



BEDFORD
BOROUGH COUNCIL



School Transfer 2017

For children transferring school in September 2017

You can apply online at - www.bedford.gov.uk/onlineadmissions

Children's and Adults' Services

Any reference to school in this publication includes academies, community, foundation, trust, voluntary aided and voluntary controlled schools within the same age range.

© Copyright Bedford Borough Council 2016

We would like to thank the parents of the children who appear in our publications for permission to use their photographs.

Contents

A message from the Director of Children's and Adults' Services	3
Introduction	4
Who to contact	4
The transfer process timetable	5
Applying for a school place	6
Admission criteria	8
How to complete your application	9
Who allocates places?	13
How are places allocated?	13
Late applications	14
How you will hear the result of your application	15
Waiting lists	15
Home to school transport	16
Admission to Other Year Groups	17
Schedule of Open Days / Evenings autumn 2015	18
Schools information sheets – key	20
Schools Information sheets	22
Map of Bedford Borough	38

A message from the Director for Children's and Adults' Services

Welcome to Bedford Borough Council's School Transfer Booklet. This booklet is for parents / carers of children who are due to transfer to a different school in September 2017.

As the Director for Children's and Adults' Services I want to make sure that you have the necessary information to enable you to make an informed decision regarding your preference for your child's education.

This booklet provides you with important information to help you through the process of applying for a school place. It contains information about the schools in the area and explains how and when places are allocated.

You can apply for a school place using the online application system, in accordance with the information in this booklet. Applying online is a quick, safe and efficient way of making your application and offers many benefits which are outlined in this booklet. Whilst we recommend that you apply online you may, if you prefer, complete a paper application form.

I hope that you will find the information in this booklet helpful. If you require any further guidance, support or advice please contact us on the School Admissions general enquiries line telephone **(01234) 718120**.

May I take this opportunity to wish your child every success at his or her new school.

A handwritten signature in blue ink that reads "Kevin Crompton". The signature is written in a cursive style with a long horizontal line extending from the end of the name.

Kevin Crompton
Director for Children's and Adults' Services

Introduction

Legislation requires you to make an application to the local authority in which you live. Therefore, if you live in Bedford Borough you must list all of your preferred schools using the Bedford Borough application process even if the schools are within another local authority.

It is important, therefore, that you apply for a school place using the appropriate application form or online in accordance with the information contained in this booklet.

Don't forget that you can apply for a school place using the online application facility in accordance with the following directions:

Residents of Bedford Borough – only you can apply online at www.bedford.gov.uk/onlineadmissions

Residents of other local authorities – you must apply using the online system of your own local authority.

Please make the time to visit the schools before you apply so that you have all the information you need. We hope you find the information in this booklet useful. Please let us have any views you might have about this booklet by writing to: School Admissions Service, Borough Hall, Cauldwell Street, Bedford MK42 9AP.

Who to Contact

The School Admissions Service

We are based at Borough Hall in Bedford. If you have any enquiries about the transfer process, please contact our School Admissions general enquiries line on:

Tel: (01234) 718120

Fax: (01234) 228846 Email: admissions@bedford.gov.uk

If you would like details of schools in other authorities please contact that Local Authority directly.

Contact details for school admission teams in neighbouring authorities	
Cambridgeshire Tel: 0345 045 1370 admissions@cambridgeshire.gov.uk	Central Bedfordshire Tel: 0300 300 8037 admissions@centralbedfordshire.gov.uk
Milton Keynes Tel: (01908) 253338 secondaryadmissions@milton-keynes.gov.uk	Northamptonshire Tel: 0300 126 1000 admissions@northamptonshire.gov.uk

The transfer process timetable

Transfer to Secondary School (Year 7)



September 2016

We will send you information on secondary school transfers through your child's primary school.



September/October 2016

Schools will hold their open evenings.



31 October 2016

Last day for applications.



1 March 2017

We will post a letter to you to let you know the outcome of your application. If you have applied online you will also receive an email.

Transfer to Upper School (Year 9)



September 2016

We will send you information on upper school transfers through your child's middle school.



September/October 2016

Schools will hold their open evenings.



31 October 2016

Last day for applications.



1 March 2017

We will post a letter to you to let you know the outcome of your application. If you have applied online you will also receive an email.

Transfer to Middle School (Year 5)



September 2016

We will send you information on middle school transfers through your child's lower school*.



October/November 2016

Schools will hold their open days / evenings.



15 January 2017

Last day for applications.



18 April 2017

We will post a letter to you to let you know the outcome of your application. If you have applied online you will also receive an email.

It is very important to apply by the date shown, so that we have time to deal properly with all the applications before we write to notify you of the outcome.

If you live in the area covered by Bedford Borough Council but your child does not attend a Bedford Borough school, please apply online or return your form to:
School Admissions Service, Borough Hall, Cauldwell Street, Bedford, MK42 9AP.

If you live outside the Bedford Borough Council area and are applying for a place at a Bedford Borough school, you must apply to your own Local Authority.

* Children who attend a school which is converting to a primary school will not receive this information.

Applying for a school place

Which schools can I apply for?

Most parents will want their child to attend their local school but you have the right to express a preference for another school or schools. You may wish to apply for your catchment school (if applicable), as well. This will usually mean that, if a place is not available at your preferred school, you will still have priority for a place at your catchment area school, although it is not a guarantee of a place.

If you do not ask for a place at your catchment school, it could result in your child attending a school some distance from your home. You would be responsible for transporting your child to that school.

You can find out which school serves your local area by logging onto the Bedford Borough Council website:

www.bedford.gov.uk/catchmentareas

If you do not have access to the internet, please contact us.

What you should consider when expressing a preference for a school

At the back of this booklet, you will find information about every school. The “key” explains the difference between the various types of school. For each school you will find:

- the address
- the name of the headteacher
- the telephone number
- the fax number
- the email address
- the website address (where applicable)
- the category of the school and the age range
- the number on roll for January 2016
- the admissions number (how many pupils the school can admit)

As well as this basic information you will also find

- the admissions criteria
- the designated measuring point used in the event of the school being oversubscribed
- the number of applications received and the number of places offered for admission in September 2016
- at which point on the list of admissions criteria the last place was offered for admission in September 2016

Information about individual schools

We ask the headteacher of every school to arrange an open evening for parents / carers of children who are due to transfer to their next phase of school. The open evenings will help you to decide which school is best for your child. You will find the dates of the open evenings later in this booklet.

