



ADMISSION TO UXBRIDGE HIGH SCHOOL

Thank you for showing an interest in Uxbridge High School. The procedure for admission aims to ensure that every parent has a fair opportunity to gain a place for their son or daughter at our school.

Full information about our school can be found on our website: www.uhs.org.uk

Arrangements have been made for parents of prospective students to visit the school on:

Monday, 30th September 2019 from 6pm when you are invited to view the school, see examples of work, meet students and staff and ask any questions you may have.

There will be further opportunities to view the school at one of our Open Mornings which take place on:
2nd / 3rd October 2019 and 9th / 10th October 2019 at 9.45am

How to apply for a place in Year 7 – September 2020

The governors have agreed to process applications for admission to Uxbridge High School according to the co-ordinated admissions scheme managed by the London Borough of Hillingdon.

For Hillingdon residents

To make an application for a place at Uxbridge High School, parents can apply online from 1 September via www.hillingdon.gov.uk/schooladmissions or a paper application form can be requested from Hillingdon local authority. Hillingdon local authority operates an equal preference scheme, which is fully explained in their "Starting Secondary School" booklet.

For non-Hillingdon residents

Parents are required to complete the application in their own local authority's admissions guide, stating Uxbridge High School as a preferred school and returned in line with that local authority's requested procedure. That local authority will then inform Hillingdon local authority of the choice to apply to Uxbridge High School.

All applications must be returned no later than noon on **31st October 2019**.

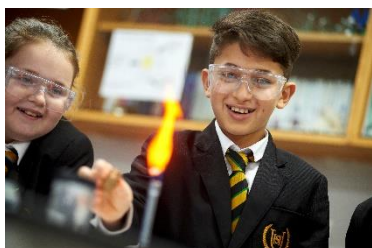
You will be notified of the result of your application on **2nd March 2020**.

Admissions Procedure

The procedure for deciding which children to admit using our admissions criteria (see overleaf) will be carried out by Uxbridge High School and you will be notified of the result of your application by your local authority admissions team.

If you are not offered a place for your child at Uxbridge High School, you have the right to appeal. Should you wish to appeal, please contact the school in writing by 28th March 2020 for an appeals pack.

If you require further details or clarification of the Uxbridge High School admissions policy, please contact the school.



Admissions Criteria

Uxbridge High School will admit students without reference to their ability. Uxbridge High School will have an admission number of 230 for entry into Year 7. If Uxbridge High School is undersubscribed, any parent that applies will be offered a place. If oversubscribed, it will rank applications in the order against its published oversubscription criteria below.

Where there are more applications for Uxbridge High School than there are places available and, after the admission of children with Statements of Special Educational Need or EHC plans where Uxbridge High School is named, the following criteria (in the order listed) will be used to allocate places:

- 1. A Looked After Child (as defined by the Children Act 1989) or a child who was previously looked after, but immediately after being looked after became subject to an adoption residence, or a special guardianship order.**
- 2. Children who currently have a brother or sister* as a student on roll at Uxbridge High School and who would reasonably be expected to be still attending at Uxbridge High School at the time of admission.**
- 3. Children living nearest the school (measured in a straight line from the school office to their parents' permanent home as set by ordnance survey points of reference using the computer programme: Geographical Information System (GIS)**).**

* A brother or sister includes: the sister; brother; half brother or sister; adopted brother or sister; step brother or sister; child of the parent/carer or partner or a child looked after or previously looked after in a placement, whether or not in the same household.

** This must be that of the child's permanent home with his/her parents or legal guardians.

Tie breaker

If two or more children have equal priority after applying all other criteria, then the distance criterion set out in (3) above will be applied. Where the applicants cannot be differentiated when the distance criterion is applied, a process of random allocation will be applied.

Once places have been offered applicants must return their acceptance of a place by the published date. Failure to return acceptances by this date will result in offers being withdrawn and made to applicants on the waiting list. These are known as late offers.

Parents are entitled to keep the names of their children on waiting lists up to the end of Year 11. Details regarding the order of places on the waiting list are in accordance with the published admission criteria and will be subject to re-ranking when new applicants are added to the list.

Late offers will be made to those parents on the waiting list in strict order and will be subject to a different, but specified timetable. Applicants receiving late offers should decline previously accepted offers from other schools.

Applicants are advised at all stages of the admissions cycle to hold only one offer of admission at any one time.

Offered Places

Once places have been offered, applicants must accept the place by 16th March 2020 via eadmissions. Failure to return acceptances by this date will result in offers being withdrawn and offered to applicants on the waiting list.