Southend-on-Sea City Council

Secondary Schools Admissions 2027

Information for admissions to state funded mainstream schools 2027/28

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Apply online at http://www.southend.gov.uk/admissions by 31 October 2026

Apply to Southend-on Sea City Council if you are resident in the City and pay Council Tax to the Council. This is regardless of which Primary or Junior School your child currently attends.

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Foreword

Dear Parent,

All children should have the opportunity to access an education that provides a broad and balanced curriculum, good quality learning opportunities, and an environment within which students can maximise their individual talents and achieve their best possible outcomes.

Selecting the right secondary school, with an environment and ethos that best meets your child's needs, in which they can thrive, learn, and be successful, is so important. A school that not only meets your child's academic requirements, but their social and emotional needs, and a school where they will be happy, safe, secure, and ready to learn.

This booklet includes information on all the state funded secondary schools in Southend and their admission criteria and processes. I hope the information provides you with answers to all the questions that you have, but if there is anything further you need to know, or if you are unsure of what to do at any stage of the secondary school admission process, then please contact the School Admissions Team, whose details can be found in this booklet.

Moving from primary to secondary school is a key moment in any child's life and I hope the information in this booklet helps you as you look at all the options as you make this important decision. I would like to conclude by wishing your children all the very best for the future and for a happy, positive, and successful secondary education.



Michael Marks
Executive Director Children and Public Health

Introduction

The law requires your Local Authority to coordinate the year 7 admissions process for all secondary schools, except independent (fee-paying) or special schools in their area. All secondary schools in the City have academy status and therefore the academy trust is the admission authority for the school.
This means that they set the schools policy (admission arrangements) and are responsible for ranking applications against their policy.

The information in this booklet details the transfer process between primary and state mainstream secondary schools and is relevant to your child's first year in secondary education. Starting secondary school is a major event for all children and we hope that this booklet will answer most of your questions. If there is anything further you need to know or if you are unsure what to do at any stage, please contact us.

The School Admissions Team at Southend Council will be pleased to answer any questions you may have regarding catchment areas, online admissions, completion of the Common Application Form, the allocation of places, waiting lists and the appeals process.

Applying for a school place online

To apply for transfer to year 7, parents will need to apply to Southend City Council if you are a resident in the City and pay council tax to Southend Council. If you do not pay council tax to Southend City Council, please check where to apply using the postcode search on the find your local council website.

Applications can be submitted on this link:

Citizen Portal - Sign in

Information on the process is available on this link:

www.southend.gov.uk/admissions

A reminder of the benefits of making your application online:

- An online facility which is available 24 hours a day and 7 days a week from 1 September 2026 until midnight on the closing date of 31 October 2026
- You can log in, view your application form, and make changes to the details on the application form up until midnight on the closing date.
- The system is secure and has a series of security procedures which keeps the information provided safe.
- There is no risk that your application will get lost in the post.
- You can log in and view your child's school offer on National Offer Day, 1 March 2027. Offers are emailed to applicants during the day and usually by 5pm, at the latest. Please check your 'junk' or 'spam' folders as sometimes emails sit in those folders.

Accessing the website to apply online

It is possible to access the website from anywhere with internet access. Free internet access is available at any Library in the City. Please note that you will need an email address to use the online facility. Where possible, **please keep the same email address during the round.**

Parental Responsibility

Throughout this booklet, the term 'parents' means all those with parental responsibility, including guardians and carers.

Any reference to parental responsibility is as defined by the Children Act 1989 (also refer to Section 576 Education Act, Section 2 of Children's Act). In making an application for a school place only one parent with parental responsibility is required to do so for the purposes of admissions. Consent by both parents is not required and the local authority does not require the details of both parents.

The information in this booklet is for admission to state non-special secondary schools only. Information on special schools and independent schools in the City is available further in the booklet or on Southend Councils website.

Is your child sitting the 11 plus exam?

You can apply before you receive your results and amend your preferences, up to 31 October, once you have your results, or you can apply once you have your results before the deadline, 31 October. It is up to you, just do not forget to apply!

Important dates in the process

Date	Event
12 May to 19 June 2026	Registration period for those wishing to take the 11 plus selection test organised by the Consortium of Selective Schools in Essex (CSSE). Details on www.csse.org.uk (news updates)
From June 2026 onwards	Secondary school open evenings, days & information are available on school websites and in this booklet
1 September 2026	Admissions round for transfer to year 7 opens. Applications can be submitted to the Local Authority up to and including 31 October.
1 September 2026	Closing date for parents to register for their child to take either the Sports or Performing Arts aptitude tests at The Eastwood Academy. Complete the Academy Supplementary Information Form (SIF)
Mid-September	Performing Arts (PA) and Sports (S) aptitude tests to be taken at The Eastwood Academy by those pupils whose parents have registered for them to take the tests. Parents should check the school's website for details.
19 September 2026	11 plus selection test to be taken by those pupils whose parents have registered for them to take the test with the CSSE. Details on www.csse.org.uk (news updates)
Mid-October 2026	Those pupils who took the 11 plus selection test will be advised of the outcome by CSSE. Details on www.csse.org.uk (news updates)
Prior to 31 October 2026	Those pupils who took either the Sports or Performing Arts aptitude tests at The Eastwood Academy will be advised of the outcome by the school.
31 October 2026	Closing date for Supplementary Information Forms (SIFs) to be returned to St Bernard's High School and St Thomas More High School
31 October 2026	Admissions round for transfer to year 7 closes. Closing date for the completed Common Application Form to be received by Southend Council (either online or by paper copy). The website for online applications will close at midnight.
1 March 2027	National Offer Day Parents that applied online will be able to view the offer online and the offer will also be sent via email. Where no email address has been provided, letters will be sent by 2nd class post to parents advising them of the offer.
1 March to 21 August 2027	Waiting lists are maintained by Southend Council for all schools in the City.
13 April 2027	Closing date for 'on time' admission appeals to be submitted to schools. Late appeals will be heard within 30 school days of submission.
16 June 2027	All on-time appeals completed for all Secondary schools in the City.
22 August 2027 onwards	Waiting lists become the responsibility of the individual secondary schools and any enquiries should be referred to the school/s. Waiting list continue, as required by the regulations to be ranked according to the respective school oversubscription criteria.

Secondary School Information Events

The secondary schools in the City hold events for year 5 pupils and their parents/carers. This is for admission to year 7 in September 2027.

The dates and times listed below are as provided by the schools. If you have any enquiries about the arrangements for these events these should be directed to the school(s). Parents that cannot attend one of the sessions below are encouraged to contact schools to arrange a visit. Many primary schools also run information sessions for parents to assist them in the secondary admissions process.

We advise parents to visit as many secondary schools as possible, obtain their prospectus and read the admission criteria before completing the Common Application Form provided by The School Admissions Team at the Council. Parents may also find the allocation detail in this booklet helpful. In all cases kindly check on the school websites for further details as details could change.

School	Date and Time
Belfairs Academy	Thursday 25 June 2026, 4pm to 6pm
Cecil Jones Academy	Thursday 1 October 2026, details on school website
Chase High School	Wednesday 24 June 2026, 4pm to 7:30pm
Shoeburyness High School	Thursday 17 September 2026, 6pm to 8pm
Southchurch High School	Wednesday 1 July 2026, 5:30pm to 8pm Thursday 24 September 2026, 5:30pm to 8pm
Southend High School for Boys	Thursday 25 June 2026, 4:30pm to 8pm
Southend High School for Girls	Thursday 2 July 2026, 5pm to 8pm
St Bernard's High School	Thursday 9 July 2026, 5:30pm to 8:30pm
St Thomas More High School	Thursday 9 July 2026, 4pm to 7pm
The Eastwood Academy	Wednesday 24 June 2026, 5pm to 8pm
Westcliff High School for Boys	Tuesday 23 June 2026, 5pm to 9pm
Westcliff High School for Girls	Tuesday 30 June 2026, 5pm to 8pm

Nearest Neighbouring Schools

Essex School	Date and Time
Castle View School	Check website
Cornelius Vermuyden	Check website
Greensward Academy	Thursday 1 October 2026, 6pm to 8pm
The Appleton School	Thursday 17 September 2026, details on school website
The Deanes School	Check website
The FitzWimarc School	Thursday 24 September 2026, details on school website
The King Edmund School	Wednesday 30 September 2026, 5pm to 7:30pm
The King John School	Saturday 5 September 2026, 9am to 1pm
The Sweyne Park School	Thursday 17 September 2026, 5/5:30pm to 8:30pm

General Admission Criteria

Who should make the application?

Parents living in the City of Southend-on-Sea must apply to Southend Council for their preferred secondary schools. Preference schools can be within or outside the City. The Southend Common Application Form is the only way you can apply for a secondary school place for your child. The form can either be completed and submitted online at www.southend.gov.uk/admissions or, you can complete and return the form available from Southend Council customer services desk at the Civic Centre. Please do not complete more than one application. If more than one application is received the authority will process the last one to be submitted. You must submit your application by 31 October 2026.

Where more than one adult share parental responsibility and live at different addresses, it is important that agreement be reached prior to making the application on which schools to apply for. The parent with whom the child lives, as the normal place of residence, and currently the majority of the school week, should make the application. If different applications are received, these applications will be placed on hold and will not be processed until such time as:

- one joint application is made
- written agreement is provided by both parents with one set of preferences
- A court order is obtained confirming which parent's application carries precedence.

Refer to address matters later in the booklet.
Parents seeking information should note that the LA will only discuss specific details about your child's application with the person who completes the form (referred to as the applicant).

Before Making your Application you may wish to

- visit the school open days and view the information on their websites
- Make realistic preferences (refer to school admission criteria)
- Think about how your child will get to school
- consider that one of your preferences is your catchment school

Selecting Preferences

- You can apply for up to five schools including out of City schools and selective schools.
- You should put your preferences in the order you would like to gain a place, 1 being your first preference.

The coordinated arrangements mean that Southend Council will assess which school(s) can offer you a place according to the admission criteria of the school and if there is more than one school that can accommodate you, Southend Council will offer the school for which you expressed the highest preference.

As a guide you need to look carefully at how schools offered places in the previous year as indicated in the school pages of this booklet. Whilst this may not be the same year on year it gives an indication, for example that the school was able to admit all catchment pupils or that it had not been able to. If you use one of your preferences for a selective school and your child did not reach the pass mark you will be refused a place at the selective school. Children can only be on the waiting list for a selective place if they meet the pass mark. Please be aware that there is no guarantee that any of your preferences will be successful, but if you have applied you will be made an offer of a school.

Please check the individual admission arrangements for each school for specific details of how your application will be considered.

Applying to Schools Outside the City

Parents wishing to apply to schools that fall into other Local Authorities should check the relevant local authority booklet and the criteria for the school that they are interested in. We remind you to consider choosing your catchment school as one of your preferences to ensure that you have priority at a local school.

Living in Southend but attending a Primary School outside the City

If you live within the City of Southend-on-Sea but your child attends a school outside the City you must still apply to Southend. You must include all schools, in or out of the City, in your preference selections. If you do not live in the City of Southend-on-Sea, you must complete the forms for the local authority where you live.

Education Health Care Plans (EHCP)

Please note that if your child has an EHCP, you will already have information from the Special Educational Needs Team regarding the secondary transfer process and you must not complete the Single Application Form. You can access the SEND local offer at SEND Local Offer and also Special Education Needs & Disability Information Advice & Support Service (SENDIASS). However, if your child does not have an EHCP, or you are in the assessment phase you must complete an application form.

Supplementary Information Forms (SIF)

The Eastwood Academy, St Bernard's High School and St Thomas More High School require you to complete a SIF. These are forms used to provide additional information in support of your application. The grammar schools also require a registration form with the CSSE.

However, it is not an application form, and parents must name the school on the Local Authority's Common Application Form to be considered as having made a valid application.

You may also need a SIF to apply for places at some schools outside the City. Individual schools will be able to advise you whether a SIF is needed.

