



Starting primary school in the Royal Borough of Kensington and Chelsea in 2015



THE ROYAL BOROUGH OF
KENSINGTON
AND CHELSEA

www.rbkc.gov.uk/schools/admissions

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Welcome

Dear Parents and Carers

If your child is born between 1st September 2010 and 31st August 2011 they will be due to start school in the reception class of primary school from September 2015.

Choosing a primary school for your child is a big decision and the beginning of at least eleven years of full-time education. Enclosed in this brochure you will find helpful information, and what you need to consider before you decide which schools to apply to. You will find basic information about the twenty-six schools located in Kensington, as well as information on the new Earl's Court Free School Primary and their admission criteria. You can of course find out much more by contacting the schools you are interested in as they will provide you with further information and any visiting dates they have arranged.

Please remember, if you are not resident within Kensington and Chelsea and would like to apply for one or more of our schools, you will need to do this through your home borough.

Primary schools in Kensington and Chelsea are highly sought after and many are heavily oversubscribed. Each year there has been an increase in applications therefore I would advise you to consider your preferences carefully and check the admission criteria for the schools you would like to apply for to avoid disappointment. The Admissions Team are happy to advise you and contact details can be found on the back page of this brochure.

The excellent reputation and fantastic Ofsted ratings are all thanks to the hard work of our head teachers, staff and pupils. You will see from the following results the passion and dedication that has led to Kensington and Chelsea schools popularity.

Ofsted ratings for 88% of Kensington and Chelsea primary schools were 'good' or 'outstanding' in Summer 2014. Kensington and Chelsea was also top nationally in 2013, in both writing and mathematics, for the proportion of children making the expected two levels of progress between Key Stage 1 (age 7) and Key Stage 2 (age 11).

Finally, please ensure you read all the information available to you in this brochure before you make your decision. Most importantly, please make sure you submit your application by the closing date, 15th January 2015. I would strongly recommend applying online at: **www.rbkc.gov.uk/schools/admissions** for all the benefits outlined on page 11.

I wish your child every success in their primary education.

Cabinet Member for Education and Libraries Councillor Emma Will



On the cover:

Pupils at ARK Brunel Primary Academy
arkbrunelprimary.org

How the admissions system works



Pan-London co-ordinated admissions system

Every year around 100,000 applications across London are made for primary school reception places. In 2010, all 33 London boroughs, together with councils bordering the capital, signed up to a system to co-ordinate admissions to their primary schools.

The co-ordinated admissions system is fairer and means that, compared with previous years, more parents are offered one of their preferred schools at an earlier stage and fewer parents receive no initial offer at all. It is also easier for parents to manage, reducing anxiety for you and your children.

How the system works

Under the pan-London co-ordinated admissions system (PLCAS), all parents must list the schools they want to apply for on their home local authority's common application form, ranking them in order of preference. This is important, as potentially only one offer will be made and this will be for the highest-ranked school able to make the offer. This form (either paper or online) is returned to the local authority for the area which the child lives.

The local authorities taking part in the PLCAS then use a secure computerised system to pass

details of the applications for schools in other areas. They will also co-ordinate the offer of places to make sure that no child is offered more than one school place. The decision on whether a place can be offered will continue to be made by the admission authority for each school. When a school receives more applications than places available (also referred to as oversubscribed), its published admissions criteria will be used to decide the order in which applicants will be offered places.

Local authorities will not pass on details to your preferred school of where the school was ranked on the application form, and no school will be told about other schools a parent has applied for throughout the decision making process before decisions are made.

Where a child is eligible to be offered a place at more than one school, the local authority will hold the offer for the highest preference on the parents' form and release all other lower preference offers. These places can then be offered to other applicants. Potential offers are exchanged between local authorities until they are in a position to make the single best offer to parents using all available places. All offers will be made on the same day – **16th April 2015.**

Introduction to the Royal Borough of Kensington and Chelsea Primary Schools

This brochure is for parents of pupils aged between 3 and 11, but deals mainly with issues for parents whose children are due to start primary school in 2015. It provides information about how and when to apply for a place, explains how admission decisions are made and gives information about each school to assist parents to make an informed decision as to which school(s) to consider for their child.

In Kensington and Chelsea, we have 26 primary schools. These include 11 community schools, 14 voluntary aided schools, of which 7 are Roman Catholic and 7 are Church of England. We have one primary academy, ARK Brunel Primary Academy and information is included on Earl's Court Free School Primary, which is currently located in Hammersmith & Fulham but the permanent site will be in Earl's Court in 2020. The education provided at each of these schools is free.

Each admission authority sets the admission criteria. The Local Authority (council) is the admission authority for all of the community schools. All of the Voluntary Aided Schools are their own admissions

authority as is the ARK Brunel Academy and Earl's Court Free School Primary. Each year we publish the schools admission criteria along with how offers were made in the previous year, to give parents an indication of the likelihood of being offered a place.

Please do look at this information as historically many of the Royal Borough schools can be very over-subscribed, so it would be wise to do as much research as possible.

All other schools in the Royal Borough providing primary or nursery education are either independent (private) schools or run by other organisations that may charge fees. The Council's Family Information Service provides details of all provision in the area and can be contacted by visiting www.rbkc.gov.uk/fis, by email fis@rbkc.gov.uk or on 020 7361 3302.

Many of the questions parents often raise are answered in this brochure, but if you need further information, the school admissions team will be pleased to help. Contact details can be found on the back page of this brochure.



St. Joseph's RC Primary School images courtesy of Rosell Helmsius

Key dates

1 September 2014

You will be able to apply online at:

www.rbkc.gov.uk/schools/admissions

The 'Starting primary school' brochure and hints and tips leaflet will be available to view or download online.

From mid September 2014

The hard copy brochure and paper application form will be available.

15 January 2015

The closing date for applications

- If you are applying on a paper form you will need to ensure that it is received by the Admissions Team by 5pm on the closing date.
- If you are applying online, you will have up until **11.59pm on 15 January 2015** to submit your application.

16 April 2015

National offer day

The School Admissions Team will write to you advising the outcome of your application. Letters will be sent by first class mail on this day to be received on the 17 April. Online applicants will also be notified by email on the evening of 16 April 2015.

16 April onwards

Any vacancies that arise will be filled from school waiting lists.

30 April 2015

Deadline for successful applicants to accept or decline their school offer.

15 May 2015

To ensure appeals are heard by the end of the summer term, appeals for Kensington and Chelsea community schools must be lodged by this date.

You will need to check with voluntary aided schools and academies as deadline dates may vary.

May/June 2015

The primary school your child has been offered will write to you with information about starting school.

June/July 2015

Appeals for the Royal Borough community schools heard by an independent panel.

Voluntary aided schools and academies will also arrange hearings to be heard before the end of term.



The application process



Gathering information

To get a good overview of primary schools in the Royal Borough, you should read the information about the schools in this brochure and research the schools you are interested in applying to.

You are advised to:

- Contact schools you are interested in directly to ask for a copy of their prospectus which will give you more detailed information.
- Visit schools' own websites to find out more detailed information. If you want to find out about Ofsted reports for Royal Borough schools visit **ofsted.gov.uk**
- Find out if the school has arranged open day sessions so you can plan a visit.

Considering the facts

Many schools receive more applications than they have places. To avoid disappointment you should consider whether your child has a realistic chance of gaining a place at your preferred school(s).

You will need to look at:

- How many applications were made for your preferred school(s) last year compared to how many places were available. This information is provided further on in this brochure. It is important to note that the pattern of admissions can vary from year to year and living within the distance in which places were offered in a previous year does not guarantee a place will be offered in this year or future years.
- The admission criteria of the school(s). The criteria will determine the order of priority for each applicant. As an example, church schools will prioritise applicants that meet the respective faith criteria. You will find these from page 32.

You may also like to consider:

- Whether the ethos of the school suit your child's needs.
- Whether the school has a breakfast club and/or after school provision.
- How your child will travel to school. There are many primary schools in the Royal Borough, all accessible by walking or by bus. You may also want to consider schools in neighbouring boroughs that may be close to your home. Remember you can name up to six school preferences.
- You should note that attendance at a nursery class does not guarantee or give priority for admission to the reception class of that school. It is also important to be aware that if you have a younger child attending the nursery section of the school you are applying to, sibling connection does not apply. Only children that will be on the roll of the main school when the new child starts school will be considered as a sibling link.
- Naming only the school which you most want for your child will not increase his or her chance of being offered a place.
- If we receive more than one application form for your child, the most recently dated form will be the one that we process.
- Because of the demand for places at the most popular schools, your first preference may be unsuccessful.
- If you give only one preference, your child may not get an offer at all on 16 April 2015. It is therefore advised that you name further preferences, and ones that you have considered to be realistic options.

Guidance on completing your application (paper or online)

Details of child

Your child's name

Please ensure you use the same name that you have registered with your child's nursery school or children's centre (if this applies).

Your child's date of birth

You should be applying for a reception place if your child was born between 1 September 2010 and 31 August 2011. If your child does not fall between this birth range, and there are reasons to request your application to be considered in the following year, please refer to page 16 for further information.

Your child's home address

The address you give must be your child's permanent address on the closing date for applications. Please see page 8 for more information.

Current nursery or children's centre provision

If your child attends a nursery, please indicate this in the space provided. If your child does not attend any early years provision, please leave the space blank. You should note that attendance at a nursery class does not guarantee or give priority for admission to the reception class of that school.

Children with a Statement of Special Educational Needs or an Education, Health and Care Plan

You do not need to complete this application form if your child has a Statement of Special Educational Needs or an Education, Health and Care plan as there is a separate process that is detailed on page 49 in this brochure.



Details of parent or carer

This section needs to be completed by the parent or carer of the child, who will also need to indicate that they have parental responsibility. Only one parent needs to complete this section; however, if you prefer you can indicate the name of the 'other parent' in the space provided.

Children in Public Care

Children in Public Care (looked after children) and children who have been adopted or made subject to a child arrangement or a special guardianship order immediately following having been looked after receive priority for admissions to school. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see definition in Section 22 (1) of the Children Act 1989). The child's social worker must submit a letter to the School Admissions Team confirming the legal status of the child and the local authority to which the child is/was in care, quoting the child's full name and current address.

Exceptional medical or social circumstances

If you feel there are exceptional reasons for your child to be considered for a priority placement at a particular school, you must indicate this in the area provided and give brief reasons of your case. Please see page 9 for more information.

School preferences

You can list up to six state maintained schools, including any voluntary aided (church) schools and schools in neighbouring local authorities, in order of your preference. Please do not name independent/private fee-paying schools on this form. Applications to these schools must be made separately.

Please write the name and address of the school in the space against each school preference. You do not have to name six schools, but it is strongly advised that you should use as many preferences as possible and include at least one school where you have a good chance of being offered a place. You will need to read the admission criteria for the schools to determine what likelihood you have of gaining a place. Applying for only one school will not improve your chances of getting a place at that school.

Siblings (brothers or sisters)

If your child will have an elder brother or sister who is currently on roll and will continue to be on roll at one of your preferred schools at the time of admission for the child you are applying for, you must include their details where requested. The definition of a sibling is indicated in the admission criteria for the school further on in this brochure. Relatives such as cousins, uncles and aunts are not considered as siblings, even if they are living at the same address. You will also need to check that they prioritise siblings.

Reasons for preference

Please note that schools can only use their published admission criteria to decide which children qualify for a place. It is therefore not necessary to give reasons for your preference(s) unless you want to. If, however, there are medical or social reasons why your child should attend the school you have named, please indicate here and refer to page 9 for further information.

Children of school staff

Changes in legislation provided schools with the option to give priority to children of staff in their admission criteria. This does not apply to all schools. Please check the criteria for the school you are applying to. Please indicate in this section if you are applying under this criteria, naming the school you are applying to in the available box. You must also provide supporting evidence from the school.

Siblings of former pupils

Changes in legislation provided schools with the option to give priority to siblings of former pupils in their admissions criteria. This does not apply to all schools. Please check the criteria for the school you are applying to. If you apply under this criteria please list the name and date of birth of the former sibling and the school they attended in the relevant box.

Declaration and signature of parent or carer

Declaration

You must sign your application form to certify that you have parental responsibility for the child you are applying for, and that the address on the form is the main residence of the child. If you provide any false or misleading information on the form or in supporting papers, or withhold relevant information, it may render your application invalid and lead to the withdrawal of an offer of a place.

Data Protection

The Royal Borough of Kensington and Chelsea will handle information you have provided in line with the Data Protection Act (DPA) and will use the information for school admissions purposes. The information will be held in confidence with only the necessary people working within the combined children's services able to access and handle it. The Council has a duty under the Children's Act 2004 to work with partners to develop and improve services to children and young people in the area. As such, the Council may also use this information for other legitimate purposes and may share information (where necessary) with other Council departments and

external bodies responsible for administering services to children and young people. For the purpose of validating proof of address for the Royal Borough of Kensington and Chelsea resident applications, the Admissions Team will refer to data held by internal council tax records. The Council also has a duty to protect the public funds it administers, and to this end it may use the information you have provided on this form for the prevention and detection of fraud. Under the DPA you have the right to make a formal written request for access to personal data held about you or your child. For further information please contact the School Admissions Team.

The application process

Proof of address

The address you provide must be your child's permanent address on close of applications, 15 January 2015. You must not use a business address, childminder's or relatives address, or any address other than your home address. Only in circumstances where the relative or carer has legal guardianship, and is the main carer, will a different address be considered as the main residence. Evidence will be requested to support this arrangement. If you have a genuine 50/50 share care arrangement with your child's other parent, it will be for you to determine the address that will be used as the main home address for your child's application. Only one address will be used throughout the application process. If you are in receipt of child benefit, the address of the parent making the claim will be used for the purpose of the application.

