



Admissions Arrangements for the Academic Year 2026-27

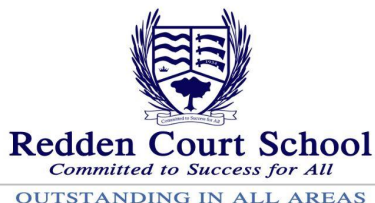
Redden Court School is an 11-16 co-educational Academy with a planned admission number of 210 students for Year 7 in September 2026.

These criteria will be effective for the Year 7 intake for the academic year 2026/27 and each subsequent Year 7 intake.

Admission Criteria

When the demand exceeds the number of places available at the Academy, then at least 189 places will be allocated in accordance with Criteria i to v below which are stated in order of priority and up to 21 places will be allocated in accordance to students under the schools aptitude criterion v. If the number of places offered under the sports aptitude criteria is less than 21, the remaining places will be added to places available under criteria i to iv to ensure that the school PAN of 210 is reached.

- i) Looked after children and all children who were adopted (or subject to child arrangements order or special guardianship orders) immediately following having been looked after, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted;
- ii) The attendance at the Academy of a brother or sister (in September 2026);
- iii) The child of a member of staff who has been employed on a permanent contract within Redden Court School for two or more years at the time at which the application for admission to the school is made; or who is recruited to fill a vacant post for which there is a demonstrable skill shortage. Casual staff or staff who work for 3rd parties or those who complete timesheets are not eligible. *If applying under this criterion applicants must indicate on the online application form (by ticking the relevant box - applying under the children of staff criterion);*
- iv) The distance of the home address from the Academy, as measured by a straight line from the Academy, those students living nearer the school being given higher priority
- v) Up to 21 children (10% of the Published Admission Number) who have an aptitude for sport will be selected on this basis. These students must reside within the RM3, RM11, RM2, RM1, RM12 postcodes and must meet the required standard pass mark. This may vary from year to year depending on the cohort. The aptitude testing comprises of 6 elements. Students will be scored against each element with the best score being awarded 1 point for each element. Parents wishing for their child to take the testing for aptitude are required to complete the application form published on our website. Testing will take place on a **Saturday in October 2025** at Redden Court School. Test results will be posted to parents within 14 days of completion of



the tests. Places will be allocated in rank order based on the outcome of the aptitude testing. In the case of a tie on the score, the straight line distance criteria will be applied.

If, because of oversubscription in any of the categories i) to v) above, it is necessary to distinguish between applicants, the distance of the applicant's home address from the Academy, as measured by a straight line from the school, will be used with those students living nearer the Academy being given higher priority.

Please see the guidance below on the application of the admission criteria.

Looked after children

A looked after child, is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school.

A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

Adoption includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders).

Child arrangements orders are defined in Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangements order replace residence orders and any residence order in force prior to 22nd April 2014 is deemed to be a child arrangements order.

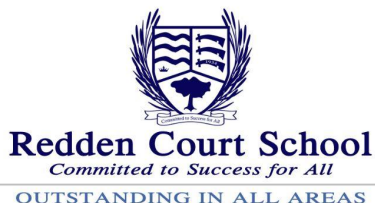
Older brother or sister

An older brother or sister is defined as:

- a brother or sister, adopted brother or sister, or stepbrother or stepsister living in the same family unit in the same family household who attends the preferred school in any year group, excluding Year 11 (the final year of statutory education).
- a biological brother or sister who attends the preferred school in any year group, excluding Year 11 (the final year of statutory education) irrespective of their place of residence.

Distance of the home address from the school

The distance between the home address and the Academy is determined using address points and is measured in a straight line, not by the shortest walking or bus route, between the address point for the Academy and the address point of the child's normal



place of residence. (Address points are points marked in the centre of the child's home address, or in the centre of the block of flats in which the child's home address is located, and in a predefined point within the Academy.)

In the event that two, or more, applicants applying for a single place at the Academy live at addresses that are located at exactly the same distance from the preferred school, or live in the same block of flats, the place will be offered on the basis of lots drawn by representatives of the Academy's Governing Body who are not involved in the admissions process.

Home address

The home address is a key part of the admissions process. It is the child's normal place of residence that will take precedence. There have been occasions when parents/carers have tried to use false addresses to obtain a place at an academy. To prevent this occurring the Local Authority undertakes checks on addresses. This will include confirmation of addresses with primary schools and random checks on addresses.

If a parent/ carer is found to have used a false address to obtain a place at the Academy, the offer of a place will be withdrawn. Should there be doubts about the address to be used, parents/carers may be asked to provide evidence concerning the child's normal place of residence. This could include a court order stating where the child should live during the course of the week. In all cases the Local Authority would expect that the parent/ carer with whom the child is normally resident receives the child benefit for the child.

If parents/carers move address during the admissions process they must notify the School Admissions Team immediately of their new address, together with verification of the new address. This should be supported by evidence from a solicitor regarding the date of exchange of contracts if they are purchasing a new home or the signed tenancy agreement if they are renting a property. The length of a tenancy agreement should be sufficient to cover the date on which the child would start attending the Academy.