Sibling Details

Please make sure you have given us sibling details on the application form where applicable. You should check the priority given to siblings in each school's admissions criteria to assess the chances of siblings gaining a place at the same school.

There is no automatic guarantee that siblings can go to the same school. Your chances decrease if you do not apply on time.

Please do not assume that Southend Council are aware of any siblings. It is your responsibility to make sure the sibling details are on the application form. Please inform Southend Council if the sibling changes school during the admission round as this will influence the ranking of the submitted application form.

Submitting your online Application

Please check what you have 'submitted' on the online form as that is the only information used when allocating places. It is not possible to process unsubmitted forms.

Acknowledging Receipt of your Application

All applications receive confirmation of receipt.

- If you applied online, once you submit your form, you will receive email confirmation.
- If you applied by post, a letter confirming receipt will be emailed (or if no email provided) posted to you.

If you apply on paper and post your form to us, we recommend that you obtain proof of postage. If the application form is not received by the closing date, you will need to show evidence that it was posted before the closing date.

Regardless of how you applied you can email the team on admissions@southend.gov.uk with any queries.

Offers of School Places

If you made an online application for a school place, or if you applied on a form but provided an email address, we let you know by email on National Offer Day which school your child has been offered a place at unless you have requested to receive your offer by post. If you applied on the paper application form, and you did not provide an email address you will be sent a letter by second-class post, on National Offer Day, advising you at which school your child has been offered a place.

Allocation of School Places if all Preferences are Refused

If you live in the City and it has not been possible to allocate your child a place at any of your preferred schools, Southend Council will allocate a place for your child at the nearest school in the City to your home address which has vacancies at that time. You do not have to accept this offer. You can contact Southend Council for advice and information on schools with vacancies.

Accepting the Offer of a School Place

The initial run of offers are automatically recorded as accepted and parents that wish to refuse an offer must inform the admission team of alternative arrangements for their child's education. Parents wishing to refuse a place will need to email Southend Council. It is recommended that places are not refused without careful consideration.

Welcome Packs from Schools

Parents are requested not to contact schools on offer day or before they receive the welcome pack/letter from the school. Contact must be directed to Southend Council. A welcome pack is not an offer of a school place, and you must notify Southend Council if you have a welcome pack but no offer letter.

There is no need to worry if you do not receive a welcome pack as schools do not have to send one. You can still decline an offer, even if you have received a welcome pack from the school, providing you have given details of the education arrangements you are putting in place for your child. Southend Council notifies schools of refusals.

Ongoing Offer of Places

If parents make other arrangements and refuse a school offered, places become available. Available places are offered from the respective school waiting list. This applies to out-of-area schools as well. This process continues right up to August 2026. This stage will include changes of preference due to a change of address and late applications. Applicants must respond to any updated offers as they can expire.

Withdrawal of School Places

Once a school place has been offered this can only be withdrawn by Southend Council or the school in limited circumstances.

These may include:

a) where a parent has failed to respond to requests from schools within a reasonable time and all effort to locate the pupil has been made
b) where an offer was made based on a fraudulent or misleading application form, for example, a false claim to residence in the catchment area
c) where Southend Council offered the place in error.

New School Applications

Applications from parents moving into the area, who in the view of the LA could not have made an application by the closing date, will be slotted into the system as and when received, where possible. These applications might only be processed after all on time offers are made. These will be classed as new applications and will only apply for parents that could not have applied on time such as moving into the country. Exceptional circumstances will be considered at the discretion of Southend Council

Late Applications

Applications received from parents after the closing date and who, in the view of Southend Council, could normally have completed an application on time will be treated as late applications. Such applications will be considered after all on time applications have been processed, where possible late applications will receive an offer of a place on National Offer Day.

Where a late application cannot be offered a place at a preference school, an alternative offer will be made at the nearest non-selective school, non-faith school with places available within the City. If this is not possible because of a lack of time, parents whose applications are late will be advised at which school their child will be offered a place as soon as possible.

Changes to the order of preferences

Changes to the order of preferences received after the closing date will not be accepted unless the circumstances are deemed to be exceptional, and the changes can be accommodated.

Change of preference for schools under another local authority will be consulted on with the appropriate local authority but usually can be accommodated after offer day in March

What happens if I apply to the wrong local authority?

Your application will **not** be processed. It is important that you apply to the correct local authority.

Information used when considering a child's home address

When you apply for a school place, the address you give on your application form must be **your child's home address.** This means the address where your child normally lives for most of the school week at the time of application.

In all cases the Council must be satisfied that the address provided on the application, which is used for deciding on the allocation of places, is your child's normal place of residence for the majority of the school week and their permanent, habitual home. The Council retains the discretion to accept or reject the address provided and may carry out regular reviews of the information submitted as part of the application.

In most cases the child's address on application form is clear, however, for some applications clarity is needed, and applicants may be asked to provide supporting evidence, and the Council will take steps to check details provided. As much information as possible is provided below, however, more steps may be taken that are not prescribed here. Address checks can take place at any point during the admissions process, including after offers have been made and once children have started at their new school.

What counts as a child's home address?

Your child's home address must be where they normally/habitually live for most of the school week and in most cases, this will be with a person that holds parental responsibility for the child (a parent/carer), and the applicant.

- If a child spends equal time at two addresses, parents must provide legal evidence (for example, a signed affidavit or medical registration) confirming the child's usual residence.
- Addresses used for childcare, relatives, or friends cannot be used.
- If your child spends time with relatives (for example, grandparents), we may ask for more information about who has parental responsibility and why this arrangement is in place. In most cases, an address where the parent/carer does not live will not be accepted.
- Where the applicant is not a resident at the address, further information will be required

Equal or multiple addresses

If parents live at more than one property:

- The address used must be where the child habitually lives during the school week.
- Property ownership alone does not determine eligibility.
- Future or intended moves cannot be used. However, applications can be updated once an address change has been confirmed by the applicant (via email with documentation to support new address)
- Each case is carefully assessed to ensure applications are made in good faith.

Moving house or changing address details

If you move house during the admissions process (between applying and the start of school in September), simply updating your address online is not enough.

You must:

- Tell your child's current school
- Inform the School Admissions Team as soon as possible (by email or letter)
- Provide proof of your move, such as:
    - Exchange of contracts (if buying), or
    - A signed tenancy agreement (if renting)

If your move is delayed or does not go ahead, you must let the Admissions Team know straight away. Failure to do so may result in an offer being withdrawn.

If you are planning to move to Southend

- Intended future addresses cannot be used.
- If you cannot provide proof of the move by the application closing date, you must apply through your current local authority.
- Parents living abroad may apply through a "proxy" local authority where they intend to settle. However, the address will be recorded as abroad, and in most cases, no offer can be made using the intended address until clear evidence of residency is provided. This may differ for certain schools (for example, where admissions are based on academic ability or aptitude). Where this applies, the Council will advise you on what to do.

Change of home address after the closing date

For secondary school admissions, the address used is the child's normal residence on or before 20 November.

- Changes after that date are only considered at the Council's discretion but usually cannot be accommodated.
- Changes reported after National Offer Day in March may be taken into account at that stage.
- Address changes after National Offer Day may result in applications being reranked where appropriate.

If you live outside Southend, please check your own local authority's admissions policy. However, applications for Southend schools will be assessed using Southend's address rules.

Verification of addresses

The Council has a duty to make sure school places are allocated fairly. We may therefore:

- Check information held by your child's current school
- Ask you to provide proof of address
- Carry out additional checks where information is unclear

In some cases, this may include home visits or referral to the Council's Counter Fraud & Investigation Team. If we need more information, we will contact you directly.

Fraudulent/Misleading applications

The Council takes very seriously any attempt to gain unfair advantage in the admissions process by giving false or unclear information (for example providing a false address). Southend Council may ask for a sample of applicants to provide proof of their home address. If there is reason to believe that false information has been deliberately provided, the matter may be referred to the Council's Counter Fraud & Investigation Team.
Providing false information or failing to report a change of address to gain a school place may be a criminal offence. If the Council is not satisfied that the address used is your child's normal place of residence, an application or offer of a school place may be withdrawn and you could be liable to prosecution for fraud offences.

Year 7 Under and Over Age Applicants

The decision to admit outside of a child's normal age group is made based on the circumstances of each case. Parents must submit requests directly to schools and schools must decide.

Underage

For admissions into year 7, an applicant is underage if he or she will be under 11 years of age on 31 August immediately prior to admission in September. Southend Council will only accept applications from underage applicants who are already out of the normal age group when they start year 6 in their primary/junior school.

The decision to promote the child to the year group above their chronological age group must be taken by the primary school prior to the end of the summer term in the calendar year in which the child applies for a secondary school place (this should be prior to the end of year 5). Confirmation of this is likely to be sought from the headteacher of the primary school concerned, by the LA on behalf of the admission authority.

Over Age

An applicant is over age if he or she is 12 years of age or over on 31 August immediately before admission in September. Southend Council will not accept overage applicants for year 7 admissions unless there are verified and well documented exceptional circumstances, for example, of extended illness, for a child to repeat one of the primary school years.

Southend Council will seek verification from the headteacher of the primary school concerned that an over-aged applicant has medically certifiable reasons or some other exceptional reason for being an over-aged applicant. Southend Council will thoroughly investigate the circumstances through which any child is found to be studying in Year 6 for the second time, especially if this should involve an application to sit the CSSE selection tests for a second time. Medical and any other relevant background evidence will be required from the parent and the school for such applicants.

The admission authority that approved an over or underage request will be required to provide evidence of the following:
The outcome letter; the parents' views; information about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group and whether they may naturally have fallen into a lower age group if it were not for being born prematurely; views of the head teacher at the school concerned.

Summer Born, Over Age

In the case of children born prematurely or the late summer months where parents were granted approval for admission at reception outside the normal age group, secondary schools in the City will honor this agreement (there may be matters to consider for selective and partially selective schools). In the main, children will be permitted to continue to be educated outside the normal age group however, this is not a guarantee and each application is considered individually. Parents will need to write to the preferred schools requesting consideration for continuation of the child's education outside the usual cohort. It is helpful if the Council is copied into the communication with the school. Parents must consider the full set of admission arrangements for each of their preferences.

Parents wishing to undertake the 11 plus for selective or partial selective places must consult the CSSE regarding the regulations for children out of the usual age group. Parents should consult the admission arrangements for their preferred school regarding over and underage admissions.

How the Allocation of Places Works

All preferences are treated equally.

If a place is available at each of your preference schools the offer for a place will be made at your highest preference school that has a place available. Places are allocated according to the admission criteria for each of the preferred schools. Parents can list up to but not more than five schools.

How Places are Allocated

1. If there are places at your first preference school the place will be offered to you.

2. If there are no places at your first preference school and there are places at your second preference the place will be offered to you. You will automatically be on the waiting list for the first preference and will be offered your right to appeal for the first preference.

3. If there are no places at your second preference school and there are places at your third preference the place will be offered to you. You will automatically be on the waiting list for the first and second preference and will have a right to appeal for the first and second preference. This process continues for your fourth and fifth preferences.

4. If it has not been possible to allocate your child a place at any of your preferred schools, Southend Council will allocate a place for your child at the nearest non-selective school in the City to your home address with vacancies at that time.

5. You will automatically be on the waiting list for all the preferences that you have been refused unless the admission criteria as not been met (grammar schools). You will have a right to appeal against all preferences not offered.

Waiting Lists and Catchment Areas

How Waiting Lists Work

On offer day Southend Council has a list that ranks on-time preferences for each child according to the admission priority of the school (Southend Schools only). Selective schools and schools using selective tests or aptitude tests have more than one list relating to the different numbers allocated to different categories, for example, pupils living in the priority area and those outside the area.

Where there are more applications than there are places available, the ranked list is used to determine who gets a place at the school in accordance with the published admission number (PAN). Once places have been offered, any remaining pupils on the ranked list form the basis of the initial waiting list. Names are only removed from the waiting list at the parent's request. Late applications are then placed on the list, and the list is re-ranked to take account of the appropriate admission priorities for all applications. When offers are declined this affects the places available at schools. Any places that are available are allocated from the waiting list.