The headteacher and other school staff will be at the open evening and will answer questions about their school. The school must also publish information on its website.

This information will tell you things you need to know about the school, such as:

- what subjects the school curriculum covers
- the aims of the school
- what the school community is like
- public examination results (if appropriate)
- inspection reports by the Office for Standards in Education (OFSTED)

Performance tables and examination results can also be helpful when choosing a school, but they have limitations. Be careful when comparing the performance of individual schools based only on these results – they don't give you the full picture.

If you would like a copy of Bedford Borough Key Stage 2 results or Key Stage 3 results, or details of public examination results please contact the Department for Education, telephone **0370 000 2288**. Alternatively, the information is available from the DfE website or the Bedford Borough website. These websites also contain other useful information and statistics about schools, as does the OFSTED website.

Department for Education www.gov.uk/dfes

OFSTED www.ofsted.gov.uk

Bedford Borough www.bedford.gov.uk

When using the Bedford Borough website, the “Education and Learning” section has a range of information about Education in Bedford Borough.

Applying for a Bedford Borough school if you live outside Bedford Borough

If you live outside the Bedford Borough area and you wish to apply for a place in a Bedford Borough school, you must apply to your own Local Authority. Your own Local Authority will inform us if you have put any Bedford Borough school on their application form. We will not be able to process any applications we receive on the Bedford Borough application form from out of area parents.

Even if your Local Authority accepts more than three preferences, please note that we will only accept a maximum of three schools.

Oversubscription

The number of children choosing a particular school varies from year to year and different schools have different admission numbers.

In some cases the number of places offered could be more than the admission number. This does not mean that there will be a similar number of places in September 2017. Please refer to the admission limit for each school.

You may find this information helpful when you are considering which school to request as your preferred school. But be aware that subscription levels may vary from year to year.

A school may be oversubscribed one year but be undersubscribed the next. Likewise, the fact that a school was undersubscribed in September 2016 does not mean that you will definitely get a place there in September 2017.

Admission criteria

Admission criteria are the rules we apply when there are more applications for places than places available. They explain the order in which places are allocated. All schools have published admission criteria.

We have standard criteria which some schools use. You will find our standard admission criteria for community and voluntary controlled schools below.

Some schools have additions to our standard criteria and you will find details of these later in this booklet. This will help you to judge whether you meet the criteria for admission to a particular school. It will also help you when you make your application.

Local Authority standard admission criteria

The Local Authority will apply the following criteria (in the rank order shown) to decide the order in which places will be allocated when there are more requests from parents than the number of places available:

1. All 'looked after' children or children who were previously 'looked after' (see definitions);
2. Pupils living in the catchment area with siblings at the school (see definition of sibling);
3. Other pupils living in the catchment area;
4. Other siblings (see definition);
5. Any other children

Notes

1. If applying these criteria results in there being more children with an equal right to admission to the school than the number of available places, the tie break will be the distance the pupil lives from the school, measured in a straight line, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. The Local Authority will measure the distance from the address point of the pupil's home to a point on the school site agreed with the governing body of the school (published in the 'Starting School' and 'School Transfer' admissions booklets). The Local Authority will not give priority within each criterion to children who meet other criteria.
2. If a pupil moves into the catchment area outside the normal admissions round (or after the allocation process has begun) it may be more difficult to offer a place at the catchment area school if this would mean exceeding the admission number at the school. In this case, a place will normally be offered at the next nearest school or academy which caters for pupils of the same age and has places available.
3. Pupils who have a Statement of Special Educational Needs or an EHCP are required to be admitted to the school which is named on the statement, even if the school is full. Pupils identified for admission through the Fair Access Protocol will also be admitted even if the school is full.

Definitions

'Looked after' children

A 'looked after' child is a child in the care of a local authority as defined by Section 22 of the Children Act 1989. In relation to school admissions legislation a 'looked after child' is a child in public care at the time of application to a school.

Previously 'looked after' children

A previously 'looked after' child is a child who was 'looked after', but ceased to be so because they were adopted or became subject to a child arrangements order or a special guardianship order.

Sibling

A sibling refers to a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, foster brother or sister where foster care has been arranged by a Local Authority or the child of the parent / carer's partner, and in every case, the child should be living at the same address. The sibling must be in the school at the time of application and be likely to remain in the school at the proposed date of admission.

Home Address

A pupil's home address will be regarded as the address of the parent / carer with parental responsibility with whom the child normally lives. This will not usually include grandparents, aunts or uncles. Where a child spends time with parents / carers at more than one address, the address used to allocate a school place will be the one at which the child spends the majority of the school week (Mondays to Fridays) including nights. If there is any query on the home address this will be checked against original official documentation e.g. council tax bill, a recent utility bill (gas, electricity or water), a rental agreement, child benefit annual statement or family tax credit information.

How to complete your application

The law says that every parent must have the opportunity to express a preference for the school or schools they want their child to go to. We will send you an information sheet which explains how you can do this. We would strongly recommend that you apply online at www.bedford.gov.uk/onlineadmissions (residents of Bedford Borough only).

You should complete only one application and list the schools you want your child to attend in order of preference. If you apply online please **do not** submit a paper application. If you do submit more than one application, we will process the most recent one.

The following notes and the notes on the form are designed to help you make an application. Please read them carefully and answer all the relevant questions, giving further details where the application asks for them. If you are not sure how to apply, please ring us.

Pupil's Details

Please complete your child's personal details in all the boxes in this section.

If you move after submitting your application, you should notify us as soon as possible providing appropriate evidence, but please be aware that we cannot guarantee to take account of your new address if the allocation process has begun.

Although we are not asking all parent / carers to provide evidence that they have parental responsibility or to provide proof of address, we reserve the right to carry out random checks and you may, therefore, be asked to provide this information at a later date. If you do not provide this information when asked it may not be possible to process your application.

Please note:

We will withdraw the offer of a place if we find that you have given fraudulent or misleading information that has effectively denied a place to a child with a stronger claim – for example if you claim to live in the catchment area when you don't.

School Preferences

This section allows you to express a preference for the school or schools you want your child to go to even if this school is in another Local Authority area.

Do **not** include independent schools in this section.

If you are applying for a school place and do not live within the Bedford Borough Council area, you must contact your own local authority to apply.

