

Admissions Policy for Twyford Church of England Academy
Academic Year 2026/2027

Twyford Church of England Academy has an admission number of 190 students for entry into Year 7. The school will accordingly admit at least 190 students in the relevant age group each year if sufficient applications are received. All applicants will be admitted if 190 or fewer apply.

These arrangements and the criteria listed below are reviewed annually by the governing body and **should not be regarded as binding for future years.**

The ethos of Twyford Church of England High School is one which respects all faiths. We believe that all our lives are given and governed by God. We are inspired by the words of St Athanasius 'The Glory of God is a life lived to the full'. We expect our students to fulfil their potential academically, personally and spiritually.

We ask all applicants applying for a place here to respect this ethos and its importance to the school community. All applicants should be supportive of the aims, attitudes and values, expectations and commitment of this Church of England Academy. This does not affect the right of parents who are not of the Christian faith to apply for and be considered for a place here.

All applicants, including those of no faith, wishing to apply for a place at the school must fill in their home local authority's Common Application Form. When applying on behalf of a Looked After Child or Previously Looked After Child (see definitions below), applicants must ensure they indicate this clearly on the Common Application Form.

Of the 190 places available:

150 are designated as Foundation (Christian) places

21 are designated as World Faith places

19 are designated as Specialist Music Scholar places

Applicants wishing to apply for a place for their child for one of the above categories are asked to refer to the relevant admissions criteria for that category and complete the appropriate Supplementary Information/Application form.

When there are more applicants than the number of places available, the Governors will admit according to their admissions criteria. After the admission of Children with an Education, Health and Care Plan (see definitions section on page 2 of the Admissions Policy for Academic year 2026/27), priority will be given as follows:

1. All Looked After Children (see definitions below) or children who were Previously Looked After, will be allocated a place proportionately from the Foundation/World Faith categories. The number of places available in these categories will be reduced accordingly.
2. Children of all staff, where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made or where the member of staff has been recruited to a post where there is a demonstrable skill shortage, will be allocated a place proportionately the Foundation/World Faith categories. The number of places available in these categories will be reduced accordingly.
3. The remaining places will be allocated according to the relevant oversubscription criteria for that category.

Admissions Policy for Twyford Church of England Academy

Academic Year 2026/2027

In the event of a shortfall of applicants providing a religious reference, those applicants who have listed Twyford as one of their choices on the Common Application Form, but not provided a religious reference, will be considered. If there are more of such applicants than places available, then the same oversubscription criteria as that listed on page 2 of either of the Foundation/World Faith Policies will apply in priority order.

In Year Admissions

Applicants wishing to make an in-year application should arrange for the Supplementary Information Form to be filled in and return it to the school. If a place cannot be offered at this time you will be informed of the reasons and placed on a waiting list which is ranked in the order of the oversubscription criteria and not in the order in which the applications are received. Names are removed from the list at the end of June each academic year.

Definitions

Child with an Education, Health and Care Plan

A child with an Education Health and Care Plan ("EHC Plan") in whose EHC Plan the school is named as the appropriate educational placement.

Looked After Child

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.

Previously Looked After Children

These are defined as those who immediately after being "looked after" became subject to an adoption, child arrangement, or special guardianship order, including those children who appear (to the admissions authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

Adoption Order

This is defined under section 46 of the of the Adoption and Children Act 2002 as an order made by the court on an application under section 50 or 51 giving parental responsibility for a child to the adopters or adopter.

Child arrangement Order

Section 8 of the Children Act 1989 defines a "child arrangements order" as an order regulating arrangements relating to any of the following —

- (a) with whom a child is to live, spend time or otherwise have contact, and
- (b) when a child is to live, spend time or otherwise have contact with any person

Special Guardianship Order

This is defined under section 14A of the Children Act 1989 as an order appointing one or more individuals to be a child's special guardian (or special guardians).

CRITERIA FOR ADMISSION FOR FOUNDATION (CHRISTIAN) PLACES

The Governors have designated 150 places each year as Foundation places for students who themselves AND their parent(s)/carer(s) are regular worshippers. Attendance should be at a public place of worship and be confirmed by a supportive reference from their parish priest or minister.

When there are more applicants than the number of places available, the Governors will admit according to their admissions criteria. after the admission of Children with an Education, Health and Care Plan (see definitions section on page 2 of the Admissions Policy for Academic year **2026/27**), priority will be given as follows:

1. All Looked After Children or children who were Previously Looked After (as defined on page 2 of the Admissions Policy for Academic year 2026/27), will be allocated a place proportionately from the Foundation/World Faith categories. The number of places available in these categories will be reduced accordingly.
2. Children of all staff, where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made or where the member of staff has been recruited to a post where there is a demonstrable skill shortage, will be allocated a place proportionately the Foundation/World Faith categories. The number of places available in these categories will be reduced accordingly.
3. The remaining places will be allocated according to the relevant oversubscription criteria for that category.

The total points scored will be the first deciding factor based on the answers given to the questions below and detailed in sections 1 to 4 of the supplementary information form (religious reference) which relate to attendance of families (see points a - c below).

Information relating to the child:

- a) **The length and frequency** of voluntary **attendance** of the child at services of the Church of England (or churches in communion therewith), including Sunday School, or, Christian Church affiliated to Churches Together in Britain & Ireland or the Evangelical Alliance. An application with a reference from a church which is not affiliated to either of these bodies will score zero points.

Up to 5 points are awarded for attendance **over at least the last 5 years (one point for each year)**. In addition up to 5 points are awarded on the frequency/regularity of attendance **over the last 5 years (Weekly 5 pts, 3 times a month 4 pts, Fortnightly 3pts, Monthly 2pts, Occasional 1pt)**. (5 + 5 points)

Information relating to the family:

- b) The **length and frequency** of voluntary **attendance** of the parent/carers at services of the Church of England (or churches in communion therewith), or, Christian Church affiliated to Churches Together in Britain & Ireland or the Evangelical Alliance. Up to 5 points are awarded for attendance **over at least the last 5 years (one point for each year)**. In addition up to 5 points are awarded on the frequency/regularity of attendance **over the last 5 years (Weekly 5 pts, 3 times a Month 4 pts, Fortnightly 3pts, Monthly 2pts, Occasional 1pt)**. (5 + 5 points)
- c) The family's main place of worship is at a Church of England church. (1 point)

Where applicants have the same total number of points, the following criteria will be used in priority order:

- i. Children with a sibling (sibling refers to all blood, half, step, adoptive and foster children who live at the same home address as the child already attending the school and will be attending the school at the time of the sibling's attendance) at the school, with distance criteria as set out below (ii – v) being used as a tie break.
- ii. Applicants living in the Ealing Deanery area, with the distance criteria applied.
- iii. Applicants living in the Brent & Harrow Deanery areas, with the distance criteria applied.
- iv. Applicants living in the Hillingdon Deanery area, with the distance criteria applied.
- v. Applicants living outside the above categories ii-iv, with the distance criteria applied.

In all cases, the distance from home to school is measured by straight line from a point in the property to the nearest gated entrance which is used by pupils to enter the school grounds. The measuring system 'Synergy' is an integral part of the admissions software produced by Servelec Synergy. It uses Ordnance Survey maps and is accurate to 2 metres.

For multi occupancy buildings such as flats, the measurement is taken from a point in the property and applicants from that building are ordered by independently administered random allocation.

In any other case, where applicants have the same priority on distance, independently administered random allocation will be the final deciding factor. Where a child lives with parents who share parental responsibility at different addresses, the address as given on the Common Application form will be used.

A map showing the Deanery areas is displayed in the school reception area and will be available on the school website.

Impact of Disability : If you believe that a disability, covered by the Equality Act 2010, either applying to the student who is the subject of the application or yourself as the principal carer, has had an impact on the application, please indicate within a separate letter how this may have been accommodated within your faith practice. (eg a practising Christian parent may make arrangements for a regular home communion). The letter must be countersigned by the religious leader who is the signatory to the main form, and should be attached to the Supplementary Information Form when it is sent to the school. 'Reasonable adjustment' to the allocation of points (as defined by the Equality Act 2010) will then be made by the Governors according to these circumstances.

MULTIPLE BIRTHS

The school does not give priority under its admission criteria for twins, triplets or other children from multiple births. However the school will endeavour, wherever possible, not to separate these children.

