



Admission to Primary School for September 2012/13 entry

If you have an older child who will still be attending your preferred school in September 2012, you must still apply for a place for the younger child.

Due to high demand for places, you should include your closest community school among your preferences.



Richmond upon Thames
Children and Young People's Trust



by Sunday

Dear parent or carer

We are extremely proud of the rich and diverse range of primary schools in the borough; they are among the very best in the country. Our schools provide a full, high quality curriculum, with many opportunities for your child to enjoy a range of extra-curricular activities. This publication introduces you to the infant, junior and all-through primary schools and those with nurseries and specialist units for children with disabilities and learning difficulties. We are proud to have both church and community schools. Individual school brochures and websites will help you to find the information you want. However, nothing can beat a personal visit to the school, where I am sure you will be very impressed and most welcome. I am confident that your child will be happy and successful if you choose a primary school in Richmond upon Thames.

Nick Whitfield

Director of Education, Children's and Cultural Services



Apply on time:
by Sunday 15 January 2012
www.eadmissions.org.uk

Introduction

Richmond Council centrally co-ordinates all applications for places in the borough's infant and primary schools, whether community (non-church) or church schools, and applications by Richmond Council residents for maintained (not private) primary schools outside the borough. On one form, you apply for up to six schools either in writing or online, but not both. Co-ordinating admissions makes sure that each child gets just one offer of a place.

Applying online

You can register with the pan-London online admissions portal from Thursday 1 September 2011 at www.eadmissions.org.uk

You will be asked for a user name, usually your email address, if you have an email account, and for a password. If you give your email address, you should receive an email to verify that the address is valid.

If you have any doubts about the information you should enter, please see Step 4 of the guide on page 5.

If you provided your email address you will receive confirmation that you submitted your application.

You will be able to log on to see the result of your application during the evening of Wednesday 18 April 2012.

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Your child can start school in September 2012 if they were born between 1 September 2007 and 31 August 2008

By law, your child does not have to start school until the beginning of the term after their fifth birthday. In Richmond upon Thames, most children start part-time in a reception class about the age of 4½. Dates for admission are given in the chart below. In some schools, parents can delay taking a place until their child reaches compulsory school age, as long as the place is taken up within the school year. Parents will need to check with individual schools for further information. You must complete and return **either** your online **or** paper application by the closing date: **Sunday 15 January 2012** for the academic year 2012/2013. After then you will be late and you may limit your child's chance of getting a place at your preferred school.

Primary schools in the borough

Primary schools in the borough consist of infant schools, junior schools and all-through primary schools that combine infant and junior age ranges. Some of these are church schools and are shown as Roman Catholic (RC) or Church of England (CE) in the list of schools on pages 11-12 (see also pages 18-21). Others are known as community schools and these are maintained by the local authority.

Children born	Autumn term 2012 Sept-Dec	Spring term 2013 Jan-March	Summer term 2013 April-July	Autumn term 2013 Sept-Dec
1 Sept 2007 to 31 Dec 2007				
1 Jan 2008 to 31 Mar 2008				
1 April 2008 to 31 Aug 2008				
1 Sept 2008 to 31 Aug 2009	These children may start local authority nursery education from the age of 3, subject to the availability of places.			

Please note:

Some schools may admit children full-time earlier than shown – check with individual schools. Summer born children usually start reception class part-time in either the autumn or spring term. These children may start local authority nursery education from the age of 3, subject to the availability of places. Please look at the individual schools' prospectuses or ask if you are unsure.

N Nursery: All places in a local authority nursery school or classes are subject to availability.

R Reception: This is a child's first year at school, either full-time or part-time, as shown in the table.

1 Year 1

Part-time

Key dates for applications to community schools

Closing date for applications Sunday 15 January 2012

You **must** submit the online application form or send the completed paper form to be received by the Admissions Section, by the closing date, **Sunday 15 January 2012**. Applications received after this date are late and, unfortunately, you are unlikely to gain a place in your preferred school. The online service will close at 11.59pm on Sunday 15 January 2012.

You can start
applying online
from 1 September
2011

Wednesday 18 April 2012

Letters will be sent to you by first class post telling you the result of your application on this date. If you have applied online you will be able to log on

to find out the result. During the evening of Wednesday 18 April 2012 you will be sent an email with the outcome of your application. Please wait until you have received the email before logging on to the Pan-London e-admissions website.

Wednesday 2 May 2012

The final date for reply slips from parents to be received.

June/July 2012

Admission appeals. Every effort will be made to hear appeals during these months. (See page 9 for details.)

Step by step guide

STEP 1: Understanding how the application process works

Before you complete the application form, it is very important that you understand how the process works:

- » You use one form to apply for up to six state schools in any council area by **Sunday 15 January 2012**.
- » You complete the form of the council where your child lives (your home council). If your home council is the London Borough of Richmond upon Thames, the form should be completed online at www.eadmissions.org.uk Most parents apply online as it is easier and more convenient than using the paper form. However if you wish, you can fill in a paper form and return it to the Admissions Section.
- » If your child lives outside Richmond Borough, you will need to contact your home council to obtain their brochure and, most importantly, their form.

Please do not complete both a paper and online form.

- » You are asked to list **up to** six state-maintained (not private) schools on your application form, in the order that you prefer them. (You do not need to use all six preferences if you do not wish to).
- » If any of the schools that you list are in other councils' areas, your home council will pass the relevant details to those councils.
- » Likewise, if your child lives outside the London Borough of Richmond upon Thames and you list any Richmond Council school on your form, your home council will pass the details to us.
- » Your child will be considered separately for each school that you have listed. Using the school's published admission criteria (the order in which places are allocated), the relevant council decides whether or not you can be offered a place. Your home council will not pass on the order in which you have listed your preferred schools. They will not tell schools which (if any) other schools you have also listed.

- » Before places are actually offered, your home council will check whether your child can be offered a place at more than one of the schools you have listed. If you have listed schools in other councils' areas, your home council will also check with those councils whether your child can be offered a place at any of those schools.
- » If your child can be offered a place at more than one school, you will be offered a place at the highest of those schools listed on your form. Please note that your application for your first preference school will not be given priority over anyone who stated it as a second or lower preference, unless they have lower priority against the oversubscription criteria.
- » Your home council will write to you by first class post on 18 April 2012 with the result of your application. If you applied online you will be sent an email with the



outcome of your application during the evening of Wednesday 18 April 2012.

- » If you are not offered a place at one of your listed schools, your child's name can be placed on a waiting list (your child's name goes onto a list of those waiting for a place to become available at a school) and you will have the right to appeal against the decision. (See page 9)

STEP 2: Gathering information

You should collect as much information as possible about your preferred schools, especially their admission procedures. You can do this by:

- » Reading this brochure (also available at www.richmond.gov.uk with links to school websites)
- » Obtaining the brochures of any other councils whose schools you are interested in
- » Contacting schools to obtain their prospectuses
- » Looking at schools' own websites
- » Going to visit schools
- » Finding out which, if any, of your preferred schools require you to complete a supplementary form

STEP 3: What to do with the information

Most schools are oversubscribed, i.e. they receive more applications than they have places to offer. Before you make your list of preferred schools, it is important to get a realistic idea of whether or not your child is likely to be offered a place at each of those schools. You can do this by:

- » Carefully reading the admission criteria for each school you are interested in. This is the order in which places are allocated
- » Checking how many applications were made last year and how the places were allocated using the admission criteria

You may also wish to look at each school's prospectus.