You do not need to provide us with documentary evidence of your address other than your council tax reference number (as shown on your annual bill or direct debit statement). If you are not registered to pay council tax, either because you are not liable or have recently moved, you will be asked to provide one of more of the following:

- A mortgage statement/tenancy agreement.
- Recent utility bill. If you have moved, your closure bill at your previous address.
- Child benefit/Inland revenue documents (if entitlement applies).
- Any other recently dated documents that we request, depending on individual cases.
- For members of the UK Armed Forces and Crown Servants, an official letter confirming the address of your quarters. This can be provided before you have relocated in order that your application is not disadvantaged.

If it's discovered that the parent/carer/guardian has deliberately provided an address that is not the main residence of the child, any offer made that may have deprived other applicants of a place will be withdrawn. This may also apply if the child has already started in the school. If it is decided not to remove the child's offer, normally when the child has been on roll for more than one term, any future sibling link will not apply.

If you own or rent more than one property, you should state this on your form. You will also need to provide proof of residence and occupancy for the address at which your child lives most of the time and considered as the main family home.

If you move into a property for a temporary period purely for the purpose of trying to be nearer to a



school, we will use your normal, permanent residence for the purpose of processing the application.

You must notify the Admissions Team if you move address. Your new address will not be updated until proof has been provided. If you move after **11 February 2015**, your address will not be updated as the process for allocating places would have already started. We are able to send you correspondence to your new address, but your application will be processed using the address you submitted at the close of applications.

Fox Primary School applicants

If you are making an application for Fox Primary School, which has a designated priority area, you must provide a copy of your tenancy agreement or a Land Registry document if you live within the priority area. Your application will be considered as outside of the priority area if the required documents are not provided by the closing date. If you rent your home, a signed rental agreement of at least 12 months showing the start date of your tenancy will be required. You and your child must still be living at the address on national offer day 16 April 2015. If you have moved address before this date and you did not inform us of your move, any offer made may result in being withdrawn.





Exceptional medical and/or social need

All schools have experience in dealing with children with diverse social and medical needs. However, in very few exceptional cases there may be reasons why a child may need to attend a specific school. If you feel there are exceptional reasons for your child to be considered for a priority placement at a particular school, you must indicate this in the area provided in your application, giving reasons supporting your case. **Please be aware that not all schools have this criterion in their policy, so it is advised you check this first.**

All requests for priority consideration must be supported by a professional, such as a doctor or social worker. It must be made clear in the professional support which school you are making a special case for, the reason why it is necessary for your child to attend this school in particular, and the difficulties it will cause your child to attend another school. It is for you to decide how to support your case and what documents to provide, but these must be submitted by the closing date of **15 January 2015** and not be more than 6 months old. The School Admissions Team is not responsible for contacting professionals for information about your case and any decision

will be based on documents you submit by the closing date. For own admission authority schools, and schools located in other areas, any additional documentation you provide will be passed on for the respective school's attention via the secure pan-London system.

The notification date is **16 April 2015**. You will not be advised before this date whether your request for priority is agreed. If priority is not granted, your application will be considered against the remaining criteria for the requested school.

Additional forms you may need to complete

All faith schools provide a supplementary information form (SIF) and/or priest reference form that you are advised to complete as set out in their admission arrangements. These forms must be returned to the respective school by the closing date. This additional information is necessary for the school governors to determine whether applicants meet the school's faith requirements.

You must include the name of the school(s) on your local authority application form. The forms can be obtained directly from the school, on the school's own website or at **www.rbkc.gov.uk/schools/admissions** if applying for Royal Borough schools. You are advised to read the admission criteria for each school you want to apply to in order to check what is required. This also applies to schools located in other boroughs. For information on whether a school requires you to fill in a SIF please see the *Details of the Royal Borough's Primary Schools* further on in this brochure.

Applications for children living abroad

Applications submitted by resident families working or temporarily living abroad will be processed with all other applicants and must be submitted by the closing date. The address that the child is living at the time of application, and at the closing date, will be used for the purpose of processing. The applicant must inform the Admissions Team on their return in order for the address to be updated. Proof of address and occupancy will be required.

Members of the UK Armed Forces and Crown Servants

Applications submitted for children that may not be living in the area but will be before September 2015, will need to be supported by an official letter confirming the address of the quarters.

Late applications and change of preferences

Closing date for applications

The closing date for applications is **Thursday 15 January 2015**.

For all the benefits detailed on page 11 it is highly recommended that you apply online at **www.rbkc.gov.uk/schools/admissions**

If you prefer to complete a paper form, you must return it by the closing date to the address shown on the form. If you would like confirmation that we have received your application, please indicate this when you submit the form.

Make sure you use the correct postage if you return your form through the post. Incorrect postage may delay your application from reaching the School Admissions Team by the closing date.

Change of preferences

If you wish to change the order of school preferences listed on your application form, you must do so in writing or by email at **school.admissions@rbkc.gov.uk**, before the closing date of 15 January 2015. If you apply online, you can log back in to your account to change/add/delete preferences up until the closing date. Remember to resubmit your online application if making changes.

It is not normally possible to accept any changes after the closing date. If you do want to add preferences or change your order of preferences after this date, you must inform the School Admissions Team as indicated above. In most cases, new or changed preference schools will be considered only after all on-time applications have been considered.

Late applications



If you are applying after the closing date, your application will only be considered after the offer date. Your child's name will be added to the waiting lists along with those unsuccessful applications considered in the initial allocation round.

If there is an exceptional reason for applying after the closing date and before 11 February 2015 (for example, you have just moved to the area), it may be possible to consider your application with those that were made on time.

Other circumstances will be considered and each case decided on its own merit.

Examples of reasons that would not be accepted include failure of a nursery school to remind a parent to apply, late return from a family holiday or non receipt of an application form due to postal issues. You are advised to contact the School Admissions Team as soon as possible on **020 7745 6432** if submitting an application after the closing date.



Online application



**Apply online from
1 September 2014 at
[www.rbkc.gov.uk/schools/
admissions](http://www.rbkc.gov.uk/schools/admissions)**

It is quick and easy!

Applying online

It is highly recommended that you apply online. You can do this from 1 September 2014 at www.rbkc.gov.uk/schools/admissions

Parents and carers will still be able to apply on a paper application form in the traditional way. However there are advantages to applying online:

- ✓ It is quick and easy to do.
- ✓ You can log back on to change or delete preferences up until 11.59pm on the closing date. (Ensure you resubmit your application if making any changes).
- ✓ You are able to attach additional documents.
- ✓ You can register your mobile phone number to receive reminder alerts.
- ✓ You will automatically receive a confirmation email once you submit your application.
- ✓ During the evening of **16 April 2015**, you will receive an email with the outcome of your application. Please wait until you have received the email before logging onto the Pan-London eAdmissions website.
- ✓ You will be able to accept or decline an offer of a school place online.

If you decide to apply online, you must not complete a paper application form.

There are five easy steps that you will need to follow if you apply online:

Step 1

**Register to apply online
(or login if you have used the system before)**

Step 2

Enter your details

Step 3

Enter your child's details

Step 4

Add your school preferences

Step 5

Check and submit application

The application should not take any longer than 10 to 15 minutes to complete. Please remember to make a note of your username and password. If you experience technical problems, please call the London Grid for Learning support line on **020 8255 5555**.

Once you have submitted your application you will receive an application reference number that will look like this: **207-2015-09-E-007594**. This number confirms that your application has been submitted.

The same deadline applies to both online and paper applications. Voluntary Aided (church) schools, which have their own supplementary form, will require applicants to submit this on paper by the same date.

Your online details. Please note these details of your online application

Username:

Password:

Reference number:

It is important to keep this information so that you can view your outcome online

Online application – step-by-step guide

To start your online application please visit the website

www.eadmissions.org.uk



You can also use the link from the council's website

www.rbkc.gov.uk/schools/admissions

1

- Click on **'Register to apply online'** and enter your email address. If you have previously applied using the online system you will be able to log in without the need for registration.
- You will receive an email with a username and a link. You must click on the link to validate your email address.
- You will then receive another email containing your username and password to apply online. This email will include a link to the start of the application process.

2

- Enter your details.
- Make sure you enter your permanent address. This will be verified against council records.

3

- Enter your child's details. Make sure you enter the information accurately.
- Make sure that you only apply for a child born between 1/9/2010 - 31/8/2011. If you enter a date of birth out of the range you will not be able to progress with your online application.



4

- Add your school preferences by first selecting the Local Authority that each school falls within.
- Make sure that you read the schools' admission criteria for the school you are applying to. This will be a guide as to the likelihood of being offered a place at the school you are interested in.
- Select and add the schools you wish to apply for. You can apply for up to six schools.
- For each school selected you will be asked a number of questions (such as whether there is a sibling at the school). Make sure you answer the questions correctly.

5

- Check all of the details entered are correct.
- Read the declaration and tick the box to accept it.
- Click the **'Submit Application'** button.
- Once you have submitted your application you will be able to attach documents.
- You will receive an email confirmation.

You must click the submit button by the closing date of the 15 January 2015. If you do not do this, your application will not be processed.

How decisions are made



The process

The School Admissions Team will process any preferences you have made for Royal Borough Schools and pass on your child's details to schools that are responsible for their own admissions. If you have applied for schools that are not located in the Royal Borough, your preference(s) will be passed to the local authority which maintains those schools. At the same time, the School Admissions Team will receive applications for Royal Borough schools from residents in other local authorities. All these operations will be carried out via the Pan-London School Admissions System.

The order of your preferences is not revealed to the schools. This information is only known by your home local authority and the authority where the schools are located.

If any school has more applicants than places available, the published admissions criteria will be used to decide the order in which applicants will be offered places. The same process is carried out across London and decisions are made by all admissions authorities by a common deadline and relayed back to the home local authority.

This co-ordinated process eliminates multiple offers and will result in your child being offered the highest potential school you named in your list of preferences (if an offer can be made).

Examples are shown in the table below:

Example 1

School	Criteria met?	Outcome
1 Thomas Jones	Yes	Place offered
2 Addison	Yes	Withdrawn as higher offer met
3 Fox	Yes	Withdrawn as higher offer met
4 Colville	Yes	Withdrawn as higher offer met
5 St Mary Abbots	No	Withdrawn as higher offer met
6 St Peters Eaton Square	Yes	Withdrawn as higher offer met

Example 2

School	Criteria met?	Outcome
1 Fox	No	Can be added to a waiting list and appeal
2 Park Walk	No	Can be added to a waiting list and appeal
3 Marlborough	Yes	Place offered
4 Fulham	Yes	Withdrawn as higher offer met
5 No preference made		
6 No preference made		

You need to be realistic when deciding your school preferences. This is because you may not receive an offer at any of your preferred schools if your child does not meet the criteria. That may happen if, for example, you live too far away from the school based on outcomes for previous years, or you name an oversubscribed church school but do not attend church and therefore would not meet a high enough priority against the school's admission criteria.

A breakdown of last year's admissions to each Royal Borough school is included in the schools section of this brochure. You will find this information is available for all schools in the respective local authority brochure that can be accessed online (neighbouring London local authority website addresses and contact details can be found on page 51).

Notifying you of the outcome

All Royal Borough resident applicants will receive a notification letter* with the outcome of their application on **17 April 2015**.



If you made your application online, you will be able to log onto the eAdmissions site using your username and password during the evening of **16 April 2015** to view the outcome of your application and accept or decline any offer made.

The notification letter will include a reply slip and should only be returned if you did not apply online.

The letter will tell you the following, depending on the outcome of your application:

- The name of the school which can offer you a place. If it is not been possible to offer any of the schools you applied for, the nearest alternative school will be offered to you, if there is one available.
- That any preferences for schools listed lower than the school offered have been withdrawn.
- How to accept the place that you have been offered. You should not reject the place unless you have a place secured elsewhere and should indicate the name of the alternative school on the reply slip (or online).
- If not offered a school place, why and who you need to contact for further information*.
- Waiting list and appeal information and who you need to contact for further details.
- The details of schools which have vacancies, if you did not receive an offer for any of your preferences, and you do not want to accept the alternative school offered to you.

** The notification letter does not go into the detail of why a place could not be offered, and can only inform you that your child did not receive a high enough priority in the oversubscription criteria. You will be able to obtain more detailed information from the local authority where the school is located or the school itself if it is voluntary aided. Please contact the Admissions Team (in the first instance), who will be able to advise you accordingly.*

Waiting lists

Your child's name will automatically be added to the waiting list for any Royal Borough schools that could not be offered. Any schools you named as a lower preference than the school offered to your child would have been withdrawn under the co-ordinated arrangements. You will need to re-apply to these schools if you want your child to be included on a waiting list.

If you have not been offered a place for a voluntary aided school, academy or a school in another borough and require waiting list information, you will need to contact the school or the borough that maintains the school.

All places on the waiting list are ordered in accordance with the published admission criteria

for each school and will be offered to children as vacancies arise with no differentiation between on-time or late applications. After the initial offer day of 16 April 2015, the Admissions Team will offer any places that arise at community schools. The governors will decide who is offered any subsequent vacancies at voluntary aided schools or academies in line with the published admission criteria and waiting list ranking. You will be notified of any subsequent offer that can be made by your home borough's Admissions Team.

A child's position on the waiting list can go down as well as up. For example, if a new application is submitted for a community school and they live closer to the school, the waiting list will need to be revised. The offer of a place does not depend on the length of time that your child's name has been on the waiting list and there can never be any guarantee that a place will be offered.

Waiting lists for the Royal Borough community schools are maintained by the Admissions Team. You will be contacted at some point during the academic year to indicate continued interest. If you do not respond, your child's name will be removed from the list unless you inform us otherwise. This exercise is carried out to ensure waiting lists only ever include children that would take up an offer for a school if it became available.

