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**SECONDARY SCHOOL ADMISSIONS 2020/21**

**Information for parents/carers of Year 5 pupils living in Torbay**

If your child was born between 1 September 2008 and 31 August 2009 you will need to apply for a secondary school place. The application period is **1 September 2019** to **31 October 2019.**

From 1 September you will be able to apply online at [www.torbay.gov.uk](http://www.torbay.gov.uk). If you do this, we will be able to notify you of the outcome of your application by email on 2 March 2020. If you prefer to apply on paper, application forms will be available from your child’s primary school or from Student Services tel. 01803 208908 from 1 September. If you apply online, keep the email that will be sent to you to confirm receipt of your application. If you apply on paper, be sure to take a copy and get it date stamped when you hand in your application to your primary school. If you post it to Student Services, keep a copy and send a stamped address envelope so that we can confirm receipt. Contact us if you have not received confirmation within two weeks. If you are applying online, you are advised to register in September. You can always change your preferences by going back into the system any time before the closing date, 31 October.

You should use the time between now and October to visit schools and to find out more about the way each school prioritises children for places. You are welcome to go along to any of the following school open days:

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| Brixham College | 1st July 9am  2nd July 9am |
| Churston Ferrers Grammar School | 27th June 2019 10am, 4:15pm or 5:45pm |
| Paignton Community and Sports Academy  Parents will need to ideally visit both sites as from September year 7’s will be split over both of the sites | **Borough Road:**  9th July 2019 9:15am-11am  3rd October 2019 6pm-8pm  **Waterleat Road:**  11th July 5:30pm-7:30pm  1st October 2019 9:15am- 11am |
| St Cuthbert Mayne School | 9th July 2019 9.45 - 12.00 pm  19th September 9.45 am - 12.00 pm and 6.00 pm - 8.00 pm. |
| The Spires College | 19th June 2019 - 6pm -8.30 pm  18th September 2019- 6pm -8.30 pm  Please contact the college to book a place: 01803 400660  admissions@thespirescollege.com  24th September 20199am-10.30 am  25th September 2019- 9am-10.30am  3rd October 2019 -9am-10.30 am  4th October 2019 - 9am-10.30 am  14th October 2019 -9am-10.30 am |
| Torquay Academy | 18th June 8:15 am or 9:15am  26th June 8:15am or 9:15am  27th June 8:15am or 9:15am  3rd October 8:15am or 9:15am- 4pm or 5pm or 6pm  4th October 8:15am or 9:15am  17th October 8:15am or 9:15am |
| Torquay Boys Grammar School | 9th July 2019 9:30am or 4:30pm |
| Torquay Girls Grammar School | 25th June 2019- 2pm-3:30pm or 6:30pm-8:30pm  5th September 2019- 6:30pm-8:30pm |

**St Cuthbert Mayne Joint CE and RC School**

Thisis a voluntary aided joint Catholic and Church of England comprehensive school. The school admits children of all abilities. Priority is given to children of these church denominations. If you want to apply for priority admission on faith grounds, you will need to complete the supplementary information form for the school and return it to the school. This is in addition to the common application form that you must submit to the Council. The supplementary form is available to download from [www.torbay.gov.uk](http://www.torbay.gov.uk) or from St Cuthbert Mayne School.

**Brixham College**

**Paignton Community and Sports Academy**

These are academies, funded by central government and independent of local authority control. These schools admit children of all abilities at the age of 11.

**Torquay Academy**

This academy, funded by central government and independent of local authority control, also admits children of all abilities at the age of 11. Within the school there is a football academy and a performing arts academy with spaces in each for up to 8 children starting in year 7. If you want to apply for a place within the football or performing arts academy you will need to complete a supplementary application form. This is in addition to the common application form that you must submit to the Council. The supplementary application form is available to download from [www.torbay.gov.uk](http://www.torbay.gov.uk) or from Torquay Academy. You must return it to Torquay Academy by **20 September 2019.**