You could also read reports on the school by Ofsted inspectors (available at www.ofsted.gov.uk).

STEP 4: Filling in the form

Use the correct form – if you live in the London Borough of Richmond upon Thames, you must fill in Richmond Council's form. You must do this whether the schools you wish to apply for are in Richmond upon Thames or in other areas.

If you do not live in the London Borough of Richmond upon Thames you must fill in the form issued by the council where your child lives and **not** the Richmond Council form. You will need to contact the council where your child lives for their booklet and form. On that form you should list any Richmond Council schools you wish to apply for.

The following notes will help you to fill in the form correctly. Please make sure you fill out all parts of the form, using **black ink** and **block capitals**.

Applying online

Applying online is easy, secure and fast. To apply online you need to register at www.eadmissions.org.uk and create a password. This takes a few minutes and can be done anytime from 1 September 2011. Applying online has some advantages. It's convenient and you can amend your school preferences until 15 January 2012 when online applications close.

After you have submitted your application you will get a reference number that looks like this: 318-2012-09-E-001234. If a reference number is not emailed to you, your form has not been submitted.

We recommend you print the reference number and a copy of your application too. If you forget your password or have technical difficulties please contact the London Grid for Learning, which administers the website, by email at support@eadmissions.org.uk, or on 020 8255 5555, and select option 4 for admissions help.

If you are providing additional information to support your application, or if you are applying for a school that requires a supplementary information form, make sure you submit these before 15 January 2012.

Applying on paper

If you do not want to apply online, you can apply using a paper application form. Only children who live in the Richmond Borough can apply on the Richmond upon Thames paper application form. If you do not live in Richmond upon Thames but wish to apply for a Richmond Borough school you should contact the admissions team in the local authority where you live to request an application form. Please complete the form in full and return it to your local admissions team by 15 January 2012. Please make sure you fill out all parts of the form, using **black ink** and **BLOCK CAPITALS**.

If you wish to submit independent evidence to support the preferences in your application, please include these with your application form.

Assistance with completing the form

If you need someone to help you fill out the form, the following organisations may be able to assist you:

Ethnic Minorities Advocacy Group, 111A Kneller Road, Whitton, Middlesex. Phone: 020 8893 9555

Richmond Advocacy for Mental Health, 13 Rosslyn Road, Twickenham. Phone: 020 8744 9251

Applying online

Applying online is secure, fast and convenient. To apply online you need to register at www.eadmissions.org.uk and create a password. This takes a few minutes and can be done anytime from 1 September 2011.



Step by step guide

You should read the following whether you complete the online or paper application form.

Part 1: Your child's details

Name

Please make sure that your child's name is spelt correctly and in the same way as their details are held by their primary school.

Date of birth

If your child was born between 1 September 2007 and 31 August 2008 they are the right age to transfer to primary school in September 2012. Younger or older children may only transfer in exceptional circumstances that have been supported by the special educational needs (SEN) panel of this or any other council. Details must be included with the application form.

Address

You must state the address where your child lives most of the time and where they will be living on the closing date for applications. We will check Council records to see if you are registered at the address that you put as your child's address.

If we are unable to confirm that they live at that address, we will contact you to ask for further documentary evidence. You must not use a business address, childminder's address or any address other than your home. You should be aware that the Admissions Section, in conjunction with the Council's Audit Team, will investigate any instance where we strongly suspect that the child does not live at the home address you have stated. If a place is offered on the basis of false information, the place will be withdrawn.

If you are separated from your child's other parent and your child lives partly at your address and partly at their other parent's address, you should state and provide proof of residence of the address at which your child lives most of the time. If you have a genuine shared-care arrangement with your child's other parent, the address of the parent who is claiming child benefit for the child will be used for the purpose of the application. Please be aware that there are no exceptions to this rule.

Moves into the London Borough of Richmond upon Thames from another local authority within England:

If you anticipate moving before 17 February 2012:

You should apply for Richmond upon Thames schools from your existing address on the application form issued to you by your current home local authority. You must submit your application by the 15 January 2012. It will not be possible to change your preferences after this date. You are strongly advised to include as a lower preference the school that is expected to be able to offer to your existing address. This will ensure that if your move does not go ahead, you have secured a local school place for your child. Supporting documents

(either proof of completion of purchase of, or a signed tenancy agreement for, the new property, indicating that you will be living at the property by 17 February 2012) must be received by 13 February 2012 for your address to be adjusted and for Richmond upon Thames to become responsible for your application in time for the Pan-London Offer Day (18 April 2012).

If you move into the London Borough of Richmond upon Thames after 17 February 2012 and before 18 April 2012:

The advice given above must be followed. However, please be aware that your preferences (which cannot be changed) will remain the responsibility of your original home local authority until after Pan-London Offer Day (18 April 2012) when Richmond upon Thames admissions will take over the management of your application. Proven new addresses will be adjusted on the waiting list/s if the required satisfactory documentation is received by 18 April 2012.

Moves within the London Borough of Richmond upon Thames:

Completed moves before 17 February 2012:

A completed application from your original address must have been submitted by the closing date (15 January 2012). Satisfactory documents supporting your move (as detailed above) must be received by 13 February 2012 to enable your new address to be taken into account for Pan-London Offer Day.

Moves after 17 February 2012 and before 18 April 2012:

As above but your application address will not be adjusted until after Pan-London Offer Day (18 April 2012).

Moves into Richmond upon Thames from overseas:

If you are currently abroad on a temporary work contract but you intend to return to the local area before September 2012, you should still complete the application form and submit evidence of your intention to return. That evidence must include: written confirmation from you of the date that, and the address to which, you intend to return; a copy of your work contract or a letter from your employer to show the date that your employment abroad will cease; and proof that you currently maintain, or intend to buy or rent, the local property to which you will return.



Owning more than one property

You should state the address at which your child lives most of the time.

Temporary addresses

If you move into a property for a temporary period purely for the purpose of trying to be nearer to a school, we will use your normal, permanent residence for the purpose of the application.

Moves out of the London Borough of Richmond upon Thames

If you move out of the borough during the process, please contact the Admissions Team for advice.

Part 2: Your list of preferences

Preferences

Please list up to six schools (which can include community or church schools) in your preferred order. They can be in Richmond upon Thames or other council areas. Please write the name and address of your first preference school in the box marked 'Preference 1' and so on, up to six preferences.

Please be aware that you cannot give equal preferences and that you cannot make more than six preferences. You do not have to use all six preferences, but you can only hold a maximum of six preferences at any time, including the waiting lists.

Applying for only one school will **not** improve your chances of getting a place at that school.