General Information on Waiting Lists

Changes to the waiting list occur when other applications for schools are made. This may be families moving into Southend or additional applications from those that did not get their preferred school(s). Each application will be slotted into the waiting list according to the school's admission criteria. An example of this would be a family moving into the catchment area and having a higher priority than someone already on the waiting list with an out of catchment sibling.

Additional pupils admitted by an Appeal Panel would put the potential number above the Published Admission Number (PAN) of a school. Before anyone else is admitted from a waiting list the number of pupils must go below the PAN.

It should be noted that if you are applying for a place at a school in another local authority, for example, Essex, then different waiting list systems may apply. You should check the scheme details for the other local authority.

Waiting lists will be maintained by Southend Council for all Southend schools until the last week in August 2026. Waiting lists then become the responsibility of individual secondary schools and any enquiries about the waiting list must be referred directly to the school. All waiting lists must be held at least till the end of December. Details on waiting lists are provided in the individual set of admission arrangements for each school.

School Catchment Areas

The school catchment area directory and catchment area guidelines are available on Southend Councils website or you can contact the School Admissions Team on admissions@southend.gov.uk or 01702 212934.

There is no guarantee of a place at any school even if you live in the catchment or priority area although most schools give high priority to pupils living in their catchment area. It is recommended that you should use one of your preferences on the Common Application Form for your catchment area school. All schools have a published admission number above which they will not admit. Details of individual school admission limits are on the school pages of this booklet.

Information About Selective School Admissions

Admission to some schools in Southend is determined by a selection test (the 11+).

The four grammar schools, Southend High School for Boys, Southend High School for Girls, Westcliff High School for Boys and Westcliff High School for Girls only admit pupils through the selection test. If you are applying for a place at a grammar school in Southend, we recommend that you apply to both grammar schools. Applying to both boys' grammar schools or both girls' grammar schools will improve your chances of being offered a place if your child achieves the pass mark.

Three other schools in Southend, Shoeburyness High School, St. Bernard's High School and St. Thomas More High School admit a proportion of their intake through the selection test. Admission to these three schools through the selection test is in addition to admission through their main admission criteria. This means that if you are applying for a selective place at any of these schools you only need to put one preference for the school on your application. You should indicate on the application form in the tick box that you are applying for a selective place. You will automatically be considered through the main criteria as well as this does not count as an additional preference.

The allocation of places at each of the schools is determined by the score in the selection test, but how this is applied will vary between the schools and you need to read the admissions criteria carefully for each school. For example, the four Southend Grammar schools give preference to those pupils living within a defined geographical area that includes all addresses with a postcode SS0 to SS9 inclusive. In this booklet is a copy of a map detailing the defined area.

A pass mark for the examination is set annually, which ensures that the entrance standard remains comparable with that obtained in the period 1990 – 1994.

To take part in this year's CSSE test you must register for the selection test. You will need to complete a registration form online at www.csse.org.uk by the closing date. The Test Registration Form allows parents to choose where they would like their child to sit the selection tests.

11 Plus test results will be sent by first class post to all candidates by the CSSE with a guidance sheet detailing the likely 11 plus score your child will need to attain to gain a place at the individual CSSE Schools. A look-up facility for test results will be available as advised for candidates who have registered online.

Once parents have received the outcome of the selective test, they can then apply for a school place to the Local Authority which must be done by the closing date. The closing date for applications including selective schools and all schools in and out of the City is 31 October 2026.

It is the Local Authority which will identify those to whom places are to be offered, taking into consideration both a pupil's performance in the entrance examination and the order of parental preferences. Offers will be sent to pupils on National Offer Day.

Please contact the CSSE for information regarding the test.
CSSE Administrative Office,
P.O. Box 3087,
Chelmsford,
Essex CM1 3SY
Email: admin@csse.org.uk
Telephone: (01245) 348257

Schools that Allocate Places Based on Aptitude

Southend Schools

The only school in Southend that admits children based on aptitude is The Eastwood Academy. The school admits up to a limit of 10% of the Published Admission Number (22).

Following completion of the SIF, applicants will be required to undertake an assessment of their aptitude (aptitude test). Aptitude tests take place in September. If the applicant is ill or injured on the day of the test, the Academy must be contacted, and an alternative day may be offered.

A reminder to complete the SIF form by 1 September 2026 to register for the aptitude tests. The school will advise the registered pupil of the assessment dates.

Following completion of the aptitude test, applicants will be informed, in writing, prior to 31 October of their ranking in Sport and/or Performing Arts.

Please check the school's website for further details and to confirm dates of testing.

Essex Schools

Four schools in Essex which are within reasonable travelling distance of Southend also admit on aptitude.

- The Appleton School in Benfleet, places based on an aptitude for Languages.
- The Deanes School in Thundersley, places are based on Sport, Performing Arts or Music.
- The FitzWimarc School in Rayleigh, places for pupils who demonstrate an aptitude in PE, Music and Art
- The King John School in Benfleet, places according to the results of a test of general ability living in SS postcode.

Parents should contact the above schools directly for details of registration dates.

Other Admission Matters

In-Year Secondary Admissions

Details on the In-Year Admissions process for secondary schools are available on Southend council's website.

School Admissions Appeals

Details on the School Admissions Appeals process are available on Southend council's website.

In-Year Fair Access Protocols

The School Admissions Code requires each Local Authority to have a Fair Access Protocol in place to make sure that access to education is secured quickly for children, especially the most vulnerable, who have no school place. All schools in the area admit their fair share of children who may present challenges to a school. This protocol only operates for in year admissions and therefore does not apply to the transfer from year 6 to 7. The full policy is available on the website.

Applications for a Place in a School 6th Form

All applications for places in the school 6th Form must be made directly to the school concerned. The school will be able to provide information regarding the courses they offer and the academic entry requirements. More details for Post 16 education can be found further on in this booklet.

Pupils in Public Care Needing a School Place Outside the Normal Round

Children in public care that need admission outside the normal round, gain top priority on the oversubscription criteria and where necessary may be admitted over number. The nearest school with places will be considered in the first instance. This may be more complex for admission to faith or selective/partially selective schools as admission criteria will have to be met, such as academic level or faith category.

Enquiries on Your Application

A request from a parent for information about their child's school admission application is made in line with the requirements of the General Data Protection Regulation (GDPR). A parent who was not the applicant does not have an automatic right to information about his/her child. This also applies to any other family member. If Southend Council are contacted by anyone other than the parent who made the original application, we will not be able to share any information.

How We Use Your Information

For details on our Privacy Notice (how we use your information) please see Southend Council's website.

Applications for Children of UK Service Personnel and Crown Servants

In line with the School Admissions Code, for applications made for children of UK service personnel and crown servants, Southend Council will process the application in line with the admission arrangements and coordinated scheme, but will accept the application in advance of the family arriving in the area, provided the application comes with an official letter that declares a relocation date and a Unit postal address or quartering area address. The application will be considered against the school oversubscription criteria.

Applications for Children that are Young Carers

Applicants are encouraged to notify the LA if their child is a young carer, by doing so in the notes on their application. Information given by the applicant is shared with schools to make sure there is support once enrolled and does not influence the processing of the form. All applications are ranked according to the school admission criteria.

Secondary Schools in Southend-on-Sea

The next pages give information on the state mainstream secondary schools in the City.

The following information is provided:

- School Admission Arrangements for state mainstream schools in the City of Southend-on-Sea
- School contact details
- School website address
- The school admission limit (also known as Published Admission Number – PAN)
- Number of places allocated in the last five years to year 7
- Data that is less than 5 children has been suppressed to protect the potential identification of individual children. This is under the General Data Protection Regulation (GDPR)

Full details of the schools' admission arrangements are available directly on their websites or on Southend Council's website www.southend.gov.uk/admissions.

The definition of terms used in the admissions policies and how places are allocated can be found in the full arrangements under 'Admission Policies and Reports' on Southend Councils website www.southend.gov.uk/admissions.

The school catchment area directory and catchment area guidelines are available on the website https://www.southend.gov.uk/directory/62/school-catchment-areas or you can contact Southend Councils School Admissions Team on admissions@southend.gov.uk or 01702 212934.

Over and Underage Applications

All requests for over or underage admission must be made directly with the preferred schools. The common application form must still be completed and submitted to Southend Council before the 31 October to be processed as 'on time'. Please contact us for an electronic or paper form as online applications are not possible.

Previously Looked After Child

Any reference to previously looked after children means children who were adopted (or subject to child arrangements or special guardianship orders) immediately following having been looked after. The applicant must provide evidence to confirm the child was previously looked after by the state prior to being adopted, special guardianship or child arrangement order.

Gender Identity and Single Sex Schools

Admission to schools is administered in line with statutory regulations. The principal document is the School Admissions Code 2021. Schools are also subject to the provisions of all other relevant legal frameworks including current equality legislation. Schools which are recognised by the Department for Education as a 'single sex girls' school' or 'single sex boys' school' means their school admissions policy makes provision for only that sex to enter the school into Years 7 to 11. This provision is dependent on the legal definition of a 'boy' or 'girl', which as it stands is a matter of biological sex, as at birth. There is no provision in law, under the age of 18, for self-identification to override this prescription. Therefore, schools which are a 'single sex girls' school' or 'single sex boys' school' are unable, at present, to admit a transgender male/female at age 11.

It is the responsibility of the parent to declare the birth sex in the application process.

Published Admission Numbers for 2027

School	Admission Limit
Belfairs Academy	292
Cecil Jones Academy	220
Chase High School	226
Shoeburyness High School	310
Southchurch High School	176
Southend High School for Boys	180
Southend High School for Girls	224
St Bernard's High School	175
St Thomas More High School	180
The Eastwood Academy	220
Westcliff High School for Boys	185
Westcliff High School for Girls	192

Reading Allocation Data on the following school pages

When considering the allocation data shown in the table for each school, please note that:

- Data for appeals lodged, heard and successful will be published in September 2026 and will be given to all year 6 children attending a school in the City. It will also be published on Southend Councils website.
- Allocation data provided are as at the respective National Offer Day for each year.
- Allocation data changes as parents respond and more offers are made.
- <5 means numbers less than 5 are suppressed as pupils may be identified.

Reminder:

Applications for secondary sector independent fee-paying schools are made directly to the school. There is one secondary independent fee-paying school in the City:

Thorpe Hall School has a nursery, lower and upper school. Further details on
www.thorpehall.southend.sch.uk
Telephone: 01702 582 340
Email: sec@thorpehallschool.co.uk

Belfairs Academy

Legra Academy Trust

Legra Multi Academy Trust Chief Executive: Mrs B Williams
Belfairs Academy Principal: Mrs B Williams
Address: Belfairs Academy, Highlands Boulevard, Leigh-on-Sea, Essex SS9 3TG
Telephone: 01702 509000
Email: enquiries@belfairsacademy.org.uk Website: www.belfairsacademy.org.uk
Admission Arrangements - BA Admissions Policy 2027

Published Admission Number (PAN): 292

Admission Arrangements

If at the closing date for applications, there are not enough places for all those who have expressed a wish to have their child admitted to the academy; places will be allocated using the admission criteria as below. Admission Criteria apply for admission to all year groups for this year. Admission Criteria will not apply to children with statement of special educational needs (SEN) or Education, Health and Care (EHC) plans as the plan/statement names the school and therefore the child must be admitted to the named school

Admission criteria:

1. Pupils in public care and children that were previously in public care (including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted)
2. Pupils who live in the catchment area and who have a sibling attending the academy
3. Pupils who live in the catchment area
4. Pupils of staff at the academy
5. Pupils who live outside the catchment area and who have a sibling attending the academy.
6. Pupils who live outside the catchment area

Parents must consult the full set of admission arrangements on the school website for full details including details for 6th form admission arrangements.