**Churston Ferrers Grammar School**

**Torquay Girls’ Grammar School**

**Torquay Boys’ Grammar School**

These are also academies. Children must take a selective test for entry to these schools. If you want your child to attend one of these schools, or the selective stream at The Spires College, you must complete a registration form to enter them for the selective test. You can get this form from any of the grammar schools or online from [www.torbay.gov.uk](http://www.torbay.gov.uk). You should return the completed form to the grammar school where you want your child to sit the test, by noon on **6 September 2019.** This is in addition to the application form that you must submit to the council. Selective tests this year will take place on **14** **September 2019.** The school will contact you about the arrangements. You will receive a letter posted on 15 October 2019 indicating whether, on the basis of your child’s performance in the selective test, a selective education is appropriate to his or her academic ability. This is **not** an offer of a place. You will still need to complete a common application form before the end of October. Torquay Boys’ Grammar School also has a supplementary form for parents to complete if seeking priority admission on the grounds of eligibility for pupil premium.

**The Spires College**

This is a foundation bilateral school which means it has both selective and non-selective streams. Children must take a selective test, as for grammar schools above, to gain entry to the selective stream. The school admits children of all abilities into the non-selective streams.

*Please note, your child only needs to sit selective tests at one school even if you want to apply for a place at more than one selective school.*

**Admission arrangements**

Admission arrangements vary from school to school. Before you apply for a place get to know the arrangements so you can judge the chances of getting a place for your child. Admission arrangements say how many places are available. They explain any special entry requirements and how places are prioritised if too many children want to go to a school. The admission policies and oversubscription criteria for all schools in Torbay can be found at [www.torbay.gov.uk](http://www.torbay.gov.uk), on school websites or from Student Services telephone 01803 208908. Maps showing designated areas are available in these places. You can also see how places were allocated in 2019 for each school.

**Co-ordinated Admissions Scheme**

The council has a co-ordinated scheme to ensure that every child has a single offer of a school place on the national allocation day, 2 March 2020. You must apply to Torbay Council if you live in Torbay, even if you prefer a school outside of Torbay. You can state up to 3 preferences. Your preferences make no difference to how your application is ranked by each school. If a school is oversubscribed places are allocated according to the admission criteria not the parent’s ranking. Where a place can be offered at more than one school, we look at your preferences to offer you a place at your higher preference school.

After the closing date, you can only change your preferences if there is a significant change in circumstances such as

* Moving to a new house that is served by a different secondary school
* Where there are significant new medical reasons supported by a medical practitioner that make the original application unsound
* Where a child is taken into care, adopted or accommodated after the closing date and the change is supported by a letter from a social worker.

**School Transport**

Normally it will be your responsibility to make arrangements for your child’s transport to and from school, but there are certain circumstances where the Council will provide travel assistance. For more information look at the council’s website [www.torbay.gov.uk](http://www.torbay.gov.uk) or telephone the Transport Team on 01803 207688.

**Late Applications**

You will still need to complete an application form if you have missed the closing date. You will not be able to apply online. Your preferences will not be considered until all on-time applications have been processed so your child may be at a disadvantage.

**Waiting List**

Waiting lists for oversubscribed schools will be kept from the allocation day (2 March 2020) at least until **31 December 2020**. Children will be ranked according to the oversubscription criteria.

**Appeals**

Parents who have been refused a place at a school can appeal to an independent appeal panel. Information about the appeals procedure can be obtained from Torbay Student Services, telephone 01803 208908.

**Children with Special Educational Needs**

If your child has an Education, Health & Care Plan, the process for applying for a secondary place is slightly different. You will receive a letter from the Special Needs team during the autumn term to explain the changes that are to be made to your child’s Plan and to find out about your preferred secondary school for your child. For more information please contact the Special Needs team on 01803 208274. **If you wish your child to sit a selective test, you should still register with a grammar school by noon on 6 September 2019.**

**What Happens Next**

We will write to you in September telling you how to apply. Don’t forget to register your child for selective testing/complete a supplementary form for your preferred school if appropriate.

Student Services, Torbay Council

Address: Room SF338, 2nd Floor, Electric House c/o Town Hall, Castle Circus, Torquay TQ1 3DR

Tel: 01803 208908

Email: pupil.services@torbay.gov.uk