Most parents will want their child to attend the catchment area school (if applicable), but you have the right to express a preference for another school or more than one school. We will consider your child for each of the schools you put on the application. If there is a place for your child at more than one of those schools, we will offer you a place at the school you have identified as your highest priority. This may not apply if your child has a Statement of Special Educational Needs or an Education Health and Care Plan (see Other Information).

You may wish to put your catchment area school (if applicable) as one of your preferences. This will usually mean that you still have priority for a place at the catchment area school if there isn't a place for your child at your preferred school or schools. If you are not sure which is your catchment area school, please check our website:

www.bedford.gov.uk/catchmentareas

If you do not have access to the internet please contact us.

The school information sheets at the back of this booklet will tell you what type of school your catchment area school is and the "key" also gives definitions of the various types of school.

Some schools do not serve a local catchment area.

Admission to these schools is in accordance with the schools' own admission criteria.

The law says that admission authorities must consider admitting children whose parents have expressed a preference for a school before they consider those whose parents have not expressed any preference.

Because of this, if you do not make a request for your catchment area school according to the published admission arrangements it could result in a place not being available at that school. It could also affect your entitlement to free transport (for more details go to www.bedford.gov.uk/schooltransport).

Other children

In some cases your child may have a greater chance of being offered a place at a school if a sibling*** already goes to that school, but this is not a guarantee of a place. **If, at the time of admission you will have another child still going to one of the schools you have nominated, please put their name, date of birth and the school they attend, in the boxes provided.** We will check this information with the school(s) concerned. If you do not provide this information or this section becomes relevant to you after the allocation process is completed, we cannot guarantee to take it into account as part of your application.

Other Information

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

It would be helpful if you could complete this section if your child has a Statement of Special Educational Needs or an Education, Health and Care Plan or if your child is currently going through the EHC needs assessment process. The arrangements for admitting a child with a Statement of Special Educational Needs or an EHC plan are different to those for children who do not have a Statement or an EHC plan. The Children and Families Act 2014 says that we must consult with the Headteacher and Governing Body of the school before we can name a particular school in a Statement of Special Educational Needs or an EHC plan. This process is co-ordinated by the Special Educational Needs and Disability (SEND) Team.

The local authority must name your nominated school in the Statement of Special Educational Needs or EHC plan provided that:

- the school is suitable for the child's age, ability and aptitude and the Special Educational Needs as set out in Part 2 of the Statement or Section B of the EHC plan
- the child's attendance is not incompatible with the efficient education of other children in the school, and
- the placement is an efficient use of the LA's resources

The SEND Team will let you know by 15 February the name of the school which they propose to name on your child's Statement of Special Educational Needs or EHC plan.

If your child has a Statement of Special Educational Needs or EHC plan and you have any queries or concerns about the process, please contact the SEND Team, tel: **(01234) 228375**, where someone will be pleased to help you.

If your child's Special Educational Needs are supported at Additional Support level within the school, your preferences for their school place will be treated in the same way as all other applications.

If you have concerns about your child's Special Educational Needs when they transfer to a new school, you can talk in confidence with the Bedford Borough SEND Advice Service by telephone on **(01234) 276267**

ii) "Looked after" children / Previously "looked after" children

"Looked after" children** / previously "looked after" children **** have the highest priority for admission. If your child is "looked after" / previously "looked after" you must provide evidence with your application. We will check this information with the appropriate authority.

**See definition of 'Looked after' Children

***See definition of 'Sibling'

****See definition of Previously 'looked after' Children

iii) Parent / Carer who works at the school

Some schools give a higher priority to children who have a parent who works at the school. But this does not guarantee a place.

If any of the schools which you have nominated have this as part of their admission criteria and you meet that criterion, you must include the details on your application. We will check this information with the school(s) concerned. If you do not provide this information, or this section becomes relevant to you after the allocation process is completed, there will be no guarantee of a place at the school(s) concerned.

Additional Information (e.g. Feeder schools)

Some schools give a higher priority to children from outside the catchment area who go to one of the feeder schools. If a school has a feeder school criterion, the individual admission criteria for that school will identify this (see school admission criteria). **But this does not guarantee a place**, even though out of catchment area children attending feeder schools may have been offered places in the past.

If any of the schools you nominate have feeder schools as part of their admission criteria, and your child attends one of these schools, you must provide the details so that we can take it into account when we consider your application. Please note that some schools impose a time limit for attendance at a feeder school.

If your child is admitted to a feeder school after the allocation process is completed there will be no guarantee of a place at the school(s) concerned.

Declaration

Please complete this part of the application.

Religious / Faith Grounds

Some schools provide religious education that follows the teaching of a particular faith. We have a Church of England Academy and a Catholic middle and upper Academy. Being a practising member of the appropriate faith, or having been baptised into that faith, may give your child a greater chance of a place at that school according to the school's admission criteria. But it does not always guarantee you a place. Being a practising member of another faith may also give your child a greater chance of a place at that school but, again, it is not a guarantee.

If you are applying for a place at a school on religious or faith grounds, it is important to provide all the information the form asks for. If you are applying for a place at Alban Academy on religious or faith grounds you must also arrange for your priest, minister or faith leader to complete and sign the "Declaration by Priest, Minister or Faith Leader" on the secondary school transfer form or confirmation of Religious Affiliation if you have made an

on-line application.

If you are applying for a place on religious grounds at St Thomas More Catholic Teaching School because your child has been baptised, you must provide their baptismal certificate. In addition if you are a practising member of a religion or faith you must make sure that your priest, minister or faith leader completes the religious declaration on the upper school transfer form or the secondary school transfer form. Without this information the governing body will not be able to consider your application on religious grounds.

If you live in Bedford Borough and your preferred school is in another Local Authority you will need to ask them how to provide this information.

If you live in another Local Authority's area you can obtain the "Confirmation of Religious Affiliation" form from our website www.bedford.gov.uk/admissions and click on "How to apply – School Place"

If you are applying online you can obtain the form to confirm religious affiliation at www.bedford.gov.uk/onlineadmissions

Data Protection

We will hold the personal details supplied on the application form for the purposes of processing your application for a school place. We will share the information internally within the Council with relevant officers and schools and may also share it with other relevant Local Authorities. We will safeguard your personal details and will not divulge them to any other individuals or organisations for any other purposes.

Who allocates places?

