

Admission to Herne Bay High School – September 2025

Herne Bay High School is a community school which, through a carefully differentiated curriculum, caters for children of all abilities. We promote the philosophy of a comprehensive school for the benefit of all our students and therefore places are allocated through a comprehensive banding assessment. This is not an entry test; it purely identifies which ability band children fall within. Details of the banding process and the oversubscription criteria are provided below. We also provide an allocated provision for those that are successful in the Kent Test.

If you wish to apply for a place at Herne Bay High School, you will be required to nominate us as one of your preferences on the Common Application Form. Information and application forms are available online at www.kent.gov.uk/ola or through your child's primary school.

We participate in the Kent Co-ordinated Scheme for Transfer to Year 7 as determined by Kent County Council (KCC) as the local Authority.

Herne Bay High School Admission Arrangements for entrance into Year 7

Herne Bay High School admits student primarily, but not limited to, the area of Herne Bay as defined by the CT6 postcode. The number of intended admissions for Year 7 is 258.

Before the application of oversubscription criteria, children with an Educational Health Care Plan (EHCP) which names the school will be considered. As a result of this the published admissions number will be reduced accordingly.

If the number of preferences for the school is more than the number of places available, places will be allocated within the ability bands described below and then the oversubscription criteria applied to each band.

Banding

All applicants who have not passed the Kent Test are required to sit our banding assessment. This assessment is not an entry test; it is to enable students of different abilities to have an equal opportunity to gain a place at Herne Bay High School. Any applicants who have passed the Kent Test will be allocated an SBS of 118. The profile also enables the school to operate as a comprehensive school. Further detailed explanation of this and the Banding Assessment are available from the school, but the table below gives indicative proportions and numbers:

Band	1	2	3	4	5	6	7	8
Indicative SBS	Less than 82	82-87	88-93	94-99	100-105	106-111	112-118	More than 118
Indicative Percentage of cohort	11%	12%	13%	14%	14%	13%	12%	11%
Number of students	28	31	34	36	36	34	31	28

SBS – Standardised Banding Score

Note – where less than the required number falls into a band, we will distribute evenly from adjacent bands. If two applications are received which are identical in nature (i.e. within the same band and identical distance from the school) then both applicants will be offered a place.

Applicants who do not sit the assessment, other than those who have passed the Kent Test, will be ranked according to the oversubscription criteria, and allocated a place only in the event that there are available places at the school after all students who have taken the assessment have been considered.

For each band the following over-subscription criteria will be applied:

1. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school. A previously looked after child means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after 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 as a result of being adopted. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.
2. Current Family Association. A brother or sister on the roll of Herne Bay High School at the time of entry. In this context brother or sister means children who live as brother or sister in the same house, including adopted siblings, stepbrothers or sisters and foster brothers or sisters. If siblings from multiple births (twins, triplets, etc) apply and one is successful then a place/s will be made available to the other sibling/s provided they have completed the banding assessment.
3. A child of a permanent member of staff, providing the child lives in the same property as the staff member. In this context, a child means a natural son/daughter, stepchild, adopted or fostered child. Members of staff must have been employed by Herne Bay High School for two years or more at the time the application for school admission is made and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage. The definition does not include contract or temporary staff.
4. Proximity of a student's home to Herne Bay High School, with those residing in the CT6 postcode area and living closest being given highest priority. The school uses measurements provided by the Local Authority. A pupil's home address is considered to be a residential property that is the child's only or main residence and not an address at which your child may sometimes stay or sleep due to your own domestic or special arrangements. The address must be the pupil's home address on the day you completed your application form. If you live separately from a partner but share responsibility for your child who lives at two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of weekdays. If two applications are received which are identical in nature (i.e. within the same band and identical distance from the school) then both applicants will be offered a place.

After a place has been offered the school reserves the right to withdraw the place in the following circumstances:

1. When a parent has failed to respond to an offer within a reasonable time
2. When a parent fails to notify the school of important changes to the application information
3. The admission authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent.

Supplementary form required:

YES in the form of our banding assessment (and for those applicants who have not passed the Kent Test)

Electronic forms for applying for the banding assessment are available on the Herne Bay High School website.

Waiting lists will be maintained up to January 2026 and this list will be re-ranked, in line with the published over subscription criteria, every time a child is added.

Procedure for admission arrangements for students outside of their expected year of entry

Requests for admission to Herne Bay High School outside of the normal age group should be made in writing to the Principal, as early as possible in the admissions round associated with the student's date of birth. This will allow the school sufficient time to make a decision before the closing date. Parents are not expected to provide evidence to support their request to defer their application, however where provided it must be specific to the child in question. This might include medical or Educational Psychologist reports. There is no legal requirement for this medical or educational evidence to be secured from an appropriate professional, however, failure to provide this may impede the school's ability to agree to deferral. Parents are required to complete an application for the normal point of entry at the same time, in case their request is declined.

For In-Year Casual Admissions (IYCA), the banding process is not undertaken, and a child is not required to sit the banding assessment. If the school is full in the year group that they are seeking entry the child will be added to the waiting list for that year in accordance with the oversubscription criteria from points 1- 4 above.

Herne Bay High School Admission Arrangements for entrance into Year 12

1. Priority will be given to existing students transferring from Year 11. The PAN for external candidates will be 50. This figure may be exceeded if this, and the number of internal pupils transferring into Year 12, is less than the overall total figure. Subject to course availability the overall year group total is 200. Over subscription waiting lists will be maintained up to one week after the 6th Form term has commenced.
2. All applicants apply via the Kent Choices website (www.kentchoices.com) and no further applicants will be accepted after our deadline, which is detailed on the school's website. Additional applicants should make contact in August after GCSE results are known.
3. Minimum entry requirements for each subject are detailed on the Kentchoices4u website or via our website www.hernebayhigh.org.

Overall entry requirements are:

Level 2 – 5 GCSE Grade 9-2 including Maths and English Minimum Grade 3
Level 3 – 5 GCSE Grade 9-4 including Maths and English Minimum Grade 4

4. All applicants are invited to discuss their choices at an information, advice and guidance meeting in the Spring term.
5. Oversubscription criteria: Students are admitted from all accessible areas however no further students are accepted after the Autumn Term Census date.

After a place has been offered the school reserves the right to withdraw the place in the following circumstances:

1. When an applicant has failed to respond to an offer within the deadlines stated on the offer letter
2. When an applicant has failed to notify the School of relevant changes to the application information
3. When a place had been offered on the basis of a fraudulent or intentionally misleading application.