



THE WINSTON CHURCHILL SCHOOL

Consultation on proposed changes to
admission arrangements for 2028-29

The Governing body of The Winston Churchill School, Hermitage Road, St John's, Woking, GU21 8TL have proposed a change to the Admissions arrangements for the academic year 2028-29 onwards.

The proposed change is:

- 1) To remove the catchment area and revise the admissions criteria to take this change into account.
- 2) The abolition of the specialist places due to the removal of the catchment area.

Rationale:

To take account of the changing demographics locally and across the wider Woking area since the catchment area was last reviewed. To bring The Winston Churchill School in line with other local schools. To ensure that, as per the School Admissions Code:

- Paragraph 1.8: "Oversubscription criteria must be reasonable, clear, objective, procedurally fair, and comply with all relevant legislation, including equalities legislation. Admission authorities must ensure that their arrangements will not disadvantage unfairly, either directly or indirectly, a child from a particular social or racial group, or a child with a disability or special educational needs..."
- Paragraph 14: "In drawing up their admission arrangements, admission authorities must ensure that the practices and the criteria used to decide the allocation of school places are fair, clear, and objective. Parents should be able to look at a set of arrangements and understand easily how places for that school will be allocated."

With regards to the specialist places, these are currently offered to those living outside of the catchment area, with the removal of the catchment they will no longer be valid.

The consultation will run from 5th October 2026 to 16th November 2026, comments should be e-mailed to admissions@wcsc.org.uk with the heading 'WCSC Consultation 28-29 Response' before the closing date.

Included in this document:
Admissions criteria 2028-29
Supplementary Information Form



**SURREY COUNTY COUNCIL
THE WINSTON CHURCHILL SCHOOL
A FOUNDATION SCHOOL
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In accordance with The School Admissions (Admission Arrangements and Coordination of Admissions Arrangements) (England) Regulations 2012, the Governors of The Winston Churchill give notice that they have adopted the following admission arrangements for students who will be admitted to Year 7 in the school year commencing in September 2028 (The closing date for on-time applications is 31st October 2027).

CRITERIA FOR ADMISSION 2028-29

Should the number of applicants exceed the 270 places available for admissions into Year 7 in September 2028, those who expressed a preference for The Winston Churchill School will be considered in the following order of priority:

1. Looked After Children, Previously Looked After children and Internationally Adopted Previously Looked After Children
2. Children who have a sibling attending the school at date of application
3. Children with major medical, social, compassionate, or family need
4. Children who are eligible for the Service Children in Education Premium
5. Children of staff who are employed at the school
6. Any other applicant

Children with an Educational Health & Care Plan (EHCP) that name the school, are treated in accordance with the DfE Code of Practice on Admissions & Special Educational Needs as stated in Section 324 of the Education Act 1996.

NOTES:

a) Priority 1

Looked After Children, Previously Looked After children and Internationally Adopted Previously Looked After Children will be considered to be:

Children who are in the care of the Local Authority or provided with accommodation by a local authority in accordance with section 22 of the Children Act 1989 (e.g., fostered or living in a children's home at the time an application for a school is made; and

Children who have previously been in the care of a local authority or provided with accommodation by a local authority in accordance with section 22 of the Children Act 1989, and who have left that care through adoption, a child arrangements order (in accordance with section 8 of the Children Act 1989 and as amended by the Children and Families Act 2014) or Special Guardianship Order (in accordance with section 14A of the Children Act 1989); and

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. A child will be regarded as having been in state care outside of England if they were accommodated by a public authority, a religious organisation, or any other provider of care whose sole purpose is to benefit society. The parent/carer will need to provide evidence to demonstrate that the child was in state care outside of England and left that care as a result of being adopted.

b) Priority 2

Siblings are defined as: brother or sister (i.e., another child of the same parents, whether living at the same address or not), or a half-brother/half-sister, or a step-brother/step-sister, or an adoptive or foster brother/sister living at the same address.

c) Priority 3

To support exceptional circumstances in priority 3, written evidence will be required, from a doctor and/or consultant for medical cases, or a social worker, health visitor, housing officer, the police or probation officer for other social circumstances. This evidence should confirm the reasons for the application and indicate why The Winston Churchill School would be the most appropriate school for the child to attend. *This evidence should be provided at the time of the application.*

d) Priority 4

Children of parent(s) who are currently serving in the UK regular armed forces or have parent(s) who died serving in the UK regular armed forces and are in receipt of a pension under the Armed Forces Compensation Scheme or War Pension Scheme are eligible for the Service Children in Education Premium.

Applications made under this criterion will need to be supported by our Supplementary Information Form (SIF) available from our website, together with a letter from The Commanding Officer/Welfare Officer or copy of War Pension. The letter and SIF should be submitted at the time of application.

e) Priority 5

Children of all staff (teaching and support) who have been employed at the school for more than two years at the time at which the application for admission to the school is made, or where the member of staff is recruited to fill a vacant post at the school for which there is a demonstrable skill shortage.

