

Moving up to Secondary School: FAQ's and Useful Information

Key Dates

1 st September 2018	Applications for school places open
7 th September 2018	Deadline to register for the Grammar School test
22 nd September 2018	Grammar School test date
31 st October 2018	Deadline for applications to be submitted to Bournemouth Borough Council
1 st March 2019	Date of allocation results – online results available and letters posted out

How do I apply for my child's secondary school place for September 2019?

If you are a Bournemouth resident you must apply to Bournemouth Borough Council, either online or using a paper form.

Online applications may be made at <https://enrol.bournemouth.gov.uk> from the 1 September 2018. You will need an email address to create an online account.

Paper applications can be requested from the Children's Information Service (CIS) or collected from the Customer Contact Centre, St Stephen's Road. There will also be some available from your child's primary school.

If you are applying to a school with religious criteria, you will need to complete a Supplementary Information Form (SIF) to prove your religious commitment and be considered on these grounds. These can be found on each individual school's website and will need to be returned to the school directly by **31 October 2018**.

The deadline to submit your application is **31st October 2018**.

Are there any benefits to applying online?

If you decide to apply online or provide an email address on your paper form, you will be sent an email on 1 March 2019 containing a link to a PDF copy of your offer letter. You will also be able to log in to your account on the morning of 1 March 2019 if you applied online, and see which school your child has been offered.

If you apply using a paper form and do not provide an email address you will need to wait until you receive your offer letter – posted on **1 March 2019**.

How do I decide which school I should apply for?

You should look at Ofsted reports for the schools and attend the open evenings taking place from July to October 2018. A list of open evenings can be found towards the end of this information pack.

You can also look at the allocation statistics from last year's allocation. However, this should only be used as a guide.

You can only apply for a school which has a main point of entry in Year 7 as part of the secondary round. This includes all the secondary schools in Bournemouth. If you are interested in applying for a school in another Borough you will need to check that they start in Year 7.

How do I apply for a place at a Grammar School?

You must name the grammar school as one of your preferences on your Local Authority preference form and submit it by **31 October 2018**. Sitting and passing the test is not an application for a place.

If you are applying for a place at one of the grammar schools in Bournemouth or Poole, your child will need to sit a test. You will need to register her/him for testing. The deadline to register for testing is 12 noon on **7th September 2018**. Registration forms can be downloaded from the schools' websites or requested from the schools directly.

The tests will take place on Saturday **22nd September 2018**, where pupils will be tested in Maths, English and Verbal Reasoning. Results will be posted out first class in the third week of October 2018 so you will know if your child has passed the test before you need to submit your application.

[I've heard there is a new school opening in Bournemouth. How do I apply for a place there?](#)

There is the possibility that a new school (The Livingstone Academy) will be opening in Bournemouth at some point in the future. The date for opening has not yet been confirmed by the Department for Education.

Please keep an eye on the Bournemouth Borough Council website, as information on any new schools is published there. www.bournemouth.gov.uk/applyforschool

If you want to know more about the potential new school and the Aspirations Academy Trust you may wish to visit their website: <http://www.livingstonebournemouth.org>

[Where do I apply if I am not a Bournemouth Resident?](#)

If you are not a Bournemouth resident, you must apply to the Authority where you live (this would be where you pay your council tax). You are able to apply for Bournemouth schools on another authority's form if you wish.

[Where can I get help and advice about the process of applying for a secondary school place?](#)

You can speak to a member of the Children's Information Service (CIS) about this process. They can be contacted by phone on 01202 456222, via email at cis@bournemouth.gov.uk, or you can visit them at the Customer Contact Centre (see back page for full address).

You can also read our booklet 'Moving up to Secondary School', which will be available online at <https://enrol.bournemouth.gov.uk> from 1 September 2018. There will also be a copy for reference at the Customer Contact Centre via CIS, all Bournemouth schools and Bournemouth Libraries from September. This booklet contains a lot of information about the process and also includes the admissions policies for each Bournemouth secondary school.

[When do I need to return my application?](#)

All applications from Bournemouth residents (online and paper) must be submitted by midnight **31 October 2018**. Paper forms must be received by the Admissions team by this date.

[What happens if my application is late?](#)

If your application is not received by the closing date of **31 October 2018** it will be classed as late. All applications received by **31 October 2018** will be considered before yours and the chance of getting the place you want may be reduced.