WAITING LIST

In order to restrict numbers to the maximum admission number, 150 places will be offered to candidates with the highest priority in accordance with the admissions criteria. Then all candidates below this level will be listed in order of priority for a waiting list drawn up in accordance with the admissions criteria.

This list will be a priority Waiting List for admission for **Foundation** places until the maximum admission number has been accepted. If vacancies occur before appeals, this list will be used to offer places.

The length of time on the waiting list does **not** influence admissions decisions.

All Looked After children, previously Looked After Children (as defined on page 2 of the Admissions Policy for Academic year **2026/27**), and those allocated a place at the school in accordance with a Fair Access Protocol, take precedence over those on a waiting list.

Notes:

- I** The supportive religious reference should confirm the frequency/regularity of attendance (i.e. weekly, monthly) and should be from the place of worship where the child and parent(s)/carer(s) regularly attend. **If you have changed your place of worship within a period of five years prior to the application, or worship at more than one church, please forward with the application a supportive reference from the parish priest or minister at your former or other place of worship, or from EACH of the places of worship you attend.**

A parent or child should be defined as a “weekly” attendee if they are normally in church at least on the Sundays in school term time and at least 50% of other Sundays.

Parents or children who are claiming weekly attendance by attendance at a church with a different established service pattern such as mid-week should substitute that for Sunday in the above.

If for any reason you or your child worships at more than one church you should take this into account when assessing the frequency of attendance at worship. NB if you take advantage of this it is essential that you obtain appropriate reference from all religious leaders concerned when submitting your application. Additional forms can be obtained from the school or you may photocopy pages 2 and 3.

Attendance at church with their Primary School does not count towards a child’s church attendance.

In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship, has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or in relation to those of other faiths, relevant place of worship or alternative premises have been available for public worship.

- II** Looked After and Previously Looked After Children (as defined on page 2 of the Admissions Policy for Academic year **2026/27**) are requested to fill in a Supplementary Information Form but they are only required to complete Page 1. Looked After and Previously Looked After Children who are Christian should use the Foundation (Christian) Supplementary Information Form. Looked After and Previously Looked After Children who are of a World Faith should use the World Faith Supplementary Information Form. **Looked After and Previously Looked After Children who are of no faith should only complete their Local Authority’s Common Application Form and do not need to complete a Supplementary Information Form.**

- III** In the event of undersubscription, ie if the number of applications for Foundation (Christian) Places is less than the places available, the shortfall of allocated places will be transferred to the World Faith category.

In the event of a shortfall of applicants providing a religious reference, those applicants who have listed Twyford as one of their choices on the Common Application Form, but not provided a religious reference, will be considered. If there are more of such applicants than places available, then the same “tie break” oversubscription criteria as that listed on page 2 of either of the Foundation/World Faith Policies will apply.

- IV** Please note that an application received without a supportive reference from the parish priest or minister cannot be considered for a Foundation place.

Summary

USING THE POINTS SCORE

- | | | |
|----|--|--------------------|
| 1. | Weekly (5 Points) | } Child and Parent |
| | 3 times a Month (4 Points) | |
| | Fortnightly (3 Points) | |
| | Monthly (2 Points) | |
| | Occasional (1 Point) | |
| 2. | Attendance in Years (1-5) (1 year - 1 point) | } Child and Parent |
| | (2 years - 2 points) | |
| | (3 years - 3 points) | |
| | (4 years - 4 points) | |
| | (5 years - 5 points) | |
| 3. | Attendance at the Church of England as the main place of worship (1 point) | |

Maximum points 21

DISTANCE CRITERIA IS APPLIED WITHIN EACH TOTAL POINTS SCORE

It is anticipated that candidates scoring 20 or 21 points will be subject to the distance criteria being applied for the final award of places.

LATE APPLICATION FROM YEAR 6 PARENTS APPLYING FOR YEAR 7 PLACES

If a supplementary religious reference is received after the published closing date it will be acknowledged but cannot be considered until after the Pan London offers are made in **March 2026**. Parents are strongly advised to send all applications by registered/recorded post.

APPEALS

Parents who are not offered a place for their child have a statutory right of appeal to an independent admissions appeals panel. Parents wishing to appeal should write to the admissions department at the school, enclosing a stamped addressed envelope, requesting an appeal form. The form, with any attachments, should be sent to the Clerk of the Appeals Panel at the school **within TWENTY SCHOOL DAYS** of the notification not to admit.



Application group	Points Total
F	

FOR OFFICE USE

PLEASE NOTE Twyford receives in excess of 600 applications each year and there is a waiting list for ALL YEAR GROUPS

The original copy of the completed form should be sent or hand delivered by the parent/carer(s) to the Governors' Admission Panel, Twyford Church of England High School, Twyford Crescent, Acton, London W3 9PP by 4:00PM ON FRIDAY 24th OCTOBER 2025. Please be advised we are unable to accept electronic copies of the form submitted by email.

Applicants will receive an email confirming their application has been received by the school. Please clearly write your email address in capital letters on the form. Please be advised email receipts can take up to 14 school days to be sent. If you have not received an email confirming receipt of your application after 14 school days, please email admissions@twyford.ealing.sch.uk.

Please be advised we do not accept Certificates of Catholic Practice as a religious reference. In addition, we do not require proof of Baptism.

Date received:

SUPPLEMENTARY INFORMATION FORM (RELIGIOUS REFERENCE) FOR A FOUNDATION PLACE
To be used by a member of the Christian Faith applying for ONE OF THE 150 FOUNDATION PLACES AVAILABLE FOR YEAR 7 in September 2026

1. THIS FORM SHOULD BE RETURNED TO TWYFORD (AT THE ADDRESS ABOVE) BY 4:00 PM ON FRIDAY 24 OCTOBER 2025. Failure to complete a supplementary information form may affect the priority afforded to the application.

2. YOU MUST ALSO RETURN THE COMMON APPLICATION FORM TO YOUR LOCAL BOROUGH BY FRIDAY 31 OCTOBER 2025 unless otherwise advised.

This form is for the use of the Governors' Admission Panel so that they may consider this application fully. The information given, together with any supporting evidence submitted before the closing date above, is the Governors' only source of information. Please fill this form in clearly and in CAPITAL LETTERS.

Applicants need to complete this form accurately and with full details. The form, together with all supporting evidence, is made available to the Appeals Panel in the case of any Appeal against non-admission. In all other aspects, information is treated in confidence. Please complete the form for the type of place for which you are applying: - PEACH form for a Foundation or Christian place; YELLOW form for a World Faith place.

If you have difficulty in completing any part of the form, please contact the Admissions Officer by emailing admissions@twyford.ealing.sch.uk.

LEGAL SURNAME OF CHILD:
FORENAMES:
DATE OF BIRTH:
HOME ADDRESS:
.....
..... Postcode:

Full Name of any sibling (brother/sister already at Twyford who will still be at Twyford next academic year)
.....

Parent or carer details: (THIS IS WHO LETTERS FROM TWYFORD WILL BE ADDRESSED TO)
Surname: Email address:
Forename:
Mr/Mrs/Miss/Ms..... Alternative contact:
Relationship to child..... Name:
Home Telephone: Telephone number:
Mobile Telephone:

I wish my child to be admitted to Twyford C of E High School and confirm that the information submitted on this form is correct.

Signature of Parent or Carer

PART A.

Applications for a Looked After Child, Previously Looked After Child or child of a staff member (who has worked at the school for more than 2 years) **DO NOT NEED TO COMPLETE THE REMAINDER OF THIS FORM**

Religious Reference.

This part is to be completed by the **Parish Priest/ Minister**, in the presence of the applicant. We suggest that the details are discussed and agreed with the parents before submission to the Governors. Religious leaders may wish to retain a copy for their own records should further enquiries prove necessary. Your attention is drawn to the admission criteria which have already been given to the applicant, and which are available on the school website (www.twyford.ealing.sch.uk).

[Please tick the correct box]

1. Child's Church attendance over the last 5 years
Please tick the appropriate box that describes the child's attendance at church services each year
(max 5 points)

Weekly	
3 times a Month	
Fortnightly	
Monthly	
Occasionally	

2. Parent's Church attendance over the last 5 years
Please tick the appropriate box that describes the parent's attendance at church services each year
(max 5 points)

Weekly	
3 times a Month	
Fortnightly	
Monthly	
Occasionally	

3. For how many years over the last 5 years has the child attended Church services or Sunday school?
(max 5 points)

One year	
Two years	
Three years	
Four years	
Five years	

4. For how many years over the last 5 years have the Parent(s) attended the Church?
(max 5 points)

One year	
Two years	
Three years	
Four years	
Five years	

For
SCHOOL
Use
only

Note to Parish priest/Minister:

Please put your full signature next to any alterations.

