



The Academy is aware that this is a daunting time for parents and students and we understand the excitement and anxiety that can be caused when Year 6 students transfer from primary to secondary school.

In order to ease this transition, for students and their parent/carers, we would like to invite you to our Open Evening.

**OPEN EVENING 4pm to 8pm  
WEDNESDAY 19 SEPTEMBER 2018**

Alison Lusuardi, Principal will give talks in the Lecture Theatre at 4:30, 6:00 and 7:15

**OPEN MORNINGS OCTOBER 2018  
TUESDAY 02 and 09  
THURSDAY 04 and 11**

Academy students will take parent/carers on a tour of the Academy by appointment 8:30 to 10:00am. Please call Penny Davies on 01753 214485 to arrange your tour.

**NFER ENTRANCE TEST  
(Non Verbal Reasoning)**

**SATURDAY 10 NOVEMBER 2018**

The Academy is committed to providing high quality education for children of all abilities and to ensure that children of all abilities have an equal chance of being offered a place, all applicants will be asked to sit a test of general, non verbal intelligence, provided and assessed by the National Foundation for Education and Research.

The Academy is happy to answer any questions or concerns regarding your application for a place at The Langley Academy please contact the Admissions Officer Penny Davies on 01753 214485

# Frequently Asked Questions

## **NFER TEST - Saturday 10 November 2018 at The Langley Academy**

All students will be asked to sit the test at The Langley Academy on Saturday 10 November. Students will be asked to supply an up to date passport sized photograph with their registration form. Further details on times will be communicated to parents after the registration deadline of Wednesday 31 October 2018.

### **What if my child is ill on the day of the test?**

Students will be given the opportunity to sit the test on another day at the Academy.

### **How long is the test?**

The test consists of four subtests. Each subtest is preceded by a set of instructions, and a number of examples and practice questions. Each of the four sections has 18 questions and students are allowed 9 minutes to answer each section. These times do not include the instructions and practice sections of each sub test. The total administration time for the test is approximately 45 minutes.

### **Why a Non Verbal test?**

A non-verbal test has the advantage of providing a measure of reasoning ability that is relatively unconfounded by verbal skills. This is desirable if wishing to avoid a cultural influence upon performance (both ethnic and social-class). Measuring reasoning by non-verbal means will give a more complete awareness of a student's ability.

### **Is it multiple choice?**

The questions in this test have been specially chosen from a bank of multiple-choice questions so that they cover a suitable range of difficulty for the test's purpose. Within each of the subtests the items have been arranged in order of increasing difficulty.

### **What does my child have to bring with them?**

The Academy provide all the equipment needed to sit the test

Test booklet

Answer sheet

Sharpened Pencils

Rubber

Spare sheet of paper for rough working

### **What does my child wear to the test at The Langley Academy site?**

There is no dress code on the day of the test. Children should come in comfortable fitting clothes appropriate to weather conditions on the day i.e. layering.

### **Can my child bring a drink?**

Yes they can bring a drink along to the Academy test and place the bottle under their desk.

### **My child has a medical condition, hearing or visual impairment or an Educational Health Care Plan - do they have to sit the test?**

All students applying for a place at The Langley Academy have to sit the entrance test, special arrangements will be made for those children with medical and or educational problems. Please contact Penny Davies on 01753 214485 to discuss these arrangements.

**What happens if my child is nervous on the day?**

Please assure your child prior to the test that unlike the grammar school tests, there is no pass or fail and the test result will only be used to place each child in one of 9 equal sized ability groups. The Academy will make every effort on the day to make all children feel comfortable in their surroundings.

**Can my child practice before the day?**

The test requires no preparation and is not designed to test your child's knowledge. If you would like to familiarise your child with the non-verbal reasoning test procedures, practice books can be purchased from W.H. Smith and other large book retailers.

**How is the test marked?**

Children's individual answer sheets are sent to the National Foundation for Educational Research for marking and placing into ability bands.

**How many bands are there?**

The Academy has a nine band system 1 being the lower ability and 9 the highest. The available places at the Academy are also divided into 9 equal sized groups and 20 places from each group of students are allocated.

**If I am unhappy with the banding result can my child re-sit the test?**

Children are given one opportunity to sit the test they will then remain in the allocated band.

**Can I have the test results?**

The Academy does not give out the scoring for the tests as they are used for ability banding and internal use only, however you will be informed of the band your child has been placed in.

# Frequently Asked Questions

## Registration and Allocation to Year 7 2019

If your child will be 11 years old by 31 August 2019 you should apply for a place at a secondary school using the Common Application Form provided by your Local Authority.