Siblings

If your child will have a brother or sister (a sibling) attending any of your preferred schools at the time of admission in September 2012, you should complete the siblings details box alongside the preference. Please be aware, however, that the definition of sibling can vary from council to council and from school to school

and you are therefore strongly advised to check with the council(s) or school(s) concerned. (See page 10 for details of Richmond Council's sibling rule.)

Exceptional reasons

If you feel that you have any exceptional medical, or social reasons, why your child must attend a particular school, you must complete the reasons for preference box on the form and provide appropriate evidence from a relevant professional.

Again, please be aware that the definition of 'exceptional reasons' can vary from council to council and from school to school and you are therefore strongly advised to check with the council(s) or school(s) concerned to see if they admit children on that basis.

All applications for community primary schools in Richmond upon

Thames under 'exceptional reasons' will be considered. However, there is no guarantee that a place will be offered on that basis as we have to be convinced, from the independent evidence provided, that the child has an overwhelming need to attend a particular school and no other.

You should note that Richmond Council does not consider the convenience of childcare arrangements to be sufficient reason to justify the offer of a place at one of its schools.

If you feel that your child has exceptional circumstances, you should state them on the application form and submit the relevant evidence when you apply.

Supplementary forms

If you wish to include any voluntary aided (church) schools in your list, you should check with these schools to see if you also need to complete a supplementary form to confirm your child's religious affiliation or your want your child to take an entrance examination.

Twins and triplets – multiple applications

We do not consider that a child should be admitted to a particular school under the 'exceptional reasons' category on the basis of being a twin, triplet and so on, unless there are other exceptional reasons which can only be met by the particular school.

Changing preferences

If you change your preferences after the closing date, your application will be treated as late and will not be considered until after all applications received on time have been considered.

Step by step guide

STEP 5:

Sending in the form

If your child lives in the London Borough of Richmond upon Thames, you must submit your online application, or return the paper form direct to the Admissions Section, Civic Centre, 44 York Street, Twickenham, TW1 3BZ, to arrive no later than Sunday 15 January 2012.

If the Admissions Section does not receive your application by Sunday 15 January 2012, your child will not be considered for a place until after all applications received on time have been considered, unless proof is provided that exceptional reasons (such as serious illness, hospitalisation or bereavement) prevented the application form from being made on time. They are also unlikely to be considered until after the initial offers are made on 18 April 2012. (You should note that postal delay is not considered to be an exceptional reason and that the franked date-stamp mark on the envelope will not be considered as proof of postage.)

Online applications will automatically be acknowledged by email. If you would like us to confirm that we received your paper application form, please attach a stamped, self-addressed envelope. You can also phone the Council for confirmation on 020 8891 7514.

It is very important that you put the correct postage on your application. If it arrives after the closing date because you did not use the right amount of postage, it will be considered as late, and we won't be able to look at it until after all the applications received on time have been considered.



STEP 6: The result of your application and how waiting lists work

On Wednesday 18 April 2012, we (or your home council if you do not live in Richmond upon Thames) will write to you by first class post with the result of your application. If you applied online, you can find out the result of your application once you have received an email to confirm that you can do so. If you applied online, you can accept or decline the offer of a place online. We advise parents to wait for their letter before logging on to accept or decline the offer. The communication will tell you:

- » The name of the school, if any, that can offer you a place. Please be aware that you will only be offered one place. This place will be at the highest ranked school on your list that could offer a place (in accordance with their published admission criteria).
- » That applications for schools listed lower than the school you are offered will be withdrawn.
- » How to accept the place (if any) that you have been offered. You must return the reply slip promptly to the address on the letter no later than **Wednesday 2 May 2012. You should not reject the place unless you have a place arranged elsewhere.**
- » How to find out more about why your child was not offered a place at a particular school.
- » How the waiting list operates for any school that you put higher in your order of preference than the school for which you have a place. We will maintain the waiting list for each Richmond Council

school, until 1 September 2012 at which point the lists will be passed to the In-Year Admissions Team. Children not offered a place on 18 April 2012 will automatically be placed on the waiting list in the order of the school's admission criteria. Places are allocated to children from the top of the waiting list as vacancies arise. Late applications are also included in the waiting list in criteria order. This means that a child's position on the list can move down as well as up. Please note that a 1989 High Court judgement against Greenwich Council prohibits priority to be given to in-borough children over those who live out-borough. Your child can only be on a maximum of six waiting lists at any time.

- » How to appeal against not being offered a place at any of the schools you applied for and the date by which you must do this.
- » What you should do if you did not receive a place at any of the schools you applied for. Please be aware that if you live within Richmond upon Thames and a place could not be offered at any of your listed schools, we have a responsibility to offer an alternative place at a school that has a vacancy, if there are any vacancies available at that time. This alternative offer may be at a school which is some distance from your home. If you are not offered a place at any school, we will make every effort to place your child from the waiting lists in the weeks and months to come.

- » If you apply late, your child's name will be added to the waiting list for each of your preferred schools. However, if you move into the borough after the closing date, you must provide proof of residence (either proof of completion of purchase, or a signed and dated tenancy agreement). We will use your new address only when you start living there, to determine your child's place on the waiting list.

STEP 7: The appeals process

You have the right of appeal to an independent appeal panel. If you want to appeal, you should complete a form for the council(s) or school(s) concerned and return it within 14 days of the letter telling you of the decision not to offer a place.

Although each appeal case is treated on its own merits, you should think carefully about your reasons for wanting your child to attend the particular school and whether those reasons would stand out from those of other parents. As a result of government legislation, since September 2001, infant classes (Reception to Year 2) are limited to 30 pupils per teacher. There are very limited exceptions to this.

Appeals are heard by panels of people who have not taken part in deciding how the places that were offered on 18 April 2012 were allocated. In considering an infant class size appeal, the panel is a review body. It is reviewing the admission authority's decision in light of the material available at the time when it made the decision. You will be invited to present your case in person and you will be allowed to bring a friend or representative to help you if you wish.



How places are allocated at community schools

Admissions policy for a community school

When there are more applicants than there are places available, places will be allocated in the following order.

1. Children in public care and other children who are deemed by the Council's Fair Access Panel to have a particular need that justifies priority;
2. Children who have an exceptional medical or social need requiring attendance at a particular school that specifies the school as the placement school. When you apply, these needs must be supported by reports or letters from suitable professionals such as GPs, consultants or social workers. If you don't provide this information when you apply, you may affect whether or not your child is allocated a place at the preferred schools.
All information submitted will be regarded as confidential. In-borough children who, when the waiting lists are in operation, have not been offered a school place may, at the local authority's discretion, be prioritised under this criterion if it appears unlikely that they would subsequently be offered a school place from the waiting lists;
3. Children who have siblings (by which is meant full, step-, half- and adopted siblings living in the same household) at the school, or at a linked junior school, at the point of admission;
4. Children transferring to a junior school from a linked infant school, if applicable; and
5. Children living closest to the preferred school, measured by the shortest route by road or maintained footpath, accompanied as necessary, from the Ordnance Survey 'seed-point' of their home, out of the front of the house, to the nearest pedestrian school gate used by the relevant year-group. Accessibility of private or public transport will not be considered. All distances will be measured using a computerised geographical information system. Paths through car parks, cemeteries, golf courses and other enclosed spaces will not be used.

