREFERENCES

It is strongly recommended that you name four different schools you would like your child to attend in the order you prefer them, including those situated outside the BCP Council area.

Please check the schools you name have an entry point at Year 7.

FIRST PREFERENCE SCHOOL NAME:

Please give your reasons for applying for this school (check the school admissions policy for criteria definitions)

- | | | |
|--|--|---|
| <input type="checkbox"/> Catchment | <input type="checkbox"/> Sibling | <input type="checkbox"/> Feeder/Linked School |
| <input type="checkbox"/> Faith | <input type="checkbox"/> Medical | <input type="checkbox"/> Staff Member |
| <input type="checkbox"/> Pupil Premium | <input type="checkbox"/> Other (<i>please state below, or on a separate sheet</i>) | |

Sibling's Name _____ Date of Birth _____

Sibling's School _____ Year Group _____

Does the sibling live at the same address as your child? Yes No

If no, please give the sibling's address _____

Postcode _____

Any other reasons _____

SECOND PREFERENCE SCHOOL NAME:

Please give your reasons for applying for this school (check the school admissions policy for criteria definitions)

- | | | |
|--|--|---|
| <input type="checkbox"/> Catchment | <input type="checkbox"/> Sibling | <input type="checkbox"/> Feeder/Linked School |
| <input type="checkbox"/> Faith | <input type="checkbox"/> Medical | <input type="checkbox"/> Staff Member |
| <input type="checkbox"/> Pupil Premium | <input type="checkbox"/> Other (<i>please state below, or on a separate sheet</i>) | |

Sibling's Name _____ Date of Birth _____

Sibling's School _____ Year Group _____

Does the sibling live at the same address as your child? Yes No

If no, please give the sibling's address _____

Postcode _____

Any other reasons _____

THIRD PREFERENCE SCHOOL NAME: _____

Please give your reasons for applying for this school (check the school admissions policy for criteria definitions)

- | | | |
|--|--|---|
| <input type="checkbox"/> Catchment | <input type="checkbox"/> Sibling | <input type="checkbox"/> Feeder/Linked School |
| <input type="checkbox"/> Faith | <input type="checkbox"/> Medical | <input type="checkbox"/> Staff Member |
| <input type="checkbox"/> Pupil Premium | <input type="checkbox"/> Other (<i>please state below, or on a separate sheet</i>) | |

Sibling's Name _____ Date of Birth _____

Sibling's School _____ Year Group _____

Does the sibling live at the same address as your child? Yes No

If no, please give the sibling's address _____

Postcode _____

Any other reasons _____

FOURTH PREFERENCE SCHOOL NAME: _____

Please give your reasons for applying for this school (check the school admissions policy for criteria definitions)

- | | | |
|--|--|---|
| <input type="checkbox"/> Catchment | <input type="checkbox"/> Sibling | <input type="checkbox"/> Feeder/Linked School |
| <input type="checkbox"/> Faith | <input type="checkbox"/> Medical | <input type="checkbox"/> Staff Member |
| <input type="checkbox"/> Pupil Premium | <input type="checkbox"/> Other (<i>please state below, or on a separate sheet</i>) | |

Sibling's Name _____ Date of Birth _____

Sibling's School _____ Year Group _____

Does the sibling live at the same address as your child? Yes No

If no, please give the sibling's address _____

Postcode _____

Any other reasons _____

It is your responsibility to ensure that any supporting information is submitted by the closing date of 31 October 2023.

PARENT/CARER DETAILS

((Mr/Mrs/Miss/Ms/Dr) First Name _____

Last Name _____

Telephone Number _____

Email _____

Your relationship to the child (i.e., mother, father, etc) _____

Address (if different from child) _____

Postcode _____

Please remember you need to inform the Admissions Team of any change of address after you have submitted your application.

Do you have parental responsibility for this child?

Yes No

Are all parties with Parental Responsibility in agreement with this request? Yes No

Are you a member of HM Armed Forces or a Crown Servant?*

Yes No

***You will need to supply a copy of your official posting to support this**

Declaration and signature of Parent/Carer - You are only allowed to submit an application if you have parental responsibility for the child. If there is joint responsibility, this application must be discussed with everyone who has parental responsibility and agreement reached before this form is submitted. By submitting this application, you are confirming that you have sole parental responsibility for the child or that there is agreement between all persons who have parental responsibility.