Community and Voluntary Controlled schools

The Local Authority is the admission authority for community and voluntary controlled schools. This means that we allocate places at these schools. The headteachers of these schools **are not** authorised to offer your child a place. If the headteacher of one of these schools indicates that he or she will offer your child a place, you **cannot** assume that this will be so. You must have a letter from **us** offering your child a place before your child can attend one of these schools. If your child has a Statement of Special Educational Needs or an Education Health and Care Plan please see Other Information.

Academy, Foundation and Voluntary Aided schools

The admission authority for an academy, a foundation or a voluntary aided school is its Governing Body. This means that the school governors decide who to admit to these schools. However, we write to parents on the school governors' behalf to offer school places. You must have a letter from **us** offering your child a place before your child can start at one of these schools. A letter from the school is not a valid offer. If your child has a Statement of Special Educational Needs or an Education Health and Care Plan please see Other Information.

How are places allocated?

All our schools operate an equal preference system for allocating places. This means that there are two stages in the allocation process.

Stage 1

All first, second and third preference applications are considered equally against the schools' admission criteria. At this stage there is no distinction between first, second and third preference applications. For example, if the school has 130 places and there are 145 first, second and third preference applications, all applications are considered equally against the admission criteria.

Stage 2

If we are able to offer a place at more than one school, the school ranked higher by the parent (i.e: first or second preference on the application form or on-line application) will be offered and any lower ranking offers will be withdrawn. For example, a parent's first and third preferences might both qualify for a place, in which case the parent would be offered their first preference, leaving the place at the third preference school available for another pupil.

Offers

Occasionally the last child we offer a place to at a school is the first child from a family with multiple births. If this happens at a community or voluntary controlled school, we will offer a place to the subsequent child / children even if it takes the school over their admission number.

If this happens at an academy, foundation or voluntary aided school we would ask the school to admit the subsequent child / children.

Pupils living in the Bedford Borough Council area who have not been allocated a place at any of their preferred schools will be allocated a place at the nearest Bedford Borough school to their home address with vacancies.

Fair Access Protocol

The Local Authority has a Fair Access Protocol which has been agreed with all schools. The protocol applies in exceptional cases where the circumstances of the child mean that the normal admission procedure cannot ensure that the child will be admitted to a suitable school as quickly as possible.

In most cases children will be admitted to school in accordance with the arrangements set out in this booklet or in accordance with the in year admission arrangements (see separate guidance notes for parents). However, for some children without a school place, for example children permanently excluded from a school, the normal admission process may not result in a suitable school placement for the child.

Children identified for a school place through the Fair Access Protocol will take precedence over other children on a waiting list for admission and may be admitted to a school even if that school is full.

Late applications

The closing date for applications in the normal admissions round is **31 October 2016 for upper/secondary schools** and **15 January 2017 for middle schools**. As far as is reasonably practicable we will accept applications for places in the normal admissions round that arrive late for good reason. If we receive applications late with good reason after the allocation procedure has begun we will consider them if it is practical to do so, but we cannot guarantee to do this.

If we receive applications late with good reason after places have been offered we will prioritise the applications and any waiting list according to the admission criteria of the individual schools and we will offer a place at the highest preference school that has a place available. If all preferred schools are full and the pupil lives in Bedford Borough, a place will generally be offered at the nearest school with places available. However, it may be necessary to make a priority placement available for Bedford Borough children whose application is late for good reason.

After the late application process if there are still children where parents/carers have not expressed a written preference, these children will be allocated a place at the nearest Bedford Borough school to their home address with vacancies.

How you will hear the result of your application

When we have completed the allocation process, we will write to tell you the outcome of your application.

You will receive a letter (see timetable) to tell you where your child has a place. If you have applied online you will also be sent an email if you have requested one. Please note that we will not be able to give you this information over the telephone. If your child has a Statement of Special Educational Needs or an Education Health and Care Plan, the Special Educational Needs and Disability Team will write to you at the appropriate time to tell you the school where your child has a place.

If we are not able to offer you a place at your preferred school or schools, you have the formal right of appeal to an independent Admissions Appeals Panel. We will tell you about the procedure to follow if you want to appeal. Appeals are normally held during the summer term.

If we are not able to offer a place at any of your preferred schools and you live in the Bedford Borough Council area, we will offer your child a place at:

- **the catchment area school, if there are still places available; or**
- **the next nearest Bedford Borough Local Authority school to your child's home address which has places available.**

We will also tell you which other schools still have places available. You will be able to request a place at one of those schools.

However, we will not be able to consider another application for a place at the same school in the same academic year unless there has been a significant change of circumstances relevant to the application.

If your child has a Statement of Special Educational Needs or an Education Health and Care Plan, the Admissions Appeals Panel cannot deal with your appeal. If you are unhappy about the school which has been named on the Statement, you should contact the Special Educational Needs and Disability Team, tel: **(01234) 228375**.

Waiting lists

If we have not been able to offer you a place at your preferred school(s), we will place your child's name on a waiting list which has been prioritised according to the admission criteria for individual schools. If a place becomes available we will contact you, even if you have accepted a place at another school. Your child's position on the waiting list could change if

other children are added or removed. We will maintain the waiting lists for community and voluntary controlled schools until the end of the Autumn term 2017 / 31 December 2017. If you wish to remain on the waiting list beyond that time you will need to write to us. If you have been turned down for a place at an academy, foundation or voluntary aided school, their arrangements for maintaining a waiting list may be different.

Home to school transport

Parents and carers have a legal duty and a responsibility to ensure that their children attend school regularly and to make any necessary arrangements to ensure that they attend.

In certain circumstances Bedford Borough Council has a duty to provide free home to school transport. We arrange school transport for children and young people in Bedford Borough who are eligible for transport under the children's services transport policy. Please note that from September 2017, Bedford Borough Council is introducing a new home to school transport policy.

Before applying for a school place, please make sure you read and understand the transport policy information on the Bedford Borough Council website and consider how you will transport your child to school taking into account any potential transport costs.

You can get full details of the transport policy from Customer Services – **Telephone (01234 718004)** or from the Bedford Borough website www.bedford.gov.uk/schooltransport

Admission to Other Year Groups

This composite prospectus is published primarily to allow parents to apply for places in schools that have a designated transfer point of entry into Year 5, Year 7 or Year 9.