Notes:

- » Criterion 5 will be used as a 'tie-breaker' should any of the first four criteria be oversubscribed.
- » Any offer of a place on the grounds of proximity is conditional on the child living at the address provided on the closing date for application. A business address, a childminder's address, or any address other than the child's home will not be accepted. Proof of address will be sought and may be the subject of further investigation.

- » Children with a statement of special educational need that specifies the school as the placement school will be allocated a place through a separate procedure, in accordance with the Special Educational Needs Code of Practice.
- » These criteria apply to all applicants, regardless of the borough they live in.
- » The Council reserves the right to check the information parents have given on the application form and to withdraw the place if false information had been given or important information has been deliberately withheld.

Trafalgar Infant School

Please note that distance measurements for this school will be measured to the Elmsleigh Road site.

In-year admissions

Please see page 23.

Class size legislation

Class size legislation ensures that no 5, 6 or 7 year olds in an infant class at a maintained school can be taught in a class of more than 30 pupils.



Richmond Borough church schools' admissions policies

Church of England and Roman Catholic primary schools in the London Borough of Richmond upon Thames

Parents wishing to apply to a Church of England or Roman Catholic school must contact the school direct to obtain a prospectus which has full details of the admissions criteria. The following schools have listed, in order of priority, their criteria for admission to their school. (These details were correct at the time of going to press. Please note that the policies listed here are summarised versions only.)

Church of England

Archdeacon Cambridge's CE Primary

- 1 Children in public care
- 2 Siblings
- 3a Foundation places within 2.5 miles of the school: 70%
- 3b Open places: 30%

Note: All categories – distance will be used to determine offers if there are more applications than places

Bishop Perrin CE Primary

- 1 Children in public care
- 2 18 foundation places for Christians
- 3 Siblings
- 4 Other faiths
- 5 Distance

Holy Trinity CE Primary

- 1 Children in public care
- 2 Siblings
- 3 Children whose parents are regularly practising Christians
- 4 Attendance at Holy Trinity Nursery
- 5 Distance

The Queen's CE Primary

- 1 Looked-after children
- 2 Children with exceptional social or medical need
- 3 Siblings
- 4 Living in Kew Anglican parish areas where one or both parents are members of one of the three Anglican churches in those areas
- 5 Living in Kew Anglican parish areas where one or both parents are members of other Christian churches
- 6 Distance

Note: All categories – children in public care will receive priority

St John the Baptist CE Junior (Year 3 onwards)

- 1 Looked-after children
- 2 Attending Hampton Wick Infant School
- 3 Siblings
- 4 Anglicans living or worshipping in the parishes of St Mark's, Teddington, or St John the Baptist, Hampton Wick
- 5 Other Christians
- 6 Other faiths
- 7 Other children

Note: All categories – distance will be used to determine offers if there are more applications than places

St Mary's CE Primary

- 1 Children in public care
- 2 Siblings
- 3 Children for whom St Mary's is the nearest school and who have an exceptional medical need
- 4 24 foundation places for children living within local parishes with one or both parents regularly worshipping at St Mary the Virgin, Twickenham or another Christian church
- 5 Distance to Amyand Park Road site

Note: Category 3 – parishes of All Hallows, Holy Trinity, St Mary the Virgin, St Stephen's

St Mary's and St Peter's CE Primary

- 1 Children in public care
- 2 Children with exceptional medical need
- 3 Siblings
- 4/5 Parents worshipping in particular parishes
- 6 Distance

St Richard's CE Primary

- 1 Children in public care
- 2 Children with exceptional social or medical need
- 3 Siblings
- 4 Regular attendance at St Richard's, St Andrew's or St Peter's churches, or another place of worship
- 5 Children who attend St Richard's nursery
- 6 Distance

Note: Categories 1-5 – distance will be used to determine offers if there are more applications than places and children in public care will receive priority

St Stephen's CE Junior (Year 3 onwards)

- 1 Children in public care
- 2 Siblings
- 3 Attendance at Orleans Infant School
- 4 Regular attendance at St Stephen's Church
- 5 Distance

Roman Catholic

Sacred Heart Catholic Primary

- 1 Catholic children in public care
- 2 Baptised children of practising Catholic families
- 3 Other baptised children of Catholic families
- 4 Other children in public care
- 5 Children of Catechumens and other Christians
- 6 Children of other faiths
- 7 Others

Note: All categories – having a sibling in attendance at the time of admission will increase priority

St Edmund's Catholic Primary

- 1 Catholic children in public care
- 2 Baptised Catholic children from practising Catholic families
- 3 Other baptised Catholic children
- 4 Other children in public care
- 5 Children from Catechumen families
- 6 Children from families with affiliation to Eastern Christian churches
- 7 Others

Note: All categories – having a sibling in attendance at the time of application will increase priority unless there is good reason to believe that the sibling will no longer be in attendance at the time of admission. Distance from home to school will be used as a 'tie-breaker' if any of the criteria are oversubscribed

St Elizabeth's Catholic Primary

- 1 Baptised and practising in particular Catholic parish(es)
- 2 Baptised and practising in other Catholic parishes
- 3 Other baptised Catholic children
- 4 Baptised and practising children from other denominations
- 5 Others seeking a place in a Catholic school

Note: All categories – if over-subscribed: i) Children in public care ii) Siblings iii) Attendance at school's nursery iv) Proximity

St James's Catholic Primary

- 1 Baptised looked-after children from Catholic families
- 2 Baptised Catholic Siblings
- 3 Baptised practising Catholic children living in the parishes of St Theodore or St Margaret
- 4 Baptised practising Catholic children living in the parishes of St James, St Francis de Sales, St Margaret or St Theodore
- 5 Baptised practising Catholic children living outside these four parishes
- 6 Baptised catholic children whose application is not supported by a priest
- 7 Other looked-after children
- 8 Children of other Christian denominations
- 9 Children of other faiths
- 10 Any other children

Note: All categories – added priority will be given in the following order: i) Special medical, social or educational needs ii) Proximity to the school

St Mary Magdalen's Catholic Primary

- 1 Catholic children in public care
- 2 Baptised Catholic children with siblings in attendance at the time of admission where one or both parents are practising Catholics in the parish of St Mary Magdalen
- 3 Baptised Catholic children with siblings in attendance at the time of admission where one or both parents are practising Catholics in other parishes
- 4 Baptised Catholic children where one or both parents are practising Catholics in the parish of St Mary Magdalen
- 5 Baptised Catholic children where one or both parents are practising Catholics in other parishes
- 6 Baptised Catholic children with siblings in attendance at time of admission
- 7 Other children in public care
- 8 Baptised Catholic children
- 9 Baptised Christian children where one or both parents are practising members of a local Christian church with a sibling in the school at the time of admission
- 10 Baptised Christian children where one or both parents are practising members of a Christian church
- 11 Any other child with a sibling in attendance at the time of admission
- 12 Any other applicants

Note: All categories – added priority will be given in the following order:

- i) Special educational, medical or social circumstances
- ii) Proximity to the school

St Osmund's Catholic Primary

- 1 Baptised Catholic children, including members of churches in communion with the Holy See
- 2 Children of other Christian denominations
- 3 Children from other faiths
- 4 Others

Note: All categories – added priority is given to children in public care, those with exceptional social, medical or pastoral needs, to families living within the parish of St Osmund's, and to children with siblings at the time of admission



Questions and answers

1. Does parental preference mean that I am guaranteed a place at the school of my choice?

No. Parents do not have an absolute choice of school, though they have a right to express a preference. Even if you apply on time, your child may not get a place at your preferred school if more people apply than there are places at the school. An alternative offer may be made at a community or church school.