Number of preferences received for admission into Year 7 in September 2026: 709

Allocation Data for Belfairs Academy 2022-2026 DFE 882-5434

Admission Criteria	Number of pupils allocated a space by year				
	2026	2025	2024	2023	2022
Pupils with an EHCP	<5	<5	<5	<5	<5
Pupils in/previously in Public Care	<5	<5	<5	<5	0
Catchment area siblings	54	51	70	70	87
Catchment area	151	157	128	166	179
Pupils of staff	0	0	0	0	0
Out of catchment siblings	19	20	14	8	10
Out of Catchment	56	78	65	44	11
Total offered on National Offer Day	**285**	**310**	**281**	**292**	**292**

For admission into Year 7 in September 2026 the last place offered was an 'alternative offer'

Appeals	2026	2025	2024	2023	2022
Number of appeals logged for year 7	0	0	0	<5	<5
Number of appeals heard	0	0	0	<5	<5
Number of successful appeals	0	0	0	0	<5

Cecil Jones Academy

Loxford School Trust

Loxford School Trust Chief Executive: Anita Johnson OBE
Executive Headteacher: Richard Micek
Address: Cecil Jones Academy, Eastern Avenue, Southend on Sea, Essex, SS2 4BU
Telephone: 01702 440000 Email: enquiries@ceciljones.net Website: http://www.ceciljonesacademy.net
Admission Arrangements - CJA Admissions Policy 2027

Published Admission Number (PAN): 220

Admission Arrangements

If at the closing date for applications, there are not enough places for all those who have expressed a wish to have their child admitted to the academy; places will be allocated using the admission criteria as below. Admission Criteria apply for admission to all year groups for this year. Admission Criteria will not apply to children with statement of special educational needs (SEN) or Education, Health and Care (EHC) plans as the plan/statement names the school and therefore the child must be admitted to the named school.

Admission Criteria:

1. Pupils in public care and children that were previously in public care (including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted)
2. Pupils who have a sibling attending the academy
3. Pupils who live in the catchment area
4. Pupils of staff at the academy
5. Pupils who live outside the catchment area served by the academy

Parents must consult the full set of admission arrangements on the school website for full details including 6th form admission arrangements.

Number of preferences received for admission into Year 7 in September 2026: 413

Allocation Data for Cecil Jones Academy 2022-2026 DFE 882-4004

Admission Criteria	Number of pupils allocated a space by year				
	2026	2025	2024	2023	2022
Pupils with an EHCP	9	<5	<5	<5	<5
Pupils in/previously in Public Care	<5	<5	0	<5	<5
Catchment area siblings	39	44	38	36	<5
Catchment area	101	102	54	71	72
Pupils of staff	0	0	0	0	0
Out of catchment siblings	17	15	13	6	14
Out of Catchment	53	77	44	50	67
Total offered on National Offer Day	**220**	**244**	**153**	**168**	**189**

For admission into Year 7 in September 2026 the last place offered was an 'alternative offer'

Appeals	2026	2025	2024	2023	2022
Number of appeals logged for year 7	0	0	0	0	0
Number of appeals heard	0	0	0	0	0
Number of successful appeals	0	0	0	0	0

Chase High School

Discovery Educational Trust

Discovery Educational Trust Executive Officer: Mr R Duff
Chase High School Headteacher: Mr Matt Suttenwood
Address: Chase High School, Prittlewell Chase, Westcliff-on-Sea, Essex, SS0 0RT
Telephone: 01702 354441
Email: chasehigh.school@chasehigh.org Website: https://www.chasehigh.org/
Admission Arrangements - CHS Admissions Policy 2027

Published Admission Number (PAN): 226

Admission Arrangements

If at the closing date for applications, there are not enough places for all those who have expressed a wish to have their child admitted to the school; places will be allocated using the admission criteria as below. This will not apply to children with a statement of special educational needs (SEN) or Education, Health and Care (EHC) plans as the plan/ statement names the school and therefore the child must be admitted to the school if it is named on the statement.

Admission Criteria:

1. Pupils in public care and children that were previously in public care (including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted)
2. Pupils who have a sibling attending the school at the time of application and admission.
3. Pupils of staff at the school
4. Pupils who live in the catchment area.
5. Pupils who live outside the catchment area

Parents must consult the full set of admission arrangements on the school website for full details, including the 6th form admission arrangements.

Number of preferences received for admission into Year 7 in September 2026: 420

Allocation Data for Chase High School 2022-2026 DFE 882-4000

Admission Criteria	Number of pupils allocated a space by year				
	2026	2025	2024	2023	2022
Pupils with an EHCP	<5	7	5	13	6
Pupils in/previously in Public Care	<5	<5	<5	<5	<5
Catchment area siblings	N/A	N/A	N/A	N/A	30
Siblings	57	59	52	56	N/A
Catchment area	46	84	90	78	78
Pupils of Staff	0	0	N/A	N/A	N/A
Out of catchment siblings	N/A	N/A	N/A	N/A	23
Out of Catchment	90	74	78	108	66
Total offered on National Offer Day	**198**	**226**	**226**	**256**	**206**

For admission into Year 7 in September 2026 the last place offered was an 'alternative offer'

Appeals	2026	2025	2024	2023	2022
Number of appeals logged for year 7	TBC	<5	9	5	0
Number of appeals heard	TBC	0	6	5	0
Number of successful appeals	TBC	0	0	0	0

Appeals numbers are published September 2026.

Shoeburyness High School

Southend East Community Academy Trust (SECAT)

Southend East Community Academy Trust Chief Executive: Mr B Stickley
Shoeburyness High School Headteacher: Mrs T Jones
Address: Caulfield Road, Shoeburyness, Essex, SS3 9LL
Telephone: 01702 292286
Email: office@shoeburyness.secat.co.uk Website: www.shoeburyness.secat.co.uk
Admission Arrangements - SHS Admissions Policy 2027

Published Admission Number (PAN): 310

Admission Arrangements

If at the closing date for applications there are not enough places for all those who have expressed a wish to have their child admitted to a community school, places will be allocated using the admission criteria as set out below. This will not apply to children with a statement of Special Educational Needs (SEN) or Education, Health and Care (EHC) plans as the plan/statement names the school and therefore the child must be admitted to the named school.

Admission Criteria:

1. Pupils in public care and children that were previously in public care (including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted)
2. Up to 28 pupils granted preferential admission on the basis of their performance in the selection test procedure organised by the Consortium of Selective Schools in Essex (those with scores of 303 and above) and whose normal place of residence lies within the priority area (see map on school's website)
3. If any selective places remain unfilled, the Governors should consider whether any of the remaining applicants who took the selection tests are eligible to be awarded a borderline selective place (scores of 295 to 303) and whose normal place of residence lies within the priority area (see map on school's website)
4. Pupils who have a sibling attending the school
5. Pupils of Staff
6. Pupils who live in the catchment area
7. Pupils who are attending year 6 at the following feeder primary schools: Bournes Green Junior; Friars Primary; St George's Catholic Primary; Hinguar Primary; Richmond Avenue Primary and Thorpedene Primary
8. Pupils who live outside the catchment area

Parents must consult the full set of admission arrangements on the school website for full details, including 6th form admission arrangements.

Number of preferences received for admission into Year 7 in September 2026: 658

Allocation Data for Shoeburyness High School 2022-2026 DFE 882-4034

Admission Criteria	Number of pupils allocated a space by year				
	2026	2025	2024	2023	2022
Pupils with an EHCP (over number for 2026)	(7)	9	<5	<5	8
Pupils in/previously in Public Care	9	9	7	6	7
Selective	6	<5	<5	<5	12
Borderline Selective	7	9	11	20	11
Catchment area siblings	56	80	79	94	82
Catchment area	118	100	122	146	175
Out of catchment siblings	25	14	11	18	10
Pupils of Staff	0	0	N/A	N/A	N/A
Attending year 6 at Feeder Primary	9	<5	8	10	N/A
Out of Catchment	80	85	65	11	5
Total offered on National Offer Day	**310**	**310**	**310**	**310**	**310**

For admission into Year 7 in September 2026 the last place offered was under the admissions criteria ‘pupils living outside the catchment area’ with the last place being offered to a pupil living 28.492 miles from the school.

Appeals	2026	2025	2024	2023	2022
Number of appeals logged for year 7	3	<5	6	6	8
Number of appeals heard	0	0	<5	6	<5
Number of successful appeals	0	0	0	0	0

Southchurch High School

Partnership Learning

Partnership Learning Chief Executive: Mr Roger Leighton
Southchurch High School Headteacher: Mrs Tracy Airoll
Address: Southchurch Boulevard, Southend-on-Sea, SS2 4XA
Telephone: 01702 900777
Email: admissions@southchurchschool.com Website: http://www.southchurchschool.com/
Admission Arrangements - SCHS Admissions Policy 2027

Published Admission Number (PAN): 176

Admission Arrangements

Students are admitted whatever their ability, up to the number of places available. If there are not enough places for all those who have expressed a wish to have their child admitted to the school; places will be allocated using the admission criteria as below. This will not apply to children with Education, Health and Care (EHC) plans as the plan names the school and therefore the child must be admitted to the named school.

Admission Criteria:

1. Looked After Children and children who were looked after but ceased to be so because they were adopted (or became subject to a child arrangement order or special guardianship order)
2. Students who will have siblings at the school
3. Students of staff at the school
4. Students living in the catchment area of the school on the basis of closeness to the school
5. Students living outside the catchment area of the school on the basis of closeness to the school

Parents must consult the full set of admission arrangements on the school website for full details.

Number of preferences received for admission into Year 7 in September 2026: 265

Allocation Data for Southchurch High School 2022-2026 DFE 882-4002

Admission Criteria	Number of pupils allocated a space by year				
	2026	2025	2024	2023	2022
Pupils with an EHCP	<5	10	6	<5	<5
Pupils in/previously in Public Care	<5	<5	0	<5	5
Pupils with a sibling at the school	40	38	39	38	58
Pupils Of Staff	0	0	N/A	N/A	N/A
Catchment area	25	53	41	53	89
Out of Catchment	54	64	67	64	12
Total offered on National Offer Day	**122**	**168**	**153**	**157**	**168**

For admission into Year 7 in September 2026 the last place offered was an 'alternative offer'

Appeals	2026	2025	2024	2023	2022
Number of appeals logged for year 7	0	0	0	0	14
Number of appeals heard	0	0	0	0	10
Number of successful appeals	0	0	0	0	<5

Southend High School for Boys

Headteacher: Mrs R Worth
Address: Prittlewell Chase, Southend-on-Sea, Essex SSO ORG
Telephone: 01702 606200
Email: enquiries@shsb.org.uk Website: https://www.shsb.org.uk/
Admission Arrangements - SHSB Admissions Policy 2027

Published Admission Number (PAN): 180

Admission Arrangements

The offer of a place is dependent upon passing the selection tests. However, passing the selection tests is not a guarantee of being offered a place. If there are not enough places for all those who have expressed a wish to have their child admitted to the school; places will be allocated using the admission criteria as below. This will not apply to children with Education, Health and Care (EHC) plans as the plan names the school, and as long as they have passed/meet criteria and therefore the child must be admitted to the named school.

Admission Criteria:

i) Looked after children and previously looked after children who have passed the selection tests.
ii) Children whose normal/habitual place of residence lies *within* the catchment area postcode areas SS0-9 and are entitled to preferential consideration.
iii) Children whose normal/habitual place of residence lies *within* the catchment area postcode areas SS0-9
iv) Children whose normal/habitual place of residence lies *outside* the postcode areas SS0-9 and are entitled to preferential consideration.
v) Children whose normal/habitual place of residence lies *outside* the postcode areas SS0-9

We recommend that you refer to the full set of admission arrangements on the school website, which would include details on the in-year and 6th form admission arrangements.