In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship, has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or in relation to those of other faiths, relevant place of worship or alternative premises have been available for public worship.

Name of Place of Worship:

Address:

Postcode: Telephone Number:

Religious Denomination:

OFFICIAL STAMP OF PLACE OF WORSHIP:

(Note to Religious Leader:
If no stamp, please put your full signature)

Signed:
Parish Priest/Minister Name (in block capitals please)

Date:

Please note 1 additional point is awarded to applicants who attend the Church of England as their main place of worship

PART B

TO BE SIGNED BY PARENT:

During the last 5 years:

If you attend more than one Church, or if you have recently moved or changed Churches, please arrange for a reference, answering the four questions in Part A – Religious Reference, from the Priest/Minister of the other Church(es) to be included with this application.

I confirm that the information in Part A is correct.

Print Name: Signed:

Date:

CRITERIA FOR ADMISSION FOR WORLD FAITH PLACES

Please note that for the purpose of the criteria below, 'major non-Christian world faith' (hereinafter referred to as World Faith) is defined as **Muslim, Hindu, Sikh, Buddhist or Jewish. Attendance should be at a public place of worship (e.g. Temple, Mosque, Gurdwara, Synagogue)** and be confirmed by a supportive reference from their religious leader so that Governors may consider their application fully. Applications which are not from the above faiths will score zero points.

The Governors have designated 21 places as World Faith places to be offered to students of World Faiths who do not meet the criteria for a Foundation place but whose parent(s)/carers(s) have chosen this Church school for the type of education it provides.

Parent(s)/carer(s) applying for a World Faith place should note that the school aims to provide an education based on Christian principles as outlined in the brochure and it is expected that parents would not wish to exercise the right of withdrawal from worship and Religious Education lessons.

When there are more applicants than the number of places available, the Governors will admit according to their admissions criteria. after the admission of Children with an Education, Health and Care Plan (see definitions section on page 2 of the Admissions Policy for Academic year **2026/27**), priority will be given as follows:

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3. The remaining places will be allocated according to the relevant oversubscription criteria for that category.

The total points scored will be the first deciding factor based on the answers given to the questions below and detailed in sections 1 to 4 of the supplementary information form (religious reference) which relate to attendance of families (see points a - b below).

Information relating to the child:

- a) The frequency and length of voluntary attendance of the child at a public place of worship (not a Saturday school). Up to 5 points are awarded for attendance **over at least the past 5 years (one point for each year)**. In addition up to 5 points are awarded according to the frequency/regularity of attendance **over the last 5 years (Weekly 5 pts, 3 times a Month 4 pts, Fortnightly 3pts, Monthly 2pts, Occasional 1pt)**. (5 + 5 points)

Information relating to the family:

- b) The length and frequency of voluntary attendance of the parent/carers at a public place of worship (not a Saturday School). Up to 5 points are awarded for attendance **over at least the last 5 years (one point for each year)**. In addition up to 5 points are awarded according to the frequency/regularity of attendance **over the last five years (Weekly 5 pts, 3 times a Month 4 pts, Fortnightly 3pts, Monthly 2pts, Occasional 1pt)**. (5 + 5 points)

Where applicants have the same total number of points, the following criteria will be used in priority order:

- i. Children with a sibling (sibling refers to all blood, half, step, adoptive and foster children who live at the same home address as the child already attending the school and will be attending the school at the time of the sibling's attendance) at the school, with distance criteria as set out below (ii – v) being used as a tie break.
- ii. Applicants living in the Ealing Deanery area, with the distance criteria applied.
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MULTIPLE BIRTHS

The school does not give priority under its admission criteria for twins, triplets or other children from multiple births. However the school will endeavour, wherever possible, not to separate these children.

WAITING LIST

In order to restrict numbers to the maximum admission number, 21 places will be offered to candidates with the highest priority in accordance with the admissions criteria. Then all candidates below this level will be listed in order of priority for a waiting list in accordance with the admissions criteria.

This list will be a priority Waiting List for admission for **World Faith** places until the maximum admission number has been accepted. If vacancies occur before appeals, this list will be used to offer places.

The length of time on the waiting list does **not** influence admissions decisions.

All Looked after children, previously Looked After Children (as defined on page 2 of the Admissions Policy for Academic year **2026/27**), and those allocated a place at the school in accordance with a Fair Access Protocol, take precedence over those on a waiting list.

Notes

- I** The supportive religious reference should confirm the frequency/regularity of attendance (i.e. weekly, monthly) and should be from the place of worship where the child and parent(s) carer(s) regularly attend. **If you have changed your place of worship within a period of five years prior to the application, or worship at more than one public place of worship, please forward with the application a supportive reference from the religious leader at your former or other place of worship, or from EACH of the places of worship you attend.**

A parent or child should be defined as a “weekly” attendee if they are normally at their place of worship at least on the normal day of worship in school term time and at least 50% in the remainder of the year.

If for any reason you or your child worships at more than one place of worship you should take this into account when assessing the frequency of attendance at worship. NB if you take advantage of this it is essential that you obtain an appropriate reference from all religious leaders concerned when submitting your application. Additional forms can be obtained from the school or you may photocopy pages 2 and 3.

In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship, has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or in relation to those of other faiths, relevant place of worship or alternative premises have been available for public worship.

- II** Looked After and Previously Looked After Children (as defined on page 2 of the Admissions Policy for Academic year **2026/27**) are requested to fill in a Supplementary Information Form but they are only required to complete Page 1. Looked After and Previously Looked After Children who are of a World Faith should use the World Faith Supplementary Information Form. Looked After and Previously Looked After Children who are Christian should use the Foundation (Christian) Supplementary Information Form. **Looked After and Previously Looked After Children who are of no faith should only complete their Local Authority’s Common Application Form and do not need to complete a Supplementary Information Form.**

- III** In the event of undersubscription, ie if the number of applications for World Faith Places is less than the places available, the shortfall of allocated places will be transferred to the Foundation (Christian) category.

In the event of a shortfall of applicants providing a religious reference, those applicants who have listed Twyford as one of their choices on the Common Application Form, but not provided a religious reference, will be considered. If there are more of such applicants than places available, then the same “tie break” oversubscription criteria as that listed on page 2 of either of the Foundation/World Faith Policies will apply.

Summary

USING THE POINTS SCORE

- | | | | | |
|----|-----------------|------------|---|------------------|
| 1. | Weekly | (5 Points) | } | Child and Parent |
| | 3 times a Month | (4 Points) | | |
| | Fortnightly | (3 Points) | | |
| | Monthly | (2 Points) | | |
| | Occasional | (1 Point) | | |

2. Attendance in Years (1-5)

- | | | |
|----------------------|---|------------------|
| (1 year - 1 point) | } | Child and Parent |
| (2 years - 2 points) | | |
| (3 years - 3 points) | | |
| (4 years - 4 points) | | |
| (5 years - 5 points) | | |

Maximum points 20

DISTANCE CRITERIA IS APPLIED WITHIN EACH TOTAL POINTS SCORE

It is anticipated that all candidates scoring 20 points or less will be subject to the distance criteria being applied for the final award of places.

LATE APPLICATION FROM YEAR 6 PARENTS APPLYING FOR YEAR 7 PLACES

If a supplementary religious reference is received after the published closing date it will be acknowledged but cannot be considered until after the pan London offers are made in **March 2026**. Parents are strongly advised to send all applications by registered/recorded post.

APPEALS

Parents who are not offered a place for their child have a statutory right of appeal to an independent admissions appeals panel. Parents wishing to appeal should write to the admissions department at the school, enclosing a stamped addressed envelope, requesting an appeal form. The form, with any attachments, should be sent to the Clerk of the Appeals Panel at the school **within TWENTY SCHOOL DAYS** of the notification not to admit.