2. What if my child does not get a place at my preferred school?

There is very high demand for places in reception classes in most parts of the borough. Whilst every effort will be made to offer a place at any school you apply for, it may sometimes be necessary to make an alternative offer, even to those who apply on time. An alternative offer may be made at a community or church school. You need to think carefully and assess the likelihood of getting a place at your preferred school before you apply.

When a school receives more applications than there are places available, places are allocated according to the schools' admissions criteria (see pages 10-12). If you are not happy with any alternative offer made, there are arrangements for you to appeal. However, the grounds for appeal are very limited (see page 9). You can ask the Admissions Section to put your child's name on any community school's waiting list and you have a right to appeal for more than one school, including those you didn't originally apply for. For church schools, you need to contact the school direct.

3. Will the Council provide more places at a popular school by putting on an additional class?

The Council cannot provide additional classes when

there are sufficient places available in other schools in the area within a reasonable distance. However, where demand is expected to be very high, the Council will consider this option.

4. What are the catchment areas for the primary schools in the London Borough of Richmond upon Thames?

There are no defined catchment areas for community primary schools. The Admissions Section can advise you on patterns of successful applications for a school's previous years. This information can provide you with useful guidance before you state which school you prefer. However, there is no guarantee that previous years' patterns will be repeated, especially as demand for places can vary from year to year.

5. What should I do if I want to apply for a school place in another borough?

Although you are advised to apply for a place at a Richmond Borough school, some parents living in the Richmond Borough may want their child to go to a primary school maintained by a neighbouring council. Details of their admission arrangements can be obtained from the offices listed below. Policies and administrative arrangements vary from one admission authority to another. You should read any documentation sent to you carefully and make sure you know the closing date for applications of any school you wish to apply for.

London Borough of Hammersmith and Fulham

Postal address: Education and Children's Services, Town Hall, King Street, London W6 9JU. Location (for personal visits): Cambridge House, Cambridge Grove, London, W6 0LE. Phone: 020 8753 3664



London Borough of Hounslow

Children's Services and Lifelong Learning Department,
Civic Centre, Lampton Road, Hounslow, TW3 4DN
Phone: 020 8583 2600

Royal Borough of Kingston upon Thames

Education and Learning, Guildhall,
Kingston upon Thames, KT1 1EU
Phone: 020 8547 4610

Surrey County Council

County Hall, Kingston upon Thames, KT1 2DN
Call centre 03456 009 009

Wandsworth Council

The Children's Services Department,
4th Floor Reception, Town Hall Extension,
Wandsworth High Street, London, SW18 2PU
Phone: 020 8871 7316

6. What is the linked school policy for secondary school transfer?

Even though these are very early days for you to be thinking about your child's education after 11, you should be aware of the linked school transfer policy that currently exists in the Richmond Borough.

At the moment, at each mixed secondary school and academy, priority is given to children attending certain linked primary schools. If you would like more information on the current policy, please contact the Admissions Section on 020 8891 7514. However, you should note that the linked school policy is subject to an annual public consultation as part of the general secondary school admission arrangements. These arrangements may have changed by the time your child transfers to secondary school.

7. If my child is in an infant school, do I need to apply for a junior school place?

Yes. A transfer form will need to be completed. If you apply for an infant school (covering the ages of 4+ to 7),

your child will be given priority consideration to a linked junior school at the age of 7. Details of linked infant and junior schools are given on page 22. Currently, when more people apply than there are places available, places will be allocated in accordance with the admissions criteria. Unfortunately, you cannot apply online for a junior school place.

8. What if my child has special educational needs?

In most cases, your child's special educational needs will be met from the resources available in a mainstream school. If you need more information or you think your child may need a statutory assessment of those needs, please telephone the Council's Special Educational Needs Section on 020 8891 7541.

9. What if my child has special language needs because English is their second language?

Liaison will take place between you and your child's primary school, and Richmond Council's team of language support teachers may become involved.

10. How do I find out more about the running of my local school or how decisions made by the Council affect parents?

You can approach the parent governor of your school governing body or the parent governor representative at local authority level. They can be contacted by email: pgr@richmond.gov.uk or visit the school governors' section on the borough website: www.richmond.gov.uk

11. Will my child be able to have hot meals at lunchtime?

All primary schools within the borough offer hot lunches to pupils at a reasonable price. Parents and carers are strongly encouraged to arrange for their children to eat hot lunches. Most schools offer taster sessions from time to time so that parents can see what the food is like.

12. Can my child receive free school meals or assistance with travel costs?

Free school meals

- If you receive Income Support; or
- Jobseeker's Allowance (Income based); Employment and Support Allowance (Income Related); or
- Child Tax Credit, but not Working Tax Credit and have an annual taxable income, as assessed by the Inland Revenue, of less than £16,190 verifiable by Tax Credit Award Notice (TC602); or
- Pension Tax Credit and has an annual taxable income, as assessed by the Inland Revenue, of less than £16,190; or
- the 'Guaranteed' element of State Pension Credit, verifiable by 'Pension Credit M1000 Award Notice'; or
- financial support, in accordance with the Immigration and Asylum Act 1999, from the National Asylum Act 1999, from the National Asylum Support Service (NASS) or the Council's Asylum and Resettlement Team; and
- have a child at primary, secondary or special school you can apply for free school meals. Contact Pupil and Student Finance on 020 8891 7587 for an application form.

Travel

Travel on London buses is free for all children under 16. For further information please contact Pupil and Student Finance on 020 8891 7587.

Travel to special schools and units

If a pupil has a statement of special educational needs which includes transport provision, separate arrangements will be made in accordance with the SEN transport policy. Copies of this can be obtained by phoning the SEN Section on 020 8891 7533.

13. What does the Family Information Service (FIS) offer?

The Family Information Service in Richmond upon Thames provides information to parents, carers, and professionals on a range of topics relating to children aged 0 to 20 years. The FIS can be contacted Monday to Friday 9.00am-5.00pm on 020 8831 6298, email: fis@richmond.gov.uk, visit: www.richmond.gov.uk/fis

14. What does the Education Welfare Service do?

This service carries out statutory duties regarding school attendance and offers support and advice on all matters affecting the welfare of your child at school. To speak to an Education Welfare Officer, phone 020 8487 5479.