I have parental responsibility for or look after the child named on page 1. To the best of my knowledge, the information I have given is correct and complete and this is the only application form I have completed. I will advise the Admissions Team immediately, in writing, of any changes to the information on this form. I understand that the provision of false or misleading information may lead to the withdrawal of the offer of any school place either prior to or during the school term. I also understand that the information I have submitted on this form is covered by the Data Protection Act 2018.

General Data Protection Regulation (GDPR) and Data Protection Act (DPA) 2018 - We process your personal information in accordance with GDPR and Data Protection Act 2018. If you would like to know how we use your information, please see our Privacy Notice on the Council's [Privacy policy](#) link.

In accordance with the DPA 2018 we are required to keep the information we hold about you up to date and accurate. By signing this form you are confirming the information is correct.

Signature of Parent/Carer _____

Date _____

TRANSFER TO AN UPPER SCHOOL (GOING INTO YEAR 9) IN SEPTEMBER 2024



Please read our Parents' Guide for 2023 before completing your application.
You can view the booklet online at www.bcpCouncil.gov.uk/schooladmissions

The completed form must be returned by **31 OCTOBER 2023** to School Admissions Team, BCP Council Civic Centre, Bourne Avenue, Bournemouth, BH2 6DY or via email to school.admissions@bcpCouncil.gov.uk

For information about schools, please contact the Children's Information Service at the BCP Council Civic Centre, Bourne Avenue, Bournemouth, BH2 6DY, Tel: 01202 123222.

Please complete in BLOCK CAPITALS

YOUR CHILD'S DETAILS (Please do not use abbreviated or 'known as' names)

Last Name (Legal Name) _____

First Name _____

Middle Names _____

Date of Birth Day Month Year
_____ / _____ / _____

Gender (Please tick)

Male

Female

Home Address (where the child normally lives)

Postcode

Current School name and address

Postcode

Does your child have an Education, Health & Care Plan?

Yes

No

Is your child in the care of a Local Authority under the Children Act 1989?
(i.e. foster care)

Yes

No

If yes, please provide the details of the Local Authority and the social worker.

Local Authority

Social Worker

Tel No

Was your child previously in the care of a Local Authority under the Children Act 1989?

Yes

No

If yes, you must provide a copy of your Adoption Certificate or Special Guardianship Order.

Was your child previously in State Care outside of England & been adopted? Yes

No

If yes, you must provide evidence of their previously looked-after status.

Are you applying for a child you are looking after for somebody else?

Yes

No

If yes, please explain _____

SCHOOL PREFERENCES

It is strongly recommended that you name four different schools you would like your child to attend in the order you prefer them, including those situated outside the BCP Council area.

Please check the schools you name have an entry point at Year 9.

FIRST PREFERENCE SCHOOL NAME:

Please give your reasons for applying for this school (check the school admissions policy for criteria definitions)

- | | | |
|--|--|---|
| <input type="checkbox"/> Catchment | <input type="checkbox"/> Sibling | <input type="checkbox"/> Feeder/Linked School |
| <input type="checkbox"/> Faith | <input type="checkbox"/> Medical | <input type="checkbox"/> Staff Member |
| <input type="checkbox"/> Pupil Premium | <input type="checkbox"/> Other (<i>please state below, or on a separate sheet</i>) | |

Sibling's Name _____ Date of Birth _____

Sibling's School _____ Year Group _____

Does the sibling live at the same address as your child? Yes No

If no, please give the sibling's address _____

Postcode _____

Any other reasons _____

SECOND PREFERENCE SCHOOL NAME:

Please give your reasons for applying for this school (check the school admissions policy for criteria definitions)

- | | | |
|--|--|---|
| <input type="checkbox"/> Catchment | <input type="checkbox"/> Sibling | <input type="checkbox"/> Feeder/Linked School |
| <input type="checkbox"/> Faith | <input type="checkbox"/> Medical | <input type="checkbox"/> Staff Member |
| <input type="checkbox"/> Pupil Premium | <input type="checkbox"/> Other (<i>please state below, or on a separate sheet</i>) | |

Sibling's Name _____ Date of Birth _____

Sibling's School _____ Year Group _____

Does the sibling live at the same address as your child? Yes No

If no, please give the sibling's address _____

Postcode _____

Any other reasons _____

THIRD PREFERENCE SCHOOL NAME:

Please give your reasons for applying for this school (check the school admissions policy for criteria definitions)

- | | | |
|--|--|---|
| <input type="checkbox"/> Catchment | <input type="checkbox"/> Sibling | <input type="checkbox"/> Feeder/Linked School |
| <input type="checkbox"/> Faith | <input type="checkbox"/> Medical | <input type="checkbox"/> Staff Member |
| <input type="checkbox"/> Pupil Premium | <input type="checkbox"/> Other (<i>please state below, or on a separate sheet</i>) | |