TWYFORD CHURCH OF ENGLAND HIGH SCHOOL
Twyford Crescent, Acton, London W3 9PP Telephone
Number: 0208 752 0141

Application group	Points Total
W	

FOR OFFICE USE

PLEASE NOTE Twyford receives in excess of 600 applications each year and there is a waiting list for ALL YEAR GROUPS

The completed form should be sent by the parent/ carer(s) to the Governors' Admission Panel, Twyford Church of England High School, Twyford Crescent, Acton, London W3 9PP **by 4:00 PM ON FRIDAY 24th OCTOBER 2025.**

Applicants will receive an email confirming their application has been received by the school. Please clearly write your email address in capital letters on the form. Please be advised email receipts can take up to 14 school days to be sent. **If you have not received an email confirming receipt of your application after 14 school days, please email admissions@twyford.ealing.sch.uk.**

Date received:

SUPPLEMENTARY INFORMATION FORM (RELIGIOUS REFERENCE) FOR A WORLD FAITH PLACE
To be used by members of World Faiths applying for ONE OF THE 21 PLACES AVAILABLE FOR YEAR 7 in September 2026

- THIS FORM SHOULD BE RETURNED TO TWYFORD (AT THE ADDRESS ABOVE) BY 4:00 PM ON FRIDAY 24 OCTOBER 2025. Failure to complete a supplementary information form may affect the priority afforded to the application.**
 - YOU MUST ALSO RETURN THE COMMON APPLICATION FORM TO YOUR LOCAL BOROUGH BY FRIDAY 31 OCTOBER 2025 unless otherwise advised.**

This form is for the use of the Governors' Admission Panel so that they may consider this application fully. The information given, together with any supporting evidence submitted before the closing date above, is the Governors' only source of information. Please fill this form in clearly and in CAPITAL LETTERS.

Applicants need to complete this form accurately and with full details. The form, together with all supporting evidence, is made available to the Appeals Panel in the case of any Appeal against non-admission. In all other aspects, information is treated in confidence. **Please complete the form for the type of place for which you are applying: - PEACH form for a Foundation or Christian place; YELLOW form for a World Faith place.**

If you have difficulty in completing any part of the form, please contact the Admissions Officer by emailing admissions@twyford.ealing.sch.uk.

LEGAL SURNAME OF CHILD:

FORENAMES:

DATE OF BIRTH:

HOME ADDRESS:
.....
..... Postcode:

Full Name of any sibling (brother/sister already at Twyford who will still be at Twyford next academic year)
.....

Parent or carer details: (THIS IS WHO LETTERS FROM TWYFORD WILL BE ADDRESSED TO)

Surname:	Email address:
Forename:
Mr/Mrs/Miss/Ms	Alternative contact:
Relationship to child:	Name:
Home Telephone:	Telephone number:
Mobile Telephone:

I wish my child to be admitted to Twyford C of E High School and confirm that the information submitted on this form is correct.

Signature of Parent or Carer

PART A.

Applications for a Looked After Child, Previously Looked After Child or child of a staff member (who has worked at the school for more than 2 years) **DO NOT NEED TO COMPLETE THE REMAINDER OF THIS FORM**

Religious Reference.

This part is to be completed by **the Religious Leader**, in the presence of the applicant. We suggest that the details are discussed and agreed with the parents before submission to the Governors. Religious leaders may wish to retain a copy for their own records should further enquiries prove necessary. Your attention is drawn to the admission criteria which have already been given to the applicant and which are available on the school website (www.twyford.ealing.sch.uk).

Please note this form cannot be completed by teachers of Saturday Schools.

[Please tick the correct box]

1. Child's Gurdwara/Temple/Mosque/Synagogue attendance over the last 5 years.
Please tick the appropriate box that describes the child's attendance.
(max 5 points)

Weekly	
3 times a Month	
Fortnightly	
Monthly	
Occasionally	

2. Parent's Gurdwara/Temple/Mosque/Synagogue attendance over the last 5 years.
Please tick the appropriate box that describes the parents' attendance.
(max 5 points)

Weekly	
3 times a Month	
Fortnightly	
Monthly	
Occasionally	

3. For how many years over the last 5 years has the child attended the Gurdwara/Temple/Mosque/Synagogue services? **(max 5 points)**

One year	
Two years	
Three years	
Four years	
Five years	

4. For how many years over the last 5 years have the Parents attended the Gurdwara/Temple/Mosque/Synagogue? **(max 5 points)**

One year	
Two years	
Three years	
Four years	
Five years	

Note to the Religious Leader:

Please put your full signature next to any alterations.

In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship, has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or in relation to those of other faiths, relevant place of worship or alternative premises have been available for public worship.

Name of Place of Worship:

Address:

Postcode: Telephone Number:

Religious Denomination

OFFICIAL STAMP OF PLACE OF WORSHIP:

(Note to Religious Leader:
If no stamp, please put your full signature)

Signed:
Religious leader **Name (in block capitals please)**

Date:

PART B

TO BE SIGNED BY PARENT:

During the last 5 years:

If you attend more than one Gurdwara/Temple/Mosque/Synagogue or if you have recently moved or changed Gurdwara /Temple/Mosque/Synagogue, please arrange for a Reference, answering the four questions in Part A – Religious Reference, from the religious leader of the other place of worship to be included with this application.

I confirm that the information in Part A is correct.

Print Name: Signed:

Date:.....

'Specialist Music' Admissions Information for Parents

19 places within the Twyford C.E. High School Music College are made available each year for students applying for a place in Year 7 and with an identified natural aptitude for music. The application process is designed to test a child's natural ability to hear and discriminate differences in:

- Pitch
- Rhythm
- Chords
- Melodies

As such, a child can be awarded a 'Specialist Music' place based on musical aptitude, irrespective of any prior instrumental or vocal tuition.

How to Apply:

1. Complete the online Specialist Music Admissions application form which will be published in the Admissions section of the school website (by the submission deadline date). Applicants are reminded that they must also complete the Pan London Common Application Form which should be returned to their Local Authority. Please do not enclose any music proficiency certificates as previous musical experience is not relevant to the application process.
2. All applicants will be invited to attend **Round One** on one of the two stated dates.
3. Your child's score will be issued together with news as to whether they have been invited to attend **Round Two** of the process.
4. Your child's Round Two score will then be added to their Round One score and a list of final results, in descending order, will be compiled. Those ranked in places 1-19 will be notified on National Offer Day (early March) that they have been offered a music place (provided they have not received a higher preference offer).
5. Other applicants will be placed on a waiting list, ranked according to their score. If a place becomes available it will be offered to the applicant who is highest on the waiting list. In the case of a tie on score, those students living nearer the school as the crow flies will be given priority.
6. Those not successful in obtaining a place will still be eligible to apply for a Foundation or World Faith place by re-applying using the appropriate Twyford application form.

Students admitted to Twyford C.E. High School under a Specialist Music Place will be expected to:

1. Make an active contribution to the school community through commitment to our extra-curricular rehearsal and performance programme.
2. Make outstanding musical progress across all three disciplines of performing, composing and listening as a result of both the Music College curricular and extra-curricular programme.
3. Learn either a String, Woodwind or Brass instrument (including guitar) as either a first or second study instrument.

The application process is as follows:

Date	Det
By 4:00 PM on Friday 26 th September 2025	Complete Music application form and return to Twyford C.E. High School
Thursday 2 nd OR Friday 3 rd October 2025 (Date and time to be allocated by the school)	<p>Round One:</p> <p>Unseen listening test designed to assess students' ability to discern and discriminate between different pitches, rhythms, chords and melodies.</p> <p>This test will be carried out in the Twyford Performance Centre under exam conditions in one hour.</p> <p>This is marked out of 60.</p>
Thursday 9 th OR Friday 10 th October 2025 (Date and time to be allocated by the school)	<p>Round Two:</p> <p>The highest scoring students will be invited to come into school for a second formal assessment within the Music College. They will be given a series of aural tests during which time they will be required to clap or play back various rhythms and pitches using classroom instruments. They will also listen to some recordings and identify the instruments being used. This will take approximately 20 minutes.</p> <p>Marked out of 40.</p>
Friday 17 th October 2025	Second round candidates informed of their position on the ranked list. Those numbered 20 or below who wish to apply to Twyford under the other criteria should submit their Supplementary Information Form to the school by 4:00 PM on Friday 24th October 2025.
June/July 2026	Interview with the Music Department on Induction Day to identify exact package to be selected.