15. What is Richmond Council's position on attendance at school?

It is essential that pupils regularly attend schools so that they can enjoy a broad and balanced curriculum and make the most of their education. It is also a legal requirement. By law, it is an offence if a parent or carer

fails to make sure that their child regularly goes to the school where they are registered, especially if an absence from school has not been authorised by that school. Local authority officers, headteachers (as well as deputy or assistant headteachers) and the police can issue fixed penalty notices or fines if this happens. For the Richmond upon Thames local authority, the Education Welfare Service has this responsibility. Fixed penalty notices or fines will be issued according to the London Borough of Richmond upon Thames Code of Conduct and relevant legislation.

What you can do to help

- » If your child is absent from school, confirm it is with your agreement and that it is for a valid and acceptable reason. Let the school know in advance.
- » Don't take your child out of school when they are taking tests or examinations or preparing for them.
- » Don't let your child take time off without a good reason.
- » Take holidays in school holiday time only.
- » Try to make doctor and dentist appointments outside school hours.
- » Get involved with the school: find out about parents' evening, open days, school events and try to go to them. This shows you know school is important.
- » Help your child be ready to go to school on time.



Map of Richmond Council schools

Map details shown indicate general site locations only.
For a more detailed map of each school visit our website www.richmond.gov.uk

Primary and nursery schools

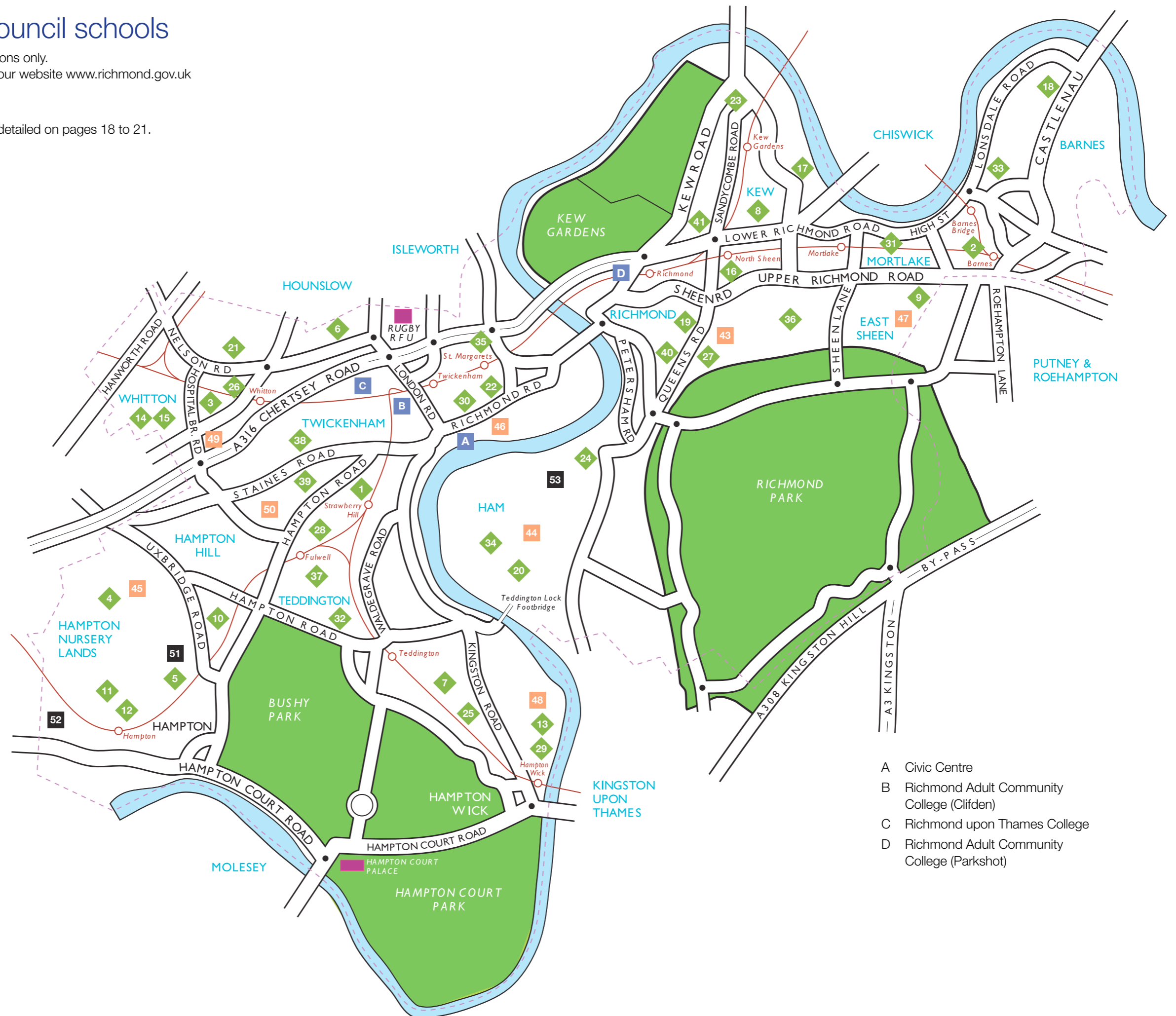
A full listing of all schools including 1 to 42 is detailed on pages 18 to 21.

Secondary schools

- 43 Christ's (Church of England, mixed)
- 44 Grey Court (mixed)
- 45 Hampton Academy (mixed)
- 46 Orleans Park (mixed)
- 47 Richmond Park Academy (mixed)
- 48 Teddington (mixed)
- 49 Twickenham Academy (mixed)
- 50 Waldegrave (girls)

Special schools

- 51 Clarendon
- 52 Clarendon – The Oldfield House Unit
- 53 Strathmore



- A Civic Centre
- B Richmond Adult Community College (Clifden)
- C Richmond upon Thames College
- D Richmond Adult Community College (Parkshot)

Primary schools in the borough

Key:

AN: Admission number
N: School with nursery unit
RC: Roman Catholic
CE: Church of England

Infant ages 4 to 7

Junior ages 7 to 11

Primary ages 4 to 11

Infant and junior ages 4 to 11

1 Archdeacon Cambridge's CE Primary (N)

DfE number: 318 3326
The Green, Twickenham, TW2 5TU
Phone: 020 8894 4777
Fax: 020 8893 4762
Email: info@archdeaconcambridges.richmond.sch.uk
Website: www.archdeaconcambridges.richmond.sch.uk
AN: 60
Please note that in September 2012 Archdeacon Cambridge's will admit 90 pupils.