In addition to these transfer entry points schools can admit children to other year groups, we call these In Year admissions. Here is the link to the appropriate page on our website where you can find out how to apply www.bedford.gov.uk/inyearadmissions

Some schools will be able to admit children in other year groups and have organised separate open evenings for that purpose. The schools we are aware of that have done this are:

School Name	Date and time of Open Evening / Day	In Year Group
Goldington Academy	22 September 2016 7:00pm	6 - 9
Lincroft Academy	27 September 2016 5:45pm – 8:30pm	8
Sharnbrook Academy	12 October 2016 5:45pm – 8:30pm	8
Westfield School	8 November 2016 7:00pm	5

Schedule of Open Days/Evenings Autumn 2016

School Name	Date and time of Open Evening / Day	Intake Year Group
Alban C of E Academy	20 October 2016 6:30pm	5
Bedford Academy	22 September 2016 5:30pm – 7:30pm	7
Bedford Free School	21 September 2016 5:30pm – 8:00pm 1 October 2016 10:00am - 12:00pm	7
Biddenham International School & Sports College	26 September 2016 6:00pm – 9:00pm	7 and 9
Castle Newnham	4 October 2016 6:45pm – 8:30pm	7
Daubeney Academy	29 September 2016 7:00pm – 9:00pm	7
Goldington Academy	15 November 2016 7:00pm	5
Kempston Challenger Academy	4 October 2016 6:30pm – 8:30pm	7 & 9
Lincroft School	27 September 2016 5:45pm - 8:30pm	7 & 9
Mark Rutherford School	5 October 2016 5:30pm – 8:30pm 6 October 2016 5:30pm – 8:30pm	9 7
Marston Vale Middle School	10 November 2016 6:00pm – 8:30pm	5
St Thomas More Catholic Teaching School	27 September 2016 6:00pm – 8:30pm	7 & 9
Sharnbrook Academy	28 September 2016 5:45pm – 8:30pm 12 October 2016 5:45pm – 8:30pm	7 9
Wixams Academy	20 September 2016 6:00pm – 8:30pm 19 October 2016 6:00pm – 8:30pm	7 7
Wootton Upper School & Arts College	22 September 2016 5:30pm – 7:30pm	9

Central Bedfordshire schools - Upper and Middle Schools Open Evenings

This information is provided for those parents / carers whose catchment area middle or upper school is within the Central Bedfordshire Council area. Please visit the Central Bedfordshire website, or contact the School Admissions Service, for information about open evenings for other schools in the Central Bedfordshire Council area.

Upper School	Date and time of Open Evening
Sandy Upper	6 October 2016 5:30pm

Middle School	Date and time of Open Evening
Holywell Academy	3 November 2016 6:00pm

Schools information sheets - Key

The following pages contain detailed information about our schools to help you to consider which school(s) you would like your child to attend.

KEY	
Academy	Academies are all ability schools established by the Department for Children, Schools and Families and sponsors from business, faith and/or voluntary groups working in partnership with local education partners. The Governing Body is responsible for the admission arrangements. The Government has published proposals to increase the number of schools applying to become Academies. As a result the status of a school may subsequently change from that printed in this booklet.
Community	The Local Authority is responsible for the admission arrangements. Religious Education in community schools follows the Agreed Religious Education Syllabus for the Authority.
Foundation	The Governing Body is responsible for the admission arrangements in a Foundation School. Religious Education in Foundation schools follows the Agreed Religious Education Syllabus for the Authority.
Foundation (Trust)	This is a Foundation school which is supported by a charitable trust. A Trust may include just one school or a group of schools working with external partners to share best practice and to support transition between phases. The Governing Body is responsible for the admission arrangements in a Trust School. Religious Education in Trust schools follows the Agreed Religious Education Syllabus for the Authority.
VA	Voluntary Aided. The Governing Body is responsible for the admission arrangements in a VA school. Religious education follows the teaching of the Church of England (if C of E) or Catholic faith (if Catholic). The Local Authority maintains the school but the governors employ the staff and have wider responsibilities for the upkeep of the building than in a Community or Controlled School.
Admission Number	This represents the number of pupils the school can admit in each year. Schools are expected to admit up to that limit during the course of the year, if there are requests for places. Where there are more requests for places than the number of places at that school, we allocate places in order of priority according to the school's admissions criteria. The Year 12 admission number represents the minimum number of external candidates likely to be admitted to the sixth form, in addition to the pupils currently attending the school who wish to continue their education in the sixth form (subject to meeting entry requirements for the course they wish to follow). Applications for admission into Year 12 should be made to the school direct.
NOR 2016	Number on Roll. We have included the roll for January 2016 to show you the likely size of the school.

<p>Designated Measuring point</p>	<p>If applying the admissions criteria results in there being more children with an equal right to admission to the school than the number of available places, the tie break will be the distance the pupil lives from the school, measured in a straight line, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. The Local Authority will measure the distance from the address point of the pupil's home to a point on the school site, agreed with the governing body of the school. This point is the designated measuring point.</p>
<p>Admissions in September 2016</p>	<p>We have included this information as you may find it helpful when considering whether or not places are likely to be available at your preferred school. You should be aware, however, that numbers vary from year to year and the availability of places in September 2016 will not mean that places will be available in September 2017. Likewise, over-subscription in September 2016 will not mean over-subscription in September 2017.</p>

Schools information sheets

Alban C of E Academy (to be known as Trinity C of E Academy) Silver Street, Great Barford, Bedford MK44 3HZ		Category Age Range Phase	NOR 2016	Admission Number 2017
Head: Mrs S Lourensz Tel: (01234) 870735 e-mail: alban@albanacademy.org website: www.albanacademy.org Alban Academy and Great Barford Lower School are working closely together with a view to being one School by September 2017, to be known as Trinity CofE Academy. If the merger is approved, pupils accepting a place at Great Barford Primary School will automatically have a place in Trinity CofE Academy.		Academy (CofE) 3 - 13	533	Year 5 - 60
Designated measuring point: Main entrance of the school				
Admission Criteria 2017				
<ol style="list-style-type: none"> 1. All 'looked after' children or children who were previously 'looked after' 2. Children living in catchment area (B) with siblings at the school 3. Other children living within the catchment area (B) 4. Other siblings of children attending Alban 5. Children with one or more parents/carers who attend a Church of England church on a regular basis* 6. Children that attend one of the feeder lower schools, but who live outside the catchment area (B) 7. Children with one or more parents who are practising Christians, other than the Church of England 8. Children of members of staff 9. Any other children <p>* <i>A practising member/Christian is one who, for a period of twelve months before the application, has attended the church or religious meeting place on at least six occasions. Christians, other than the 'Church of England' are those members of a church which belongs to Churches Together in Great Britain and Ireland and/or The Evangelical Alliance.</i></p>				
Admissions in September 2016				
Admission number:	Requests received:	Places offered:	At the time of the initial allocation all applicants were offered a place.	
140	151	151		