Appeal arrangements

You have the right of appeal to an independent panel against the decision to refuse your child a place at any school which you named on the Royal Borough's application form.

An appeal panel can only uphold an appeal where it is satisfied either:

Since September 2001 (subject to certain very limited exceptions) infant reception, Year 1 and Year 2 classes have not been allowed by law to contain more than 30 pupils if the class has only one teacher. The power to uphold appeals in these circumstances is very limited. Panels will only be able to uphold your appeal if they consider that: the decision to refuse your child was unreasonable in legal terms; an error occurred in carrying out the schools admission arrangements that prevented your child being offered a place; or the admissions arrangements for the school were unlawful and, had they been lawful, your child would have been offered a place.

The notification letter which you will receive on 17 April 2015 will tell you how to lodge an appeal. Appeals for community schools should be lodged by **15 May 2015** and sent to the School Admissions Team at the address shown at the back

How decisions are made

of this brochure to ensure they are heard before the end of the summer term.

Appeals for voluntary aided schools should be made direct to the governing body, as detailed in your notification letter, as each school will have its own appeal arrangements in place.

Coram Children's Legal Centre provides free, independent advice on the admissions process and legal advice on education issues. You can call **08088 020 008**, Monday to Friday from 8.00am-8.00pm, for advice, or visit **www.childrenslegalcentre.com** for more details.

Making final arrangements for starting school

The law requires that your child must receive full-time education from the start of the term following their fifth birthday. A review of the Primary Curriculum in 2009 recommended that all parents should have the right to start their child in the September following their fourth birthday if they feel this is best for their child. All offers will be made for children to start school at the beginning of the autumn term. Parents will also have the option to start their child on a part-time basis or defer their child's entry.

If you decide you prefer to defer your child's entry to the school offered, that place will be held for your child and will not be offered to another child. You would not, however, be able to defer entry beyond the beginning of the term after your child's fifth birthday – nor beyond the academic year for which the application was accepted. For example, if your child was born in August 2011, you will not be able to defer entry until September 2016, as this will be the start of the next academic year.

If you decide that you would prefer your child to start school on a part-time basis, the school will inform you of the part time hours available that your

child will be expected to attend. Each school will have different arrangements in place and will be dependent on their staffing, resources and how their infant classes are organised. You will not be able to choose your own part-time hours.

Requests to apply for Reception in the following year

Requests for an application to be considered for reception entry for the following year (September 2016) will need to be made by the closing date for when the child would normally be expected to apply, 15 January 2015. This enables the application to still be processed alongside all other applicants if the request for later admission is refused by an Admissions Authority*. Such requests would normally apply to children that are Summer born (between April and August) and there are significant reasons that would benefit the child's academic, social and emotional development by starting reception in the following year as opposed to Year 1.

It is for the Admission Authority of a school to decide whether or not the individual child's circumstances present the need for entry to reception a year late. Such requests will only be agreed in exceptional circumstances. Support from a professional, e.g. GP, hospital consultant, social worker, education professional, will need to be provided outlining the reasons and benefits for the child to start school a year late and therefore be placed outside of their chronological year group. The headteacher of the school(s) applied for will be informed of the request and their view taken into account.

There is no right of appeal against the decision to refuse a request for late entry. Applicants do retain the right of appeal against a decision not to offer a school place that has been refused for the year group applied for.

If the Admission Authority approves the request, the parent will be advised to re-apply in the following year. However there can be no guarantee of a place being available as this is dependent on the number of applicants that apply in that year. It is not possible to reserve a place in a school for the following year. If a place is not available at any of the schools applied for, the Local Authority will identify an alternative school with a place available in the child's chronological year group.

* The Local Authority is the Admission Authority for community and voluntary controlled schools. The Governing Body is the Admission Authority for all other schools. Any decision is applicable only to the school for which the Admission Authority is responsible.



Frequently asked questions

Does the law guarantee my child a place in the school of my choice?

No. The law states that parents may express a preference for any school; however, if more parents express a preference for a school than the number of places available, there has to be an order of priority to decide which children to offer places to. The law allows parents to appeal to an independent panel if their child is refused a place at a school of their preference. Please refer to the section on appeals for further information.

Will a school know where I listed them on my application?

No. All applications are treated equally against each school's published admission criteria. Schools are not provided with the preference order as it has no relevance to the decision making process.

Do I have priority for a school place in the borough that I live in?

No. It is against the law for local authorities to give priority to its own residents.

The distance that you have calculated from my home to the school is further away than the distance I have calculated on a measuring system I used on the internet. What do I do?

The Royal Borough's geographical measuring system is used for calculating distances from home to school. Distances measured by other means (e.g. private car, pedometer or on the internet) are likely to be calculated on a different basis and should not be relied upon as evidence that the Royal Borough's distance calculation is incorrect. The Royal Borough's measurement system is designed to be precise, reliable and consistent, and is used for all applications.

Can I change or withdraw my preferences after I have submitted my application?

Once you have submitted your application, you can change the order of your preferences and the schools you have listed up until the closing date. Changes cannot be made to your application after the closing date.

If I decide that I prefer a school that I listed lower than the school I was offered, can I be considered for a place?

Any preferences that are listed lower than the school offered are automatically withdrawn, so any lower preferences will no longer exist. Any requests after offers have been made for lower preferences will be treated as a new late application. If the school has a vacancy, then it will be possible to offer your child a place and withdraw the original offer made to you. If the school is full your child's name will be added to the waiting list in accordance with the admission criteria.

I have just moved into the borough. How do I apply for a school place?

If you have just moved in to the Royal Borough of Kensington and Chelsea and your child is due to start reception, you should contact the School Admissions Team on **020 7745 6432** as soon as possible. You will not be able to apply direct to the schools.



Details of the Royal Borough Schools

ARK Brunel Academy

School Status: Academy

Address: Middle Row, London, W10 5AT

 020 8969 4094

 info@arkbrunelprimary.org

 www.arkbrunelprimary.org

Headteacher: Mr D Smith

DfE number: 200 2000

Tube: Westbourne Park (Hammersmith & City/Circle Lines)

Bus: 23

Admission number	60
Nursery class	✓
Supplementary Information Form	x
School uniform	✓
Early Morning Club	✓
After School Club	✓
Total applications for 2014	74

All applications that applied before the closing date were offered a place.



Ashburnham Primary School

School Status: Community school

Address: 17 Blantyre Street, London, SW10 0DT

 020 7352 5740

 info@ash.rbkc.sch.uk

 www.ashburnhamcommunityschool.org.uk

Executive Headteacher: Mr Paul Cotter

Associate Headteacher: Ms Bella Street

DfE number: 207 2021

Tube: Sloane Square (Circle/District Lines); Earl's Court (District/Piccadilly Lines); Fulham Broadway (District Lines)

London Underground: Imperial Wharf

Bus: 328, 11, 22, 19, 49, 319, 345, 17

Admission number	30
Nursery class	✓
Supplementary Information Form	x
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	43

All applicants that applied before the closing date were offered a place.

Avondale Park Primary School

School Status: Community school

Address: Sirdar Road, London, W11 4EE

 020 7727 7727

 info@avondalepark.rbkc.sch.uk

 www.avondalepark.rbkc.sch.uk

Headteacher: Mrs K Blackler

DfE number: 207 2538

Tube: Latimer Road (Hammersmith & City/Circle Lines); Holland Park (Central Line)

Bus: 295

Admission number	60
Nursery class	✓
Supplementary Information Form	x
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	118

1 place was offered to a child with a Statement of SEN. 26 places were offered to siblings. The remaining places were offered on distance, the furthest lived 1.0134 of a mile from the school. There was 1 appeal, which was unsuccessful.

Details of the Royal Borough Schools

Barlby Primary School

School Status: Community school

Address: Barlby Road, London, W10 6BH

Phone: 020 8969 3988

Email: info@barlby.rbkc.sch.uk

Website: www.barlby.rbkc.sch.uk

Headteacher: Mr A Mannix

DfE number: 207 2030

Tube: Ladbroke Grove (Hammersmith & City/Circle Lines)

Bus: 23, 52, 70, 228, 452, 295

Admission number	45
Nursery class	✓
Supplementary Information Form	x
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	203

1 place was offered to a child with a Statement of SEN; 16 places were offered to siblings. The remaining places were offered on distance, the furthest lived 0.3714 of a mile from the school. There were no appeals.

Bevington Primary School

School Status: Community school

Address: Bevington Road, London, W10 5TW

Phone: 020 8969 0629

Email: info@bevington.rbkc.sch.uk

Website: www.bevington.rbkc.sch.uk

Headteacher: Ms S Jones

DfE number: 207 2050


Tube: Ladbroke Grove (Hammersmith & City/Circle Lines)

Bus: 23, 52, 70, 228, 452, 295

Admission number	45
Nursery class	✓
Supplementary Information Form	x
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	139

1 place was offered to a child with a Statement of SEN. 19 places were offered to siblings. The remaining places were offered on distance, the furthest lived 0.7379 of a mile from the school. There were no appeals.



Bousfield Primary School**School Status:** Community school**Address:** South Bolton Gardens, London, SW5 0DJ 020 7373 6544 info@bousfield.rbkc.sch.uk www.bousfieldprimaryschool.co.uk**Headteacher:** Ms Helen Swain**DfE number:** 207 2060**Tube:** Earl's Court (District/Piccadilly Lines); Gloucester Road (Circle/District/Piccadilly Lines)**Bus:** C1, 430, 328


Admission number	60
Nursery class	✓
Supplementary Information Form	✗
School uniform	✗
Breakfast Club	✓
After School Club	✗
Total applications for 2014	374

1 offer was made to a child with a Statement of SEN. 1 place was offered to a Looked After child. 30 places were offered to siblings. The remaining places were offered on distance, the furthest lived 0.1644 of a mile from the school. There were 3 appeals. 1 was successful.

Christ Church CofE Primary School**School status:** Voluntary Aided**Address:** 1 Robinson Street, London, SW3 4AA 020 7352 5708 info@chchchelsea.rbkc.sch.uk www.chchchelsea.rbkc.sch.uk**Headteacher:** Mrs A Hawkins**DfE number:** 207 3321**Tube:** Sloane Square (Circle/District Lines)**Bus:** 170, 452

Admission number	30
Nursery class	✗
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	127

Please see page 33 for information on how places were offered last year.

Colville Primary School**Address:** Lonsdale Road, London, W11 2DF 020 7229 6540 info@colville.rbkc.sch.uk www.colville.rbkc.sch.uk**Headteacher:** Mr J Birdi**DfE number:** 207 2121**Tube:** Ladbroke Grove (Hammersmith & City/Circle Lines); Notting Hill Gate (Circle/Central/District Lines)**Bus:** 7, 23, 52, 452

Admission number	45
Nursery class	✓
Supplementary Information Form	✗
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	129

15 places were offered to siblings. The remaining places were offered on distance, the furthest lived 0.7130 of a mile. There was 1 appeal, which was unsuccessful.

Earl's Court Free School Primary**School Status:** Free school**Address:** Cambridge Grove, London, W6 0LB 020 3489 1688 admin@wlfs-primary.org www.wlfs-earlscourt.org**Headteacher:** Ms Natalie de Silva**DfE number:** 205 9905**Tube:** Hammersmith (Circle/Hammersmith & City/District/Piccadilly Lines); Ravenscourt Park (District Line)**Bus:** 27, 190, 266

Admission number	30
Nursery class	✗
Supplementary Information Form	✗
School uniform	✓
Breakfast Club	✗
After School Club	✗
Total applications for 2014	119

Please see page 31 for information on how places were offered last year.

Details of the Royal Borough Schools

Fox Primary School

Address: Kensington Place, London, W8 7PP

 020 7727 7637

 info@fox.rbkc.sch.uk

 www.fox@rbkc.sch.uk

Headteacher: Mr P Cotter

DfE number: 207 2229

Tube: Notting Hill Gate (Circle/Central/District Lines)

Bus: 27, 28, 52, 328, 452

Admission number	45
Nursery class	x
Supplementary Information Form	x
School uniform	x
Breakfast Club	✓
After School Club	✓
Total applications for 2014 (135 of which live in the priority area)	391

1 place was offered to a child with a Statement of SEN. 2 places were offered to children under the medical/social criteria. 22 places were offered to siblings. The remaining places were offered on distance, the furthest lived 0.0608 of a mile from the school within the priority area. There were 8 appeals. None were successful.

Holy Trinity CofE Primary School

Address: Sedding Street, London, SW1X 9DE (Key Stage 2)
Cadogan Gardens, SW3 2RN (Reception Class and Key Stage 1)

 020 7881 9860

 info@ht.rbkc.sch.uk

 www.ht.rbkc.sch.uk

Headteacher: Miss D Welbourne

DfE number: 207 3356

Tube: Sloane Square (Circle/District Lines)

Bus: C1, 19, 22, 137, 452

Admission number	30
Nursery class	x
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	93

Please see page 34 for information on how places were offered last year.

Marlborough Primary School

Address: Draycott Avenue, London, SW3 3AP

 020 7589 8553

 info@marlborough.rbkc.sch.uk

 www.marlborough.rbkc.sch.uk

Headteacher: Ms J Finer

DfE number: 207 2399

Tube: South Kensington (Circle/District/Piccadilly Lines);
Sloane Square (Circle/District lines)

Bus: 11, 19, 22, 211, 319, 360, C1, 70, 14, 414, 49

Admission number	60
Nursery class	✓
Supplementary Information Form	x
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	119

All applicants that applied before the closing date were offered a place.

