

The Archbishop Lanfranc School

Admission arrangements – frequently asked questions

How do I apply?

You must apply direct to us on our application form by Friday 22 October 2010. You must also complete and return the confidential preference form on-line or in the envelope provided to Croydon LA by 31 October 2010.

How do you decide to whom to offer a place?

The school has a set of published criteria which it has to employ if there are more applications than the 200 places available. The criteria are:

For the first 170 places (85%)

- first - children in public care
- second - siblings (children having one or both parents in common or who have been legally adopted) of pupils who will be on roll at the time of admission
- third - medical grounds supported by a registered health professional whose written evidence must provide the particular reasons for this being the most suitable school and the difficulties that would be caused if the child had to attend another school
- fourth - straight-line distance from the front steps of the school to the centre of the home address as measured on a map

For the remaining 30 places (15%)

- first - those who score highest on standard tests administered by the school
- second - in the case of tied scores straight-line distance from the front steps of the school to the centre of the home address as measured on a map

Does everyone have to take the test?

No. If your son/daughter is ranked in the first 170 on looked after child, sibling, medical or geographical grounds he/she will not be required to take the test.

When does the test take place and what is it like?

The test will take place at the school on Saturday 4 December at 9.30am. There are two components to the test, one which assesses verbal and the other non-verbal ability. The procedure takes about two hours in total. No specific revision or preparation for the test is required.

Is my son/daughter *guaranteed* a place if:

➤ **he/she has a brother or sister currently at the school?**

Yes, first preference is given to current siblings. Typically 70-80 places are offered to siblings each year.

➤ **he/she has a brother or sister who left the school last year or in some previous year?**

No. There is no advantage given to such siblings in our admissions criteria.

➤ **he/she attends one of Archbishop Lanfranc's main feeder schools, eg, West Thornton, Kingsley?**

No. Attending a feeder school is not one of our admissions criteria.

➤ **our next door neighbour has/had a child at the school?**

No. The area from which the school takes its intake changes from year to year. As the school has become increasingly popular the circle around the school from which pupils are taken has become smaller.

➤ **he/she has a medical problem?**

No. Very few places are allocated on medical grounds. The justification for such a place has to be that this school can better meet the medical needs of the individual than any other school. This is rare.

➤ **we apply only to The Archbishop Lanfranc School?**

No. You will still be checked against the admissions criteria and will have to be in the first 200 to be offered a place.

Will my son/daughter be disadvantaged if:

➤ **we live outside Croydon LA?**

No. The same admissions criteria apply to all applicants and the school is on the borders of both Merton and Sutton.

➤ **we place The Archbishop Lanfranc School as second choice?**

No. Each school will produce a list placing all applicants in rank order according to its admissions criteria. A pupil's name will only be removed from a school's list once he/she has been offered a place at a school indicated as a higher preference.

How soon we will know if our son/daughter is being offered a place?

If you have not heard before 4 December that your child needs to attend for the test then you may assume that he/she is in the first 170 to whom a place will eventually be offered. All applicants will receive formal notification of the placement of their children on 1 March 2011.

What should we do if we are not allocated a place at The Archbishop Lanfranc School on 1 March 2011 but still want our son/daughter to attend the school?

Firstly respond to our request asking if you wish to remain on our waiting list. There is always some “movement” on original allocations as people change their minds, move out of the area, etc. Secondly respond to information about the appeals procedure which will be sent to you during the spring term.