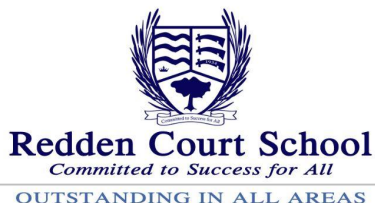
If parents/carers have more than one property they may be required to provide proof of the normal place of residence of the child.

Special Education Needs

Children whose statement of special educational needs or an Educational Health Care Plan names the Academy will be admitted.

Twins and multiple births

If, in the normal admission round, the last child to be offered a place is a twin, and their sibling cannot be offered a place, the Academy will ensure that both twins are offered a place. In the case of other multiple births, if the majority of children can be offered a place, the Academy will offer places to the remaining children. For example if two triplets can be offered a place, the remaining child will also receive an offer of a place.



Sporting Aptitude Twins/Multiple Births

In any instance where one child of a twin, or multiple birth is awarded a place under the Sporting Aptitude Criteria then a qualifying sibling would also be awarded a place if both reside at the same address.

Admission of children outside their normal age group

Parents/carers of gifted and talented children, or those who have experienced problems or missed part of a year, for example due to ill health, can seek places outside their normal age group. The Academy will make decisions on the basis of the circumstances of each case. Advice will normally be sought from appropriate professionals, such as an educational psychologist, in order to make a decision.

Children of UK service personnel (UK Armed Forces)

The Academy will accept applications in advance of a service family residing in the borough if the application is accompanied by an official government letter declaring a relocation date and a Unit postal address or quartering area address for the parents/carers of the child concerned.

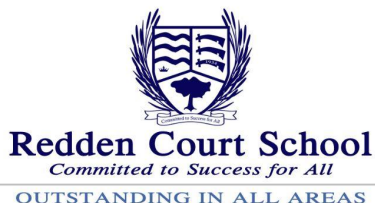
Applying for a Year 7 place at the Academy

Applications for admission to Year 7 at the Academy in September 2026 are co-ordinated by the London Borough of Havering (the Local Authority).

Parents/carers residing in Havering must complete and submit the Local Authority's Common Application Form (CAF) by the **31st October 2025**. The CAF must be completed electronically and submitted online. Applications from out-borough residents must be made using the Common Application Form provided by their home local authority. Applications from out-borough residents will be considered using the same admissions criteria. The law requires that no distinction be made between applicants resident in Havering and those resident outside the borough when these criteria are applied. (Full details of the co-ordinated admissions process can be obtained from the Local Authority's website at www.havering.gov.uk/admissions or by reading a copy of the "Transferring to a Havering Secondary School" brochure published annually by the Local Authority.

Late Applications

Applications for places received after **31st October 2025** will not be considered until all of the applications received by that date have been dealt with unless the parents/carers have just arrived in the borough; the delay has been created by factors outside of their control; there are other exceptional circumstances involved. It is crucial, therefore, for parents/carers to adhere to the deadline to stand a realistic chance of their preference for a place at the Academy being met.



Where a parent/carer moves from one London Borough to another after submitting an on-time application under the terms of their former home authority's scheme, Havering will accept the application as on-time up to **10th December 2025** on the basis that an on-time application already exists within the Pan-London system.

Offers

The Local Authority will, on **2nd March 2026**, notify applicants residing within the borough of the outcome to their application. Out of borough residents will receive notification of the outcome of their applications from their home local authority. Applicants will be asked to accept or decline the offer of a place by **15th March 2026**, or within two weeks of the date of any subsequent offer.

Waiting list

After the first round of offers on the **2nd March 2026** all unsuccessful applicants who listed Redden Court School as a higher preference than the school/academy offered will be held on a waiting list according to the published admission criteria for the Academy. The Academy, in conjunction with the Local Authority will maintain the waiting list until the end of the first academic term of 2026/27. At the end of this period parents/carers will need to request that their children's names remain on the waiting list for the following academic year.

Priority cannot be given to children based on the date their application was received or their name added to the waiting list. Waiting lists will be re-ranked in accordance with the Academy's published admission criteria each time a child's name is added to the waiting list. This means that a child's position on the waiting list can move down as well as up.

Appealing against admission decisions

If parents/carers are unhappy about not being allocated a place for their child at the Academy, they may appeal to an Independent Appeal Panel. To obtain an appeal form parents/carers will need to contact either the School Admissions Team or the Academy direct. This applies to both on-time and late applications.

In-Year Admissions

The Havering School Admissions Team manages the In-Year application process on behalf of Redden Court School alongside all other schools in Havering. You must therefore apply following the In-Year process set out via www.havering.gov.uk/admissions/inyear.

Changes to the admission arrangements from 2025-26

Wording under criteria iii) has been amended. Stating this is only applicable to those staff on a permanent contract and that casual staff or staff who work for 3rd parties or those who complete timesheets are not eligible.