The number of preferences received for admission into Year 7 in September 2026: 1099

Allocation Data for Southend High School for Boys 2022-2026 DFE 882-5446

Admission Criteria	Number of pupils allocated a space by year				
	2026	2025	2024	2023	2022
Pupils with an Education, Health and Care Plan (over number for 2026)	(<5)	<5	<5	<5	0
Pupils living in the Priority area with preferential consideration	8	10	11	5	5
Pupils living in the Priority admissions area	142	139	114	135	117
Pupils living outside the Priority area with preferential consideration	<5	<5	<5	<5	<5
Pupils living outside the Priority admissions area	27	27	51	36	55
Total offered on National Offer Day	**180**	**180**	**180**	**180**	**180**

For admission into Year 7 in September 2026 the last place offered was under the admissions criteria 'pupils living outside the priority admissions area' (ranking based only on academic achievement)

Appeals	2026	2025	2024	2023	2022
Number of appeals logged for year 7	26	29	9	25	16
Number of appeals heard	24	29	9	23	15
Number of successful appeals	<5	0	0	<5	0

Southend High School for Girls

Headteacher: Mr J Carey
Address: Southchurch Boulevard, Southend-on-Sea, SS2 4UZ
Telephone: 01702 588852
Email: office@shsg.org Website: https://www.shsg.org/
Admission Arrangements - SHSG Admissions Policy 2027

Published Admission Number (PAN): 224

Admission Arrangements

The offer of a place is dependent upon passing the selection tests. However, passing the selection tests is not a guarantee of being offered a place. If there are not enough places for all those who have expressed a wish to have their child admitted to the school; places will be allocated using the admission criteria as below. This will not apply to children with Education, Health and Care (EHC) plans as the plan names the school, and as long as they have passed/meet criteria and therefore the child must be admitted to the named school.

Admission Criteria:

i) Looked after children and previously looked after children who have passed the selection tests.
ii) Children whose normal/habitual place of residence lies *within* the catchment area postcode areas SS0-9 and are entitled to preferential consideration.
iii) Children whose normal/habitual place of residence lies *within* the catchment area postcode areas SS0-9
iv) Children whose normal/habitual place of residence lies *outside* the postcode areas SS0-9 and are entitled to preferential consideration.
v) Children whose normal/habitual place of residence lies *outside* the postcode areas SS0-9

We recommend that you refer to the full set of admission arrangements on the school website, which would include details on the in-year and 6th form admission arrangements.

Number of preferences received for admission into Year 7 in September 2026: 950

Allocation Data for Southend High School for Girls 2022-2026 DFE 882-5428

Admission Criteria	Number of pupils allocated a space by year				
	2026	2025	2024	2023	2022
Pupils with an Education, Health and Care Plan	0	0	0	<5	0
Pupils living in the Priority area with preferential consideration	5	5	8	<5	5
Pupils living in the Priority admissions area	105	111	87	101	70
Pupils living outside the Priority area with preferential consideration	<5	9	<5	<5	<5
Pupils living outside the Priority admissions area	110	99	82	74	102
Total offered on National Offer Day	**224**	**224**	**180**	**180**	**180**

For admission into Year 7 in September 2026 the last place offered was under the admissions criteria 'pupils living outside the priority admissions area' (ranking based only on academic achievement)

Appeals	2026	2025	2024	2023	2022
Number of appeals logged for year 7	9	5	15	19	<5
Number of appeals heard	9	<5	11	17	<5
Number of successful appeals	<5	<5	0	<5	0

St Bernard's High School

Headteacher: Mrs H Barnes
Address: Milton Road, Westcliff-on-Sea, Essex, SS0 7JS
Telephone: 01702 343583
Email: office@stbernards.southend.sch.uk Website: www.stbernardswestcliff.org.uk
Admission Arrangements - STB Admissions Policy 2027

Published Admission Number (PAN): 175

The Allocation of Places

If at the time of admission there are more applications than there are places the Governors will apply the following oversubscription criteria to rank applications in priority order. Non-Selective places will be offered to bring the total intake for the year to 175.

To enable the school's Governing Body to apply its admissions criteria, it will be necessary for parents to complete the school's Supplementary Information Form (SIF) in addition to the Local Authority form. Where no SIF has been provided, applications will be ranked under criterion 8, remaining applications.

Admission Criteria:

1. Up to 30 places will be offered to girls who have passed the 11+ Exam Selective Test as administered by the Consortium of Selective Schools in Essex, and whose normal place of residence lies within the postcode area [map available from school and you can also search on postcode directory)
2. Catholic looked after and previously looked after girls.
3. Catholic girls who attend a feeder Catholic primary school, namely: Our Lady of Lourdes, Leigh- on-Sea; St. Helen's, Westcliff-on-Sea; Sacred Heart, Southend- on-Sea; St. Teresa's, Rochford; St. George's, Shoebury; Holy Family, South Benfleet; Our Lady of Ransom, Rayleigh and St Josephs, Canvey Island.
4. Other Catholic girls.
5. Other looked after and previously looked after girls.
6. Catechumens and members of an Eastern Christian Church.
7. Girls of other Christian denominations
8. Girls who might not be Catholic but who attend a Catholic feeder primary school, namely: Our Lady of Lourdes, Leigh- on-Sea; St. Helen's, Westcliff-on-Sea; Sacred Heart, Southend-on-Sea; St. Teresa's, Rochford; St. George's, Shoebury; Holy Family, South Benfleet; Our Lady of Ransom, Rayleigh and St Joseph's, Canvey Island.
9. Girls of other faiths whose membership is evidenced by a minister of religion or other religious leader
10. Remaining applications

We recommend that you refer to the full set of admission arrangements on the school website, which would include details on the in-year and 6th form admission arrangements.

Number of preferences received for admission into Year 7 in September 2026: 478

Allocation Data for St Bernard's High School 2022-2026 DFE 882-5465

Admission Criteria	Number of pupils allocated a space by year				
	2026	2025	2024	2023	2022
Catholic girls in/previously in Public Care	<5	0	<5	0	<5
Pupils with an Education, Health and Care Plan (over number for 2026)	(<5)	<5	<5	<5	<5
Selective	0	<5	<5	<5	<5
Catholic pupils who attend a feeder catholic school	49	75	N/A	N/A	N/A
Catholic pupils within the area	N/A	N/A	47	54	59
Catholic pupils outside the area	N/A	N/A	20	19	8
Other Catholic Girls	35	26	25	30	23
Other girls in/previously in Public Care	<5	<5	<5	<5	0
Catechumens and members of an Eastern Christian Church	8	<5	N/A	N/A	N/A
Girls of Eastern Orthodox Church	N/A	N/A	5	<5	<5
Christian pupils attending Catholic primary schools	N/A	N/A	11	10	6
Other Christian pupils	39	39	24	23	28
Other Faith pupils	30	26	26	29	25
Pupils not falling into any of the above categories	11	0	12	0	19
Total offered on National Offer Day	**175**	**175**	**175**	**175**	**175**

For admission into Year 7 in September 2026 the last place offered was under the admissions criteria 'Pupils not falling into any of the above categories'

Appeals	2026	2025	2024	2023	2022
Number of appeals logged for year 7	5	8	6	17	<5
Number of appeals heard	5	8	6	15	<5
Number of successful appeals	0	0	0	<5	0

St Thomas More High School

Assisi Catholic Trust

St Thomas More Headteacher: Mrs G Ackred
Address: Kenilworth Gardens, Westcliff-on-Sea, SS0 0BW
Telephone: 01702 344933
Email: office@st-thomasmore.southend.sch.uk Website: https://www.st-thomasmore.southend.sch.uk/
Admission Arrangements – St TM Admissions Policy 2027

Published Admission Number (PAN): 180

Admission Arrangements

To enable the school's Governing Body to apply its admissions criteria, it will be necessary for parents to complete the school's Supplementary Information Form (SIF) in addition to the Local Authority form.

If at the time of admission there are more applications than there are places available, priority will always be given to Catholic children in accordance with the oversubscription criteria listed below. Governors will apply the following oversubscription criteria to rank applications in priority order.

1. Up to 30 places will be offered to boys who have passed the 11+ Exam Selective Test as administered by the Consortium of Selective Schools in Essex, and whose normal place of residence lies within the postcode areas of SS0 to SS9.
2. "Looked after" boys from Catholic (see note III) families and boys who were looked after but ceased to be so because they were adopted by Catholic families
3. Baptised Catholic boys living in the parishes of Our Lady of Lourdes, St. Helen's, Sacred Heart, St. Georges, St. Peter's, St. John Fisher, St. Teresa's, Holy Family, Our Lady of Ransom and Our Lady of Canvey.
4. Baptised Catholic boys
5. Boys who attend an Assisi Catholic Trust Primary School namely Our Lady of Lourdes Catholic Primary School and Nursery, Leigh on Sea; St Helen's Catholic Primary School, Westcliff on Sea; Sacred Heart Catholic Primary School and Nursery, Southend on Sea; St Georges Catholic Primary School, Shoeburyness; St Teresa's Catholic Primary School, Rochford; Holy Family Catholic Primary School, South Benfleet; Our Lady of Ransom Catholic Primary School, Rayleigh and St Joseph's Catholic Primary School, Canvey Island.
6. Other "looked after" boys and boys who were looked after but ceased to be so because they were adopted by families including those boys who appear to have been in state care outside of England and ceased to be in state care because of being adopted (or became subject to a residence order or special guardianship order).
7. Catechumens and members of an Eastern Christian Church.
8. Children of other Christian denominations whose membership is evidenced by a minister of religion.
9. Any other children, whose families desire a Catholic education for their son.

We recommend that you refer to the full set of admission arrangements on the school website, which would include details on the in year and 6th form admission arrangements.

Number of preferences received for admission into Year 7 in September 2026: 578

Allocation Data for St Thomas More High School 2022-2026 DFE 882-5447

Admission Criteria	Number of pupils allocated a space by year				
	2026	2025	2024	2023	2022
Pupils with an Education, Health and Care Plan (over number for 2026)	(7)	<5	8	<5	5
Selective	18	<5	0	0	<5
Catholic Pupils in/previously in Public Care	<5	0	<5	<5	0
Baptised Catholic Boys within the area	80	68	N/A	N/A	N/A
Baptised practicing Catholic boys from within the area	N/A	N/A	54	55	81
Baptised Catholic boys out of the area	22	29	N/A	N/A	N/A
Baptised practicing Catholic boys	N/A	N/A	23	33	45
Boys attending a feeder school	21	27	N/A	N/A	N/A
Baptised Catholic boys	N/A	N/A	37	34	21
Pupils in Public Care	<5	<5	<5	<5	<5
Catechumens and members of an Eastern Christian Church	6	<5	N/A	N/A	N/A
Practicing Christians attending Catholic Schools	N/A	N/A	13	20	12
Practicing Christians who desire for a Catholic education	31	47	43	31	13
Families who desire a Catholic education	0	0	0	0	0
Total offered on National Offer Day	**180**	**180**	**180**	**180**	**180**

For admission into Year 7 in September 2026 the last place offered was under the admissions criteria 'Practicing Christians who desire for a Catholic education'

Appeals	2026	2025	2024	2023	2022
Number of appeals logged for year 7	27	23	16	19	18
Number of appeals heard	27	23	13	18	18
Number of successful appeals	5	<5	<5	5	<5

Appeals numbers are published September 2026.

The Eastwood Academy

Eastwood Park Academy Trust (EPAT)

Eastwood Park Academy Trust Chief Executive: Mr. S Sterling
The Eastwood Academy Principal: Mr. D. Piercy
Address: Rayleigh Road, Leigh on Sea, Essex SS9 5UU
Telephone: 01702 524341
Email: enquiries@eastwood.southend.sch.uk Website: https://www.eastwoodacademy.co.uk/
Admission Arrangements - TEA Admissions Policy 2027

Published Admission Number (PAN): 220

Admission Arrangements

If the number of applications for places at the Academy exceeds the PAN, (oversubscribed), the following criteria will be applied, in priority order

Admission Criteria:

1. Pupils in public care and children that were previously in public care
2. Pupils who have a sibling on roll at the Academy at the time of application.
3. Selective admission (aptitude).
4. Children living inside the Academy's catchment area.
5. Children of staff employed by the Academy.
6. Children living outside the Academy's catchment area.