2 Barnes Primary (N)

DfE number: 318 2028
Cross Street, London, SW13 0QQ
Phone: 020 8876 7358
Fax: 07092 016306
Email: info@barnes.richmond.sch.uk
Website: www.barnes.richmond.sch.uk
AN: 60

3 Bishop Perrin CE Primary

DfE number: 318 3322
Hospital Bridge Road, Twickenham, TW2 6LF
Phone: 020 8894 1447
Fax: 020 8898 2854
Email: info@bishopperrin.richmond.sch.uk
Website: www.bishopperrin.richmond.sch.uk
AN: 30

4 Buckingham Primary (N)

DfE number: 318 2035
Buckingham Road, Hampton, TW12 3LT
Phone: 020 8941 2548
Fax: 020 8783 1579
Email: info@buckingham.richmond.sch.uk
Website: www.buckingham.richmond.sch.uk
AN: 90

5 Carlisle Infant

DfE number: 318 2001
Broad Lane, Hampton, TW12 3AJ
Phone: 020 8979 2770
Fax: 020 8941 8559
Email: info@carlisle.richmond.sch.uk
Website: www.carlisle.richmond.sch.uk
AN: 90

6 Chase Bridge Primary

DfE number: 318 2036
Kneller Road, Twickenham, TW2 7DE
Phone: 020 8892 1242
Fax: 020 8744 3888
Email: info@chasebridge.richmond.sch.uk
Website: www.chasebridge.richmond.sch.uk
AN: 90

7 Collis Primary (N)

DfE number: 318 2032
Fairfax Road, Teddington, TW11 9BS
Phone: 020 8977 1458
Fax: 020 8977 6991
Email: info@collis.richmond.sch.uk
Website: www.collis.richmond.sch.uk
AN: 90

8 Darell Primary (N)

DfE number: 318 2004
Darell Road, Richmond, TW9 4LQ
Phone: 020 8876 6721
Fax: 020 8876 3895
Email: info@darell.richmond.sch.uk
Website: www.darellprimary.org.uk
AN: 43

9 East Sheen Primary

DfE number: 318 2006
Upper Richmond Road West, London, SW14 8ED
Phone: 020 8876 7484
Fax: 020 8878 8451
Email: info@eastsheen.richmond.sch.uk
Website: www.eastsheen.richmond.sch.uk
AN: 60

10 Hampton Hill Junior

DfE number: 318 2007
St James's Avenue, Hampton Hill, TW12 1HW
Phone: 020 8979 3019
Fax: 020 8941 8560
Email: info@hamptonhill.richmond.sch.uk
Website: www.hamptonhill.richmond.sch.uk
AN: 90

11 Hampton Infant (N)

DfE number: 318 2009
Ripley Road, Hampton, TW12 2JH
Phone: 020 8979 1815
Fax: 020 8941 8416
Email: info@hampton-inf.richmond.sch.uk
Website: www.hampton-inf.richmond.sch.uk
AN: 90

12 Hampton Junior

DfE number: 318 2008
Percy Road, Hampton, TW12 2LA
Phone: 020 8979 2545
Fax: 020 8941 8561
Email: info@hampton-jun.richmond.sch.uk
Website: www.hampton-jun.richmond.sch.uk
AN: 90

13 Hampton Wick Infant and Nursery (N)

DfE number: 318 2010
Normansfield Avenue, Teddington, TW11 9RP
Phone: 020 8977 3971
Fax: 020 8977 2352
Email: info@hamptonwick.richmond.sch.uk
Website: www.hamptonwick.richmond.sch.uk
AN: 60

14 Heathfield Nursery and Infant (N)

DfE number: 318 2012
Cobbett Road, Twickenham, TW2 6EN
Phone: 020 8894 4074
Fax: 020 8893 3419
Email: info@heathfield-inf.richmond.sch.uk
Website: www.heathfield-inf.richmond.sch.uk
AN: 90

15 Heathfield Junior

DfE Number: 318 2011
Cobbett Road, Twickenham, TW2 6EN
Phone: 020 8894 3525
Fax: 020 8893 4073
Email: info@heathfield-jun.richmond.sch.uk
Website: www.heathfield-jun.richmond.sch.uk
AN: 90

16 Holy Trinity CE Primary (N)

DfE number: 318 3304
Carrington Road, (off Manor Road),
Richmond, TW10 5AA
Phone: 020 8940 2730
Fax: 020 8940 7163
Email: info@holytrinity.richmond.sch.uk
Website: www.holytrinity.richmond.sch.uk
AN: 60

17 Kew Riverside Primary

DfE number: 318 2039
37 Courtlands Avenue, Richmond, TW9 4ES
Phone: 020 8487 8437
Fax: 020 8487 5986
Email: info@kewriverside.richmond.sch.uk
Website: www.kewriverside.richmond.sch.uk
AN: 30

18 Lowther Primary (N)

DfE number: 318 2013
Stillingfleet Road, Barnes, SW13 9AE
Phone: 020 8748 3984
Fax: 020 8846 9334
Email: info@lowther.richmond.sch.uk
Website: www.lowther.richmond.sch.uk
AN: 60

19 Marshgate Primary

DfE number: 318 2040
Queens Road, Richmond, TW10 6HY
Phone: 020 8332 6219
Fax: 020 8332 6329
Email: info@marshgate.richmond.sch.uk
Website: www.marshgate.richmond.sch.uk
AN: 60

20 Meadlands Primary (N)

DfE number: 318 2015
Broughton Avenue, Ham, TW10 7TS
Phone: 020 8940 9207
Fax: 020 8255 2488
Email: info@meadlands.richmond.sch.uk
Website: www.meadlands.richmond.sch.uk
AN: 30

21 Nelson Primary

DfE number: 318 2016
Nelson Road, Whitton, TW2 7BU
Phone: 020 8894 9899
Fax: 020 8894 3332
Email: info@nelson.richmond.sch.uk
Website: www.nelson.richmond.sch.uk
AN: 60

22 Orleans Infant (N)

DfE Number: 318 2018
Hartington Road, Twickenham, TW1 3EN
Phone: 020 8892 1654
Fax: 020 8744 2844
Email: info@orleans.richmond.sch.uk
Website: www.orleans.richmond.sch.uk
AN: 90

23 The Queen's CE Primary

DfE number: 318 3327
Cumberland Road, Kew, TW9 3HJ
Phone: 020 8940 3580
Fax: 020 8948 1796
Email: info@queens.richmond.sch.uk
Website: www.queens.richmond.sch.uk
AN: 60

24 The Russell Primary (N)

DfE number: 318 2019
 Petersham Road, Richmond, TW10 7AH
 Phone: 020 8940 1446
 Fax: 020 8332 0985
 Email: info@russell.richmond.sch.uk
 Website: www.russell.richmond.sch.uk
 AN: 30

25 Sacred Heart Catholic Primary

DfE number: 318 3320
 St Mark's Road, Teddington, TW11 9DD
 Phone: 020 8977 6591
 Fax: 020 8943 2449
 Email: info@sacredheart.richmond.sch.uk
 Website: www.sacredheart.richmond.sch.uk
 AN: 30

26 St Edmund's Catholic Primary

DfE number: 318 3315
 Nelson Road, Whitton, TW2 7BB
 Phone: 020 8894 7898
 Fax: 020 8893 3032
 Email: info@st-edmunds.richmond.sch.uk
 Website: www.st-edmunds.richmond.sch.uk
 AN: 60

27 St Elizabeth's Catholic Primary

DfE number: 318 3310
 Queens Road, Richmond, TW10 6HN
 Phone: 020 8940 3015
 Fax: 020 8332 0986
 Email: info@st-elizabeths.richmond.sch.uk
 Website: www.st-elizabeths.richmond.sch.uk
 AN: 30

Please note that in September 2012 St Elizabeth's will admit 60 pupils.