Bedford Academy Mile Road, Bedford MK42 9TR		Category Age Range Phase	NOR 2016	Admission Number 2017
Head: Mrs C Smith Tel: (01234) 301500 Fax: (01234) 301501 e-mail: info@bedfordacademy.co.uk website: www.bedfordacademy.co.uk		Academy 11 to 18 Secondary	1184	Year 7 - 216 Year 12 - 0
Designated measuring point: Front Gate on Mile Road				
Admission Criteria 2017				
<ol style="list-style-type: none"> 1. All 'looked after' children or children who were previously 'looked after' 2. Children who currently attend Cauldwell, Cotton End, Elstow, Shackleton, Shortstown and Kings Oak Primary Schools 3. Pupils living in the catchment area with siblings at the school 4. Other pupils living in the catchment area 5. 'Very exceptional' medical grounds 6. Other siblings 7. Any other children 				
Admissions in September 2016				
Admission number: 216	Requests received: 232	Places offered: 225	At the time of the initial allocation the last place offered was under 'Feeder 1' at a distance of 3,663.65m.	

Bedford Free School Cauldwell House, Cauldwell Street, Bedford MK42 9AD		Category Age Range Phase	NOR 2016	Admission Number 2017
Principal: Mr M Lehain Tel: (01234) 332299 e-mail: info@bedfordfreeschool.co.uk website: www.bedfordfreeschool.co.uk		Academy 11 to 16 Secondary	475	Year 7 - 100
Designated measuring point: Front Door of the School				
Admission Criteria 2017				
<ol style="list-style-type: none"> 1. All 'looked after' children or previously 'looked after' children 2. Pupils with exceptional medical or social need 3. Children who have siblings in the School at the time they are admitted to the School 4. Staff 5. Any other children 				
Admissions in September 2016				
Admission number: 100	Requests received: 99	Places offered: 99	At the time of the initial allocation all applicants were offered a place.	

Biddenham International School & Sports College Biddenham Turn, Biddenham, Bedford MK40 4AZ	Category Age Range Phase	NOR 2016	Admission Number 2017
Head: Mr D Bailey Tel: (01234) 342521 Fax: (01234) 334530 e-mail: enquiries@biddenham.beds.sch.uk website: www.biddenham.beds.sch.uk	Foundation (Trust) 13 to 18 Secondary	879	Year 7 - 60 Year 9 - 240 Year 12 - 25

Designated measuring point: Entrance to the School Reception

Admission Criteria 2017 – Year 7

1. All 'looked after' children or children who were previously 'looked after'
2. All pupils in year 6 on the roll of Great Denham Primary School
3. Children living in the catchment area with siblings at the school
4. Other pupils living in the catchment area
5. Other siblings
6. 'Very exceptional' medical grounds
7. Any other children

Admission Criteria 2017 – Year 9

1. All 'looked after' children or children who were previously 'looked after'
2. Children living in the catchment area with siblings at the school
3. Other pupils living in the catchment area
4. Other siblings
5. Other children who currently attend Westfield Middle School
6. 'Very exceptional' medical grounds
7. Any other children

Year 7 - Admissions in September 2016

Admission number:	Requests receive	Places offered:	At the time of the initial allocation all applicants were offered a place.
60	50	50	

Year 9 - Admissions in September 2016

Admission number:	Requests received:	Places offered:	At the time of the initial allocation all applicants were offered a place.
240	160	160	

Castle Newnham School Polhill Avenue, Bedford MK41 9DT		Category Age Range Phase	NOR 2016	Admission Number 2017
Head: Mrs R Wilkes Tel: (01234) 303403 Fax: (01234) 303404 e-mail: office@castlenewnham.school website: www.newnham-middle.org.uk		Foundation 11 to 16 Secondary	426	Year 7 - 30
Designated measuring point: Site agents bungalow				
Admission Criteria 2017 – Year 7				
1. All 'looked after' children or children who were previously 'looked after' 2. Pupils currently attending Hazeldene or Castle Newnham Primary Schools 3. Pupils with siblings already at Castle Newnham 4. Any other children				
Year 5 - Admissions in September 2016				
Admission number: 150	Requests received: 152	Places offered: 150	At the time of the initial allocation the last place offered was under 'Any other children' at a distance of 2,485.97.	

Daubeney Academy Orchard Street, Kempston, Bedford MK42 7PS		Category Age Range Phase	NOR 2016	Admission Number 2017
Acting Head: Mr S Miles Tel: (01234) 400111 Fax: (01234) 400112 e-mail: office@daubeney.bbvle.com website: www.daubeneyacademy.co.uk		Academy 10 to 14	450	Year 7 - 30
Designated measuring point: Main block entrance				
Admission Criteria 2017				
<ol style="list-style-type: none"> 1. All 'looked after' children or children who were previously 'looked after' 2. Children with siblings at the school 3. Children from Springfield Primary 4. To Children from other Kempston Schools 5. Any other children 				
Year 5 - Admissions in September 2016				
Admission number: 120	Requests received: 146	Places offered: 120	At the time of the initial allocation the last place offered was under 'Feeder 1' at a distance of 1,376.89m	

Goldington Academy Haylands Way, Bedford MK41 9BX		Category Age Range Phase	NOR 2016	Admission Number 2017
Principal: Mr F Galbraith Tel: (01234) 261516 Fax: (01234) 272344 e-mail: office@goldingtonacademy.org.uk website: www.goldingtonacademy.org.uk		Academy 9 to 14	674	Year 5 - 60
Designated measuring point: School Library				
Admission Criteria 2017				
1. All 'looked after' children or children who were previously 'looked after' 2. Pupils with siblings at the school 3. Any other children				
Admissions in September 2016				
Admission number: 175	Requests received: 175	Places offered: 175	At the time of the initial allocation all applicants were offered a place.	