Oratory RC Primary School

Address: Bury Walk, Cale Street, London, SW3 6QH

 020 7589 5900

 info@oratory.rbkc.sch.uk

 www.oratory.rbkc.sch.uk

Headteacher: Mrs Jane Griffiths


DfE number: 207 3379

Tube: South Kensington (Circle/District/Piccadilly Lines);
Sloane Square (Circle/District Lines)

Bus: 49, 211


Admission number	30
Nursery class	x
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	x
After School Club	x
Total applications for 2014	182

Please see page 35 for information on how places were offered last year.

Our Lady of Victories RC Primary School**Address:** Clareville Street, London, SW7 5AQ 020 7373 4491 info@olov.rbkc.sch.uk www.olov.rbkc.sch.uk**Headteacher:** Mrs S McBennett**DfE number:** 207 5200**Tube:** South Kensington (Circle/District/Piccadilly Lines); Gloucester Road (Circle/District/Piccadilly Lines)**Bus:** 211, 360

Admission number	30
Nursery class	✓
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	165

Please see page 36 for information on how places were offered last year.

Park Walk Primary School**Address:** Park Walk, Kings Road, London, SW10 0AY 020 7352 8700 info@parkwalk.rbkc.sch.uk www.parkwalk.rbkc.sch.uk**Acting Head Teacher:** Miss Jo Walkden**DfE number:** 207 2456**Tube:** Earl's Court (District/Piccadilly Lines); South Kensington (Circle/District/Piccadilly Lines); Sloane Square (District/Piccadilly Lines)**Bus:** 19, 49, 319, 328, 345, 11, 22

Admission number	30
Nursery class	✓
Supplementary Information Form	✗
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	130

8 places offered to children with siblings. The remaining places were offered based on distance, the furthest lived 0.6959 of a mile from the school. There were no appeals.

Oxford Gardens Primary School**Address:** Oxford Gardens, London, W10 6NF 020 8969 1997 info@oxfordgardens.rbkc.sch.uk www.oxfordgardens.rbkc.sch.uk**Headteacher:** Ms S Cooper**DfE number:** 207 2452**Tube:** Latimer Road (Hammersmith & City/Circle Lines)**Bus:** 7, 295, 52, 452, 23, 228

Admission number	60
Nursery class	✓
Supplementary Information Form	✗
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	181

22 places were offered to siblings. The remaining places were offered on distance, the furthest lived 0.4890 of a mile from the school. There was 1 appeal, which was unsuccessful.

St Barnabas and St Philips CofE Primary School**Address:** 58 Earls Court Road, London, W8 6EJ 020 7937 9599 info@sbsp.rbkc.sch.uk www.sbsp.rbkc.sch.uk**Headteacher:** Mr C Doyle**DfE number:** 207 3417**Tube:** Earl's Court (District/Piccadilly Lines); High Street Kensington (Circle/District lines)**Bus:** 9, 10, 27, 28, 49, 328, C1

Admission number	30
Nursery class	✗
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	✗
After School Club	✓
Total applications for 2014	177

Please see page 36 for information on how places were offered last year.

Details of the Royal Borough Schools

St Charles RC Primary School

Address: 83 St Charles Square, London, W10 6EB

Phone: 020 8969 5566

Email: info@st-charles.rbkc.sch.uk

Website: www.st-charles.rbkc.sch.uk

Headteacher: Miss A Slavin

DfE Number: 207 5201

Tube: Ladbrooke Grove (Hammersmith & City/Circle Lines)

Bus: 23, 52, 70, 228, 452, 295

Admission number	45
Nursery class	✓
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	109

Please see page 38 for information on how places were offered last year.

St Clement and St James CofE Primary School

Address: Penzance Place, London, W11 4PG

Phone: 020 7603 9225

Email: info@scsj.rbkc.sch.uk

Website: www.scsj.rbkc.sch.uk

Headteacher: Ms S Hussey

DfE number: 207 3455

Tube: Holland Park and Shepherd's Bush (Central Line)

Bus: 228, 295, 316

Admission number	30
Nursery class	✓
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	76

Please see page 39 for information on how places were offered last year.



St Cuthbert with St Matthias CofE Primary School

Address: Warwick Road, London, SW5 9HE

 020 7373 8225

 info@st-cuthbert.rbkc.sch.uk

 www.scwsm.org

Head teacher: Mr S Boatright

DfE number: 207 3541

Tube: Earl's Court (District/Piccadilly Lines)

Bus: 74, 328, C1, C3, 430

Admission number	30
Nursery class	✓
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	70

Please see page 40 for information on how places were offered last year.

St Joseph's RC Primary School

Address: Cadogan Street, London, SW3 2QT

 020 7589 2438

 info@stjosephs.rbkc.sch.uk

 www.stjosephs.rbkc.sch.uk

Headteacher: Mrs Karen Wyatt

DfE number: 207 3477

Tube: South Kensington (Circle/District/Piccadilly Lines); Sloane Square (Circle/District Lines)


Bus: 361, 1, 19, 22, 211, 319

Admission number	30
Nursery class	✓
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	113

Please see page 42 for information on how places were offered last year.

St Francis of Assisi RC Primary School

Address: Treadgold Street, London, W11 4BJ

 020 7727 8523

 info@franassisi.rbkc.sch.uk

 www.franassisi.rbkc.sch.uk

Head teacher: Ms Virginia Fraher

DfE number: 207 3437

Tube: Latimer Road (Hammersmith & City/Circle Lines)

Bus: 295, 316

Admission number	45
Nursery class	✓
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	122

Please see page 41 for information on how places were offered last year.

St Mary's RC Primary School

Address: East Row, London, W10 5AW

 020 8969 0321

 info@st-marys.rbkc.sch.uk

 www.st-marys.rbkc.sch.uk

Headteacher: Ms K Perry

DfE number: 207 3542

Tube: Westbourne Park (Hammersmith & City/Circle Lines)

Bus: 23


Admission number	60
Nursery class	✓
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	94

Please see page 43 for information on how places were offered last year.

Details of the Royal Borough Schools

St Mary Abbots CofE Primary School

Address: 2 Kensington Church Court, London, W8 4SP

 020 7937 0740

 info@sma.rbkc.sch.uk

 www.sma.rbkc.sch.uk

Headteacher: Mrs N Doyle

DfE number: 207 3504

Tube: High Street Kensington (Circle/District Lines)

Bus: 27, 28, 52, 70, 328, 452, 9, 10, 49

Admission number	30
Nursery class	x
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	227

Please see page 44 for information on how places were offered last year.

Servite RC Primary School

Address: 252 Fulham Road, London, SW10 9NA

 020 7352 2588

 admin@servite.rbkc.sch.uk

 www.serviteprimaryschool.co.uk

Executive Headteacher: Mrs K Williams

Associate Headteacher: Ms S Judge, Mr C Gauci

DfE number: 207 3613

Tube: Earl's Court (District/Piccadilly Lines);
West Brompton (District Line)

Bus: 328, 414, 211, 144, C3

Admission number	30
Nursery class	✓
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	187

Please see page 46 for information on how places were offered last year.

St Thomas' CofE Primary School

Address: Appleford Road, London, W10 5EF

 020 8969 2810

 info@st.rbkc.sch.uk

 www.st.rbkc.sch.uk

Headteacher: Ms S Bouette

DfE number: 207 3402

Tube: Westbourne Park (Hammersmith & City/Circle Lines)


Bus: 23

Admission number	30
Nursery class	✓
Supplementary Information Form	✓
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	93

Please see page 45 for information on how places were offered last year.

Thomas Jones Primary School

Address: St. Marks Road, London, W11 1RQ

 020 7727 1423

 info@tj.rbkc.sch.uk

 www.thomasjonesprimaryschool.org

Headteacher: Mr D Sellens

DfE number: 207 2594

Tube: Ladbrooke Grove (Hammersmith & City/Circle Lines)

Bus: 23, 52, 228, 452, 7, 70

Admission number	30
Nursery class	✓
Supplementary Information Form	x
School uniform	✓
Breakfast Club	✓
After School Club	✓
Total applications for 2014	248

Two places were offered to children with a Statement of SEN. 12 places were offered to siblings. The remaining places were offered on distance, the furthest distance was 0.145 of a mile from the school. There were 2 appeals, none were successful.



Admission criteria for the Royal Borough's Community Schools

Royal Borough Community Schools

Ashburnham Primary School
 Avondale Park Primary School
 Barlby Primary School
 Bevington Primary School
 Bousfield Primary School
 Colville Primary School
 Fox Primary School
 Marlborough Primary School
 Oxford Garden Primary School
 Park Walk Primary School
 Thomas Jones

Common definitions

Children in Public Care – Also known as Looked After Children in care of the local authority and children who have been adopted or made subject to a child arrangement or special guardianship order immediately following having been looked after. The child's social worker must submit a letter to the Royal Borough confirming the legal status of the child and the local authority to which the child is/was in care, and quoting the child's full name and current address.

Exceptional medical social need – If this priority forms part of the school's admission criteria, cases will be considered on an individual basis by senior council officers, and may give priority to the applicants who can demonstrate that admission to the school is necessary on the grounds of professionally supported medical social needs. Parent/carers must supply details of any such special factors at the time of the original application, together with the recent supporting documentation. Such applications will not be considered without professional support – such as a letter or report from a doctor, consultant or social worker (support to be no more than 6 months old). Further guidance can be found on page 10.

Siblings (brothers and sisters) – Older children already attending the school who will continue to do so on the date of admission of the applicant. This includes half-brothers or half-sisters, adopted brothers or sisters, stepbrothers or stepsisters or the children of the partner of the parent or carer, provided that they live at the same address as the applicant.

Distance from home to school – Distances are calculated using a straight line (as the crow flies) measurement from the child's home 'address point' (determined by Ordnance Survey Data) to the centre of the school grounds (as determined by the Royal Borough using its computerised measuring system). The child living closest to the school will receive the

highest priority; accessibility by car or public transport will be disregarded. If applicants share the same address point (for example, those who live in the same block of flats or shared house) priority will be given to those who live closest to the ground floor, and then by ascending flat number order. Routes are measured to four decimal places (if necessary). If, in the unlikely event that two or more applicants live at exactly the same distance from the school, the offer of a place will be decided by random allocation.

Twins, triplets and multiple births – If a tie-break involves twins or triplets, the LA will offer places over the published admission number to accommodate the children.

Admission criteria for all Royal Borough community schools for 2015-16

(except Fox Primary School which has different arrangements)

Applicants with a signed Statement of Special Educational Needs (SEN) or an Education, Health and Care plan which names one of the Royal Borough's community schools will be placed at that school as set out in Section 43 of the Children and Families Act 2014.

Ashburnham, Marlborough and Thomas Jones schools have been adapted to afford access to pupils in wheelchairs. Subject to individual case circumstances, first priority will be to children whose physical needs make it impractical for them to be admitted to other schools.

If there are more applications to the school than there are places available, the Royal Borough will allocate places in the following order of priority:

1. Children in Public Care.*
2. Medical social need.*
3. To applicants who have a sibling* who already attends the school and who will continue to attend the school on the date of admission of the applicant.

If, in any of the categories 1, 2 or 3, there are more applicants than there are places available priority will be given to applicants who live nearest the school*. If there are two or more applicants in categories 1, 2 or 3 who live at exactly the same distance from the school, the offer of a place will be decided by random allocation.

4. To children who live nearest the school.*

* Definitions to the left of this page.

Admission criteria for Fox Primary School

Applicants with a signed Statement of Special Educational Needs (SEN) or an Education, Health and Care plan which names Fox will be placed at the school as set out in Section 43 of the Children and Families Act 2014.

Fox Primary School has a defined priority area** for admissions and does not have the same admission criteria as other community primary schools in the Royal Borough. Please refer to the priority area map on the adjacent page.

If there are more applications than places available, the Royal Borough will allocate places in accordance with the following criteria in order of priority:

1. Children in Public Care.*
2. Medical social need.*
3. To applicants who have a sibling* who already attends Fox and who will continue to attend Fox on the date of admission of the applicant.

If, in any of the categories 1, 2 or 3, there are more applicants than there are places available, priority will be given to applicants who live nearest the school on the basis described in 4 below.

If there are two or more applicants in categories 1, 2 or 3 who live at exactly the same distance from the school, the offer of a place will be decided by random allocation.




4. To other applicants living within the defined priority area. The child living closest to the school will receive the highest priority.*
5. To other applicants living outside the priority area. The child living closest to the school will receive the highest priority.*

** Definitions can be found on page 27.*

*** Please read the requirements on page 8 for applicants that live within the designated priority area.*



Fox Primary School Priority area

-  Fox Primary School
-  Priority area
-  Royal Borough border



Ref: 1541
Author: Marco Sala
Date: 18/07/2007

THE ROYAL BOROUGH OF
**KENSINGTON
AND CHELSEA**



Admission criteria for Royal Borough Academy and Free School

ARK Brunel Academy

The Academy has an agreed Published Admission Number of 60 pupils in the reception year.

Where the Academy is named on a pupil's Education and Health Care Plan, that child will be admitted by the Academy. If the number of applications for admission to the nursery and primary school is greater than the published admissions number, applications will be considered against the criteria and order set out below:

- a) Looked After Children and children who have been previously looked after (pursuant to the Admissions Code).
- b) Children of staff at the school where there is a demonstrable skill shortage – children of members of staff will have priority in the oversubscription criteria if the staff member is filling a post for which there is a demonstrable skill shortage. ARK Schools is required to approve the Principal's designation of such posts and confirm the assessment that a member of staff appointed meets the requirements of the shortage. Priority will be limited to one place for each form of entry in any year.
- c) Children who at the time of the admission have a sibling who attends the academy. For this purpose "sibling" means a whole, half or step-brother or sister or an adopted child resident at the same address. In respect of applications to the primary school (where applicable), the fact that an applicant has a sibling attending the nursery school will not be a factor giving rise to priority. In the case of multiple births or brothers and sisters in the same year group, where there is only one place available in the academy, both will be considered together as one application.
- d) Children of staff in the school – Where there is no demonstrable skill shortage, priority may be given where the academy is oversubscribed to a child of a person who will have been employed in the academy for two or more years at the time the application for admission is made. Priority will be limited to one place for each form of entry in any year.
- e) Distance measurement – A child's home will be the address at which the child normally resides and which has been notified to the Academy and other relevant agencies as being the child's normal place of residence.