### **How do I apply for a place at The Langley Academy?**

**If you wish to apply for a place at The Langley Academy you must put it as one of your preferences on the Common Application Form.**

All parents must apply for a school place using the Common Application Form (CAF). These can be obtained from the Admissions and Access Team at Slough Borough Council. If your child attends a Slough Primary School the school will issue this form.

**The CAF is also available online from 01 September 2018 closing date is 31 October 2018. Visit [www.slough.gov.uk/admissions](http://www.slough.gov.uk/admissions)**

For further information on all Slough secondary schools please request a copy of the SECONDARY SCHOOL IN SLOUGH BOOKLET – Issued by Slough Borough Council

### **Do I have to complete an additional/supplementary form to the Academy?**

**Yes - Parent/Carers MUST also complete The Langley Academy Registration form to be considered for a place in September 2019.  
This will be available from 05 September 2018.**

If your child attends a local Primary School the school will give your child a copy to bring home in September 2018.

Visit [www.langleyacademy.org](http://www.langleyacademy.org) or telephone Penny Davies on 01753 214485 to request or download a copy from the academy website after 05 September 2018.

Registration forms will also be available on our Open Evening Wednesday 19 September 2018

### **Is there a deadline to apply?**

**The closing date to complete the NFER form to register for the test is 31 October 2018**

### **I live outside of the area. Can I still apply?**

Yes out of area applicants should also complete a Common Application Form (CAF) for their Local Authority and return it to them by the stated deadline. You MUST also complete The Langley Academy Registration Form.

### **Do I need to supply a photograph of my child to sit the test?**

All students registering to sit the test will need to attach a recent passport sized photograph to their registration form for student identification.

### **Late Application?**

All children will be given the opportunity to sit the Academy entrance test.

### **How many places are allocated?**

The Langley Academy will admit up to their planned admissions of 180 students.

### **When are they allocated?**

180 places are allocated by Slough Borough Council Admissions Department on 01 March 2019. Places are allocated using the banding information given by The Langley Academy and in accordance with the parent/carer preferences on the CAF Form.

### **How are they allocated?**

Admissions to The Langley Academy are through the Slough LA's Co-ordinated scheme and its timetable. You will receive a letter from the Slough LA confirming your secondary school placement, followed by a letter of confirmation from the Academy.

### **How many students are taken from each band?**

In line with the Academy's Admission policy, 20 places from each of the nine ability bands are allocated based on the oversubscription criteria in the updated policy which applies for Year 7 entrants from Sept 2016. This gives us our 180 yearly intake.

### **Do I have to give proof of my child's residence?**

Selection to the Academy is based on the student's permanent address which is the permanent address of normal residence during term time. Where parental responsibility is shared, the address of the parent/guardian who receives the Child Benefit Allowance or Child Tax Credits for the child will be taken as the permanent address. If you do not receive Child Benefit or Child Tax Credits we will need to see a letter from a GP or child's Bank Account that formerly links the child with the address. You will also need to provide a utility bill which is less than 3 months old.

### **How do you get the distance?**

All distance measurements will be made by a straight line from a fixed point within the Academy's site to the front entrance of the applicant's place of residence. In the case of flats and other houses in multiple occupancy, lower floors will be deemed to be closer than higher ones. In the case of multiple flats on one floor, lower numbers will be deemed closer than higher ones.

### **Will my child go on a waiting list if they are not allocated?**

The Academy keeps a waiting list and you will be informed if a place becomes available. The Academy will write to you during the course of the academic year asking if you wish to remain on the waiting list and to complete a new waiting list form.

### **Will I be informed of their position on the waiting list?**

The Academy writes to every parent/carer whose child has taken the entrance test to confirm their banding and position on the Academy waiting list.

### **Does my child automatically get a place if they attend Parlaunt Park Primary Academy (Formally linked through the Langley Academy Trust)?**

After looked after students, students with a statement of education needs and students of teaching staff is applied, students from Parlaunt Park will be automatically offered a place in their banding up to the maximum band number of 20 places. Once a band is filled in line with the admissions criteria students over and above twenty will be placed on the waiting list within that banding measured on distance criteria.

**Does my child automatically get a place if they have a sibling attending the academy?**

After looked after students, students with a statement of education need, students of teaching staff and Parlaunt Park is applied, sibling will be offered based on distance criteria up to the maximum band number of 20 places. Once a band is filled with in line with the admissions criteria students over and above twenty will be placed on the waiting list within that banding measured on distance criteria.

**What is the policy for twins and same year siblings?**

Where applications are received from twins, triplets or same-year siblings the following procedure will be followed. If one child is selected for a place within their band the twin/triplet/same year sibling will be ranked in their band immediately below looked after children, students with a statement of education needs and students of Parlaunt Park Academy Trust.

