

Islip Manor
HIGH SCHOOL

Admission to Islip Manor High School

2027-28

Approved by:	Full Governing Board	
Date:	Last reviewed:	Next review due by:
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1. Admission to Islip Manor High School

Islip Manor High School participates in the Ealing Coordinated Admissions Scheme and applications for a school place are made through the London Borough of Ealing. Details of how to make an application can be found on their website, www.ealing.gov.uk

2. Information about the school

The School Prospectus will be available from September each year. The parents / carers of prospective students can view the prospectus on our website www.islipmanorhighschool.org.uk in the 'Join our Community' tab.

We invite families of Year 6 students to visit our open evening in the Autumn term. Details of the open evening are published on the school website. Parents / carers who would like to visit the school during the school day are invited to contact the school office to make an appointment.

3. Criteria for admission

There are places for 180 students in each year group from years 7 - 11.

15 of the year 7 places each year are made available for students with an aptitude for sport who are enrolled on our Future Stars Sporting Excellence Pathway. Criteria for a Future Stars place can be found at the end of this section.

Of the remaining 165 places, should there be more applications than places available, then the following criteria will be applied in the order set out below :

- i)** Children who are looked after or were looked after immediately prior to adoption, a child arrangement order, or special guardianship order. This includes children who appear to the admission authority to have been in state care outside of England prior to adoption. Independent verification of this may be required.
- ii)** Children who, at the time of their proposed admission, will have a sibling attending Islip Manor High School. 'Sibling' refers to all blood, half, foster, step and adoptive brothers and sisters (not cousins) who live at the same home address as the child and in the same family unit on a permanent basis or for the majority of time in any calendar year. A sibling relationship will not be considered when the older child(ren) will leave before the younger one starts).
- iii)** Exceptional medical circumstances relating to the child.
- iv)** Exceptional personal circumstances.
- v)** Proximity to the school with those living closest given highest priority. The address used will be the child's permanent address. Proof of this may be required.

Future Stars Sporting Excellence Pathway criteria and application process

Students interested in applying for places on the Future Stars Sporting Excellence pathway will need to apply for places by 3rd November each year directly to the school in addition to

completing the common application form naming Islip Manor High School Students who apply will be invited to selection events which will assess and rank them on their sporting ability. Further details of this will be available on our website in the form of a Specialist Sports Admissions Information Leaflet for Parents and a Specialist Sports Application Form.

4. Admission limits

Islip Manor High School's Admission Limits is set at 180 students for each year group of compulsory school age 11-16.

Admissions for sixth form provision running on the school site are set at 100 students for each year group studying on the school site.

Additional sixth form places are also offered offsite via our two Sporting Excellence Partnerships with

- Queens Park Rangers in the Community Trust at Rectory Park Football Centre, Ealing and Rayners Lane FC's Tithe Farm base in Harrow - offering students the opportunity to study Level 2 and 3 BTEC Sports provision alongside elite competition and football coaching

and also with

- the charity Future Stars which runs a Sporting Excellence Pathway - offering students the opportunity to study Level 3 BTEC Sports provision alongside elite competition and coaching in basketball and volleyball.

5. Notes on admission criteria

i) Children who are looked after or were looked after immediately prior to adoption, a child arrangement order, or special guardianship order. This includes children who appear to the admission authority to have been in state care outside of England prior to adoption.

ii) Siblings who attend the school

Parents who hope to be allocated a place for their child because he or she has a brother or sister currently attending Islip Manor High School, MUST claim priority on the Application Form. Failure to bring the details of this relationship to the attention of the Governors by this means will remove any entitlement to priority consideration.

Parents/carers are required to provide sufficient details of the brother or sister (who forms the basis of the application under this criterion) to enable the Governors to satisfy themselves that a valid qualifying relationship exists.

When an application is made using the brother or sister criterion, a short version of the birth certificate of the child for whom application is being made and the brother or sister whose attendance at Islip Manor High School provides the entitlement, will be required.

iii) Exceptional medical circumstances

After places have been offered in category i) ,ii) and iii) above, the Governors will be prepared to consider applications on medical grounds only if details are received with the Application Form. Details must include:

- an indication on the Application Form that the parents/carers of the child concerned intend to apply on medical grounds
- full information about the medical condition.

Failure by the parents/carers to satisfy both of these requirements could make an application on medical grounds invalid.

The medical grounds which the Governors will be prepared to take into account will be a long term medical condition. The Governors will not be satisfied that sufficient medical grounds exist when the relevant condition(s) are identified only after parents have been notified of the Governor's decision not to offer a place to a child.

The Governors will need to be satisfied that admission to Islip Manor High School is necessary because:

- the medical condition requires attendance at a school that possesses specific facilities for meeting the needs of the child and which Islip Manor High School possesses but which are not normally possessed by other schools in the locality.
- the child's needs, arising out of the medical condition, must require attendance at Islip Manor High School as a necessity rather than just as beneficial or advantageous.