Sibling's Name _____ Date of Birth _____

Sibling's School _____ Year Group _____

Does the sibling live at the same address as your child? Yes No

If no, please give the sibling's address _____

Postcode _____

Any other reasons _____

FOURTH PREFERENCE SCHOOL NAME:

Please give your reasons for applying for this school (check the school admissions policy for criteria definitions)

- | | | |
|--|--|---|
| <input type="checkbox"/> Catchment | <input type="checkbox"/> Sibling | <input type="checkbox"/> Feeder/Linked School |
| <input type="checkbox"/> Faith | <input type="checkbox"/> Medical | <input type="checkbox"/> Staff Member |
| <input type="checkbox"/> Pupil Premium | <input type="checkbox"/> Other (<i>please state below, or on a separate sheet</i>) | |

Sibling's Name _____ Date of Birth _____

Sibling's School _____ Year Group _____

Does the sibling live at the same address as your child? Yes No

If no, please give the sibling's address _____

Postcode _____

Any other reasons _____

It is your responsibility to ensure that any supporting information is submitted by the closing date of 31 October 2022.

PARENT/CARER DETAILS

((Mr/Mrs/Miss/Ms/Dr) First Name _____

Last Name _____

Telephone Number _____

Email _____

Your relationship to the child (i.e., mother, father, etc) _____

Address (if different from child) _____

Postcode _____

Please remember you need to inform the Admissions Team of any change of address after you have submitted your application.

Do you have parental responsibility for this child?

Yes No

Are all parties with Parental Responsibility in agreement with this request? Yes

No

Are you a member of HM Armed Forces or a Crown Servant?*

Yes No

***You will need to supply a copy of your official posting to support this**

Declaration and signature of Parent/Carer - You are only allowed to submit an application if you have parental responsibility for the child. If there is joint responsibility, this application must be discussed with everyone who has parental responsibility and agreement reached before this form is submitted. By submitting this application, you are confirming that you have sole parental responsibility for the child or that there is agreement between all persons who have parental responsibility.

I have parental responsibility for or look after the child named on page 1. To the best of my knowledge, the information I have given is correct and complete and this is the only application form I have completed. I will advise the Admissions Team immediately, in writing, of any changes to the information on this form. I understand that the provision of false or misleading information may lead to the withdrawal of the offer of any school place either prior to or during the school term. I also understand that the information I have submitted on this form is covered by the Data Protection Act 2018.

General Data Protection Regulation (GDPR) and Data Protection Act (DPA) 2018 - We process your personal information in accordance with GDPR and Data Protection Act 2018. If you would like to know how we use your information, please see our Privacy Notice on the Council's [Privacy policy](#) link.

In accordance with the DPA 2018 we are required to keep the information we hold about you up to date and accurate. By signing this form you are confirming the information is correct.

Signature of Parent/Carer _____

Date _____

IN YEAR REQUEST FOR A SCHOOL PLACE

For a school place within the BCP Council area.



YOUR CHILD'S DETAILS (Please do not use abbreviated or 'known as' names)

Last Name (Legal Name) _____

First Name _____ Middle Names _____

Male Female Date of Birth _____ / _____ / _____ Year Group _____

Current Address _____

Postcode _____

Your new address (if you are moving) _____

Postcode _____ Expected date of move _____ / _____ / _____

(Proof of your new address is required in the form one of the following: your most recent council tax invoice, signed tenancy agreement, gas, electric or water bill dated within last three months, or a copy of your solicitor's letter/email confirming exchange of contracts and giving a completion date).

Previous/Current School or Educational Provision _____

Postcode _____ Telephone _____

If your child has already left the school, please give the last date they attended _____ / _____ / _____

Does your child have an Education, Health & Care Plan? Yes No

Is your child in the care of a Local Authority under the Children Act 1989? (i.e. foster care) Yes No

If yes, please provide the details of the Local Authority and the social worker.

Local Authority _____

Social Worker _____ Tel No _____

Is your child adopted, or are they subject to a Special Guardianship or child arrangements order after having been in the care of a Local Authority? Yes No

Was your child previously in State Care outside of England & been adopted? Yes No

If yes, you must provide a copy of your Adoption Certificate or Special Guardianship Order.