Pupils at ARK Brunel Primary Academy – arkbrunelprimary.org



- i) In those cases where the relevant local authority measures distance on behalf of ARK Schools, the method they adopt for measurement and also selection between equal applicants and those living in flats will apply.
- ii) In those cases where ARK Schools is required to carry out the measurement itself priority will be given to those children who live closest to the school using a straight line measurement taken from Ordinance Survey Data from the Academy building's main reception to the main entrance of the child's home. Where a child resides in a block of flats, the distance will be measured from the Academy building's main reception to the main entrance of the building in which the flats are located.

Tie breaker

If ARK Schools is unable to distinguish between applicants using the published criteria, including those who live in blocks of flats with the same building entrance, places will be offered via a





random draw which will be supervised by someone independent of the academy.

** Please refer to page 27 for definitions of the terms 'Looked After Children' and 'siblings'.*

*** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.*

Earl's Court Free School Primary

The Earl's Court Free School Primary will open in September 2014 with one Reception class and will fill up year by year until it reaches full capacity. It will be temporarily located in Hammersmith, on the same site as the West London Free School Primary, from 2014 to 2020. In 2020, the school will move to its permanent site in Earl's Court and will become a two-form entry school.

School hours: 8.30am-3.30pm (EYFS & KS1);
8.30am-4.00pm (KS2).

Over subscription criteria

If the school is oversubscribed, priority will be given to children with an Education and Health Care Plan or with statements of special educational needs where the school is named on the statement. The remaining places will then be offered in the following order of priority:

1. Looked after children and children who were looked after.
2. Children whose parents are founders of the school.
3. Children who have a sibling at the school.
4. In certain circumstances, children of the school's staff.
5. Children who live closest to the school gate as the crow flies. For 2014, half the pupils admitted on straight-line distance will be admitted according to their proximity to the WLFS Primary's entrance on Banim Street and half according to their proximity to the school's permanent home in Earls Court. For more details, see our website.

** Please refer to page 27 for definitions of the terms 'Looked After Children' and 'siblings'.*

*** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.*

How places were offered for entry in September 2014

Places available: **30**

Number of applicants: **119**

All offers were made from Criteria 5

15 places offered from Banim Street measuring point, last offer was at distance 0.8671 miles; **16** places offered from Earl's Court measuring point, last offer was at distance 1.338 miles

Royal Borough voluntary aided (church) primary schools

All church primary schools provide a supplementary information form (SIF) and/or priest reference form that you are advised to complete.

The forms for Royal Borough schools can be obtained either direct from the school, on the school's own website, or visit www.rbkc.gov.uk/schools/admissions

In all cases, you must include the church school(s) you want to apply for in your list of preferences on the main application. If you only complete a SIF, your application will not be considered.

The SIF and all additional documents required must be returned to the school. The same will apply for church schools in neighbouring local authorities. If you name the school in your application and do not complete a SIF, your child will be considered but it will reduce the chances of your child being offered a place if the school is oversubscribed.

The school will not have any information to consider when judging your application against their admission criteria and, as such, your application will be ranked very low when decisions are made. It is therefore important for both forms to be completed.

The way in which places were offered for September 2014 is indicated at the end of the entry for each school. Please note that places were offered in accordance with the policy for 2014-15 so there may be changes in the 2015-16 policies published in this brochure. If you are not sure and need further advice on the chances of your child being eligible for a place at one of these schools, please contact the school directly.

Common definitions

Children in Public Care – Also known as Looked After Children in care of the local authority and children who have been adopted or made subject to a child arrangement or a special guardianship order immediately following having been looked after. The child's social worker must submit a letter to the Royal Borough confirming the legal status of the child and the local authority to which the child is/was in care, and quoting the child's full name and current address.

Siblings (brothers and sisters) – Older children already attending the school who will continue to do so on the date of admission of the applicant. This includes half-brothers or half-sisters, adopted brothers or sisters, stepbrothers or stepsisters or the children



of the partner of the parent or carer, provided that they live at the same address as the applicant.

Distance from home to school – Unless indicated otherwise in the individual admission criteria for each school, distances are calculated using a straight line (as the crow flies) measurement from the child's home 'address point' (determined by Ordnance Survey Data) to the centre of the school grounds (as determined by the Royal Borough using its computerised measuring system). The child living closest to the school will receive the highest priority; accessibility by car or public transport will be disregarded. If applicants share the same address point (for example, those who live in the same block of flats or shared house) priority will be given to those who live closest to the ground floor, and then by ascending flat number order. Routes are measured to four decimal places (if necessary).

If, in the unlikely event that two or more applicants live at exactly the same distance from the school, the offer of a place will be decided by random allocation.

Exceptional medical social need – If this priority forms part of the school's admission criteria, the governors may, on an individual basis, give priority to applicants who can demonstrate that admission to the school is necessary on the grounds of professionally supported medical or social needs. Parent/carers must supply details of any such special factors at the time of the original application, together with recent supporting documentation. Such applications will not be considered without professional support – such as a letter or report from a doctor, consultant or social worker. Further guidance can be found on page 9.

Please note that only a summary of the criteria for each school and Academy is included in this brochure. You can access the full admissions policy and arrangements directly from the school, the Town Hall or the Royal Borough's website www.rbkc.gov.uk/schools/admissions



Christ Church CE Primary School

The Governors, who are responsible for admissions to this Church of England voluntary aided primary school, have agreed to admit 30 pupils to each year group. These arrangements, and the admission criteria below, are reviewed annually.

When there are more applicants than places, the Governors will admit pupils according to the following criteria, which are listed in order of priority.

All applications are considered very carefully according to these published criteria for admission:

1. Children Looked After* by the Local Authority.
2. Children having brothers or sisters at the school at the time of entry.*

Places will then be offered:

Foundation Places – 75% of the remaining places

3. Children of families who regularly attend** either St. Luke's or Christ Church, Chelsea and who provide verification from the clergy of St. Luke's and Christ Church.
4. Children whose families are regular worshippers* in a neighbouring parish church or in a church of another Christian denomination (as defined by the Churches Together in Britain and Ireland and the Evangelical Alliance) and who provide a letter of verification from a priest or minister.

Open places – 25% of the remaining places

5. Children who live in the Parish of St. Luke's and Christ Church, Chelsea in closest proximity to the school, by the shortest walking route.*
6. Children of other faiths whose parents desire them to attend the school because of its religious tradition.
7. All other applicants.

* Please refer to page 27 for definitions of the terms 'Looked After Children' and 'siblings'.

** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.

How places were offered for entry in September 2014

Places available: **30**

Number of applicants: **127**

1 place was offered to a child with a Statement of SEN

Places offered under category 2 (children having brothers or sisters at the school at the time of entry): **15**

Places offered under category 3 (children of families who regularly attend** either St. Luke's or Christ Church, Chelsea): **8**

Places offered under category 4 (children whose families are regular worshippers in a neighbouring parish): **2**

Places offered under category 5 (children who live in the parish of St. Luke's and Christ Church, in closest proximity to the school): **4**

There was one appeal, which was successful

Royal Borough voluntary aided (church) primary schools

Holy Trinity CE Primary School

The Governors of Holy Trinity Church of England School are responsible for the admission of pupils to the school. A maximum of 30 children will be admitted to each class.

If you want to apply for a Foundation Place, you should also complete the schools Supplementary Information Form (SIF) – Clergy Form – and return to the school office by the closing date, so that Governors may consider your application fully. Children will be admitted to the school in the following order of priority:

1. Looked After Children*.

2. Foundation Places – 50 per cent

- i) Foundation Places will be offered to children from families who have regular attendance** at Holy Trinity Church, Sloane Street.
- ii) Foundation Places will be offered to children from families who have regular attendance** at another Christian church (as defined by the Churches Together in Britain and Ireland and the Evangelical Alliance).
- iii) Foundation Places will be offered to children from families who have regular attendance* at another Christian church (as defined by the Churches Together in Britain and Ireland and the Evangelical Alliance).

3. Open Places – 50 per cent

- i) Siblings*.
- ii) Distance from home to school*.

When deciding between the applicants who appear to have equal entitlement to admission under the criteria, in the order of priority as above, the governors will offer the place to the applicant who lives nearest to the school.*

* Please refer to page 27 for definitions of the terms 'Looked After Children', 'siblings' and 'distance from home to school'.

** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.

How places were offered for entry in September 2014

(Please note that the admission criteria has changed for the 2015/16 entry)

Places available: **30**

Number of applicants: **93**

1 place was offered to a child with a Statement of SEN

Places offered under foundation category a (regular attendance at Holy Trinity Church): **1**

Places offered under foundation category b (regular attendance at other Christian Church): **14**

Places offered under open places a (siblings): **5**

Places offered under open places b (children that attend Holy Trinity Nursery): **9**

Places offered under open places c (distance): **0**

There were no appeals



Oratory Roman Catholic Primary School

The Governing Body has responsibility for admissions to this school. It intends to admit 30 pupils to the reception class in the school year, which begins in September.

Whenever there are more applications than places available, priority will always be given to Baptised practising Catholic applicants in accordance with the criteria listed below:

1. Catholic Looked After Children*.
2. Baptised, practising Catholic children of practising Catholic members of staff of the Oratory RC Primary School where the member of staff has been employed at the school for two years or more.
3. Baptised Catholic** children from practising Catholic families who:
 - a) At the time of enrolment will have a Baptised Catholic sibling* at the Oratory Primary School.
 - b) Baptised Catholic** children from practising Catholic** families attending Mass regularly and who are resident within the Oratory Parish.
 - c) Baptised Catholic** children from practising Catholic** families attending Mass regularly and who are resident within the Holy Redeemer parish.
 - d) Practising Catholic** children from practising Catholic** families attending Mass regularly and resident within another Catholic Parish.
4. Other Catholic** children.
5. Other Looked After Children*.
6. Children of members of staff at the Oratory RC Primary School where the member of staff has been employed at the school for two years or more.
7. Catechumens** and members of an Eastern Christian Church.
8. Christians of other Christian denominations** whose parents wish them to have a Catholic education and whose application is supported by a minister of religion.
9. Children of other faiths whose parents wish them to have a Catholic education and whose application is supported by a religious leader.
10. Any other children.

The Governing Body will give top priority to an application within a category where evidence is provided at the time of application of an exceptional social, pastoral or other need of the child which can most appropriately be met by this school. The evidence should state why the Oratory Catholic School is the ONLY school that can meet the need and the argument must be compelling.

Where the offer of places to all the applicants in any of the sub-categories listed above would still lead to oversubscription, the places up to the admission number will be offered to those living nearest to the school.*

For those applying as practising Catholics**, a copy of the child's Baptismal certificate and a reference from a Catholic priest must be produced to support the school's Supplementary Information Form (SIF).

** Please refer to page 27 for definitions of the terms 'Looked After Children', 'siblings' and 'distance from home to school'.*

*** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.*

How places were offered for entry in September 2014

(Please note that the admission criteria has changed for the 2015/16 entry)

Places available: **30**

Number of applicants: **182**

Places offered under category 2A (Baptised Catholic children with a sibling on roll): **17**

Places offered under category 2B (Baptised Catholic children who are resident within The Oratory parish): **13**

No places were offered beyond category 2C

There was 1 appeal submitted, which was unsuccessful

Royal Borough voluntary aided (church) primary schools

Our Lady of Victories Catholic Primary School

The governing body has the direct responsibility for admissions to this school and intends to admit 30 pupils to the Reception class in the school year commencing September 2015. Where there are more applications than the number of places available, the governing body will issue places according to the following order of priority:

- A1. Catholic Looked-After Children and Catholic Children who have been adopted (or made subject to a child arrangements order or special guardianship orders) immediately following having been Looked After.
- A2. Practising Catholic children of qualified teachers at the time of admission as described in our definitions.
- A3. Practising Catholic children resident within the boundaries of the parishes at the time of application.
- A4. Practising Catholic children resident outside the boundaries of the parishes at the time of application.
- A5. Baptised Catholic children resident within the boundaries of the parishes at the time of application.
- A6. Baptised Catholic children resident outside the boundaries of the parishes at the time of application.
- A7. Other Looked-After Children and Children who have been adopted (or made subject to a child arrangements order or special guardianship orders) immediately following having been Looked After.
- A8. Catechumens and members of an Eastern Christian Church.
- A9. Children from other Christian denominations whose application is supported by a letter of recommendation from their Minister of Religion.
- A10. Children of other faiths whose parents wish them to have a Catholic education and whose application is supported by a minister of religion.
- A11. Other applicants.

Where the offer of places to all the applicants in any of the categories listed above would lead to oversubscription the following provisions will be applied:

1. An application where evidence is provided at the time of application of an exceptional social, medical or pastoral need of the child, which can only be met at this school.*
2. The attendance of a sibling* at the school.
3. Random allocation – The balance of the places will be allocated by the use of an electronic random allocation system, which will be independently operated.

* Please refer to page 27 for definitions of the terms 'Looked After Children', 'siblings' and 'distance from home to school'.

** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.

How places were offered for entry in September 2014

(Please note that the admission criteria has changed for the 2015/16 entry)

Places available: **30**

Number of applicants: **165**

Number of places offered under category 1 (Catholic Looked After children): **1**

Places offered under category 3 (Baptised Catholic, from practising Catholic families resident with the parish of Our Lady of Victories and Our Lady of Mt. Carmel and St. Simon Stock): **29**

No places were offered beyond category 3

There were no appeals submitted

St. Barnabas and St. Philip's CE Primary School

The Governors are responsible for admissions into the seven year groups in the school. Each year group has an agreed limit of 30 pupils.

Parents applying under criterion 2 are also asked to complete the school's supplementary information form and a clergy reference form, so that Governors may consider their application fully.

Should there be more applications than places, they will be considered under the following criteria, in order:

1. Priority will be given to Looked After Children*.

The Governors will allocate all remaining places in the following order:

2. 25 places for the children of Regular Church Members.
 - a) First, to children who regularly** attend either St. Barnabas Church, Addison Road, W14 or St. Philip's Church, Earls Court Road, W8; and who have at least one parent or guardian who are regular members of the same church.
 - b) Secondly, to children who regularly** attend a church affiliated with 'Churches Together in Britain and Ireland' and/or the Evangelical Alliance; and who have at least one parent or guardian who regularly attend the same church.
3. Up to five places for all remaining applications.

Tie break

If there are more applicants than places available under categories 2-3 above, then the tie-breaker criteria will be applied in this order:

1. The presence of brother(s) or sister(s) already in the school*.
2. Distance between home and school with priority being given to children who live nearest the school*.

* Please refer to page 27 for definitions of the terms 'Looked After Children', 'siblings' and 'distance from home to school'.

** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.

How places were offered for entry in September 2014

Places available: **30**

Number of applicants: **177**

2 Places were offered to children with a Statement of SEN

Places offered under category 2 (regular church members): **25**

Places offered under category 3 (remaining applicants): **3**

There were no appeals submitted

Royal Borough voluntary aided (church) primary schools

St. Charles Catholic Primary School

The governing body has responsibility for admissions to this school and intends to admit 45 pupils to the reception class.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority:

1. Catholic Looked After Children*.

Within each of the following criteria priority will be given to children with siblings in school at the time of admission.

2. Practising Baptised Catholic** children who are resident in the parish of St. Pius X.
3. Practising Baptised Catholic** children who are resident in the parishes of St. Aidan's and Kensal Rise.
4. Other practising Baptised Catholic** children.
5. Other Baptised Catholic** children.
6. Other Looked After Children*.
7. Catechumens and members of an Eastern Christian Church.
8. Christians** of other denominations whose parents wish them to have a Catholic education and whose application is supported by a minister of religion.
9. Children of other faith communities whose parents wish them to have a Catholic education and whose application is supported by their religious leader**.
10. Any other applicants.

Where the offer of places to all the applicants in any of the categories listed above would lead to oversubscription the following provisions will be applied.

The Governing Body does not give priority under its admission criteria for twins, triplets or other multiple applications from one family for the same year group. Where the final place is offered to a child who has a twin/triplets etc. applying for a place in the same school year, these siblings will also be admitted.

Tie break

Where the offer of places to all the applicants in any of the sub-categories listed above would still lead to oversubscription, the places up to the admission number will be offered to those living nearest to the school.*

* Please refer to page 27 for definitions of the terms 'Looked After Children', 'siblings' and 'distance from home to school'.

** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.

How places were offered for entry in September 2014

(Please note the admission criteria has changed for the 2015/16 entry)

Places available: **45**

Number of applicants: **109**

Children that were admitted under criterion 2 (Catholic child resident in the parish of St. Pius): **28**

Children that were admitted under criterion 3 (Catholic children resident in the parishes of St. Aidan's and Kensal Rise): **4**

Children were admitted under criterion 4 (other practising Baptised Catholic children): **7**

Children were admitted under criterion 7 (Catechumens and members of an Eastern Christian Church): **2**

Children were admitted under criterion 8 (Christians of other denominations): **1**

Children were admitted under criterion 10 (Any other applicants): **3**

There were no appeals submitted

St. Clement and St. James CE Primary School

The Governors, who are responsible for admissions to this Church of England Voluntary aided Primary School, have agreed with the local authority to admit 30 pupils for each year group.

If you are applying under criteria 2, you should also complete a School Supplementary Information form so that the Governors may consider your application fully.

Where there are more applications than there are places available, the Governors' will admit pupils according to the following criteria which are listed in order of priority:

1. Looked After Children*.

The remaining places will be divided as follows: 80 per cent Foundation Places and 20 per cent Open Places.

Foundation Places

80 per cent of the remaining places are for children of families who have attended church twice a month for the last two years*.

2. a) First, children of families who worship regularly* in the churches of the five parishes**:

- St. Clement Notting Dale and St. James' Norland
- St. Helen's
- All Saints
- St. John's
- St. Peter's
- St. Francis Anglican Mission Church

- b) Second, children of families who live in the five parishes**, and who worship regularly* in other Christian churches, including those which are members of, or affiliated to, Churches Together in Britain and Ireland (CTBI), or the Evangelical Alliance.

3. Open Places

20 per cent of the remaining places are for children whose families live in the five parishes**:

- St. Clement Notting Dale and St. James' Norland
- St. Helen's
- All Saints
- St. John's
- St. Peter's

If there are more applicants than places under categories 2a, 2b and 3 above, then the following criteria will be applied category by category as necessary, in this order:

1. The presence of siblings already in the school.*
2. Children who live closest to the school.*

** Please refer to page 27 for definitions of the terms 'Looked After Children', 'siblings' and 'distance from home to school'.*

*** These criteria form part of, and must be read in the context of, the full admissions policy and note contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.*

How places were offered for entry in September 2014

(Please note the admission criteria has changed for the 2015/16 entry)

Places available: **30**

Number of applicants: **76**

2a) First, children of families who worship regularly* in the churches of the five parishes: **11**

2b) Second, children of families who live in the five parishes**, and who worship regularly* in other Christian churches, including those which are members of, or affiliated to, Churches Together in Britain and Ireland (CTBI), or the Evangelical Alliance: **5**

Places offered under open criteria 3 (children living with the five parishes but who worship regularly in other churches):

With siblings: **2**

In the Nursery: **8**

Living nearest to the school: **4**

There were no appeals submitted

Royal Borough voluntary aided (church) primary schools

St. Cuthbert with St. Matthias CE Primary School

The Governors of St. Cuthbert with St. Matthias Church of England School are responsible for the admission of pupils to the school.

A maximum of 30 children will be admitted to each year group. In the event of oversubscription, the following criteria will be applied:

1. Looked After Children.*
2. The balance of the remaining places will be 66 per cent community places and 33 per cent Foundation Places, with any vacant places being taken up by oversubscription from the other category. Foundation Places are defined as places for those students who meet the foundation criteria established for their admission to St. Cuthbert with St. Matthias School. Community Places are defined as places for those students who meet the community criteria established for their admission St. Cuthbert with St. Matthias School.

Where there are more applications for places in either category the following oversubscription criteria will be used:

Foundation Places

Foundation Places are available to applicants who meet the Foundation criteria and are supported by a reference from the priest or minister in charge of the place of worship.

Applicants for Foundation Places will be allocated in the following order of preference:

- a) Children whose parents worship** at St. Cuthbert's Church, Philbeach Gardens.
- b) Children whose parents worship** at one of the Church of England churches in the Deaneries of Kensington and Chelsea.
- c) Children whose parents worship** at other Christian** churches within the boundary of the Deaneries of Kensington and Chelsea.
- d) Children whose parents worship** at any other Church of England church.
- e) Children whose parents worship** at any other Christian church.

Community Places

- a) Children with siblings* in the school at time of entry.
- b) Children attending our nursery.
- c) Nearness to the school*.

Tie break

If any of the above categories are oversubscribed, straight line distance* from school will be used as a tie-break.

Those not offered Foundation Places will be considered against the criteria for community places and vice versa.

In the case of twins or other multiple applications from one family competing for a single places as a tie-break, we will endeavour to offer the other twin/triplet a place in the same class.

** Please refer to page 27 for definitions of the terms 'Looked After Children', 'siblings' and 'distance from home to school'.*

*** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.*

How places were offered for entry in September 2014

Places available: **30**

Number of applicants: **70**

Foundation Places

e) Children whose parents worship at any other Christian church: **1**

Community Places

- a) Children with siblings in the school at the time of entry: **12**
- b) Children attending the nursery: **11**
- c) Nearness to the school: **6**

There were no appeals submitted

St. Francis of Assisi Catholic Primary School

The Governors of St. Francis of Assisi Catholic Primary School are responsible for the admission of pupils to the school. A maximum of 45 children will be admitted to each class.

Whenever there are more applications than places available, priority will always be given to Catholic applicants in accordance with the oversubscription criteria listed below.

Where there are more applications for places than the number of places available, **places will be offered according to the following order of priority:**

1. Catholic** Looked After Children*.
2. Baptised Catholic** children, from practising Catholic families, who have a sibling at the school at the time of admission.
3. Baptised Catholic** children from practising Catholic families who are resident in the Parish of St. Francis of Assisi.
4. Other Baptised Catholics**.
5. Other Looked After Children*.
6. Catechumens** and members of an Eastern Christian Church**.
7. Christians** of other denominations whose application is supported by their Minister of Religion.
8. Children of other faiths whose application is supported by their Religious Leader.
9. Any other children.

The Governing Body will give top priority after the appropriate category of looked-after children, to an application where compelling evidence is provided at the time of application of an exceptional social, medical, pastoral or other need of the child, which can only be met at this school.

The Governing Body does not give priority under its admission criteria for twins, triplets or other multiple birth applications from one family for the same year group. If there are insufficient places available, the Governing Body will draw lots in the presence of an independent witness. However, it will endeavour wherever possible not to separate these children whilst still operating within the infant class size legislation.

Tie break

Where the offer of places to all the applicants in any of the sub-categories listed above would still lead to oversubscription, the places up to the admission number will be offered to those living nearest to the school*.

** Please refer to page 27 for definitions of the terms 'Looked After Children', 'siblings' and 'distance from home to school'.*

*** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.*

How places were offered for entry in September 2014

Places available: **45**

Number of applicants: **122**

Places offered under category 2 (Baptised Catholic children with a sibling on roll): **25**

Places offered under category 3 (Baptised Catholic children resident in the parish of St. Francis of Assisi): **20**

No places were offered beyond category 3

There were 4 appeals, none were successful

Royal Borough voluntary aided (church) primary schools

St. Joseph's RC Primary School

The Governors of St. Joseph's School are responsible for the admission of pupils to the school. Each year 30 places are available in the Reception Year.

All practising Catholic applicants must be supported by a priest's reference. By agreement with the Westminster Diocesan Education Service and the Royal Borough of Kensington and Chelsea, **the Governors will admit pupils according to the following criteria and priority:**

1. Catholic "Looked After" children.
2. Baptised practising Catholic children whose parents/carers are resident in the Catholic Parish of St Mary's Chelsea. Copies of the Parish map are available on the school website.
3. Baptised practising Catholic children not resident in the Catholic Parish of St Mary's Chelsea but who are resident in the Catholic deanery of Kensington and Chelsea (see map on school website).
4. Other baptised Catholic children.
5. Other "Looked After" children.
6. Baptised members of the Russian and Eastern Orthodox Communities.
7. Children from families who are active members of another Christian denomination and whose application is supported by a Priest, Minister or Church Leader.
8. Children of other Christian traditions.
9. Non-Christians whose parents wish them to have a Catholic education.
10. All other applications.

The Governors will give top priority to an application within a category where compelling evidence is provided at the time of application of an exceptional social, medical or pastoral need of the child which can only be met at this school, as opposed to any other. Written evidence will be required from an appropriate professional such as a priest, doctor or social worker.

In prioritising applications in each of the above oversubscription criteria, first priority will be given to children who will have a brother or sister attending St Joseph's at the proposed date of admission.

Priority will be given to children of staff, where the staff member has been employed on a full time permanent basis for at least two years at the time of application. Catholic children will be given priority after criterion 1 and non-Catholic children will be given priority after criterion 5.

Twins or multiple births

Governors will take the opportunity to admit twins/triplets and siblings applying for the same academic year, where one child has been offered a place and the other(s) has not. This will most commonly mean admitting a second twin and going over the infant class size limit.

Tie Break

Where the offer of places to all the applicants in any of the sub-categories listed above would still lead to oversubscription, the places up to the admission number will be offered to those living nearest to the school.

** Please refer to page 27 for definitions of the terms 'Looked After Children', 'siblings' and 'distance from home to school'.*

*** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.*

How places were offered for entry in September 2014

Places available: **30**

Total applications: **113**

Places offered under criteria 2 (Baptised Catholic children resident in the Catholic Parish of St. Mary's Chelsea): **7**

Places offered under criteria 3 (Baptised Catholic children not resident in the Catholic parish of St. Mary's Chelsea, but who are resident in the Catholic deanery of Kensington and Chelsea): **20**

Places offered under criteria 4 (other baptised Catholic children): **3**

There were 2 appeals, which were unsuccessful



St. Mary's Catholic Primary School

The Governing Body intends to admit 60 pupils into its reception class in any school year. The governing body will consider all applications for admission to the school in accordance with this Admissions Policy and Oversubscription Criteria.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority:

1. Catholic** Looked After Children*.
2. Baptised children of practising Catholic** families. Children must be baptised at the date of application.
3. Baptised children from Catholic** families who cannot provide evidence of weekly attendance at Church.
4. Other Looked After Children*.
5. Catechumens** and children who belong to Eastern Christian** Churches.
6. Children of non-Catholic Christian** families whose parents wish them to have a Catholic education and whose application is supported by a minister of religion.
7. Children from non-Christian faiths whose parents wish them to have a Catholic education and whose application is supported by a religious leader.
8. Any other applicants.