**Can I appeal if I am not offered a place at The Langley Academy?**

Every parent/carer has the right of appeal and details of the appeals process can be obtained from The Langley Academy Admissions office.



**Please complete and return to the Admissions Officer at The Langley Academy by 31 of October 2018**  
 Langley Road, Langley, Slough, Berkshire SL3 7EF  
 Admission Dept : Tel: 01753 214485 Fax:01753 596321  
 Email [admissions@langleyacademy.org](mailto:admissions@langleyacademy.org)

**REGISTRATION FORM FOR THE NFER TEST  
 (ADMISSIONS YEAR 7 SEPTEMBER 2019)**

**please attach a recent passport sized photograph for student identification**

**Please note students will not be able to sit the test if a photograph is not attached**

For Academy Use Only	Date Application Received
Date of Entrance Test	Session Venue The Langley Academy
Band	Distance

**Please print clearly in black ink and capital letters**  
**STUDENT NAME**

(as stated on birth certificate)

Forename.....

Middle Name.....

Surname.....

D.O.B.....

Home Address (Students permanent address of normal residence during term time) **IT IS THE PARENTS RESPONSIBILITY TO INFORM TLA OF ANY CHANGE OF ADDRESS PRIOR TO ALLOCATION DAY IN MARCH 2019**

POST CODE.....

Male  Female

**DETAILS OF PARENT/CARER LIVING AT THE HOME ADDRESS**

Title	Forename	Surname
Home Tel:	Work Tel:	Mobile:
Relationship to Student		Email:
Title	Forename	Surname
Relationship to Student		Email:
Home Tel:	Work Tel:	Mobile:

**Name and address of present/last school**

Does a sibling attend The Langley Academy at present:  
 (if more than one sibling attends please give name and year group of youngest)

NAME  YEAR GROUP  HOUSE

I am a member of Academy Staff  LENGTH OF SERVICE

**I understand that if I do not name The Langley Academy on the Common Application Form, then this application will become invalid. I also understand that should false information be given in the above details, any subsequent offer will be withdrawn and my son/daughter will no longer be considered for a place.**

Signature(s) of Parent(s)/Carer(s)

Date

**PERSONAL INFORMATION SUPPLIED WILL BE HELD AT THE LANGLEY ACADEMY AND IS SUBJECT TO THE DATA PROTECTION ACT 1998. DATA MAY BE EXCHANGED WITH OTHER LOCAL AUTHORITIES IF NECESSARY.**

## APPLICATION DETAILS

### YEAR 7 – 2019

- If your child is 11 between 1 September 2018 and 31 August 2019 you should apply for a place at secondary school now using the **Common Application Form** provided by your **Local Authority**.
- If you wish to apply for a place at The Langley Academy, **you must place it as one of your preferences on the Common Application Form.**
- **The Local Authority for Slough residents is Slough Borough Council you will need to complete their On –Line Common Application Form by 31 October 2018.**
- **Out of area applicants** should also complete a **Common Application Form** for their **Local Authority** and return it to them by the **stated deadline.**
- **You must also complete The Langley Academy Registration Form for the NFER Test and return it to The Admissions Officer, The Langley Academy, Langley Road, Langley, Slough, Berkshire SL3 7EF by Wednesday 31 October 2018.**
- You should also read The Langley Academy Admissions Policy, and the Information for Parents Booklet published by your Local Authority. This will give you full details of the admissions criteria and procedures for securing a place at the Academy. Copies are available from the Admissions Department at Slough Borough Council.
- For information regarding the academies Safeguarding Procedures please see the academy website [www.langleyacademy.org](http://www.langleyacademy.org)

### OPEN EVENING

- **The Langley Academy Open Evening: We would like to invite you to attend our Open Evening to be held at The Langley Academy, Langley Road, SL3 7EF on the following date.**

**Wednesday 19 September 2018 4pm to 8pm**  
**Talks at 16:30, 18:00 and 19:15**

Open mornings in the weeks following will be available by appointment with Penny Davies on 01753 214485

### NFER TEST

- **The Non Verbal Reasoning Test will take place on the date below.**

**Saturday 10 November 2018**

Student Registration Details will be sent to you prior to test date

**NB. This is not an application form for a place at The Langley Academy, you must complete the Common Application Form for your Local Authority by 31 October 2018 and make the Academy one of your preferences on the form. The Langley Academy DCSF number is 871 6905**

I have named The Langley Academy on my son's/daughter's Common Application Form

The Applicants name at the front of this form is exactly the same as stated on the Common Application Form