Expectations of those students admitted on a Specialist Music Place:

<p><u>Extra-curricular commitment</u></p> <ul style="list-style-type: none"> • Membership of choir • Membership of ensemble appropriate to instrument/voice from choice of options within Music College extra-curricular programme • Incremental increase in commitment year-on-year • Attendance at a weekly early morning Music Scholars Musical Skills session 	<ul style="list-style-type: none"> • Compulsory sessions equate to 2 – 2.5 hours' per week
<p><u>Instrumental Tuition commitment*</u></p> <p>Students may select:</p> <ol style="list-style-type: none"> 1. Free small group tuition (available for the duration of Year 7 only) 2. Discount on individual tuition <p>A progress report for each student will be completed and a copy given to the Music College by students' tutors, whether in receipt of tuition through Twyford instrumental programme or privately.</p> <p>All students will be expected to enter and pass annual practical exam on their instrument through ABRSM, Rockschoool or Trinity.</p>	<ul style="list-style-type: none"> • Students with no previous musical experience will be enrolled on a small group tuition programme for strings, woodwind or brass. • Students already learning piano, drums, or vocals will be able to apply for discounted individual or free small group tuition on a second instrument within Twyford instrumental programme.
<p><u>Curriculum</u></p> <ul style="list-style-type: none"> • Year 7+8 – Additional challenge within differentiated curriculum to bridge gaps in musical learning and extend current level • Year 9 – Enrolment on elective music, accelerated music course available • Year 10/ 11 – Enrolment on GCSE course • Year 12/13 – Enrolment on A-level Music course, subject to meeting minimum entry requirements 	<ul style="list-style-type: none"> • Students enrolled on 'Specialist Music' place would also be expected to take on a leadership role within their curriculum lessons.

*further information regarding this will be given to students who are successful in gaining a place.

Frequently Asked Questions:

Does my child need to be able to play a musical instrument?

*No. Application for places is open to **all** students but, should your child gain a 'Specialist Music' place, they will be expected to learn a String, Woodwind or Brass instrument either individually or in a small group.*

Will my child be expected to sing?

Yes. Round Two of the application process will involve some aural tests which will require your child to sing short phrases in response to the teacher's direction. All 'Specialist Music' students will be expected to sing in one of the three school choirs.

My child has already passed a number of practical exam grades on their musical instrument, will this help my application?

No. The application process takes no account of previous musical experience although this information is always useful to us should they be offered a place.

My child has instrumental lessons outside school, should I continue with these or learn with Twyford Music College?

We are able to offer tuition on Strings, Woodwind, Brass, Drums, Piano, Keyboard, Voice, Guitar (Acoustic, Electric and Classical), Bass Guitar and Theory. It is up to you whether you decide to receive tuition through us or privately and this will be something that will be discussed further at your child's induction interview should they be successful. All children enrolled on a 'Specialist Music' place will be expected to learn either a String, Woodwind or Brass instrument as a first or second study instrument.

My child is involved in lots of musical activities already, what commitment will they need to show to Twyford?

Students enrolled on a 'Specialist Music' place will be expected to commit to a minimum of two to two and a half hours' per week of wider musical learning within the Music College. This will include a Music Scholar Musical Skills session, membership of one of the choirs and at least one other activity.

My child has a Special Educational Need. Will they be given a concession during the application process?

If you feel that the school needs to be informed of any special educational need or disability that may affect the testing process, please let us know so that any necessary arrangements can be made. Your child's current school will need to provide full details of the level of support currently provided during assessments so that we are able to make arrangements as deemed appropriate.

‘Specialist Music Scholar’ Admissions Application Form Entry September 2026



The closing date for an application for a Music place for September 2026 entry is:
Friday 26th September 2025 by 4:00 PM

Child's Forename:	
Child's Surname:	
Date of Birth:	
Parent/Carer Title:	
Parent/Carer Forename:	
Parent/Carer Surname:	
Address:	
Phone Number:	
Email Address:	

Twyford Academies Trust runs a single Specialist Music Admissions Test for Specialist Music places at Twyford CofE High School, **Ada Lovelace CofE High School** and Ealing Fields High School. Please indicate if you are applying for a music place at Twyford, **Ada Lovelace**, Ealing Fields or **all** schools:

- ☐ Ada Lovelace High School
- ☐ Ealing Fields High School
- ☐ Twyford Church of England High School

If you feel that the school needs to be informed of any special educational need or disability that may affect the testing process, please let us know so that any necessary arrangements can be made.

I acknowledge that the information provided above is accurate and up to date to my knowledge and that any details which I give knowing them to be false may jeopardise any subsequent offer of a place:

Signed:.....(Parent/Carer)

Executive Headteacher
Dame Alice Hudson

Twyford Church of England Academies Trust
Twyford Crescent | Acton | London | W3 9PP | t: (020) 8752 0141 | f: (020) 8993 7627
e: office@twyford.ealing.sch.uk | w: www.twyfordacademies.org.uk

The Twyford Church of England Academies Trust is a charitable company limited by guarantee registered in England & Wales.
Registered Number: 07648968 | Registered Office: Twyford C of E High School, Twyford Crescent, Acton, London W3 9PP

CRITERIA FOR ADMISSION FOR FOUNDATION (CHRISTIAN) PLACES

The Governors have designated 150 places each year as Foundation places for students who themselves AND their parent(s)/carer(s) are regular worshippers. Attendance should be at a public place of worship and be confirmed by a supportive reference from their parish priest or minister.

When there are more applicants than the number of places available, the Governors will admit according to their admissions criteria. after the admission of Children with an Education, Health and Care Plan (see definitions section on page 2 of the Admissions Policy for Academic year **2026/27**), priority will be given as follows:

1. All Looked After Children or children who were Previously Looked After (as defined on page 2 of the Admissions Policy for Academic year 2026/27), will be allocated a place proportionately from the Foundation/World Faith categories. The number of places available in these categories will be reduced accordingly.
2. Children of all staff, where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made or where the member of staff has been recruited to a post where there is a demonstrable skill shortage, will be allocated a place proportionately the Foundation/World Faith categories. The number of places available in these categories will be reduced accordingly.
3. The remaining places will be allocated according to the relevant oversubscription criteria for that category.

The total points scored will be the first deciding factor based on the answers given to the questions below and detailed in sections 1 to 4 of the supplementary information form (religious reference) which relate to attendance of families (see points a - c below).

Information relating to the child:

- a) **The length and frequency** of voluntary **attendance** of the child at services of the Church of England (or churches in communion therewith), including Sunday School, or, Christian Church affiliated to Churches Together in Britain & Ireland or the Evangelical Alliance. An application with a reference from a church which is not affiliated to either of these bodies will score zero points.

Up to 5 points are awarded for attendance **over at least the last 5 years (one point for each year)**. In addition up to 5 points are awarded on the frequency/regularity of attendance **over the last 5 years (Weekly 5 pts, 3 times a month 4 pts, Fortnightly 3pts, Monthly 2pts, Occasional 1pt)**. (5 + 5 points)

Information relating to the family:

- b) The **length and frequency** of voluntary **attendance** of the parent/carers at services of the Church of England (or churches in communion therewith), or, Christian Church affiliated to Churches Together in Britain & Ireland or the Evangelical Alliance. Up to 5 points are awarded for attendance **over at least the last 5 years (one point for each year)**. In addition up to 5 points are awarded on the frequency/regularity of attendance **over the last 5 years (Weekly 5 pts, 3 times a Month 4 pts, Fortnightly 3pts, Monthly 2pts, Occasional 1pt)**. (5 + 5 points)
- c) The family's main place of worship is at a Church of England church. (1 point)

Where applicants have the same total number of points, the following criteria will be used in priority order:

- i. Children with a sibling (sibling refers to all blood, half, step, adoptive and foster children who live at the same home address as the child already attending the school and will be attending the school at the time of the sibling's attendance) at the school, with distance criteria as set out below (ii – v) being used as a tie break.
- ii. Applicants living in the Ealing Deanery area, with the distance criteria applied.
- iii. Applicants living in the Brent & Harrow Deanery areas, with the distance criteria applied.
- iv. Applicants living in the Hillingdon Deanery area, with the distance criteria applied.
- v. Applicants living outside the above categories ii-iv, with the distance criteria applied.

In all cases, the distance from home to school is measured by straight line from a point in the property to the nearest gated entrance which is used by pupils to enter the school grounds. The measuring system 'Synergy' is an integral part of the admissions software produced by Servelec Synergy. It uses Ordnance Survey maps and is accurate to 2 metres.