At the time when an application requesting a place on medical grounds is submitted, a separate sealed envelope marked 'Confidential' and containing the following must accompany it :

- details of the medical condition which forms the basis of the application
- an explanation as to why the medical condition necessitates attendance at Islip Manor High School
- a medical certificate or similar in support of the application.

iv) Exceptional personal circumstances

After places have been offered in categories i), ii), iii) and iv) above, the Governors will be prepared to consider applications of special personal circumstances only if details are received with the Application Form. Details must include :

- an indication on the Application Form that the parents/carers of the child concerned intend to apply on the grounds of special personal circumstances
- full information about the circumstances.

The special personal circumstances which the Governors will be prepared to take into account

will be long term circumstances. The Governors will not be satisfied that sufficient grounds exist when the circumstances are identified only after parents have been notified of the Governor's decision not to offer a place to a child.

The Governors will need to be satisfied that admission to Islip Manor High School is necessary because :

- the circumstances require attendance at Islip Manor High School specifically and no other local school can meet the needs of the child
- the child's needs, arising out of the special circumstances, require attendance at Islip Manor High School as a necessity rather than just as beneficial or advantageous.

At the time when an application requesting a place on the grounds of special personal circumstances is submitted, a separate sealed envelope marked 'Confidential' and containing the following must accompany it :

- details of the special personal circumstances which form the basis of the application.
- an explanation of why the circumstances necessitates attendance at Islip Manor High School.
- a letter from an appropriate professional (e.g. doctor, Social Worker) in support of the application.

Governors reserve the right to make further enquiries in order to satisfy themselves that the conditions on which parents or guardians have based an application meet the grounds indicated above. If parents apply for a place under this criterion they will be deemed to have given their consent to such enquiries being made.

v) Closest proximity

After places have been offered in categories i), ii), iii), iv) and v) above, the Governors will offer places under the closest proximity criterion. Closest proximity is assessed in the following manner :

- The distance is measured from a point in the property, determined by Ordnance Survey to the centre of the road, along the centre of the road, to the nearest gated entrances which are used by students to enter the school grounds
- Where the parents have shared responsibility and the child is residing with one parent for the majority of the time or on a permanent basis, the address of this parent will be used for the purposes of the application
- Where parents have shared responsibility and the child lives with each parent for half of the calendar year, the parents must come to an agreement as to whose address will be used to process the child's application and can only be changed after the beginning of the academic year unless the address of the chosen parent changes during the admission process. Proof of residency will be required as outlined in the High School Prospectus.

Important Note

The Governors will rely upon the information contained in the application form for admissions. If it transpires that any information is false or misleading in any material way, the Governors reserve the right to withdraw the offer of admission if the place was gained fraudulently.

6. Late applications

Late applications will not be dealt with until after all the on-time applications have been dealt with unless the Local Authority or school has made an error in accepting the application or if there are exceptional circumstances for lateness (e.g. where a single parent/carer had been ill and the illness prevented the application being made on time or the family had been dealing with the death of a close relative i.e. one of the child's parents or child's siblings). No late applications can be dealt with until after the offer date of 1 March.

7. Appeals

Parents who have applied for but have not been offered a place for their child at Islip Manor High School, have the right to lodge an appeal with the Governing Body.

Full information about the Appeals Procedure to be employed by the Governors will be included with the letter notifying parents of the result of their application. The Governing Body is required to establish an Appeals Committee which has some membership independent of both the Governing Body and the school.

It is the intention of the Governors to proceed with Appeals Hearings with as little delay as possible so as to minimise the continuing uncertainty of parents and children while they await a final decision on their application for a place at Islip Manor High School.

8. Waiting lists

If it is not possible to offer parents a place for their child immediately, the child's name will be placed on a waiting list. The criteria for admission will be used to determine the position on the waiting list.

9. Tie breaker

In the event that applicants have the same priority on distance Governors will use a random allocation method to make a final decision.

10. Financial assistance

Education at Islip Manor High is free.

Parents of students attending Islip Manor High School are entitled to apply for financial support from the London Borough of Ealing in the same way as parents at other schools may do. Financial help may be available to assist with :

- travel to and from school

- free school meals

Provision of these benefits is the responsibility of the Local Council not of the School. All correspondence on such matters should be addressed to them.

11. Arrangements for Admission to Sixth Form

A Level and BTEC courses - on-site sixth form

Application to the Sixth Form is open to all students, irrespective of their previous place of study. There are 200 places in our on-site sixth form, 100 in Year 12 and 100 in Year 13.

Students wishing to study at A Level must have gained at least 5 Grade 5+ passes at GCSE Level, including English Language and Mathematics, with at least a Grade 6 in any subject they wish to study at A Level. In the case of subjects not previously studied, subject specific criteria will apply.

Students wishing to study for the BTEC Level 3 Extended Diploma in Applied Science would be expected to have at least 5 Grade 5 passes at GCSE Level including Science.

BTEC in Sport - Future Stars Sporting Excellence Provision

There are 15 places available to study for BTEC in Sport at Level 3. Students wishing to apply for this provision must have gained at least 5 Grade 5+ passes at GCSE Level, including English Language and Mathematics and must also pass a sporting aptitude assessment process in basketball or volleyball.