Kempston Challenger Academy Hill Rise, Kempston, Bedford MK42 7EB		Category Age Range Phase	NOR 2016	Admission Number 2017
Head: Mr I Evason Tel: (01234) 290900 Fax: (01234) 290901 e-mail: office@kempstonchallengeracademy.org website: www.kempstonchallengeracademy.org		Academy 11 to 18 Secondary	806	Year 7 - 120 Year 9 - 110 Year 12 - 25
Designated measuring point: Main Entrance off Hill Rise				
Admission Criteria 2017 – Years 7 & 9				
<ol style="list-style-type: none"> 1. All “Looked after” children or children who were previously “looked after” 2. In the event that the merger has not been completed by September 2017, children attending Robert Bruce Middle School on the Hastingsbury site. 3. Children who have siblings in Robert Bruce Middle School (In the event that the merger has not been completed by September 2017) or Hastingsbury Business and Enterprise College (Kempston Challenger Academy) at the time they are admitted to the school. 4. Children of staff at Robert Bruce Middle School or Hastingsbury Business and Enterprise College (Kempston Challenger Academies) see definition. 5. Other students who currently attend any of the following schools in Kempston: Daubeney Academy, Bedford Road Primary (designate), Balliol Primary (designate), Kempston Rural Primary (designate), Camestone Primary (designate), Springfield Primary (designate). 6. Other students. 				
Year 9 - Admissions in September 2016				
Admission number: 240	Requests received: 137	Places offered: 137	At the time of the initial allocation all applicants were offered a place.	

Lincroft Academy Station Road, Oakley, Bedford MK43 7RE		Category Age Range	NOR 2016	Admission Number 2017
Head: Mr M Duke Tel: (01234) 822147 e-mail: admissions@lincroft.beds.sch.uk and admin@lincroft.beds.sch.uk website: www.lincroftschool.co.uk		Academy 10 to 14	852	Year 7 – 50 Year 9 – 50
Designated measuring point: School flagpole				
Admission Criteria 2017				
<ol style="list-style-type: none"> 1. All 'looked after' children or children who were previously 'looked after' 2. Pupils living in the catchment area with siblings at the academy. 3. Other pupils living in the catchment area 4. Other siblings 5. Children of staff who have been employed at the school for two or more years at the time at which the application for admission to the school is made 6. Any other children 				
Year 5 - Admissions in September 2016				
Admission number: 210	Requests received: 229	Places offered: 210	At the time of the initial allocation the last place offered was under 'Any other children' at a distance of 4,972.19m.	

Mark Rutherford School Wentworth Drive, Bedford MK41 8PX	Category Age Range Phase	NOR 2016	Admission Number 2017
Head: Mr R Millard Tel: (01234) 290200 Fax: (01234) 290236 e-mail: mark.rutherford@mrus.co.uk website: www.markrutherford.beds.sch.uk	Academy 11 to 18 Secondary	1231	Year 7 - 80 Year 9 - 230 Year 12 - 50

Designated measuring point: Main School Gate

Admission Criteria 2017 – Year 7

1. All 'looked after' children or children who were previously 'looked after'
2. Children attending Putnoe Primary School
3. Children living in the catchment area with siblings at the school
4. Other children living in the catchment area
5. Other siblings
6. Other children who currently attend Goldington, Newnham, Alban and Beauchamp Middle Schools/Academies
7. Children of staff
8. 'Very exceptional' medical grounds
9. Any other children

Admission Criteria 2017 – Year 9

1. All 'looked after' children or children who were previously 'looked after'
2. Children living in the catchment area with siblings at the school
3. Other children living in the catchment area
4. Other siblings
5. Other children who currently attend Goldington, Newnham, Alban and Beauchamp Middle Schools/Academies
6. Children of staff
7. 'Very exceptional' medical grounds
8. Any other children

Year 7 - Admissions in September 2016

Admission number: 80	Requests received: 87	Places offered: 80	At the time of the initial allocation the last place offered was under 'Feeder 2' at a distance of 6,810.70m.
-------------------------	--------------------------	-----------------------	---

Year 9 - Admissions in September 2016

Admission number: 230	Requests received: 222	Places offered: 222	At the time of the initial allocation all applicants were offered a place.
--------------------------	---------------------------	------------------------	--

Marston Vale Middle School The Crescent, Stewartby, Bedford MK43 9NH		Category Age Range Phase	NOR 2016	Admission Number 2017
Head: Miss C McMaster Tel: (01234) 768224 Fax: (01234) 765507 e-mail: school@marstonvalemiddle.co.uk website: www.marstonvalemiddle.co.uk		Academy 9 to 13 Middle	616	Year 5 - 150
Designated measuring point: Central entrance to year 5 block				
Admission Criteria 2017				
<ol style="list-style-type: none"> 1. All 'looked after' children or children who were previously 'looked after' 2. Pupils living in the catchment area with siblings at the school 3. Other pupils living in the catchment area 4. 'Very exceptional' medical grounds 5. Other siblings 6. Pupils who have attended the feeder lower schools i.e. Broadmead, Church End, Houghton Conquest, Thomas Johnson and Shelton, for at least two academic years 7. Pupils who have attended the feeder school Wilstead Lower School for at least two academic years 8. Any other children 				
Admissions in September 2016				
Admission number: 150	Requests received: 149	Places offered: 149	At the time of the initial allocation all applicants were offered a place.	

St Thomas More Catholic Teaching School Tyne Crescent, Bedford MK41 7UL	Category Age Range Phase	NOR 2016	Admission Number 2017
Head: Mrs A Wilshaw Tel: (01234) 400222 Fax: (01234) 400223 e-mail: email@stm.beds.sch.uk website: www.st-thomasmore.org.uk	Academy (Catholic) 11 to 18 Secondary	918	Year 7 - 75 Year 9 - 125 Year 12 - 20

Designated measuring point: Front door (opposite Reception)