For multi occupancy buildings such as flats, the measurement is taken from a point in the property and applicants from that building are ordered by independently administered random allocation.

In any other case, where applicants have the same priority on distance, independently administered random allocation will be the final deciding factor. Where a child lives with parents who share parental responsibility at different addresses, the address as given on the Common Application form will be used.

A map showing the Deanery areas is displayed in the school reception area and will be available on the school website.

Impact of Disability : If you believe that a disability, covered by the Equality Act 2010, either applying to the student who is the subject of the application or yourself as the principle carer, has had an impact on the application, please indicate within a separate letter how this may have been accommodated within your faith practice. (eg a practising Christian parent may make arrangements for a regular home communion). The letter must be countersigned by the religious leader who is the signatory to the main form, and should be attached to the Supplementary Information Form when it is sent to the school. 'Reasonable adjustment' to the allocation of points (as defined by the Equality Act 2010) will then be made by the Governors according to these circumstances.

MULTIPLE BIRTHS

The school does not give priority under its admission criteria for twins, triplets or other children from multiple births. However the school will endeavour, wherever possible, not to separate these children.

WAITING LIST

In order to restrict numbers to the maximum admission number, 150 places will be offered to candidates with the highest priority in accordance with the admissions criteria. Then all candidates below this level will be listed in order of priority for a waiting list drawn up in accordance with the admissions criteria.

This list will be a priority Waiting List for admission for **Foundation** places until the maximum admission number has been accepted. If vacancies occur before appeals, this list will be used to offer places.

The length of time on the waiting list does **not** influence admissions decisions.

All Looked After children, previously Looked After Children (as defined on page 2 of the Admissions Policy for Academic year **2026/27**), and those allocated a place at the school in accordance with a Fair Access Protocol, take precedence over those on a waiting list.

Notes:

- I** The supportive religious reference should confirm the frequency/regularity of attendance (i.e. weekly, monthly) and should be from the place of worship where the child and parent(s)/carer(s) regularly attend. **If you have changed your place of worship within a period of five years prior to the application, or worship at more than one church, please forward with the application a supportive reference from the parish priest or minister at your former or other place of worship, or from EACH of the places of worship you attend.**

A parent or child should be defined as a “weekly” attendee if they are normally in church at least on the Sundays in school term time and at least 50% of other Sundays.

Parents or children who are claiming weekly attendance by attendance at a church with a different established service pattern such as mid-week should substitute that for Sunday in the above.

If for any reason you or your child worships at more than one church you should take this into account when assessing the frequency of attendance at worship. NB if you take advantage of this it is essential that you obtain appropriate reference from all religious leaders concerned when submitting your application. Additional forms can be obtained from the school or you may photocopy pages 2 and 3.

Attendance at church with their Primary School does not count towards a child’s church attendance.

In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship, has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or in relation to those of other faiths, relevant place of worship or alternative premises have been available for public worship.

- II** Looked After and Previously Looked After Children (as defined on page 2 of the Admissions Policy for Academic year **2026/27**) are requested to fill in a Supplementary Information Form but they are only required to complete Page 1. Looked After and Previously Looked After Children who are Christian should use the Foundation (Christian) Supplementary Information Form. Looked After and Previously Looked After Children who are of a World Faith should use the World Faith Supplementary Information Form. **Looked After and Previously Looked After Children who are of no faith should only complete their Local Authority’s Common Application Form and do not need to complete a Supplementary Information Form.**

- III** In the event of undersubscription, ie if the number of applications for Foundation (Christian) Places is less than the places available, the shortfall of allocated places will be transferred to the World Faith category.

In the event of a shortfall of applicants providing a religious reference, those applicants who have listed Twyford as one of their choices on the Common Application Form, but not provided a religious reference, will be considered. If there are more of such applicants than places available, then the same “tie break” oversubscription criteria as that listed on page 2 of either of the Foundation/World Faith Policies will apply.

- IV** Please note that an application received without a supportive reference from the parish priest or minister cannot be considered for a Foundation place.

Summary

USING THE POINTS SCORE

- | | | | |
|----|--|---|------------------|
| 1. | Weekly (5 Points) | } | Child and Parent |
| | 3 times a Month (4 Points) | | |
| | Fortnightly (3 Points) | | |
| | Monthly (2 Points) | | |
| | Occasional (1 Point) | | |
| 2. | Attendance in Years (1-5) (1 year - 1 point) | } | Child and Parent |
| | (2 years - 2 points) | | |
| | (3 years - 3 points) | | |
| | (4 years - 4 points) | | |
| | (5 years - 5 points) | | |
| 3. | Attendance at the Church of England as the main place of worship (1 point) | | |

Maximum points 21

DISTANCE CRITERIA IS APPLIED WITHIN EACH TOTAL POINTS SCORE

It is anticipated that candidates scoring 20 or 21 points will be subject to the distance criteria being applied for the final award of places.

LATE APPLICATION FROM YEAR 6 PARENTS APPLYING FOR YEAR 7 PLACES

If a supplementary religious reference is received after the published closing date it will be acknowledged but cannot be considered until after the Pan London offers are made in **March 2026**. Parents are strongly advised to send all applications by registered/recorded post.

APPEALS

Parents who are not offered a place for their child have a statutory right of appeal to an independent admissions appeals panel. Parents wishing to appeal should write to the admissions department at the school, enclosing a stamped addressed envelope, requesting an appeal form. The form, with any attachments, should be sent to the Clerk of the Appeals Panel at the school **within TWENTY SCHOOL DAYS** of the notification not to admit.



TWYFORD CHURCH OF ENGLAND HIGH SCHOOL
Twyford Crescent, Acton, London W3 9PP
Telephone Number: 0208 752 0141

Application group	Points Total
F	

PLEASE NOTE

In-year applications: Applicants should provide proof of address such as:

Council Tax bill
Tenancy Agreement from a registered private letting agency
Utility Bill

Twyford receives in excess of 600 applications each year and there is a waiting list for ALL YEAR GROUPS

The completed form should be sent by the parent/carer to the Governors' Admission Panel, Twyford Church of England High School, Twyford Crescent, Acton, London W3 9PP

FOR OFFICE USE

Date received:

IN-YEAR SUPPLEMENTARY INFORMATION FORM (RELIGIOUS REFERENCE) FOR A FOUNDATION PLACE
to be used by a member of the Christian Faith applying for a place in Years 7 - 11

APPLICATION FORMS MUST BE RETURNED TO THE SCHOOL AT THE ABOVE ADDRESS

This form is for the use of the Governors' Admission Panel so that they may consider this application fully. The information given, together with any supporting evidence submitted, is the Governors' only source of information. Please fill this form in clearly and in CAPITAL LETTERS.

Applicants need to complete this form accurately and with full details. The form, together with all supporting evidence, is made available to the Appeals Panel in the case of any Appeal against non-admission. In all other aspects, information is treated in confidence.

If you have difficulty in completing any part of the form, please email admissions@twyford.ealing.sch.uk

LEGAL SURNAME OF CHILD:

FORENAMES:

DATE OF BIRTH:

HOME ADDRESS:
.....
..... Postcode:

Current school:

Full Name of any sibling (brother/sister already at Twyford who will still be at Twyford next academic year)

.....

Parent or carer details: (THIS IS WHO LETTERS FROM TWYFORD WILL BE ADDRESSED TO)

Surname: Email address:

Forename:
Mr/Mrs/Miss/Ms Alternative contact:

Relationship to child: Name:

Home Telephone: Telephone number:

Mobile Telephone:
.....

In-Year for 2026/27

☐☐

I wish my child to be admitted to Twyford C of E High School and confirm that the information submitted on this form is correct.
Signature of Parent or Carer

PART A.

Applications for a Looked After Child, Previously Looked After Child or child of a staff member (who has worked at the school for more than 2 years) **DO NOT NEED TO COMPLETE THE REMAINDER OF THIS FORM**

Religious Reference.