[How will I know if you have received my application?](#)

Online applicants will receive an automatic email confirming the application has been received. Once the application has been uploaded you will receive another email to confirm this. Please check your spam and junk folders if you do not receive one in your usual inbox. If you apply using a paper form, we will send you an acknowledgement by post (or email if requested on your form).

If you do not receive an email or a paper acknowledgement we have NOT received your application. It is important that you contact us about this with enough time to submit another if necessary.

[I'm a Bournemouth resident, am I able to apply for schools outside of Bournemouth?](#)

Yes. You can list any schools on your Bournemouth application, including those outside of Bournemouth as long as they transfer at the same time, ie: from Year 6 to Year 7.

[What happens if my child lives part time with each parent?](#)

Only one application and address can be considered for each pupil. If parents are separated, you must come to an agreement about the schools you apply for. If you can't agree, you will need to check each school's admissions policy to see how they will decide which address to use.

[When will I hear?](#)

All applicants who provided a valid email address will receive an email containing a link to a PDF copy of their offer letter on 1 March 2019. They will be able to download and print this letter and return the reply slip by post or email. Online applicants will be able to log in to their accounts mid morning on 1 March 2019 and complete the reply online.

Letters will be sent on 1 March to all applicants who have not provided a valid email address.

You can accept a place online, by email or by returning the paper reply slip.

[What if I forget the password to my online account?](#)

The Children's Information Service and Admissions Team are unable to help with forgotten passwords so it's important that you remember it.

All passwords contain at least one upper case and at least one lower case letter, and at least one number.

If you are still unable to log in to your account then you will have to request that a letter be sent in the post. We are unable to give results over the telephone under any circumstances.

[What if I do not get offered the school I want?](#)

If we are unable to offer you any of the schools you have requested and you are a Bournemouth resident, we will redirect you to the closest school to you which is able to offer a place. This may not be close to your house.

If you are not a Bournemouth resident you will need to speak to your home Authority to find out what action they take in these circumstances.

You may request that your child be placed on the waiting list for schools who have not offered you a place. To do this, you will need to put this request in writing. This can be in the form of an email, or by indicating that you wish to be placed on the waiting list for each school on your reply slip. You may also request additional preferences at this stage if you wish. These will be dealt with after all the late applications have been processed.

If you decide to appeal a decision not to offer your child a place, you will need to contact the schools who have refused to ask about their appeal process.

[Will a place offered to my child ever be taken away?](#)

An offered place may be withdrawn if you do not respond to the offer within a reasonable timescale. The deadline to respond to the offer will be included on the letter you receive.

We may also withdraw a place if it was offered based upon a fraudulent or misleading application, such as under a false address.

My child has Special Educational Needs (SEN) – who do I apply to?

If your child has an Education, Health and Care Plan (EHCP) or Statement of SEN you should speak to the SEN Inclusion Team on 01202 456166.

If your child has SEN but no EHCP or Statement of SEN, you should talk to the Special Educational Needs Co-ordinator or the Headteacher at your child's current primary school.

You may also contact SENDiass on 01202 451970. They are independent and confidential and offer guidance on issues relating to SEN, exclusions and school admissions appeals.

How will my child get to school?

All schools can provide information on the buses which serve them. Bus companies such as Yellow Buses and More Buses provide information on their websites about the buses they run which serve Bournemouth secondary schools.

What has happened in previous years?

The tables on the following pages provide detailed statistics for the main allocation for children transferring to secondary school in September 2018. You will need to check the categories against the relevant policies on the Bournemouth Council website.

Figures from previous years are available on request. Categories for previous years may have been different so you should check the school's past policy for the correct information.

Please remember this information should only be used as a guide. The figures differ from year to year, for example if there are more/fewer children living in a particular area. Changes in the popularity of a school (or a neighbouring school) can also affect the number of applications a school receives.

All the figures relate to the main allocation of places on 1 March 2018 and do not include any applications received after the initial closing date.

The number of applicants 'redirected' to a school - ie: offered a place there having been unsuccessful with all of their preferences – is noted, where applicable, at the bottom of the school's table. The last distance offered is also listed if the cut off is within a category.