Please note: In applying for each of the above eight oversubscription criteria, first priority will be given to those children who, at the proposed date of admission, will have a brother or sister attending St. Mary's Catholic Primary School.* The Governing Body will give top priority to an application within a category where compelling evidence is provided at the time of application of an exceptional social or medical need *of the child which only be met at this school.

Twins or multiple births

Where only one place is available for more than one child within the same family or an equidistant address, the offer of a place will be decided by random allocation.

Tie break

In the event of there being insufficient vacancies to admit all applicants in any of the categories detailed above, priority will be given to children whose parents'/legal guardians' residential address is nearest to the school.*

** Please refer to page 27 for definitions of the terms 'Looked After Children', 'siblings' and 'distance from home to school'.*

*** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.*

How places were offered for entry in September 2014

Places available: **60**

Total applications: **94**

All applicants were offered a place on offer day

Royal Borough voluntary aided (church) primary schools

St. Mary Abbots CE Primary School

The Governors of St. Mary Abbot's Church of England School are responsible for the admission of pupils to the school. A maximum of 30 children will be admitted to each class.

In your application you must say under which criterion you wish your child to be considered. If you want to apply for a Foundation Place, you will also need to complete the school's SIF and Clergy Form and submit to the school office.

Children will be admitted to the school in the following order of priority:

1. Looked After Children*.
2. Siblings*.
3. Open Places – Open Places will be allocated by the Governors according to nearness of the candidate's home to the school*.
4. Foundation Places – Foundation Places are offered to children from families who can demonstrate sustained commitment to a Christian church**.

We award Foundation Places in accordance with the following order of priority:

- (a) Of the total available places for Foundation Place applicants, seventy five percent will be awarded to the children of families who can demonstrate sustained commitment to St Mary Abbots Church or Christ Church Kensington.
- (b) Of the total available places available for Foundation Place applicants, fifteen percent will be awarded to the children of families who can demonstrate sustained commitment to other Kensington Deanery** Church of England Churches.
- (c) The remaining Foundation Places will be awarded to the children of families who can demonstrate sustained commitment to churches of other denominations being members of Churches Together in Britain and Ireland (CTBI) located within the Kensington Deanery.
- (d) Foundations Places still remaining will be awarded to the families of children who can demonstrate sustained commitment to churches of other denominations being members of CTBI churches outwith the Kensington Deanery.

In the event of oversubscription in any of the aforesaid categories, Foundation Places will be allocated by the Governors according to nearness of the candidate's home to the school.*

When a family has only moved into the area within the last three years, we will take into account evidence of their commitment to their previous church as supported by a form filled in by the previous priest or minister as well as the form filled in by the priest or minister at their current church (i.e. there will be at least two clergy forms to submit for those who have moved to a qualifying church within the past three years).

If sustained commitment to church cannot be demonstrated in accordance with the criteria above, applications should be made for an Open Place unless the "Children in Public Care" or "Siblings" criteria apply.

If, once siblings, Open and Foundation Places have been awarded as described above, vacant places still remain, they will be treated as further Open Places and filled in order of the candidates' homes' nearness to the school*.

* Please refer to page 27 for definitions of the terms 'Looked After Children', 'siblings' and 'distance from home to school'.

** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.

How places were offered for entry in September 2014

Places available: **30**

Number of applications: **227**

1 place was offered to a child with a Statement of SEN

Places offered under category 2 (siblings): **14**

Places offered under category 3 (Open): **4**
the furthest distance 0.0690 of a mile

Places offered under category 4 (Foundation): **11**
(under cat a, b, c)

There were no appeals submitted

St. Thomas' CE Primary School

St. Thomas' is a one form entry primary school. The governors have agreed with the relevant authorities that there will be a maximum of 30 children in each class.

Where there are more applicants than places, then places will be offered to children in the following order of priority:

1. Looked After Children*.
2. Children who have a particular learning, pastoral, medical or social need to attend St. Thomas' and who would not otherwise qualify for admission*.
3. Children who have a brother or sister* in the school at the time of admission.
4. Children of a member of staff:
 - (4.1) who has been employed at the school for two or more years at the time at which the application for admission to the school is made or;
 - (4.2) who is recruited to fill a vacant post for which there is a demonstrable skill shortage.
5. After the first four criteria have been decided 50 per cent of the remaining places are Foundation Places and will be given to children whose parents/guardians who:
 - 5.1) Habitually** worship at the Church of St. Thomas and St. Andrew, Kensal Road**.
 - 5.2) Habitually** worship at a Church of England Church within the Kensington Deanery**.
 - 5.3) Habitually** worship at another Christian church and who live within the parish of Kensal Town.
 - 5.4) Habitually worship at another Christian church.
6. The remaining 50 per cent are Community Places and will be given to children who live nearest the school*.

Foundation places will be allocated first and if this category is oversubscribed, added to the Community Places (5) list. Foundation places will be prioritised from 5.1 to 5.2, 5.3 then 5.4.

In the normal course, applicants under each of the first five criteria will be prioritised according to proximity to the school.*

* Please refer to page 27 for definitions of the terms 'Looked After Children', 'siblings' and 'distance from home to school'.

** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.

How places were offered for entry in September 2014

Places available: **30**

Number of applications: **93**

1 place was offered under criteria 2 (med/soc)

Places offered under criteria 3 (Siblings): **13**

Places offered under criteria 5 (Foundation): **8**

Places offered under criteria 6 (Community): **8**
the furthest distance was 0.1485 of a mile

There were no appeals submitted

Royal Borough voluntary aided (church) primary schools

Servite RC Primary School

The Governing Body is responsible for admissions and intends to admit up to a maximum of 30 children annually to the Reception Class. Wherever there are more applicants than places available, priority will be given to Catholic applicants in accordance with the oversubscription criteria given below.

For those who apply under criteria 2 and 3, parents must provide the completed Catholic Practice Self Assessment and Parish Priest's Reference Form. This must be signed by the Parish Priest and endorsed with the parish stamp.

If the number of applications exceeds the number of places available, places will be offered in the following order of priority:

1. Baptised Catholic** Looked After Children*.
2. Baptised practising** Catholics who worship at the parish of Our Lady of Dolours, Fulham Road.
3. Other Baptised practising Catholic children.
4. Other Baptised Catholic children.
5. Other Looked After Children*.
6. Catechumens** and members of an Eastern Christian Church**.
7. Christians of other denominations whose parents wish them to have a Catholic education and whose application is supported by a minister of religion.
8. Any other applicants.

Where the offer of places to all the applicants in any of the categories above would lead to oversubscription, the following provisions will be applied:

- The attendance of a sibling* at the school at the time of enrolment will increase the priority of an application in each category.
- Priority will be given to children of staff, where the staff member has been employed at the school for at least two years at the time of application.
- Geographical proximity* of the child's home to the school.

Exceptional Needs

The Governing Body will give top priority to an application within a category where compelling evidence is provided at the time of application of an exceptional social, medical or pastoral need* of the child which can only be met at this school.

** Please refer to page 27 for definitions of the terms 'Looked After Children', 'siblings' and 'distance from home to school'.*

*** These criteria form part of, and must be read in the context of, the full admissions policy and notes contained within the school's published arrangements. Please refer to the school prospectus or website, or the Royal Borough's website, for details of the full policy and admission arrangements.*

How places were offered for entry in September 2014

Places available: **30**

Total applications: **187**

Places offered under category 1 (Baptised Catholic Looked After Children): **0**

Places offered under category 2 (Baptised Practising Catholics who worship at the parish of Our Lady of Dolours, Fulham Road): **30** (which includes pupils with siblings at the school and a child with a Statement of SEN)

No places were offered beyond category 2

There were 7 appeals submitted. None were successful



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In-Year admissions

An In-Year admission is when an application for a school place needs to be made outside of the normal admission round (e.g. the first year of entry to a school). In most cases your reason for making an application will be that you have moved to a new area, moved from abroad or you would like to transfer your child from one school to another. There is a separate process for applying in-year for a school place further information and guidance can be found on the Royal Borough website: www.rbkc.gov.uk/schools/admissions

Support for school attendance

After you have been allocated a school place, making sure your child attends school regularly and on time every day is really important, not only to make sure they have the best possible chance to get the most out of their education but also because children who are not in school are more likely to get into trouble outside of school or be vulnerable. Parents have a legal responsibility to get their children to school, but if you are having difficulties with this, it is important you talk to school staff who are there to help you.

You or school staff may feel you need some extra help. Each borough has professional staff who work with families with children who are not attending school. They are based in the Early Help team if you live in K&C (tel: **020 7598 4405**) and the Locality teams if you live in Westminster (tel: **020 7641 4000**) or Hammersmith and Fulham (tel: **020 8753 6600**). These multi-disciplinary teams will work with schools, children and parents to improve children's attendance and reduce unnecessary absence and truancy.

There is also a Tri Borough central team – The ACE Team – concentrating on the following areas of work: Attendance (processing legal action for entrenched non-attendance & issuing penalty notices), Child employment and children in entertainment and Elective home education and children missing education. This team is based at Kensington Town Hall and can be contacted on **020 8753 2877**.

Children with Disabilities Team

The team offers information, advice, support and practical help to families with children who have a permanent and substantial disability or long-term illness that impacts on their everyday living.

We offer advice on how to access services available for children and young people who have disabilities. The initial way to contact us is through our duty social worker who is available on **020 7598 4921** 9am to 5pm.

Special Educational Needs or Education, Health Care Plans

The majority of children and young people with Special Educational Needs (SEN) or disabilities will have their needs met within local mainstream early years settings, schools or colleges. The Royal Borough ensures that there are arrangements in place within these settings for identifying, assessing and making provision for pupils with SEN. If you believe that your child has a special learning need, it is always advisable to discuss this with the head teacher when you visit the school to which you are thinking of applying. Each school has a budget for meeting the needs of pupils with SEN and will be able to talk to you about the support they provide for children with learning needs and how they will meet your child's needs.

The Local Authority expects mainstream schools to work with parents to track children's progress and record the outcomes and agreed provision in an SEN support resourced plan. Some children and young people with SEN or disabilities may need a level or type of support that cannot be provided by a mainstream school and/or within a mainstream school's budget. For such pupils it may be necessary to carry out an Education, Health and Care needs assessment. The local authority can then decide whether an Education, Health and Care plan should be written. An Education, Health and Care plan details how a child's additional needs will be met. If your child has an Education, Health and Care plan or a Statement of special educational needs, the information set out in this brochure relating to the application process does not apply to you. To discuss the arrangements which will need to be made for your child please contact tel: **020 7361 3311**.

Education Psychology Service

Every school has the support of an educational psychologist – a specialist in how children and young people develop and learn. Help may be asked for when pupils show difficulties over their behaviour, learning or progress generally in school.

Educational psychologists will work with children only if the parents agree. Parents themselves may ask for their help through the school.

For more information, contact the Education Psychology Service on **020 7361 3311**.

Additional information

Family Information Service

The Family Information Service (FIS) provides impartial and confidential information, advice and guidance to help parents, carers, children, young people and professionals working with families find the services and support they need.

We provide information and guidance on local childcare (childminders, nurseries etc), youth clubs, sport and leisure activities, family support groups, toddler groups or services for children with a disability, in fact, any service which will help you in your family life. We run a freephone helpline, email and text message service, however if you would like to meet someone face to face please call us to arrange an appointment. You can also obtain information on local services by visiting our FIS website.

Address:

Family Information Service, Kensington Town Hall,
Room 123, Hornton Street, W8 7RX

📞 020 7361 3302

✉️ fis@rbkc.gov.uk

🌐 www.rbkc.gov.uk/fis

Send a message starting with **'FAMILY'** to **60777**
(please include contact details).

Financial assistance with home to school travel

All children under 16 in full-time education can travel free on bus and tram services. All Children ten and under can travel free on London Underground services if travelling with a paying adult or if travelling unaccompanied using a Zip 5-10 Oyster Photocard. Children under ten using a Zip 5-10 Oyster Photocard can also travel at 'child rate' on National Rail Services. For further information, please visit the Transport for London (TfL) website at www.tfl.gov.uk

It is expected that children that are resident in the Royal Borough of Kensington and Chelsea make use of the concessions offered by TfL, including free travel across London. However, there may be circumstances where travel assistance is required outside the scope of free arrangements offered by TfL. In this instance, the Royal Borough of Kensington and Chelsea will take account of the statutory requirements.

The full policy and application form are available from the School Admissions and Travel Team on **020 7745 6432**, or on the Royal Borough of Kensington and Chelsea's website at www.rbkc.gov.uk/schools/admissions



Free school meals

School meals are available at a standard charge. If parents are in receipt of Income Support from the Department of Work and Pensions, their children are entitled to free meals. The headteacher can arrange for suitable meals to be made available for children who need special diets for religious or health reasons. Application forms for free meals can be obtained from schools.

From September 2014, schools will receive £1,300 for each pupil by registering for free school meals. Even if you do not want your child to receive the meal, we encourage you to register so that your school receives as much funding as possible.

Contacting the School Admissions Team

The Royal Borough of Kensington and Chelsea Admission team work in partnership with the London Borough of Hammersmith and Fulham and Westminster City Council Admission teams as a tri-borough Admissions Service.

The Tri-borough Team are based at Kensington and Chelsea Town Hall, Hornton Street, London W8 7NX and can be contacted between 9.00-5.00pm, Monday to Friday.

Royal Borough of Kensington and Chelsea residents

- ☎ 020 7745 6432
- ✉ school.admissions@rbkc.gov.uk
- 🌐 www.rbkc.gov.uk/schools/admissions

London Borough of Hammersmith and Fulham residents

- ☎ 020 7745 6434
- ✉ school.admissions@lbhf.gov.uk
- 🌐 www.lbhf.gov.uk/schooladmissions

Westminster City Council residents

- ☎ 020 7745 6433
- ✉ schooladmissions@westminster.gov.uk
- 🌐 www.westminster.gov.uk/admissions

Please note: at busy times, it may be necessary make an appointments if you need to see a member of the Admissions Team in person.