This part is to be completed by the **Parish Priest/ Minister**, in the presence of the applicant. We suggest that the details are discussed and agreed with the parents before submission to the Governors. Religious leaders may wish to retain a copy for their own records should further enquiries prove necessary. *Your attention is drawn to the admission criteria which have already been given to the applicant, and which are available on the school website (www.twyford.ealing.sch.uk).*

[Please tick the correct box]

1. Child's Church attendance over the last 5 years
Please tick the appropriate box that describes the child's attendance at church services each year
(max 5 points)

Weekly	
3 times a Month	
Fortnightly	
Monthly	
Occasionally	

2. Parent's Church attendance over the last 5 years
Please tick the appropriate box that describes the parent's attendance at church services each year
(max 5 points)

Weekly	
3 times a Month	
Fortnightly	
Monthly	
Occasionally	

3. For how many years over the last 5 years has the child attended Church services or Sunday school?
(max 5 points)

One year	
Two years	
Three years	
Four years	
Five years	

4. For how many years over the last 5 years have the Parent(s) attended the Church?
(max 5 points)

One year	
Two years	
Three years	
Four years	
Five years	

For
SCHOOL
Use
only

Note to Parish priest/Minister:

Please put your full signature next to any alterations.

In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship, has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or in relation to those of other faiths, relevant place of worship or alternative premises have been available for public worship.

Place of worship:

Address:

.....

..... Postcode

Telephone Number:

Denomination:

Signed:
Parish Priest/Minister Name (in block capitals please)

Please note that 1 additional point is awarded to applicants who attend the Church of England as their main place of worship.

Stamp of church
if available

PART B

TO BE SIGNED BY PARENT:

During the last 5 years:-

If you attend more than one Church, or if you have recently moved or changed Churches, please arrange for a reference from the Priest/Minister of the other Church(es) to be included with this application.

I confirm that the information in Part A is correct.

Signed: Parent / Carer

Date:

CRITERIA FOR ADMISSION FOR WORLD FAITH PLACES

Please note that for the purpose of the criteria below, 'major non-Christian world faith' (hereinafter referred to as World Faith) is defined as **Muslim, Hindu, Sikh, Buddhist or Jewish. Attendance should be at a public place of worship (e.g. Temple, Mosque, Gurdwara, Synagogue)** and be confirmed by a supportive reference from their religious leader so that Governors may consider their application fully. Applications which are not from the above faiths will score zero points.

The Governors have designated 21 places as World Faith places to be offered to students of World Faiths who do not meet the criteria for a Foundation place but whose parent(s)/carers(s) have chosen this Church school for the type of education it provides.

Parent(s)/carer(s) applying for a World Faith place should note that the school aims to provide an education based on Christian principles as outlined in the brochure and it is expected that parents would not wish to exercise the right of withdrawal from worship and Religious Education lessons.

When there are more applicants than the number of places available, the Governors will admit according to their admissions criteria. after the admission of Children with an Education, Health and Care Plan (see definitions section on page 2 of the Admissions Policy for Academic year **2026/27**), priority will be given as follows:

1. All Looked After Children or children who were Previously Looked After (as defined on page 2 of the Admissions Policy for Academic year 2026/27), will be allocated a place proportionately from the Foundation/World Faith categories. The number of places available in these categories will be reduced accordingly.
2. Children of all staff, where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made or where the member of staff has been recruited to a post where there is a demonstrable skill shortage, will be allocated a place proportionately the Foundation/World Faith categories. The number of places available in these categories will be reduced accordingly.
3. The remaining places will be allocated according to the relevant oversubscription criteria for that category.

The total points scored will be the first deciding factor based on the answers given to the questions below and detailed in sections 1 to 4 of the supplementary information form (religious reference) which relate to attendance of families (see points a - b below).

Information relating to the child:

- a) The frequency and length of voluntary attendance of the child at a public place of worship (not a Saturday school). Up to 5 points are awarded for attendance **over at least the past 5 years (one point for each year)**. In addition up to 5 points are awarded according to the frequency/regularity of attendance **over the last 5 years (Weekly 5 pts, 3 times a Month 4 pts, Fortnightly 3pts, Monthly 2pts, Occasional 1pt)**. (5 + 5 points)

Information relating to the family:

- b) The length and frequency of voluntary attendance of the parent/carers at a public place of worship (not a Saturday School). Up to 5 points are awarded for attendance **over at least the last 5 years (one point for each year)**. In addition up to 5 points are awarded according to the frequency/regularity of attendance **over the last five years (Weekly 5 pts, 3 times a Month 4 pts, Fortnightly 3pts, Monthly 2pts, Occasional 1pt)**. (5 + 5 points)

Where applicants have the same total number of points, the following criteria will be used in priority order:

- i. Children with a sibling (sibling refers to all blood, half, step, adoptive and foster children who live at the same home address as the child already attending the school and will be attending the school at the time of the sibling's attendance) at the school, with distance criteria as set out below (ii – v) being used as a tie break.
- ii. Applicants living in the Ealing Deanery area, with the distance criteria applied.
- iii. Applicants living in the Brent & Harrow Deanery areas, with the distance criteria applied.
- iv. Applicants living in the Hillingdon Deanery area, with the distance criteria applied.
- v. Applicants living outside the above categories ii-iv, with the distance criteria applied.

In all cases, the distance from home to school is measured by straight line from a point in the property to the nearest gated entrance which is used by pupils to enter the school grounds. The measuring system 'Synergy' is an integral part of the admissions software produced by Servelec Synergy. It uses Ordnance Survey maps and is accurate to 2 metres.

For multi occupancy buildings such as flats, the measurement is taken from a point in the property and applicants from that building are ordered by independently administered random allocation.

In any other case, where applicants have the same priority on distance, independently administered random allocation will be the final deciding factor. Where a child lives with parents who share parental responsibility, at different addresses, the address as given on the Common Application form will be used.

A map showing the Deanery areas is displayed in the school reception area and will be available on the school website.

Impact of Disability : If you believe that a disability, covered by the Equality Act 2010, either applying to the student who is the subject of the application or yourself as the principle carer, has had an impact on the application, please indicate within a separate letter how this may have been accommodated within your faith practice. (eg a disabled parent who may not be able to attend a place of worship regularly may make arrangements for a regular home visit from their religious leader). The letter must be countersigned by the religious leader who is the signatory to the main form, and should be attached to the Supplementary Information Form when it is sent to the school. 'Reasonable adjustment' to the allocation of points (as defined by the Equality Act 2010) will then be made by the Governors according to these circumstances.

MULTIPLE BIRTHS

The school does not give priority under its admission criteria for twins, triplets or other children from multiple births. However the school will endeavour, wherever possible, not to separate these children.

WAITING LIST

In order to restrict numbers to the maximum admission number, 21 places will be offered to candidates with the highest priority in accordance with the admissions criteria. Then all candidates below this level will be listed in order of priority for a waiting list in accordance with the admissions criteria.

This list will be a priority Waiting List for admission for **World Faith** places until the maximum admission number has been accepted. If vacancies occur before appeals, this list will be used to offer places.

The length of time on the waiting list does **not** influence admissions decisions.

All Looked after children, previously Looked After Children (as defined on page 2 of the Admissions Policy for Academic year **2026/27**), and those allocated a place at the school in accordance with a Fair Access Protocol, take precedence over those on a waiting list.

Notes

- I** The supportive religious reference should confirm the frequency/regularity of attendance (i.e. weekly, monthly) and should be from the place of worship where the child and parent(s) carer(s) regularly attend. **If you have changed your place of worship within a period of five years prior to the application, or worship at more than one public place of worship, please forward with the application a supportive reference from the religious leader at your former or other place of worship, or from EACH of the places of worship you attend.**

A parent or child should be defined as a “weekly” attendee if they are normally at their place of worship at least on the normal day of worship in school term time and at least 50% in the remainder of the year.

If for any reason you or your child worships at more than one place of worship you should take this into account when assessing the frequency of attendance at worship. NB if you take advantage of this it is essential that you obtain an appropriate reference from all religious leaders concerned when submitting your application. Additional forms can be obtained from the school or you may photocopy pages 2 and 3.

In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship, has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or in relation to those of other faiths, relevant place of worship or alternative premises have been available for public worship

- II** Looked After and Previously Looked After Children (as defined on page 2 of the Admissions Policy for Academic year **2026/27**) are requested to fill in a Supplementary Information Form but they are only required to complete Page 1. Looked After and Previously Looked After Children who are of a World Faith should use the World Faith Supplementary Information Form. Looked After and Previously Looked After Children who are Christian should use the Foundation (Christian) Supplementary Information Form. **Looked After and Previously Looked After Children who are of no faith should only complete their Local Authority's Common Application Form and do not need to complete a Supplementary Information Form.**

- III** In the event of undersubscription, ie if the number of applications for World Faith Places is less than the places available, the shortfall of allocated places will be transferred to the Foundation (Christian) category.