The categories correspond with those in the admissions policy (criteria/category) for 2018-19 which may differ from those in effect in 2019-20. These can be found on the Bournemouth Borough Council website.

TRANSFER TO SECONDARY SCHOOL IN SEPTEMBER 2018 SUMMARY OF ALLOCATION FOR EACH BOURNEMOUTH SCHOOL

Below, for each school in Bournemouth at the main allocation on 1 March 2018, is a summary of the number of applications received, for each preference rank (1st, 2nd, 3rd) and for each of the admissions categories, along with the number offered, number gaining a higher preference and number refused in each of those categories. The number 'redirected' to a school, where they could not be offered any of their preferences, is shown beneath that school's table, where applicable.

Some figures for 3rd preference may include lower preferences from Authorities which allow more than three preferences to be made.

Data accurate as at 26/02/2018.

Avonbourne College (number of places available: 210)

Category	Preference rank			Total applications
	1st	2nd	3rd	
SEN / 1. LAC	1	2	1	4
2. Sibling	29	3		32
3. Staff member	2			2
4. In-area	65	63	51	179
5. Out-of-area	18	50	50	118
Total	115	118	102	335

Total offers	Gained higher preference	Total refusals
1	3	
31	1	
2		
100	79	
28	90	
162	173	0

A further 28 children were 'redirected'; therefore the total number of places offered was 190.

The Bishop of Winchester Academy (number of places available: 210)

Category	Preference rank			Total applications
	1st	2nd	3rd	
SEN / 1. LAC *	3			3
2. Staff	1			1
4. Sibling	55	10	3	68
5a. Religious commitment	4	18	8	30
5b. World religions	2	1	1	4
6. Distance	100	191	227	518
Total	165	220	239	624

Total offers	Gained higher preference	Total refusals
3		
1		
60	8	
10	20	
2	2	
134	336	48
210	366	48

Last distance offered in Category 6: **1.255 miles** by straight-line measurement.

* Excludes children with a Statement of SEN or EHCP, admitted to the Emmaus Centre (for children with complex communications needs) who do not count towards the Admissions Number of 210.

The Bourne Academy (number of places available: 180)

Category	Preference rank			Total applications
	1st	2nd	3rd	
SEN / 1. LAC	12		1	13
2. Sibling	53	7		60
3. Distance	123	198	146	467
Total	188	205	147	540

Total offers	Gained higher preference	Total refusals
12	1	
53	7	
115	297	55
180	305	55

Last distance offered in Category 3: **1.557 miles** by straight-line measurement.

Bournemouth School (number of places available: 150)

Category	Preference rank			Total applications
	1st	2nd	3rd	
Met selection criteria	196	70	7	273
Did not meet criteria	20	6	10	36
Did not sit test	13	8	8	29
Total	229	84	25	338

Total offers	Gained higher preference	Total refusals
150	70	53
	12	24
	13	16
150	95	93

Bournemouth School for Girls (number of places available: 166)

Category	Preference rank			Total applications
	1st	2nd	3rd	
Met selection criteria	189	55	7	251
Did not meet criteria	32	15	7	54
Did not sit test	13	9	8	30
Total	234	79	22	335

Total offers	Gained higher preference	Total refusals
166	57	28
	16	38
	12	18
166	85	84

Glenmoor Academy (number of places available: **180**)

Category	Preference rank			Total applications
	1st	2nd	3rd	
SEN / 1. LAC	3	1	1	5
2. Sibling	21	2		23
3. Distance	169	145	99	413
Total	193	148	100	441

Total offers	Gained higher preference	Total refusals
3	2	
22	1	
155	215	43
180	218	43

Last distance offered in Category 3: **1.626 miles** by straight-line measurement.

Harewood College (number of places available: **180**)

Category	Preference rank			Total applications
	1st	2nd	3rd	
SEN / 1. LAC		2		2
2. Sibling	14	3	2	19
3. Staff member				0
4. In-area	38	33	35	106
5. Out-of-area	6	30	28	64
Total	58	68	65	191

Total offers	Gained higher preference	Total refusals
	2	
14	5	
73	33	
17	47	
104	87	0

A further 52 children were 'redirected'; therefore the total number of places offered was **156**.