Contact details for other neighbouring boroughs:

Information about schools in neighbouring boroughs can be obtained by contacting the respective School Admissions Section, or visiting their website. Contact information can be found below:

Brent School Admissions Service

- ☎ 020 8937 3110
- ✉ school.admissions@brent.gov.uk
- 🌐 www.brent.gov.uk

Wandsworth School Admissions Team

- ☎ 020 8871 7316
- ✉ admissions@wandsworth.gov.uk
- 🌐 www.wandsworth.gov.uk



Nursery schools and children's centres



Information and how to apply

Free or subsidised nursery part-time (15 hours per week) early years education places are available for three and four year old children in Kensington and Chelsea.

The Royal Borough provides free part-time places at its children's centres – Chelsea Open Air Nursery and Children's Centre, Golborne Children's Centre, Maxilla Children's Centre, St. Anne's Nursery School and Children's Centre – and in the nursery classes of its primary schools.

The Royal Borough also supports the provision of free or subsidised nursery places for three and four year old children at a number of pre-schools (playgroups), private day nurseries and independent schools with nurseries. This is subsidised by the Minimum Free Entitlement (MFE) funding.

When can my child start at a Royal Borough nursery school or nursery class?

If you would like your child to attend a nursery school which is part of a children's centre, or a nursery class of one of the Royal Borough's primary schools, you should contact the school you prefer when your child reaches the age of two.

That will ensure that he or she is considered for a place at the proper time when a vacancy occurs. You should note, however, that the length of time that a child's name is on waiting list does not give priority over later applicants.

Online applications cannot be made to nursery schools, nursery classes or children's centres. Children can only begin nursery school or attend nursery class in the term after their third birthday. Admissions usually take place in September, however some free places for children may be deferred until the following January.

If you are a resident of the Royal Borough but wish your child to attend a nursery school, class or early years centre in another local authority, you should contact that authority to find out if you can do that. If you are not a resident of the Royal Borough but wish your child to attend one of our nursery schools or classes, you will only be able to do so if no borough resident wants a place – and providing your own local authority has agreed to pay for the cost of the place.

How are admissions to the Royal Borough's nursery schools and classes decided?

Voluntary aided primary schools which have nursery classes make their own decisions about which children should be admitted, based on their published criteria. If you wish your child to go to one of these classes, please ask the school(s) you would prefer for information on how to apply.

There are no voluntary aided nursery schools in the Royal Borough. There is no right of appeal against a decision not to offer a nursery school place.

How do I get a free or subsidised place at other nurseries?

If your child is three or four years old and attends a preschool (playgroup), private day nursery or an independent school with a nursery which receives the MFE, you could have access to 15 hours of free early years education and childcare.

To find out which providers receive Minimum Free Entitlement, please contact the Royal Borough's Family Information Service on **020 7361 3302**, or email **fis@rbkc.gov.uk**

You can also find out further details and a list of providers at **www.rbkc.gov.uk/fis** by selecting the 'nursery funding' menu option.

Chelsea Open Air Nursery School and Children's Centre

Address: 51 Glebe Place, SW3 5JE

Ms Julie Coackley

☎ 020 7352 8374

✉ info@coans.rbkc.sch.uk

🌐 www.chelseaopenairnursery.co.uk

Places for 3 and 4 year olds: 60 places in total – 18 full time, 42 part time

Chelsea Open Air Nursery School and Children's Centre also operates additional childcare before and after the school day between 0800 and 1700. There is a charge for the extended day.

Other services are available at Chelsea Open Air Nursery School and Children's Centre. Information about these is available to parents who call **020 7352 8374**.

Applications to Chelsea Open Air Nursery School

Admissions to the nursery school usually take place in September. Chelsea Open Air Nursery School always has more applications than there are places available. You can apply for a place from your child's second birthday.

Children will not be admitted until the term after their third birthday. Children will not be offered a place for less than two terms, unless they are transferring from another state nursery school or class.

For more information about admission to Chelsea Open Air Nursery School and Children's Centre, or to request an application form, please call the school office on **020 7352 8374** or visit **www.chelseaopenairnursery.co.uk**

Golborne Children's Centre

Address: 2a Bevington Road, W10 5TN

Veronica Hilliard

☎ 020 8968 5622

✉ info@golborne.rbkc.sch.uk

🌐 www.golborne.rbkc.sch.uk

Places for 3 and 4 year olds: 58 part-time places

Golborne Children's Centre has places for a total of 82 children, ranging in age from nine months to five years. Twenty-five of the places offer a full daycare service (either between 8am and 6pm, or 8.30am and 4.30pm) for children under three. A charge is made for these places. The other 58 places are for children aged between three and five years old. These are early education places, which are available free of charge for 15 hours per week during term time only.

We are able to offer some funded full time places, but you will need to fit criteria set by the local authority. If you do not meet the criteria for a funded full time place, you will be able to pay a top-up fee. Please ask at the centre for more information.

Admissions to the nursery school usually take place in September and January. Children will not be admitted until the term after their third birthday. To apply for an education place at the nursery school, please call the Senior Administrative Officer on **020 8968 5622**.



Nursery schools and children's centres

Maxilla Children's Centre

Address:

4 Maxilla Walk, Kingsdown Close, W10 6NQ

Ms C Barton

☎ 020 8960 3981

✉ info@maxilla.rbkc.sch.uk

🌐 www.maxillachildrenscentre.com

Places for 3 and 4 year olds: Up to 60 places

Maxilla Children's Centre has up to 60 places for children aged between three and five years. These are a mix of full time (30hrs) and part-time (15 hours) education places, which are offered free of charge during term time only, between the school hours of 9.15am and 3.15pm.

Maxilla Children's Centre also offers part time (15hrs) early education places for 2yr olds. These places are free of charge to children who meet the eligibility criteria and are available during term time only between the hours of 9.30am to 2.30pm on Tuesdays, Wednesdays and Thursdays.

Additional childcare provision at Maxilla

Maxilla Children's Centre offers additional childcare provision for children with part time education places in the nursery school as well as an extended day service. There is a breakfast club, which is available from 8am to 9.15am, and an after school facility from 3.30pm to 5.45pm.

A childcare service is also available during school half-terms and the Easter and summer school holidays. Extended day services are provided in partnership with St. Anne's Nursery School and a local voluntary organisation.

There is a charge for all additional childcare and extended day services.

St. Anne's Nursery School

Address:

Latimer Education Centre, Freston Road, W10 6TT

At present, the school is managed in partnership with the St. Francis of Assisi Primary School.

☎ 020 8969 1024

✉ info@st-annes.rbkc.sch.uk

🌐 www.st-annes.rbkc.sch.uk

Places for 3 and 4 year olds: 75 full-time places

Cheyne Children's Centre

Address: 10 Thorndike Close, SW10 0ST

☎ 020 7349 1650

Clare Gardens Children's Centre

Address: 349 Westbourne Park Road, W11 1EG

☎ 020 7727 2725

St. Quintin Centre for disabled children and young people

Address: 2a Wallingford Avenue, W10 6QB

☎ 020 8968 2570

Violet Melchett Family Centre

Address: 30 Flood Street, SW3 5RR

☎ 020 7938 8621



Notes

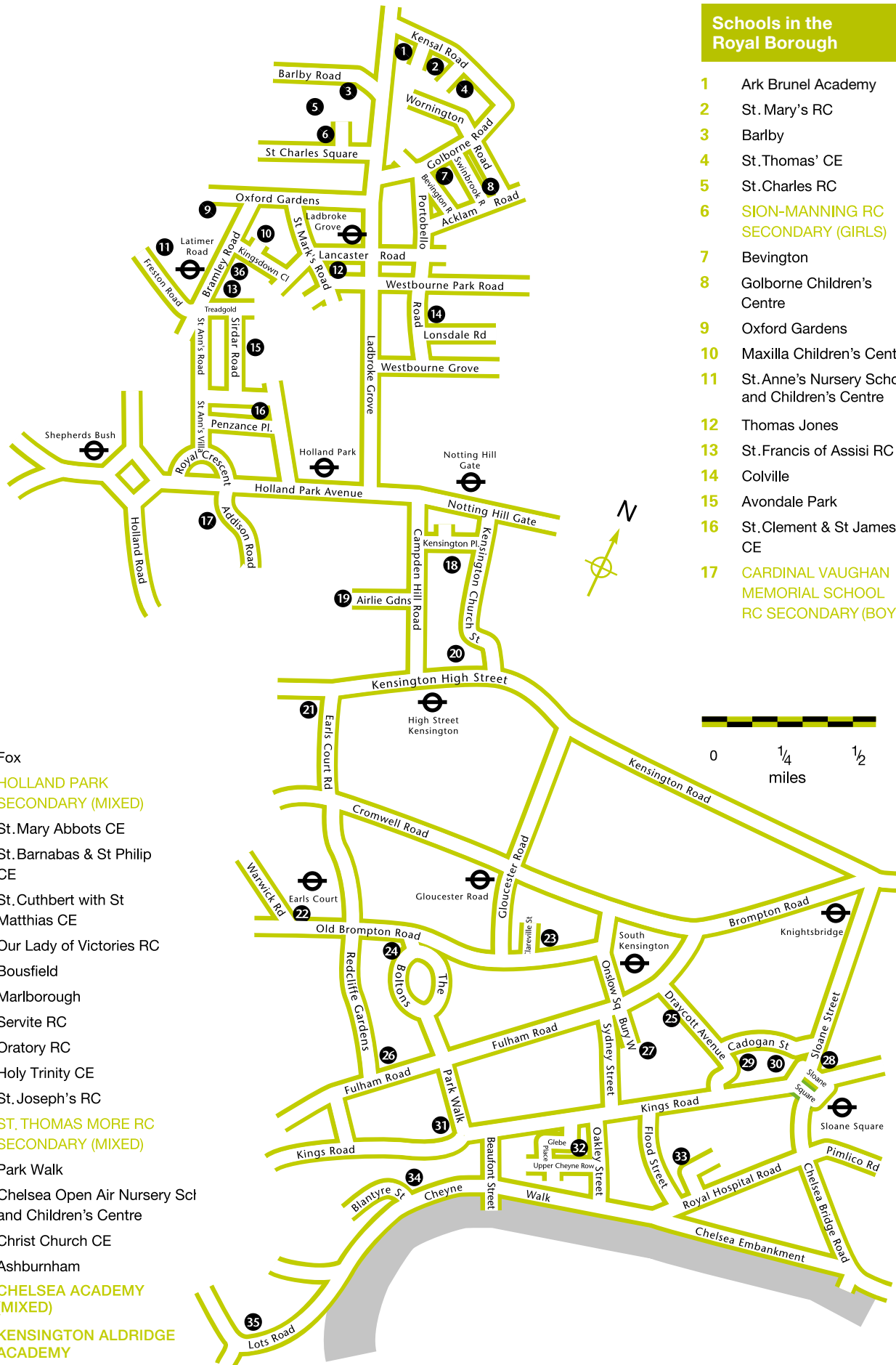


Map of Royal Borough schools

Schools in the Royal Borough

- 1 Ark Brunel Academy
- 2 St. Mary's RC
- 3 Barlby
- 4 St. Thomas' CE
- 5 St. Charles RC
- 6 SION-MANNING RC SECONDARY (GIRLS)
- 7 Bevington
- 8 Golborne Children's Centre
- 9 Oxford Gardens
- 10 Maxilla Children's Centre
- 11 St. Anne's Nursery School and Children's Centre
- 12 Thomas Jones
- 13 St. Francis of Assisi RC
- 14 Colville
- 15 Avondale Park
- 16 St. Clement & St James CE
- 17 CARDINAL VAUGHAN MEMORIAL SCHOOL RC SECONDARY (BOYS)

- 18 Fox
- 19 HOLLAND PARK SECONDARY (MIXED)
- 20 St. Mary Abbots CE
- 21 St. Barnabas & St Philip CE
- 22 St. Cuthbert with St Matthias CE
- 23 Our Lady of Victories RC
- 24 Bousfield
- 25 Marlborough
- 26 Servite RC
- 27 Oratory RC
- 28 Holy Trinity CE
- 29 St. Joseph's RC
- 30 ST. THOMAS MORE RC SECONDARY (MIXED)
- 31 Park Walk
- 32 Chelsea Open Air Nursery Sch and Children's Centre
- 33 Christ Church CE
- 34 Ashburnham
- 35 CHELSEA ACADEMY (MIXED)
- 36 KENSINGTON ALDRIDGE ACADEMY (location approximate)






Contacting the School Admissions Team

The Royal Borough of Kensington and Chelsea Admission team work in partnership with the London Borough of Hammersmith and Fulham and Westminster City Council Admission teams as a tri-borough Admissions Service.

The Tri-borough Team are based at Kensington and Chelsea Town Hall, Hornton Street, London W8 7NX and can be contacted between 9.00-5.00pm, Monday to Friday.

Royal Borough of Kensington and Chelsea residents

-  020 7745 6432
-  school.admissions@rbkc.gov.uk
-  www.rbkc.gov.uk/schools/admissions

London Borough of Hammersmith and Fulham residents

-  020 7745 6434
-  school.admissions@lbhf.gov.uk
-  www.lbhf.gov.uk/schooladmissions

Westminster City Council residents

-  020 7745 6433
-  schooladmissions@westminster.gov.uk
-  www.westminster.gov.uk/admissions

Apply online at www.rbkc.gov.uk/eadmissions