BTEC in Sport - Queens Park Rangers College Academy

There are 125 places available to study for BTEC in Sport Coaching and Personal Training at Level 2 or Level 3 with the QPR College Academy based at Rectory Park or Tithe Farm, Rayners Lane.

Students wishing to study for the Level 2 qualification are expected to have 4 GCSEs at grade 4 or above, preferably including English and Maths and a relevant Level 1 qualification.

Students wishing to study for the Level 3 qualification are expected to have 4 GCSEs at grade 4 or above, preferably including English and Maths, a relevant Level 2 qualification and an appropriate literacy score. A qualification in PE is desirable.

Progression from Year 12 to Year 13

All students progressing from Year 12 to Year 13 are expected to have attendance of 95% or higher. For A Level students, progression to Year 13 is dependent on at least a Grade D in Year 12. BTEC Level 3 Extended Diploma students are expected to be on track to achieve MMM in order to progress to year 13.

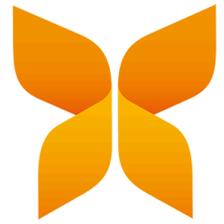
Further subject specific entry requirements

Further subject specific entry requirements are available from the school website.

Arrangements for admitting students to other year groups, including to replace any students who have left the school.

12. In-Year admissions

Applications to the school for places other than in Year 7 will be considered on an ongoing basis and places will be offered, subject to the admission criteria outlined in this document, where vacancies are available.



Islip Manor
HIGH SCHOOL

Specialist Sports Admissions

Information for Parents

For admission into Year 7 2027-8

SPECIALIST SPORT PLACES

15 places within Islip Manor High School are made available each year for students applying for a place in Year 7 with an identified natural aptitude for sport.

Students on this programme will be in a strong position when they are in Year 11 to apply to be part of the Sporting Excellence sixth form programme led by Future Stars, a charity providing specialist programmes for elite performing athletes. Admission to Islip Manor High School in Year 7 via the specialist sports route will not guarantee admission to the sixth form programme.

HOW TO APPLY

1. Complete the PAN London Common Application Form naming Islip Manor High School as one of your choices which needs to be returned to your local authority by the submission deadline date.
2. Complete the Application for a Specialist Sports place in Year 7 in September 2027 form and return it to the school by **2nd November 2026**.
3. All applicants will be invited to attend an initial Round One Selection Event. Students must attend wearing their school PE kit and will be scored on their sporting ability.
4. You will be informed of your child's score and about whether your child has been selected to attend the Round Two Selection Event.
5. The Round Two Selection Event score will assess students on their sporting ability and teamwork skills.
6. Students' scores for Round One and Round Two will be added together to create a list of final results ranked by scores. Those who have been ranked in places 1-15 will be notified on National Offer Day (in early March) that they have been offered a specialist sports place (if they have not received a higher preference offer).
7. 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 a score, those students living nearest to the school as the crow flies will be given priority.

EXPECTATIONS OF STUDENTS WHO ARE ADMITTED TO ISLIP MANOR HIGH SCHOOL UNDER A SPECIALIST SPORTS PLACE

If a specialist place is awarded, students will be expected to attend after school and school holiday sports training sessions for 1.5 hours every day after school. During key stage three these sports training sessions will not be targeted at specific sports but will focus on developing overall fitness and mobility. During key stage four, students will be offered the choice of specialising in either basketball or volleyball.

The application process is as follows:

Date	Action
By 31st October	Complete the Common Application Form for your local authority applying for a place at Islip Manor High School.
By 2nd November	Complete an Application for a Specialist Sports Place form and return to admin@islipmanorhigh.org.uk .
11th or 12th November	Attend the Round One Selection Event wearing school PE kit for assessment of sporting ability. A score will be given out of 60 marks.
Date after Round One Selection Event	Parents will be notified of their child's score in the Round One Selection Event and if applicable given a date for the Round Two Selection Event for their child.
7th or 8th December	The highest scoring students will be invited to attend the Round Two Selection Event which will provide a further assessment of sporting ability and teamwork skills. Students must attend in their school PE kit. A score will be given out of 60 marks.
By 31st December	Second round applicants will be informed of their position on the ranked list.



Islip Manor
HIGH SCHOOL

Application for a Specialist Sports Place in Year 7 in September 2027

Please complete all the information below and return it to us by **Monday 2nd November 2026**.

All applicants will be invited to attend the Round One Selection Event. Successful applicants will be invited to attend the Round Two Selection Event.

You **MUST ALSO** apply for a place at Islip Manor High School using the Common Application Form (CAF) by the 31st October.

Name of student:	Date of birth:
Name of Parent/Carer:	
Address including postcode:	
Telephone number:	
Parent's email address:	
Name of current school:	
Local authority of current school:	
Your child's main sport:	
How many hours a week does your child train?	
Has your child represented their country / county / borough / school / club in a sporting capacity? If so please provide details below.	

Please return this form to the school **marked for the attention of Mrs Zarei by Monday 2nd November 2026**. You can either return it via email to admin@islipmanorhigh.org.uk or bring it to the school's main reception.