Oak Academy (number of places available: **240**)

Category	Preference rank			Total applications
	1st	2nd	3rd	
SEN / 1. LAC	1	1		2
2. In-area with sibling	13			13
3. In-area	27	23	21	71
4. Out-of-area with sibling	7	2		9
5. Out-of-area	10	36	28	74
Total	58	62	49	169

Total offers	Gained higher preference	Total refusals
1	1	
13		
31	40	
9		
16	58	
70	99	0

A further 5 children were 'redirected'; therefore the total number of places offered was **75**.

St Peter's School (number of places available: **240**)

Category	Preference rank			Total applications
	1st	2nd	3rd	
SEN / 1. Baptised LAC	10			10
2. Baptised Catholic child	182	39	8	229
3. Non-baptised LAC	3	3	3	9
4. Children of staff	2	1		3
5. Other Christian	46	21	8	75
6. Other faiths	6	3		9
7. Other children	83	172	106	361
Total	332	239	125	696

Total offers	Gained higher preference	Total refusals
10		
193	36	
3	6	
2	1	
32	24	19
	1	8
	231	130
240	299	157

The last place offered in Category 5 was to a child without a sibling at a distance of **1.249 miles** by straight-line measurement.

Winton Academy (number of places available: **180**)

Category	Preference rank			Total applications
	1st	2nd	3rd	
SEN / 1. LAC	3		1	4
2. Sibling	32	3	2	37
3. Distance	202	194	91	487
Total	237	197	94	528

Total offers	Gained higher preference	Total refusals
3	1	
33	4	
144	234	109
180	239	109

Last distance offered in Category 3: **1.284 miles** by straight-line measurement.

Secondary School Open Evenings

School	Head teacher / Principal	Day	Date	Time
Avonbourne College	CEO: Mrs D Godfrey-Phaure Principal: Mr J Holbrook	Wednesday	19/09/18	Morning Session Parents Only 8:45am-10:00am
		Wednesday	19/09/18	6:00pm-8:30pm
The Bishop of Winchester Academy	Mr P McKeown	Tuesday	18/09/18	5:00pm-7:30pm
The Bourne Academy	Mr M Avoth	Wednesday	26/09/18	6:00pm-8:00pm
Bournemouth School	Dr D Lewis	Thursday	05/07/18	6:30pm-8:30pm
Bournemouth School for Girls	Mr A Brien	Tuesday	03/07/18	2:00pm-6:00pm
Glenmoor Academy	Executive Principal: Mr B Antell	Monday	10/09/18	5:00pm-8:00pm
Harewood College	CEO: Mrs D Godfrey-Phaure Principal: Mr D Bromfield	Thursday	27/09/18	Morning Session Parents Only 9:00am-10:30am
		Thursday	27/09/18	6:00pm-8:30pm
Oak Academy	Mr R Burgas	Wednesday	04/10/18	6:00pm-8:00pm
St Peter's Catholic School	Mr D Tod	Thursday	20/09/18	6:00pm-8:00pm
		Tuesday	25/09/18	6:00pm-8:00pm
Winton Academy	Executive Principal: Mr B Antell	Tuesday	11/09/18	5:00pm-8:00pm

Useful Contact Details

<p>Bournemouth Children's Information Service Customer Contact Centre St. Stephen's Road Bournemouth BH2 5EB Tel:01202 456222 cis@bournemouth.gov.uk www.bournemouth.gov.uk/schools</p>	<p>School Admissions Team Bournemouth Borough Council Town Hall E3, Bourne Avenue Bournemouth BH2 6DY Tel: 01202 456198 www.bournemouth.gov.uk/applyforschool school.admissions@bournemouth.gov.uk</p>
<p>Poole Admissions Children, Young People & Learning Dolphin Centre Poole BH15 1SA Tel:01202 261936</p>	<p>Appeals Officer, Democratic Services Bournemouth Borough Council Town Hall, Bourne Avenue Bournemouth BH2 6DY Tel: 01202 451163</p>
<p>Dorset Admissions Dorset County Council Country Hall, Dorchester DT1 1XJ Tel:01305 221060 admissions@dorsetcc.gov.uk</p>	<p>Special Educational Needs Inclusion Team Tel: 01202 456166</p>
<p>SENDIASS Bournemouth Learning Centre Ensbury Avenue Bournemouth BH10 4HG Tel: 01202 451970 sendiass@bournemouth.gov.uk</p>	