28 St James's Catholic Primary (N)

DfE number: 318 3316
 Stanley Road, Twickenham, TW2 5NP
 Phone: 020 8898 4670
 Fax: 020 8893 3038
 Email: info@st-james.richmond.sch.uk
 Website: www.st-james.richmond.sch.uk
 AN: 90

29 St John the Baptist CE Junior

DfE number: 318 3312
 Lower Teddington Road, Hampton Wick, KT1 4HQ
 Phone: 020 8977 4114
 Fax: 020 8977 6960
 Email: info@st-john.richmond.sch.uk
 Website: www.st-john.richmond.sch.uk
 AN: 60

30 St Mary's CE Primary

DfE number: 318 3317
 Amyand Park Road, Twickenham, TW1 3HE
 Phone: 020 8892 5840
 Fax: 020 8744 9027
 Email: info@st-marys.richmond.sch.uk
 Website: www.st-marys.richmond.sch.uk
 AN: 90

31 St Mary Magdalen's Catholic Primary

DfE number: 318 3309
 Worple Street, London, SW14 8HE
 Phone: 020 8876 6679
 Fax: 020 8392 1829
 Email: info@st-marymagdalens.richmond.sch.uk
 Website: www.st-marymagdalens.richmond.sch.uk
 AN: 30

32 St Mary's and St Peter's CE Primary

DfE number: 318 3321
 Somerset Road, Teddington, TW11 8RX
 Phone: 020 8943 0476
 Fax: 020 8943 2469
 Email: info@smsp.richmond.sch.uk
 Website: www.smsp.richmond.sch.uk
 AN: 90

33 St Osmund's Catholic Primary

DfE number: 318 3324
 Church Road, London, SW13 9HQ
 Phone: 020 8748 3582
 Fax: 020 8846 9589
 Email: info@st-osmunds.richmond.sch.uk
 Website: www.st-osmunds.richmond.sch.uk
 AN: 30

34 St Richard's CE Primary (N)

DfE Number: 318 3303
 Ashburnham Road, Ham, TW10 7NL
 Phone: 020 8940 7911
 Fax: 020 8332 0987
 Email: info@srsa.richmond.sch.uk
 Website: www.srsa.richmond.sch.uk
 AN: 30

35 St Stephen's CE Junior

DfE number: 318 3319
 Winchester Road, Twickenham, TW1 1LF
 Phone: 020 8892 3462
 Fax: 020 8744 9121
 Email: info@st-stephens.richmond.sch.uk
 Website: www.st-stephens.richmond.sch.uk
 AN: 90

36 Sheen Mount Primary

DfE number: 318 2020
 West Temple Sheen, London, SW14 7RT
 Phone: 020 8876 8394
 Fax: 020 8878 6568
 Email: info@sheenmount.richmond.sch.uk
 Website: www.sheenmount.richmond.sch.uk
 AN: 60
Please note that in September 2012 Sheen Mount will admit 90 pupils.

37 Stanley Primary (N)

DfE number: 318 2021
 Stanley Road, Teddington, TW11 8UE
 Phone: 020 8977 4858
 Fax: 020 8977 6937
 Email: info@stanley.richmond.sch.uk
 Website: www.stanley.richmond.sch.uk
 AN: 120

38 Trafalgar Infant

DfE Number: 318 2024
Reception classes, Meadway, Twickenham, TW2 6PY
Years 1 and 2, Gothic Road, Twickenham, TW2 5EH
 Phone: 020 8894 5729
 Fax/answerphone: 020 8893 3040
 Email: info@trafalgar-inf.richmond.sch.uk
 Website: www.trafalgar-inf.richmond.sch.uk
 AN: 90
Trafalgar Infant is one school based at two sites: one for Reception classes and one for Years 1 and 2.

39 Trafalgar Junior

DfE number: 318 2023
 Elmsleigh Road, Twickenham, TW2 5EG
 Phone: 020 8894 5729 – Infant
 Phone: 020 8894 1606 – Junior
 Fax: 020 8893 3042
 Email: info@trafalgar-jun.richmond.sch.uk
 Website: www.trafalgar-jun.richmond.sch.uk
 AN: 90

40 The Vineyard Primary

DfE number: 318 2037
 Friars Stile Road, Richmond, TW10 6NE
 Phone: 020 8948 0195
 Fax: 020 8332 6828
 Email: info@vineyard.richmond.sch.uk
 Website: www.vineyard.richmond.sch.uk
 AN: 60

41 Windham Nursery

DfE number: 318 1001
 Windham Road, Richmond, TW9 2HP
 Phone: 020 8831 6060
 Fax: 020 8831 6305
 Email: info@windham.richmond.sch.uk
 Website: www.windham.richmond.sch.uk

Applications for primary school places for 2011/2012

The table gives the 'cut-off' distance from home to school of the last child offered for each of the Richmond Borough community (ie. non-church) primary schools for 2011/2012 entry at the initial allocation stage. The distance in brackets is the cut-off for admissions in 2010/2011.

School (offers)	Distance in metres	Siblings
Barnes Primary (60)	404 (424)	33
Buckingham Primary (90)	Not applicable: all preferences met	18
Carlisle Infant (90)	1367 (1310)	26
Chase Bridge Primary (90)	1673 (1248)	27
Collis Primary (90)	705 (1483)	49
Darell Primary (55)	Not applicable: all preferences met	8
East Sheen Primary (60)	525 (589)	30
Hampton Infant (90)	588 (712)	43
Hampton Wick Infant (60)	1011 (1148)	27
Heathfield Infant* (120)	Not applicable: all preferences met	40
Kew Riverside Primary (30)	775 (758)	10
Lowther Primary (60)	2565 (Not applicable: all preferences met)	17
Marshgate Primary (60)	961 (1196)	19
Meadlands Primary (30)	756 (720)	13
Nelson Primary (60)	1038 (1320)	23
Orleans Infant (90)	466 (1188)	57
The Russell Primary (30)	1038 (1101)	20
Sheen Mount Primary (60)	504 (408)	35
Stanley Primary (120)	2094 (Not applicable: all preferences met)	43
Trafalgar Infant (90)	871 (1016)	45
The Vineyard Primary* (90)	1283 (830)	31

* An extra 30 places have been offered at Heathfield Infant and The Vineyard this year.
 For details of cut-off distances, if applicable, for church schools within the borough, please contact the schools direct.

Start Your Primary School Admission Application

Apply online



**Apply online via
www.eadmissions.org.uk**

Please keep this brochure until you have received and accepted an offer of a primary school place for your child.

If you have any questions regarding school admissions, please contact:

Education, Children's and Cultural Services
Admissions Section
London Borough of Richmond upon Thames
Civic Centre, 44 York Street, Twickenham,
TW1 3BZ

Opening hours: Monday – Thursday, 9.00am
to 4.45pm; Friday, 9.00am to 4.30pm

Phone: 020 8891 7514

Minicom: 020 8831 6001

Fax: 020 8891 7714

Email: education.admissions@richmond.gov.uk

Website: www.richmond.gov.uk

Brochure design: canu.co.uk
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