Parents of children with an aptitude in these areas are invited to complete a Supplementary Information Form (SIF) for Sport and/or Performing Arts.

We recommend that you refer to the full set of admission arrangements on the school website.

Number of preferences received for admission into Year 7 in September 2026: 1036

Allocation Data for The Eastwood Academy 2022-2026 DFE 882-5414

Admission Criteria	Number of pupils allocated a space by year				
	2026	2025	2024	2023	2022
Pupils with an Education, Health and Care Plan	(19)	12	7	7	<5
Pupils in/previously in Public Care	11	5	6	5	8
Pupils with a sibling at the school	83	65	60	97	75
Specialist	22	22	22	22	22
Pupils living in the catchment area	104	134	113	102	124
Pupils of staff employed for more than 2 years	0	0	0	0	0
Pupils living outside the catchment area	0	0	27	0	<5
Total offered on National Offer Day	**220**	**238**	**235**	**233**	**235**

For admission into Year 7 in September 2026 the last place offered was under the admissions criteria 'pupils living in the catchment area' by random allocation.

Appeals	2026	2025	2024	2023	2022
Number of appeals logged for year 7	TBC	9	13	30	11
Number of appeals heard	TBC	9	13	29	11
Number of successful appeals	TBC	<5	0	<5	0

Appeals numbers are published September 2026.

Westcliff High School for Boys

Headmaster: Mr M A Skelly
Address: Kenilworth Gardens, Westcliff-on-Sea, Essex, SS0 0BP
Telephone: 01702 475443
Email: office@whsb.essex.sch.uk Website: https://www.whsb.essex.sch.uk/
Admission Arrangements – WHSB Admissions Policy 2027

Published Admission Number (PAN): 185

Admission Arrangements

The offer of a place is dependent upon passing the selection tests. However, passing the selection tests is not a guarantee of being offered a place. If there are not enough places for all those who have expressed a wish to have their child admitted to the school; places will be allocated using the admission criteria as below. This will not apply to children with Education, Health and Care (EHC) plans as the plan names the school, and as long as they have passed/meet criteria and therefore the child must be admitted to the named school.

Admission Criteria:

i) Looked after children and previously looked after children who have passed the selection tests.
ii) Children whose normal/habitual place of residence lies *within* the catchment area postcode areas SS0-9 and are entitled to preferential consideration.
iii) Children whose normal/habitual place of residence lies *within* the catchment area postcode areas SS0-9
iv) Children whose normal/habitual place of residence lies *outside* the postcode areas SS0-9 and are entitled to preferential consideration.
v) Children whose normal/habitual place of residence lies *outside* the postcode areas SS0-9

We recommend that you refer to the full set of admission arrangements on the school website, which would include details on the in-year and 6th form admission arrangements.

Number of preferences received for admission into Year 7 in September 2026 was 1032

Allocation Data for Westcliff High School for Boys 2022-2026 DFE 882-5401

Admission Criteria	Number of pupils allocated a space by year				
	2026	2025	2024	2023	2022
Pupils with an Education, Health and Care Plan	0	0	<5	<5	0
Pupils living in the Priority area with preferential consideration	15	10	8	<5	8
Pupils living in the Priority admissions area	133	143	121	132	140
Pupils living outside the Priority area with preferential consideration	<5	<5	<5	<5	<5
Pupils living outside the Priority admissions area	33	34	51	46	33
Total offered on National Offer Day	**185**	**191**	**185**	**185**	**185**

For admission into Year 7 in September 2026 the last place offered was under the admissions criteria 'pupils living outside the priority admissions area' (ranking based only on academic achievement)

Appeals	2026	2025	2024	2023	2022
Number of appeals logged for year 7	TBC	21	8	19	15
Number of appeals heard	TBC	11	5	13	15
Number of successful appeals	TBC	<5	0	0	0

Appeals numbers are published September 2026

Westcliff High School for Girls

South East Essex Academy Trust (SEEAT)

South East Essex Academy Trust Chief Executive: Mr A Cooper
Headteacher: Miss E Matthews
Address: Kenilworth Gardens, Westcliff-On-Sea, Essex, SS0 0BS
Telephone: 01702 476026
Email: generalenquiries@whsg.info Website: https://www.whsg.info/
Admission Arrangements - WHSG Admissions Policy 2027

Published Admission Number (PAN): 192

Admission Arrangements

The offer of a place is dependent upon passing the selection tests. However, passing the selection tests is not a guarantee of being offered a place. If there are not enough places for all those who have expressed a wish to have their child admitted to the school; places will be allocated using the admission criteria as below. This will not apply to children with Education, Health and Care (EHC) plans as the plan names the school, and as long as they have passed/meet criteria and therefore the child must be admitted to the named school.

Admission Criteria:

i) Looked after children and previously looked after children who have passed the selection tests.
ii) Children whose normal/habitual place of residence lies *within* the catchment area postcode areas SS0-9 and are entitled to preferential consideration.
iii) Children whose normal/habitual place of residence lies *within* the catchment area postcode areas SS0-9
iv) Children whose normal/habitual place of residence lies *outside* the postcode areas SS0-9 and are entitled to preferential consideration.
v) Children whose normal/habitual place of residence lies *outside* the postcode areas SS0-9

We recommend that you refer to the full set of admission arrangements on the school website, which would include details on the in-year and 6th form admission arrangements.

Number of preferences received for admission into Year 7 in September 2026: 858

Allocation Data for Westcliff High School for Girls 2022-2026 DFE 882-5423

Admission Criteria	Number of pupils allocated a space by year				
	2026	2025	2024	2023	2022
Pupils with an Education, Health and Care Plan	0	0	<5	0	0
Pupils living in the Priority area with preferential consideration	6	<5	9	<5	5
Pupils living in the Priority admissions area	117	145	120	123	117
Pupils living outside the Priority area with preferential consideration	<5	<5	<5	<5	<5
Pupils living outside the Priority admissions area	65	32	50	56	58
Total offered on National Offer Day	**192**	**184**	**184**	**184**	**184**

For admission into Year 7 in September 2026 the last place offered was under the admissions criteria 'pupils living outside the priority admissions area' (ranking based only on academic achievement)

Appeals	2026	2025	2024	2023	2022
Number of appeals logged for year 7	5	8	13	16	9
Number of appeals heard	<5	7	7	8	8
Number of successful appeals	0	0	0	0	0

Additional Information and Term Dates

School Term and Holiday Dates for the Academic Year 2027

Term dates are published here

Admission of Children from Overseas

Foreign national children resident in the UK normally have the right to attend state-funded and independent schools in England.

To lawfully enter the country to access a school, foreign national children resident outside the UK will normally need either:

- a right of abode
- an immigration status which otherwise permits them to enter the UK to study at a school.

It is a parent's responsibility to check eligibility for a school place. Applications are processed in line with the following guidance:

https://www.gov.uk/guidance/schools-admissions-applications-from-overseas-children

Frequently Asked Questions

How do I find out more about the secondary schools in Southend-on-Sea? School websites are a great starting point. You may find information on the school's admission arrangements, open information events, virtual tours of the school, messages from the leadership team or past pupils, and other very important information. You can also find information from further sources which are provided in this booklet.

When can I apply for my child's secondary school and if I apply early will I be more likely to get my 'first' choice? School places are **not** offered on a 'first come first served' basis but are considered in line with the admission criteria for each school.

Do I have to pay to go to any of the Southend schools featured in this guide? There are no fees for the twelve schools that are listed within this leaflet. There are some costs and examples of the cost that parents would need to cover are uniforms, stationery and trips. There is one fee paying, independent secondary school in the area: Thorpe Hall School. Further details on www.thorpehall.southend.sch.uk

What if my child has an Education and Health Care Plan (EHCP)? Parents will receive information from the special educational needs team in September 2026 regarding the secondary school application process and do not need to complete the standard application form.

If I want my child to take the 11+ test, how do I do this? Your child's primary school will be able to advise you about the 11+ test and will give you relevant information about the entry process. Children take the test in September of Year 6 and parents/carers receive the results before the end of the application period so that all parents/carers can make an informed choice for their child. More information can be found from The Consortium of Selective Schools in Essex (who run the 11+ test) on www.csse.org.uk

Can my child still have free school meals at secondary school? Yes. It is easy to apply either in person at the school or using our online service at www.southend.gov.uk/fsm. Some schools will also offer a free or lower cost uniform if you are registered for free school meals.

Can my child attend any school? Every school has its own set of admission criteria. This may depend on, for example, where you live, whether your child has a sibling at the school, whether they excel in a particular field, for example, Performing Arts or whether the school has an entrance test. Admission arrangements for schools are available on the school and Council website.

Will the Council pay the transport costs of getting my child to school? Parents are responsible for ensuring their child gets to school and the majority walk, cycle or use public transport. Please consider the location of the school when making your choices. In a few cases transport may be provided using specific criteria on distance and/or specific benefits. Full details can be found at www.southend.gov.uk/etc

Where can I find out about school uniforms? All the schools have uniform suppliers listed on their website. If you do not have internet access, then please contact the school directly who will be able to give you more information.

What is the advice for vaccinations
As your child prepares to move into secondary school, you are encouraged to make sure they are up to date with their routine childhood vaccinations. Vaccinations provide important protection for your child during adolescence and help keep the wider school community safe.

For information or to book an appointment, please contact your GP practice, visit www.nhs.uk/vaccinations, or contact the Childhood and School-Aged Immunisation Service (CSAIS) on 0300 555 5055 or email hct.csais@nhs.net.

Frequently Asked Questions around offer day and the period after

Secondary offer day - frequently asked questions – Secondary school admissions – Southend-on-Sea City Council

Where can I find information for primary admissions

Primary school admissions – Southend-on-Sea City Council

How do I contact the team who are responsible for admissions at Southend Council?
The School Admissions Team on 01702 212934 will be able to answer your questions. You can contact the team by email at admissions@southend.gov.uk

Type and Age Range of Schools in Southend

Public Mainstream Schools

School	Type of School and Age Range	Admissions Process
Belfairs Academy	Academy 11-18	As provided in this booklet on the individual school pages.
Cecil Jones Academy	Academy 11-18	
Chase High School	Academy 11-18	
Shoeburyness High School	Academy 11-18	
Southchurch High School	Academy 11-16	
Southend High School for Boys	Academy 11-18	
Southend High School for Girls	Academy 11-18	
St Bernard's High School	Academy 11-18	
St Thomas More High School	Academy 11-18	
The Eastwood Academy	Academy 11-16	
Westcliff High School for Boys	Academy 11-18	
Westcliff High School for Girls	Academy 11-18	

Private/Independent Schools

School	Type of School and Age Range	Admissions Process
Alleyn Court Preparatory	Independent 2-11	Available from the schools directly.
Saint Pierre School	Independent 2-11	
St Michaels CofE Preparatory	Independent 3-11	
Thorpe Hall School	Independent 2-16	

Specialist Provision

School	Type of School and Age Range	Admissions Process
Estuary High School	Independent 13-18	Admission to specialist provision is for children who have an Education, Health and Care Plan (EHCP). An EHC needs assessment can lead to an EHC plan, a legal document that details the child's needs, their aspirations and desired outcomes and the provision that they need to achieve those outcomes. You can access the SEND local offer on https://livewellsouthend.com/ **Contact Details:** SENTeam@southend.gov.uk
Kingsdown School	Academy 3-14	
Lancaster School	Academy 14-19	
St Nicholas School	Academy 11-16	
Sutton House Academy	Academy 5-16	
The St. Christopher School	Academy 3-19	

Registered Alternative Provision

School	Type of School	Admissions Process
Southend YMCA Community School	Free School 14-18	Alternative provision is not usually possible, and most arrangements are between schools and the provider for children on a school roll.
Victory Park Academy (PRU)	Academy 5-16	

Schools in Essex or Elsewhere

Applying to Schools Outside of Southend-on-Sea

Parents can express preferences for schools in and out of the area. The following table shows details of schools in the Castle Point & Rochford area of Essex which are within a reasonable travelling distance of Southend. Parents are encouraged to seek information from the Local Authority for the school.