In the event of a shortfall of applicants providing a religious reference, those applicants who have listed Twyford as one of their choices on the Common Application Form, but not provided a religious reference, will be considered. If there are more of such applicants than places available, then the same “tie break” oversubscription criteria as that listed on page 2 of either of the Foundation/World Faith Policies will apply.

Summary

USING THE POINTS SCORE

- | | | | | |
|------------------------------|----------------------|------------|------------------|------------------|
| 1. | Weekly | (5 Points) | } | Child and Parent |
| | 3 times a Month | (4 Points) | | |
| | Fortnightly | (3 Points) | | |
| | Monthly | (2 Points) | | |
| | Occasional | (1 Point) | | |
| 2. Attendance in Years (1-5) | | | | |
| | (1 year - 1 point) | } | Child and Parent | |
| | (2 years - 2 points) | | | |
| | (3 years - 3 points) | | | |
| | (4 years - 4 points) | | | |
| | (5 years - 5 points) | | | |

Maximum points 20

DISTANCE CRITERIA IS APPLIED WITHIN EACH TOTAL POINTS SCORE

It is anticipated that all candidates scoring 20 points or less will be subject to the distance criteria being applied for the final award of places.

LATE APPLICATION FROM YEAR 6 PARENTS APPLYING FOR YEAR 7 PLACES

If a supplementary religious reference is received after the published closing date it will be acknowledged but cannot be considered until after the pan London offers are made in **March 2026**. Parents are strongly advised to send all applications by registered/recorded post.

APPEALS

Parents who are not offered a place for their child have a statutory right of appeal to an independent admissions appeals panel. Parents wishing to appeal should write to the admissions department at the school, enclosing a stamped addressed envelope, requesting an appeal form. The form, with any attachments, should be sent to the Clerk of the Appeals Panel at the school **within TWENTY SCHOOL DAYS** of the notification not to admit.

PLEASE NOTE

In-year applications: Applicants should provide proof of address such as:

- Council Tax bill
- Tenancy Agreement from a registered private letting agency
- Utility Bill

Twyford receives in excess of 600 applications each year and there is a waiting list for ALL YEAR GROUPS

The completed form should be sent by the parent/carer to the Governors’ Admission Panel, Twyford Church of England High School, Twyford Crescent, Acton, London W3 9PP

FOR OFFICE USE

Date received:

In-year for 2026/27



TWYFORD CHURCH OF ENGLAND HIGH SCHOOL
Twyford Crescent, Acton, London W3 9PP
Telephone Number: 0208 752 0141

Application group	Points Total
W	

IN-YEAR SUPPLEMENTARY INFORMATION FORM (RELIGIOUS REFERENCE)
FOR A WORLD FAITH PLACE
to be used by members of World Faiths applying for a place in Years 7 - 11

APPLICATION FORMS MUST BE RETURNED TO THE SCHOOL AT THE ABOVE ADDRESS

This form is for the use of the Governors’ Admission Panel so that they may consider this application fully. The information given, together with any supporting evidence submitted, is the Governors’ only source of information. Please fill this form in clearly and in CAPITAL LETTERS.

Applicants need to complete this form accurately and with full details. The form, together with all supporting evidence, is made available to the Appeals Panel in the case of any Appeal against non- admission. In all other aspects, information is treated in confidence.

If you have difficulty in completing any part of the form, please email admissions@twyford.ealing.sch.uk

LEGAL SURNAME OF CHILD:
FORENAMES:
DATE OF BIRTH:
HOME ADDRESS:
.....
..... Postcode:

Current school:

Full Name of any sibling (brother/sister already at Twyford who will still be at Twyford next academic year)
.....

Parent or carer details: (THIS IS WHO LETTERS FROM TWYFORD WILL BE ADDRESSED TO)

Surname:	Email address:
Forename:
Mr/Mrs/Miss/Ms:	Alternative contact:
Relationship to child:	Name:
Home Telephone:	Telephone number:
Mobile Telephone:

I wish my child to be admitted to Twyford C of E High School and confirm that the information submitted on this form is correct.
Signature of Parent or Carer

PART A

Applications for a Looked After Child, Previously Looked After Child or child of a staff member (who has worked at the school for more than 2 years) **DO NOT NEED TO COMPLETE THE REMAINDER OF THIS FORM**

Religious Reference.

This part is to be completed by **the Religious Leader**, in the presence of the applicant. We suggest that the details are discussed and agreed with the parents before submission to the Governors. Religious leaders may wish to retain a copy for their own records should further enquiries prove necessary. Your attention is drawn to the admission criteria which have already been given to the applicant, and which are available on the school website (www.twyford.ealing.sch.uk).

Please note this form cannot be completed by teachers of Saturday Schools.

[Please tick the correct box]

1. Child's Gurdwara/Temple/Mosque/Synagogue attendance over the last 5 years.

Please tick the appropriate box that describes the child's attendance.
(max 5 points)

Weekly	
3 times a Month	
Fortnightly	
Monthly	
Occasionally	

2. Parent's Gurdwara/Temple/Mosque/Synagogue attendance over the last 5 years.

Please tick the appropriate box that describes the parents' attendance.
(max 5 points)

Weekly	
3 times a Month	
Fortnightly	
Monthly	
Occasionally	

3. For how many years over the last 5 years has the child attended the Gurdwara/Temple/Mosque/Synagogue services?
(max 5 points)

One year	
Two years	
Three years	
Four years	
Five years	

4. For how many years over the last 5 years have the Parents attended the Gurdwara/Temple/Mosque/Synagogue?
(max 5 points)

One year	
Two years	
Three years	
Four years	
Five years	

For
SCHOOL
Use
only

Note to the Religious Leader:

Please put your full signature next to any alterations.

In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship, has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or in relation to those of other faiths, relevant place of worship or alternative premises have been available for public worship.

Name of Place of Worship.....

Address:

.....

..... Postcode

Telephone Number:

OFFICIAL STAMP OF PLACE OF WORSHIP

Signed:
Religious leader

.....
Name (in block capitals please)

PART B

TO BE SIGNED BY PARENT:

During the last 5 years:

If you attend more than one Gurdwara/Temple/Mosque/Synagogue or if you have recently moved or changed Gurdwara /Temple/Mosque/Synagogue, please arrange for a reference from the religious leader of the other place of worship to be included with this application.

I confirm that the information in Part A is correct.

Signed: Parent / Carer

Date:

PLEASE NOTE

In-year applications: Applicants should provide proof of address such as:

- Council Tax bill
- Tenancy Agreement from a registered private letting agency
- Utility Bill

Twyford receives in excess of 600 applications each year and there is a waiting list for ALL YEAR GROUPS

The completed form should be sent by the parent/carer to the Governors' Admission Panel, Twyford Church of England High School, Twyford Crescent, Acton, London W3 9PP

FOR OFFICE USE

Date received:



TWYFORD CHURCH OF ENGLAND HIGH SCHOOL
Twyford Crescent, Acton, London W3 9PP
Telephone Number: 0208 752 0141

IN-YEAR APPLICATION FORM FOR AN OPEN (NON-RELIGIOUS) PLACE

Application group

Open

APPLICATION FORMS MUST BE RETURNED TO THE SCHOOL AT THE ABOVE ADDRESS

N.B. Applicants who are able to obtain a religious reference have a higher priority than those who are not.

If you have difficulty in completing any part of the form, please email admissions@twyford.ealing.sch.uk

LEGAL SURNAME OF CHILD:

FORENAMES:

DATE OF BIRTH:

HOME ADDRESS:
.....
..... Post code:

Current school:

Full Name of any sibling (brother/sister already at Twyford who will still be at Twyford next academic year)
.....

Parent or carer details: (THIS IS WHO LETTERS FROM TWYFORD WILL BE ADDRESSED TO)

Surname: Email address:

Forename:
Mr/Mrs/Miss/Ms..... Alternative contact number:

Relationship to child.....

Home Telephone:
Mobile Telephone:

I wish my child to be admitted to Twyford C of E High School and confirm that the information submitted on this form is correct.

Signature of Parent or Carer