Are any other agencies involved with your child/family? Yes No

If yes, please give details of the service(s) together with the name and telephone number of your key/support worker(s) _____

Please note that the Admissions Team may contact any services supporting your child for additional information before processing your application.

SCHOOL PREFERENCES

Please name up to four different schools you would like your child to attend in the order you prefer them. This form is for BCP schools only, if you wish to apply for schools outside the BCP Council area please contact the relevant Local Authority.

Date the school place is required _____

FIRST PREFERENCE SCHOOL _____

SECOND PREFERENCE SCHOOL _____

THIRD PREFERENCE SCHOOL _____

FOURTH PREFERENCE SCHOOL _____

Reasons why you wish your child to be educated at your preferred schools

Are you applying on sibling grounds? Yes No
 (Some schools include siblings at linked schools)

Siblings Name _____ Date of Birth _____ / _____ / _____

Sibling's School _____ Year Group _____

Are you applying on religious grounds? Yes No
 If you are applying for a school on religious grounds you may need to complete Supplemental Information Form (SIF) which is available from each school's website. Please check with the individual schools to find out where to return it.

Have you discussed your reasons with your child's current Headteacher? Yes No

PARENT/CARER DETAILS

(Mr/Mrs/Miss/Ms/Dr) First Name _____

Last Name _____

Telephone number _____

Email _____

Your relationship to the child (i.e., mother, father, etc) _____

Address (if different from child) _____

Postcode _____

Do you have parental responsibility for this child? Yes No

Are you a member of HM Armed Forces? Yes No

Please sign the form on Page 4 before giving the form to your child's current Headteacher to complete the information requested on Page 3. If Page 3 is not completed by your child's current Headteacher your application cannot be processed and the form will be returned to you.

INFORMATION FROM YOUR CHILD'S CURRENT HEADTEACHER

The information may be provided by another member of staff on behalf of the Headteacher.

Please complete **all** sections. If it is not applicable please mark as N/A.

Child's Name _____ DoB _____ Year Group _____

Current School _____ Date Started _____

Is the child still on roll? Yes No Please give the last date they attended _____

1. Has the child ever been permanently excluded from this or a previous school? Yes No

2. Is the child returning from the Criminal Justice System or a PRU? Yes No

3. Is the pupil on the school's Special Educational Needs support register? Yes No

If yes, please give a brief outline of need _____

4. Please specify agencies involved and details of the professional/keyworker.

5. Please give details (reason, date and length) of any fixed term or internal exclusions for this academic year and for the last academic year.

7. Has the child ever been on a reduced timetable? Yes No

If yes, please give brief details _____

8. *Behaviour can be described as challenging where it would be unlikely to be responsive to the usual range of interventions to help prevent and address pupil misbehaviour or it is of such severity, frequency, or duration that it is beyond the normal range that schools can tolerate. We would expect this behaviour to significantly interfere with the pupil's/other pupils' education or jeopardise the right of staff and pupils to a safe and orderly environment.*

Based on this definition, has the child's behaviour been challenging? Yes No

9. Any other comments. _____

Signature _____ Date _____

Name _____ Position in School _____

Please return by email to school.admissions@bcpcouncil.gov.uk

Declaration and signature of Parent/Carer

You are only allowed to submit an application if you have parental responsibility for the child. If there is joint responsibility, this application must be discussed with everyone who has parental responsibility and agreement reached for this form to be submitted. By submitting this application, you are confirming that you have sole parental responsibility for the child or that there is agreement between all persons who have parental responsibility.

I have parental responsibility for or look after the child named on page 1. To the best of my knowledge, the information I have given is correct and complete. I will advise the Admissions Team, in writing, of any changes to the information on this form. I understand that the provision of false or misleading information may lead to the withdrawal of the offer of any school place either prior to or during the school term. I also understand that the information I have submitted on this form is covered by the Data Protection Act 2018.

General Data Protection Regulation (GDPR) and Data Protection Act (DPA) 2018 - We process your personal information in accordance with GDPR and Data Protection Act 2018. If you would like to know how we use your information, please see our Privacy Notice on the Council's [Privacy policy](#) link.

In accordance with the DPA 2018 we are required to keep the information we hold about you up to date and accurate. By signing this form you are confirming the information is correct.

Does your child receive transport assistance from BCP Council?

Yes No

Signature of Parent/Carer

Date

Please return your completed form and any supplementary information to:

The School Admissions Team
BCP Council Civic Centre
Bourne Avenue
Bournemouth
BH2 6DY

Email: school.admissions@bcpcouncil.gov.uk

Tel: 01202 127963