Secondary school admissions are fully coordinated across the country. This means that if you are resident in Southend-on-Sea, you only need to fill out one form, the common application form (CAF), even if some, or all, of your preferred secondary schools are outside Southend.

You can either apply online at www.southend.gov.uk/admissions or complete and return the form. Please do not do both.

School Name and Address	Website
Castle View School Foksville Road Canvey Island, SS8 7FH	https://www.castleview.essex.sch.uk/
Cornelius Vermuyden Dinant Avenue Canvey Island, SS8 9QS	http://www.corneliusvermuyden.com/
Lift Greensward Greensward Lane, Hockley, SS5 5HG	https://www.liftgreensward.org
The Appleton School Croft Road Benfleet, SS7 5RN	https://www.theappletonschool.org/
The Deanes School Daws Heath Road Benfleet, SS7 2TD	http://www.thedeanes.academy/
The FitzWimarc School Hockley Road Rayleigh, SS6 8EB	https://www.fitzwimarc.com/
The King Edmund School Vaughan Close Rochford, SS4 1TL	http://www.kes.essex.sch.uk/
The King John School Shipwrights Drive Thundersley Benfleet, SS7 1RQ	https://www.thekjs.essex.sch.uk/
The Sweyne Park School Sir Walter Raleigh Drive Rayleigh, SS6 9BZ	https://www.sweynepark.com/

Places Offered Outside the City

The table below provides the number of pupils living in Southend who made a preference and were offered a place at a school outside the Southend City. Allocations were made in line with each school's published admission criteria.

School Name	Offers as on National Offer Day				
	2026	2025	2024	2023	2022
All Saints CofE School Weymouth	0	0	0	0	0
Anglo European	0	<5	0	0	0
Bower Park School	0	0	0	<5	0
Castle View School	0	0	0	0	<5
Chelmsford County High for Girls	<5	0	0	0	0
Churston Ferrers Grammar School Academy	0	0	0	0	0
Cornwallis Academy	0	0	0	0	0
Colchester County High School for Girls	0	<5	0	0	<5
Colchester Royal Grammar	<5	<5	<5	<5	0
De La Salle School and Language College	0	0	0	0	0
Gable Hall School	0	0	0	<5	0
Grays Convent High School	0	0	<5	0	0
Great Baddow High School	0	0	0	0	<5
Lift Greensward	23	10	19	46	43
Hockerill Anglo European College (Boarding)	0	0	0	0	0
Queen Elizabeth School, Barnet	0	0	0	<5	0
St Michael's Catholic Grammar School	0	0	0	0	0
The Appleton School	<5	0	0	0	0
The Bromfords School	0	0	0	0	0
The Coopers' Company and Coborn School	0	0	0	0	0
The Basildon Lower Academy	0	0	0	<5	0
The Deanes	0	8	10	11	13
The FitzWimarc	22	18	18	36	42
The King Edmund	52	68	54	62	56
The King John	48	38	62	56	38
The Sweyne Park	18	9	6	11	11
Wallington County Grammar School	0	0	0	0	0
King Edward, Chelmsford	0	0	<1	<5	0

Please note: <5: suppressed data as it might identify individual children

Neighbouring Local Authorities

Essex County Council
School Admissions, Essex County Council, County Hall, Market Road, Chelmsford CM1 1QH
Email: admissions@essex.gov.uk

Thurrock Council
School Admissions, Thurrock Council, Civic Offices, New Road, Grays, RM17 6SL
Email: school.admissions@thurrock.gov.uk

A Guide to Further Information Sources

Details of further information sources and a brief outline of the services they offer.

Department for Education (DfE)

Website: https://www.gov.uk/government/organisations/department-for-education
Telephone: 0370 000 2288
Information regarding national standards and curriculum; Performance tables and research statistics; Details of Local Authorities and Various publications

Ofsted

Website: www.gov.uk/government/organisations/ofsted
Telephone: 0300 123 4666
School inspection reports; Details of Local Education Authorities; Details of post 16 Education

Independent Schools Council (ISC)

Website: www.isc.co.uk
Telephone: 020 7766 7070
Information about independent schools, Various publications, Information for parents e.g. fees and contact details

The Consortium of Selective School in Essex (CSSE)

Website: www.csse.org.uk
Email: admin@csse.org.uk
Telephone: 01245 348257
Parents and children's guides to the selection process, Dates of the selection test results, Information about selective schools 11+, Queries on 11+

Coram Legal Advice

Website: https://www.coram.org.uk/
Telephone: 020 7520 0300
Experts in all areas of children's rights:
Immigration, Child Protection, Education

Contact Points for Parents

Southend Council

Details of all Southend Council Services are available on the Council website www.southend.gov.uk.

Enquiries about all Southend Council services can be made to the City Customer Service Centre.
Email: council@southend.gov.uk
Telephone: 01702 215000

Children and Public Health

Enquiries about services provided by Education and Early Years
Telephone: 01702 215007

School Admissions Team

The team in Southend Council who are responsible for the school admission process, strategy, and direct contact with parents and schools.
Enquiries about School Admissions can be made by email and telephone
Email: admissions@southend.gov.uk
Telephone: 01702 212934
Website: www.southend.gov.uk/admissions

Applications for transfer to state mainstream schools for Year 7 can be made online. You must apply to Southend Council if you are resident in the City and pay council tax to Southend Council. This is regardless of which Primary or Junior School your child currently attends.

Glossary of Abbreviations and Terms:

Academies: Schools that have the status of 'Academy' are funded directly by Central Government and are independent of local authority. Academy schools must meet the requirements of section 1A of the Academies Act 2010 https://www.legislation.gov.uk .

Admission Authority: The body responsible for setting and applying a school's admission arrangements. For community or voluntary controlled schools, this body is the local authority. For foundation or voluntary aided schools, this body is the governing body of the school. For Academies, this body is the Academy Trust.

Admission Arrangements: The overall procedure, practices and oversubscription criteria used in deciding the allocation of school places including any device or means used to determine whether a school place is to be offered.

Admission Number (or Published Admission Number (PAN)): The number of school places that the admission authority must offer in each relevant age group of a school for which it is the admission authority. Admission numbers are part of a school's admission arrangements.

Additional applications: An application from a parent who has already applied and is requesting an additional school(s). This will normally be after the initial offer of places in March.

Admission authority: The official body that determines the criteria on how pupils will be admitted to a school and are responsible for deciding who is admitted using the published criteria.

Common Application Form (CAF): The form parents complete, listing their preferred choices of schools, and then submitting them to local authorities when applying for a school place for their child as part of the local co-ordination scheme, during the normal admissions round. Parents must be allowed to express a preference for a maximum of five schools on the relevant common application form as determined by their local authority. Local authorities may allow parents to express a higher number of preferences if they wish.

Catchment area: A defined geographical area served by a particular school. A postcode/street look up directory is available on the Council website School catchment areas – Southend-on-Sea City Council

Changes in preference: Changes in the order of preferences already expressed (not an additional application). Unless this is due to a change of address changes of preference are only considered after National Offer Day.

Child Benefit: Until recently child benefit was universal credit and could be produced as confirmation of a child's usual place of residence. Where a child benefit letter cannot be provided, parents will need to provide a signed affidavit or other legal document to confirm child's usual place of residence

Council: Southend Council who are the Local Authority. In most cases the function of the Council will be undertaken by The School Admissions Team within the Children and Public Health Department.

CSSE - The Consortium of Selective Schools in Essex: A group of schools that are responsible for the selection test (11+) arrangements. The 10 schools operate a consortium whereby only one test needs to be taken even though an application is being made to several schools.

Department for Education (DfE): Central government department responsible for education matters.

Education and Health Care Plan (EHCP): See definition under; special educational needs.

Essex: Essex County Council who are the local authority. In most cases the function of the Council in relation to school admissions will be undertaken by the Planning & Admissions Team.

FAP: Fair Access Protocol.

Foundation schools: Schools funded by the Council where the governing body employs the staff and is the admissions authority.

General Data Protection Regulation (GDPR): We are committed to protecting your privacy when you use our services. It is important to us that you can trust us to keep your information safe and to use it in ways that you will think are reasonable and ethical. Southend Council are the data controller for the information we have about you; this means we control how your personal information is processed and for what purposes.

The Privacy Notice, available in full on Southend council's website http://www.southend.gov.uk/downloads/file/5542/privacy_notice_may_2018 explains how we use information about you and how we protect your privacy. We have a Data Protection Officer who makes sure we respect your rights and follow the law. If you have any concerns or questions about how we look after your personal information, please contact the Data Protection Officer at Dataprotection@southend.gov.uk or by calling 01702 215000.

Governing Body: It is the responsibility of the admission authority to ensure that admission arrangements are compliant with the School Admissions Code. Where a school is the admission authority, this responsibility falls to the governing body or Academy Trust. School governing bodies are corporate bodies responsible for conducting schools with a view to promoting high standards of educational achievement. Governing bodies have three key roles: setting strategic direction, ensuring accountability, and monitoring and evaluation.

Independent Appeal Panel: A group of 3 or 5 people who decide whether a child that has already been turned down for a school place by the admission authority should be given a place.

Late applications: Applications received after the closing date from those who could have made an application on time.

Looked after children and Previously looked after children: Children who are in the care of local authorities as defined by Section 22 of the Children Act 1989. In relation to school admissions legislation a 'looked after child' is a child in public care at the time of application to the school. Previously looked after children are children who were looked after, but ceased to be so because they were adopted, or became subject to a child arrangements order, or special guardianship order and those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care because of being adopted.

Looked after and previously looked after children are given the highest priority for each relevant age group unless specified.
Ranking for Faith and Selective schools differ slightly in that:
For selective schools: Looked after and previously looked after children are required to meet the academic level before they can be considered for admission to a selective and partially selective school. Priority is given to these children if they tie for a place with another applicant.
For faith schools: Looked after and previously looked after children are given the appropriate priority for each relevant age group in line with the admission criteria.

New applications: Parents moving into the area who, in the view of Southend Council, could not have made an application by the closing date of 31 October will have their application slotted into the system as and when received.

National Offer Day: The day (in March) on which all offers of places will be made.

Non-selective places: School places offered without reference to the selective (11+) procedure.

Normal round of admissions: Under the Southend Co-ordinated Secondary Admissions Scheme, the normal round of admissions refers to admissions to Year 7 up to the end of the first week of the autumn term. Southend Council co-ordinates all admissions during this period.

Published Admission Number (PAN): The number of pupils that the admission authority has decided it can admit. Also recorded as admission limit.

Parent: Throughout this booklet, 'parent' should be taken to include all those with parental responsibility for a child, this includes guardians and carers.

Parental Responsibility: As defined by the Children Act 1989 (also refer to Section 576 Education Act, Section 2 of Children's Act and The School Admissions Code 2021). In making an application for a school place only one parent with parental responsibility is required to do so. Consent by both parents is not required and the LA should not have details of both parents in processing the application (The School Admissions Code 2021).

A request from a parent for information about their child's school admission application is made under the Data Protection Act and as such a parent does not have an automatic right to information about his/her child. This also applies to any other family member. If The School Admissions Team at Southend Council are contacted by anyone other than the parent who made the original application, we must not provide any information unless we have the agreement in writing from the parent who made the application.

Preferential consideration: Grammar school admission criteria are available to children who pass the selection tests, are in any of the following categories and indicated this on the CSSE Supplementary Information Form when registering for the tests: Children in receipt of Free School Meals or identified as recipients of the Pupil Premium Grant (note D), at the time of test registration.

Pupil Premium Grant: The pupil premium is additional funding for publicly funded schools in England. It is designed to help disadvantaged pupils of all abilities perform better and close the gap between them and their peers. Introduced in April 2011, the pupil premium is allocated to children including those who are, or have been, looked after by the local authority, those who have been eligible for FSM at any point in the last six years (also known as Ever 6 FSM) and for children whose parents are currently serving in the armed forces.