Applications made under this criterion will need to be supported by our Supplementary Information Form (SIF) available from our website. The SIF should be submitted at the time of application.

f) Priority 6

Any other applicant who does not qualify under priorities 1-5. Applicants will be ranked against distance from school, with children living nearest to the school having higher priority. The distance is measured in a straight line from the address point of the pupil's home, as set by Ordnance Survey, to the nearest school gate available for pupils to use. This is calculated using the School Admissions team's Geographical Information System. When calculating the distance, the address at the closing date of application will apply, unless a change of address for good reason has been accepted by the Home Local Authority.

The home address excludes any business or childminder's address and must be the child's normal place of residence. It also excludes any relative's address unless the child lives at that address as their normal place of residence.

In the case of formal equal shared custody, it will be up to the parents to agree which address to use. In other cases, it is where the child spends most of their time.

We will not generally accept a temporary address if the main carer of the child still possesses or rents a property that has previously been used as a home address, nor will we accept a temporary address if we believe it has been used solely or mainly to obtain a school place when an alternative address is still available to that child.

g) Tie-Breaker and multiple births

In the event of over-subscription within any criterion, children living nearest the school will be given higher priority. The distance is measured in a straight line from the address point of the pupil's home, as set by Ordnance Survey, to the nearest school gate available for pupils to use. This is calculated using the School Admissions team's Geographical Information System. When calculating the distance, the address at the closing date of application will apply, unless a change of address for good reason has been accepted by the Home Local Authority.

Where two or more children share a priority for a place, for example, two or more children live equidistant from the school, lots will be drawn to determine which child should be given priority. The drawing process will be supervised by someone independent of the school, and a fresh round of drawing will be used each time a child is to be offered a place from the waiting list.

h) Late Applicants

Late applications (those received by Surrey County Council after 31st October in the school year of admission) will be considered in accordance with Surrey's Coordinated Admission Scheme details of which can be found on Surrey County Council's website.

i) Waiting List

Unsuccessful applicants are automatically placed on our waiting list. The school will maintain a waiting list until the 31st December of each school year of admission. Waiting lists will operate according to the oversubscription criteria without regard to the date the application was received or when a child's name was added to the waiting list. To remain on the list parents should email the school before the 31st December. They will also need to email a request to the school at the end of the Spring term to remain on the list from April. Waiting lists are not carried over into the next academic year.

In Year Applications

In Year applications must be made directly to Surrey County Council. Information on how to do this can be found on our website or Surrey County Council's website. Each application will be ranked in accordance with the admissions criteria. Unsuccessful applicants are automatically placed on our waiting list. Waiting lists will operate according to the oversubscription criteria without regard to the date the application was received or when a child's name was added to the waiting list. Waiting lists will be cleared at the end of every term (December, March/April and July - please check the school website for end of term dates). To remain on the list parents should email the school before the end of each term. Waiting lists are not carried over into the next academic year.

Out of Year Applications

Applicants may choose to seek a place outside their child's chronological (correct) year group. Decisions will be made on the basis of the circumstances of each case and what is in the best interests of the child concerned.

Applicants who are applying for their child to have a decelerated entry to school, i.e. to start later than other children in their chronological age group, should initially apply for a school place in accordance with the deadlines that apply for their child's chronological age. If, in liaison with the Headteacher, governors agree for the child to have a decelerated entry to the school the place cannot be deferred and instead the applicant will be invited to apply again in the following year for the decelerated cohort.

Applicants who are applying for their child to have an accelerated entry to school, i.e. to start earlier than other children in their chronological age group, must initially apply for a school place at the same time that other families are applying for that cohort. If, in liaison with the Headteacher, governors agree for the child to have an accelerated entry to the school, the application will be processed. If it is not agreed for the child to have an accelerated entry to the school, the applicant will be invited to apply again in the following year for the correct cohort.

Applicants should state clearly why they feel admission to a different year group is in the child's best interest and provide what evidence they have to support this at the time of the application. More information on educating children out of their chronological year group and the process for making such requests is available at www.surreycc.gov.uk/admissions.

Fraudulent Applications

The Governing Body reserves the right to withdraw the offer of a place, if it is found that the place has been obtained on the basis of fraudulent, false or incorrect information.

Appeals

Unsuccessful applicants have the right of appeal and should contact the Surrey Schools Appeal Service directly on 0300 200 1004.

Clerk to the Governing Body – The Winston Churchill School

Date: 05/10/2026



The Winston Churchill School

Supplementary Information Form

(For applications under Admission Criteria 4 or 5 **only**)

Please complete and return this form to The Winston Churchill School via email to:

admissions@wcsc.org.uk

I wish to apply for a place at The Winston Churchill School for my child under one of the criteria below:

Eligible for Service Children in Education Premium		Please tick	
Child of staff employed at the school			
Name of staff member:			
Length of service:			

Information about your child (PLEASE PRINT)

Surname:		Forename(s):	
Date of Birth:	Male ☐	Female ☐	
Child's Permanent Home Address:			
Postcode: _____			
Parent/Carer Full Name and Salutation:			
Parent/Carer Email Address:			
Parent/Carer daytime contact telephone number (for emergency use):			

This form should be submitted at the time of application.

The school reserves the right to verify the information given on this form. Any offer of a place based on fraudulent information will be withdrawn.

Signed (Parent/Carer): _____

Date: _____