

# Admission to Secondary School in September 2024

Please note this is not this years  
booklet. The booklet is not yet  
released for this year



**Secondary Schools  
in Royal Greenwich  
2024/2025**

Closing date for applications:  
31 October 2023

[royalgreenwich.gov.uk/admissions](http://royalgreenwich.gov.uk/admissions)

**ROYAL** borough of  
**GREENWICH**

# Timetable 2023/2024

- Autumn 2024 –visits to secondary schools
- **31st October 2024**– closing date for applications
- 1st March 2025 – offer available online
- 15<sup>th</sup> March 2025– deadline for accepting the offer
- Appeal hearings – May/June 2025

# Greenwich Schools

## Local schools

Crown Woods

Eltham Hill

Harris Academy Greenwich

Thomas Tallis

Halley Academy

Greenwich Arch School

# Booklet

[Secondary school admission guide | Apply for a secondary school place | Royal Borough of Greenwich](#)  
[royalgreenwich.gov.uk](http://royalgreenwich.gov.uk)

# How to Apply

- Apply online – 24 hours/day
- Common Application Form
- Greenwich residents can obtain a paper copy from the website
- [Royalgreenwich.gov.uk/admissions](http://Royalgreenwich.gov.uk/admissions)
- Non- Greenwich residents must apply to their local council

# How to apply

Proof of address must be attached if you are not registered to pay council tax

- council tax letter
- tenancy agreement
- mortgage statement
- utility bill less than 3 months old (i.e. dated after 20th July 2017)

# Application Forms

- List all six schools in order of preference
- If you are applying for a place at St Mary Magdalene CoE School, St Paul's Academy, St Thomas More Catholic School or St Ursula's Convent School, a **supplementary information form** needs to be completed and returned to the school by 31<sup>st</sup> October
- If you are applying for Leigh Academy, Stationers Crown Woods and Halley Academy and some other academies –please check school websites **need to organise for your child to complete the schools banding test.**

# Grammar Schools

- The children must complete the tests (Bexley, Beths, Chis and Sid, Townley etc)
- They are verbal reasoning, non verbal reasoning and numerical reasoning
- Children are not prepared for these in state schools so you will need to give them some practice at home. WH Smiths/ online
- The test take place fairly early in the autumn term.
- You must check with school websites when you need to register. It is always in the summer term.



# Listing your preferred schools

- **All** schools (including Bexley schools/ grammar schools should go onto the form **except** independent/private schools

# Admissions criteria

## Admission criteria

The admission criteria set out below applies to the following schools:

Bitham Hill School
The John Roan
Plumstead Manor School
Royal Greenwich Trust School
Thomas Tallis School

First priority will go to children with an Education, Health and Care Plan (EHCP) naming the school. Remaining places will be given in the following priority order:

- 1) Looked after children and previously looked after children who have been adopted or become subject to a child arrangements or special guardianship order, immediately following having been looked after.

A 'looked after child' is a child who is in the care of an English or Welsh local authority in accordance with section 22 (a) of the Children Act 1989.

- 2) Children, or an immediate family member, with a chronic medical condition or social care need for a particular school.

Applicants need to set out the reasons why the school can best meet needs and the implications for the child or immediate family member if a place was not obtained at the school. Evidence of the condition or need must be submitted with the application, such as a letter from a registered health professional or practitioner i.e. a doctor or social worker. The family member must live at the same address as the child. Further details of the documentation required are on page 55.

Work commitments and childcare arrangements are not considered as being a social care need.

- 3) Children with a sibling, living at the same address, attending the school at the time of the child's admission.

Sibling means a full/ half/ step/ adopted/ foster brother or sister. This does not include siblings attending a school's Post 16 provision.

- 4) Other children based on home to school distance.

Distance from home to school is measured as a straight line from the centre of the home address to the centre of the school site.

In the event that two or more applicants have equal right to a place under any of the above criteria, priority will be given to those who live nearest to the school.

Should two or more applicants live an equal distance from the school, including instances where more than one applicant lives in a multi-occupancy building, the offer of a place will be decided by random allocation.

The schools that use different admission arrangements are:

The Greenwich Free School
The Halley Academy
Harris Academy Greenwich
International Academy of Greenwich
Leigh Academy Blackheath
St Mary Magdalene CE School
St Paul's Academy
St Thomas More Catholic School
St Ursula's Convent School
Stationers' Crown Woods Academy
Woolwich Polytechnic School for Boys
Woolwich Polytechnic School for Girls

A summary of each school's arrangements is given below. However, we recommend that you contact the school to obtain full details of the admission arrangements.

First priority will go to children with an Education, Health and Care Plan (EHCP) naming the school.

Distance from home to school is measured as a straight line from the centre of the home address to the centre of the school site.

If distinctions have to be made between children in a single category, they will be made on the grounds of distance from the school.

Should two or more applicants live an equal distance from the school, including instances where more than one applicant lives in a multi-occupancy building, the offer of a place will be decided by random allocation.

The following schools use a banding system based on the results of a general ability assessment:

- The Halley Academy
- Leigh Academy Blackheath
- Stationers' Crown Woods Academy

These schools will divide their total number of Year 7 places into five bands with the aim of providing a balanced intake of children of differing abilities.

Your child will be placed in one of five bands, depending on their score in a test. Those with the highest scores will be in band 1 and those with the lowest in band 5. It is not possible to 'pass' or 'fail' the test, and the band a child is placed in will not guarantee an offer of a place at a preferred school.

Please contact the schools directly to obtain further details, including testing arrangements.

# Further information

- Greenwich Admissions Section:  
(020) 8921 8043
- Headteacher Clara Daly

# Admission to Secondary School in September 2024

Deadline for applications  
is October 31<sup>st</sup> 2024