SAT: School Admissions Team at Southend Council

Selective place: School place offered at certain schools as a result of a pupil's performance in the selection procedure.

Supplementary Information Form (SIF): Forms on which parents can give additional information in support of their applications to enable the school to apply their admission criteria. It is not an application form, and parents must always complete Southend Council's Common Application Form. SIF forms are available from the CSSE for the 11+ selective testing and from the schools for Bernard's High School, St Thomas More High school and The Eastwood Academy.

SEN or EHCP or Special Educational Need (SEN) and Education Health and Care Plan (EHCP): A Statement of Special Educational Need is a statement made by the local authority under Section 324 of the Education Act 1996, specifying the special educational provision required for that child. If the school is oversubscribed, the admission of pupils with a Statement of Special Educational Needs or Education, Health and Care Plan where the school is named in the Statement or Plan, is mandatory. Children with an EHCP/Statement are required to meet the required academic level before they can be considered for admission to selective and

partially selective schools. The school must have been named in the Statement or Plan. Ranking for Selective/partially selective schools differ slightly in that children with an EHCP/Statement are required to meet the required academic level before they can be considered for admission to selective and partially selective schools. The school must have been named in the Statement or Plan.

Suppression of Data: When working with data, and the publication of it, it is important to ensure that the requirements of data protection are met within the requirements of the current legislation. To ensure that the risk of identification of an individual through data is minimised it is best practice to suppress data especially where the numbers are small. The Department for Education (DfE) will often suppress or round to 5 and the NHS will suppress where numbers are below 7 or 5 depending on the circumstances. Further suppression techniques are used depending on the circumstances. The local authority aims to be as transparent as possible with published data, but in line with best practice where numbers are small the local authority will state that they are below 5 (<5) rather than publish the actual number. The local authority applies this generically so that this is a consistent approach to its methodology and risk management. The local authority can of course reconsider this in specific cases and in doing so would consider the purpose and the risk.

Under and Over Age: An applicant is underage if he or she will be under 11 years of age on 31 August immediately prior to admission in September. An applicant is over age if he or she is not under 12 years of age on 31 August immediately prior to admission in September. In all cases requests must be discussed or submitted directly to preferred schools.

Usual Age of Admission (also referred to as Normal Age of Admission): This is the age group at which pupils are or will normally be admitted to the school e.g. reception, year 7 and year 12, where the school admits external applicants to the sixth form. (Section 142 of the SSFA 1998) (The School Admissions Code 2021).

Young Carer: A young carer is under 18 years of age and helps to look after a family member who is disabled, physically or mentally ill or has a substance misuse problem. Caring can involve physical or emotional care or taking responsibility for someone's safety or wellbeing. The level of responsibility assumed by a young carer is often inappropriate for their age and at a level beyond simply helping out with jobs at home, which is a normal part of growing up. Information shared via the admissions process, between the LA and the school is highly confidential and is not shared school wide. However, information shared on school enrolment forms, post admission would be at the discretion of the school and covered in the school's data protection (GDPR) policies. For further information please visit Young carers – Southend-on-Sea City Council

illustrative Maps provide a general idea of catchment areas. Catchment areas can be checked on tile postcode lisl- www.southend.gov.ukladmissions

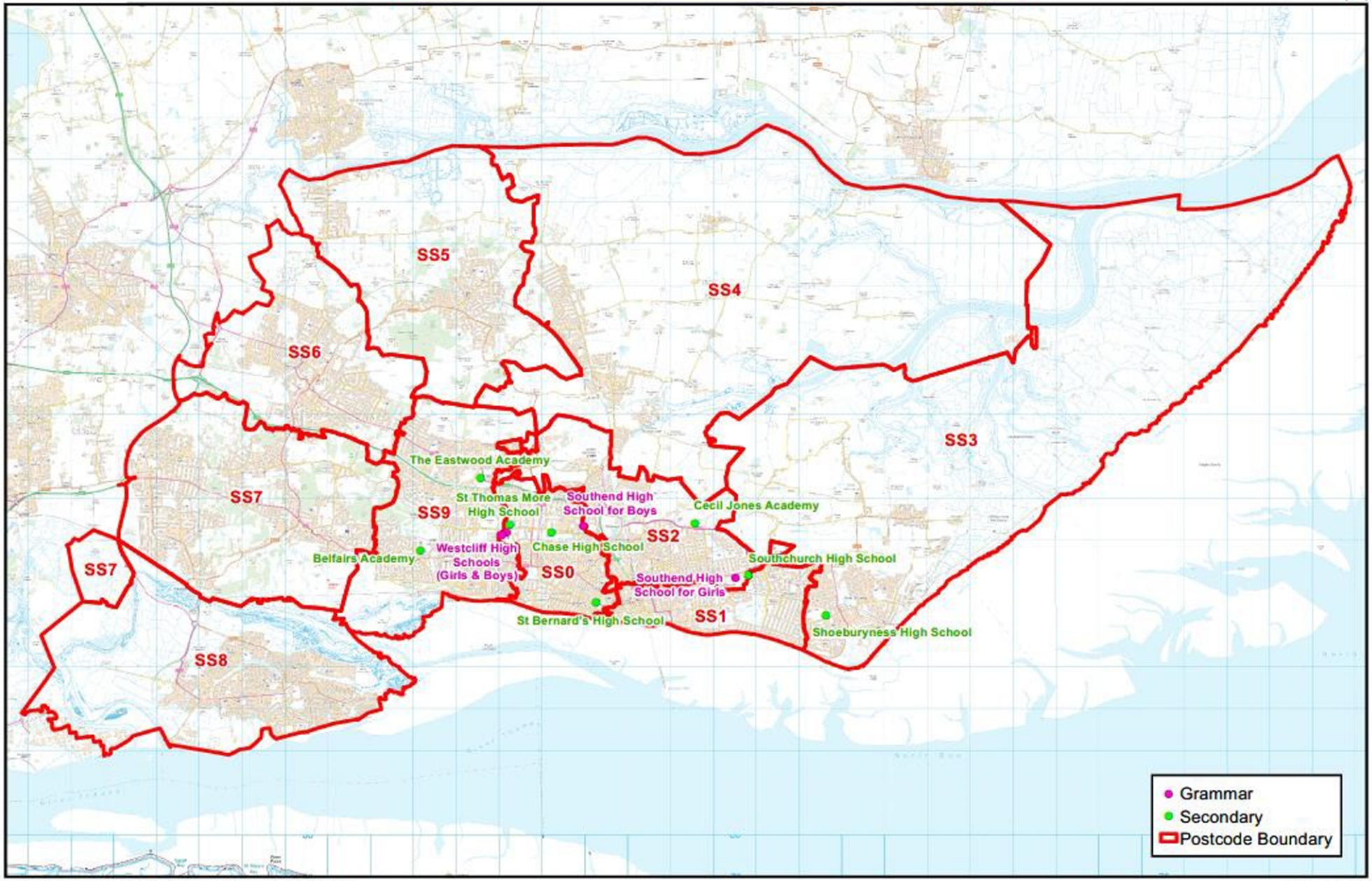


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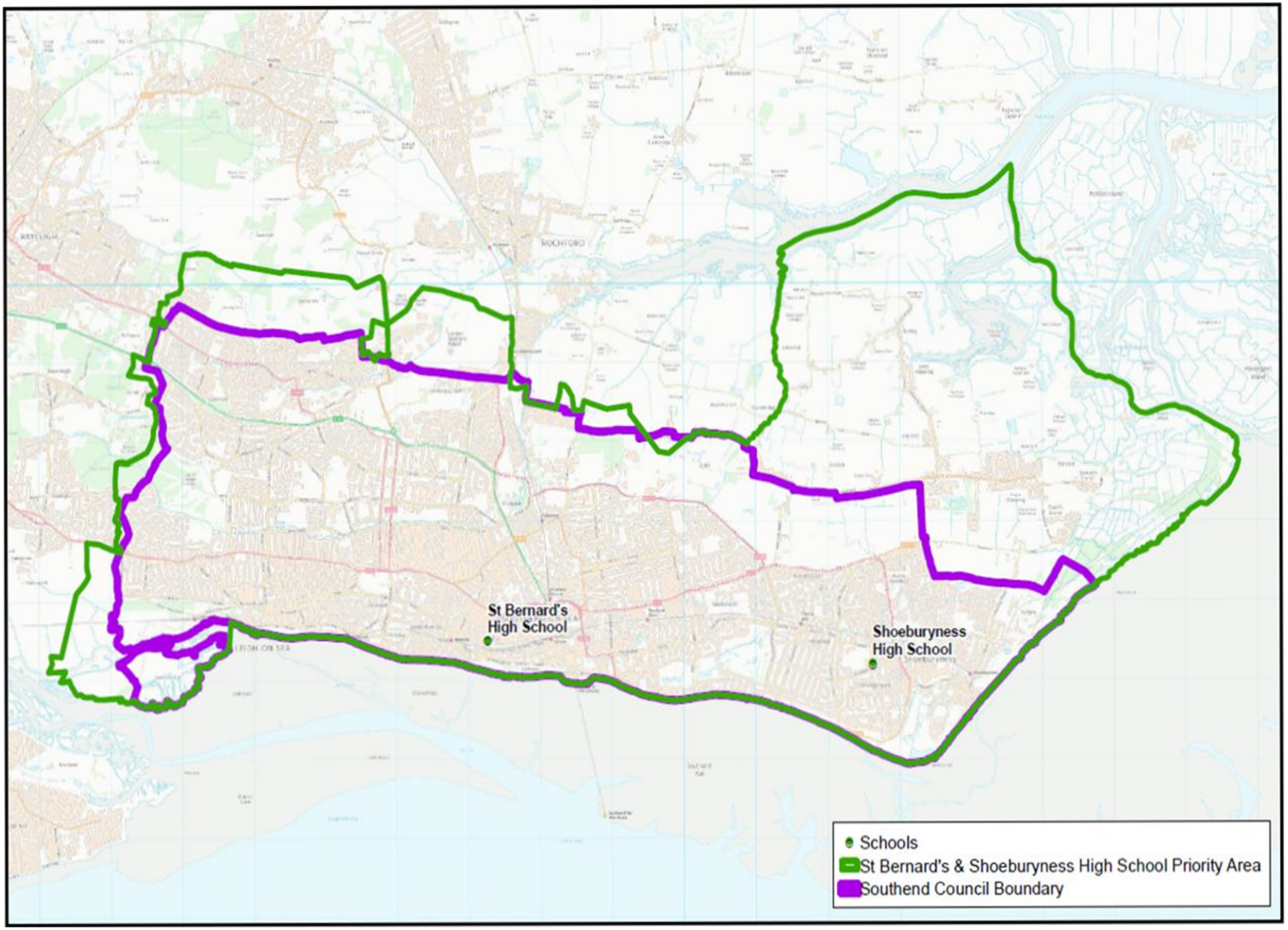
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SSO-SS9 Priority areas for Southend Grammar Schools and St Thomas More High School



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Scale 1:116,000


St Bernard's
High School
Shoeburyness
High School
Schools
St Bernard's & Shoeburyness High School Priority Area
Southend Council Boundary

This Booklet is for:

Parents; Schools; School Admission Authorities; Local Authorities; Independent Appeal Panels

Overview:
Admission policies and processes for all admissions to Southend-on-Sea Secondary Schools for the year 2027/28.

Review date:
Using the final policies, transfer to this booklet June 2026 for 2027 transfer to Secondary School

Statutory reference:
School Admission Code 2021
School Admission Appeals Code 2022
Department for Education – www.GOV.UK

Consultation and Determination references:
The Co-ordinated Admission Scheme for 2027/28
Determined Admission Arrangements for September 2027

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Information as of June 2026 any changes will be published by means of erratum.

We recommend that applications for Secondary School places be made online at www.southend.gov.uk/admissions