Admission Criteria 2017 – Year 7

1. All 'looked after' children or children who were previously 'looked after'
2. Children from St John Rigby Primary School who will be Year 7 age
3. Catholic siblings of children attending the school whose application is supported by their Parish Priest or a priest known to them
4. Catholic children from practising families from the parishes of Bedfordshire, whose application is supported by their Parish Priest or a priest known to them
5. Catholic children from practising families from other parishes whose application is supported by a priest
6. Other Catholic children, with proof of catholicity eg. a baptismal certificate or evidence of enrolment on a catechumenate programme
7. Children of staff who have been employed at St Thomas More for two or more years at the time the application for admission to that school is made
8. Siblings other than Catholic attending the school
9. Children from other Christian denominations whose parents wish them to receive a Christian education, whose application is supported by a Christian minister
10. Children from other faith backgrounds, whose application is supported by their faith minister or leader
11. Children attending Beauchamp Middle School
12. Children attending St James VA Primary or Alban CofE Academy
13. Any other children

Admission Criteria 2017 – Year 9

1. All 'looked after' children or children who were previously 'looked after'
2. Children attending St Josephs and St Gregory's Primary School who will be Year 9 age
3. Catholic siblings of children attending the school whose application is supported by their Parish Priest or a priest known to them
4. Catholic children from practising families from the parishes of Bedfordshire, whose application is supported by their Parish Priest or a priest known to them
5. Catholic children from practising families from other parishes whose application is supported by a priest
6. Other Catholic children, with proof of catholicity eg. a baptismal certificate or evidence of enrolment on a catechumenate programme
7. Children of staff who have been employed at St Thomas More for two or more years at the time the application for admission to that school is made
8. Siblings other than Catholic attending the school
9. Children from other Christian denominations whose parents wish them to receive a Christian education, whose application is supported by a Christian minister
10. Children from other faith backgrounds, whose application is supported by their faith minister or leader
11. Children attending Beauchamp Middle School
12. Children attending St James VA Primary or Alban CofE Academy
13. Any other children

Year 7 - Admissions in September 2016

Admission number: 75	Requests received: 99	Places offered: 75	At the time of the initial allocation the last place offered was under 'Feeder 2' at a distance of 761.41m.
-------------------------	--------------------------	-----------------------	---

Year 9 - Admissions in September 2016

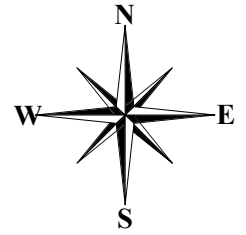
Admission number: 200	Requests received: 209	Places offered: 138* (*+ 62 existing Year 8 pupils)	At the time of the initial allocation the last place offered was under 'Feeder 2' at a distance of 209.83m.
--------------------------	---------------------------	--	---

Sharnbrook Academy Odell Road, Sharnbrook, Bedford MK44 1JL		Category Age Range	NOR 2016	Admission Number 2017
Head: Mr P Rattu Tel: (01234) 782211 Fax: (01234) 782431 e-mail: information@sharnbrook.beds.sch.uk website: www.sharnbrook.beds.sch.uk		Academy 11 to 18 Secondary	1870	Year 7 - 270 Year 9 - 270 Year 12 - 50
Designated measuring point: Main School reception of main school site				
Admission Criteria 2017				
<ol style="list-style-type: none"> 1. Looked After children or children who were previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. 2. Children attending Harrod Priory Academy or Margaret Beaufort Academy. 3. Children living in Catchment Area A with siblings at the Academy 4. Children living in Catchment Area A 5. Other Children with Siblings at the Academy 6. Children of staff who have been employed by Sharnbrook Academy Federation for two or more years at the time at which the application for admission to the school is made 7. Any other children 				
Year 9 - Admissions in September 2016				
Admission number: 400	Requests received: 425	Places offered: 400	At the time of the initial allocation the last place offered was under 'Any other children' at a distance of 11,229.32m.	

Wixams Academy Application forms should be sent to Kay Rodger, Wixams Academy, c/o Bedford College, FREEPOST BF356, Bedford MK42 9BR	Category Age Range Phase	NOR 2016	Admission Number 2017
Head: Mr P Spyropoulos Tel: (01234) 291745 e-mail: info@wixamsacademy.co.uk website: www.wixamsacademy.co.uk As this is a new establishment some of the details of the application process have yet to be finalised. Please refer to the Academy's website for up to date information.	Academy 11 to 18 Secondary	N/A	Year 7 - 100
Designated measuring point: The front gate of the Academy			
Admission Criteria 2017			
<ol style="list-style-type: none"> 1. All 'looked after' children or children who were previously 'looked after' 2. Children with siblings in the Academy 3. Children of staff 4. Any other children 			
Year 7 - Admissions in September 2016 – No Admissions in 2016 for this Year Group.			

Wootton Upper School & Arts College Hall End, Wootton, Bedford MK43 9HT		Category Age Range Phase	NOR 2016	Admission Number 2017
Head: Mr M Gleeson Tel: (01234) 767123 Fax: (01234) 765203 e-mail: wootton@wootton.beds.sch.uk website: www.wootton.beds.sch.uk		Academy 13 to 19 Upper	1028	Year 9 - 297 Year 12 - 50
Designated measuring point: Gate to Front Car Park				
Admission Criteria 2017				
<ol style="list-style-type: none"> 1. All 'looked after' children or children who were previously 'looked after' 2. Children whose home is in the catchment area with siblings at the school 3. Children whose home is in the catchment area 4. Children with siblings at the school and who are likely to remain in the school the following academic year 5. Children who currently attend, and have attended for at least two academic years, either Holywell or Marston Vale Middle School 6. Children who currently attend either Holywell Middle School or Marston Vale Academy 7. Children with siblings who currently attend Kimberley 16-19 STEM College 8. Children of staff employed by Wootton Upper School for two or more years at the time at which the application for admission is made 9. Any other children 				
Admissions in September 2016				
Admission number: 297	Requests received: 338	Places offered: 297	At the time of the initial allocation the last place offered was under 'Any other children' at a distance of 3,400.13m.	

Map of Bedford Borough



© Crown copyright and database rights 2014 Ordnance Survey 100049028. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

Finding out more

If you would like further copies, a large-print copy or information about us and our services, please telephone or write to us at our address below.

This booklet can be produced, on request, in an alternative format (e.g., audio tape, Braille or large print). If you require one of these formats please use text phone number: **(01234) 221827**.

Për Informacion

للمعلومات

ਜਾਣਕਾਰੀ ਲਈ

برای اطلاع

Per Informazione

معلومات کے لئی

Informacja

Za Informacije

তথ্যের জন্য



01234 718120



School Admissions Service

Bedford Borough Council

Borough Hall

Cauldwell Street

Bedford

MK42 9AP



admissions@bedford.gov.uk