

Primary and Secondary Education in Middlesbrough

A Guide for Parents 2025 - 2026



MIDDLESBROUGH COUNCIL

This booklet aims to help you if your child is starting school for the first time, moving from primary to secondary education, transferring from one school to another or if you are new to the area. It describes admission arrangements for our primary and secondary schools.

The Guide contains general information on education in Middlesbrough and lists each of the schools in the Local Authority (LA), together with admission arrangements, including the type of school, and the maximum number of places normally available in each school year.

You are entitled to express a preference as to which primary or secondary school you want your child to attend. Details of how to do this are given in the booklet.

Each school has their own website, please visit the schools' websites to view information about each individual school including the admission policy agreed by the school and the LA or governing body.

If you require more details or clarification about admission arrangements, admission zones or education in general, please write to:

School Admissions
Middlesbrough Council
PO Box 500
Middlesbrough
TS1 9FT

The information contained in this Guide is correct at the time of going to press.

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PART ONE - ADMISSIONS ARRANGEMENTS

1. TYPES OF SCHOOL

Primary schools in Middlesbrough admit children between the ages of 4 and 11. They normally enter school via one of the nursery classes attached to schools. All our schools are age 4-11 primary schools.

All secondary schools in Middlesbrough admit children from age 11 to 16. Some schools also have sixth forms where children can continue education until they are 18, namely Macmillan Academy, Trinity Catholic College and The Kings Academy. Other separate sixth forms exist in Middlesbrough also.

All schools in Middlesbrough are day schools (i.e. not boarding schools) and are co-educational, taking both boys and girls.

Later in this guide, a list of schools in the LA can be found. Each school publishes a prospectus describing the school. These are available from the school directly.

2. NURSERY EDUCATION

Every primary school in Middlesbrough has a nursery unit attached to it and this is where most children will begin their education.

Parents must apply directly to the school/schools of their choice for a school nursery place. Schools will have their own guidelines for allocating nursery places and you should check directly with the school on how places are allocated and at what age they may be able to offer nursery places.

Middlesbrough's Family Information Service can provide advice to parents on all aspects of nursery provision both in schools and with private providers. Information can also be given on Achieving 2 Year Old funding (known as the Golden Ticket).

Please see their website at fis.middlesbrough.gov.uk for further information or telephone 01642 354200.

N.B. Parents should note children admitted to a school's Nursery class are not guaranteed a place in the reception class of that school and will need to apply for a reception place as detailed later in this brochure.

3. SCHOOL ADMISSIONS GENERAL INFORMATION

Children start full-time primary school in the academic year in which they turn five years of age. The first class they will attend is called the reception class. The following year's classes are called Year 1 through to Year 6.

In Year 7, children begin secondary school and remain there until Year 11 when they will be aged 16.

Places in schools are **NOT** granted automatically, parents need to apply to the Local Authority for a place at their preferred schools, this applies for both primary and secondary schools.

How and when do I apply for a primary or secondary school place?

Application packs are issued to parents in the academic year before the child starts the relevant school. For primary school this will be in the November in the academic year that the child turns four. For secondary school this will be in the September that the child enters Y6 of their primary school. Please read the sections in this booklet on Primary School Admissions and Secondary School Admissions for further details of timetables and procedures.

Preference forms should be obtained from and returned to the Local Authority in which the pupil's home address is located. Parents can apply for schools in another Local Authority using the preference form, Local Authorities co-ordinate with each other to allocate school places.

The preference forms must be completed and returned before the specified closing dates. There are spaces for up to three primary schools and four secondary schools to be specified on the forms, you are strongly advised to enter the maximum number of different schools, in order to give your child the best chance at being allocated a school of your choice.

N.B. It does not improve the chances of getting your preferred school if the same school is entered three or four times on the form, this will be classed as one choice.

If your child does not receive a pack at the appropriate time please contact the Local Authority in which your child lives. It is the responsibility of the parent or guardian to ensure they apply for school places.

Online School Admission Applications

To apply online you will need to have access to an Internet connected computer; this could be at your home or at your local library, community centre etc. When you receive your application pack it will include details of how to apply online.

The advantages of applying online are:

- If you apply online you will not have to fill in and post a paper application.
- You will be able to print your online preference form for your records.
- You can change the details of your preferences if you wish (provided it is before the closing date).
- You will be sent an email on the notification date advising you which school your child has been allocated.
- You will be able to log-on to the admissions system on the notification date to find out which school your child has been allocated, and therefore will not have to wait for your letter in the post. (You must keep the details of your log-on id and password to do this).

The online system will be open for parents to apply online after the application packs have been sent out, until the closing date as shown in the timetable. The system will then close and re-open on the date that the notification letters are issued, it will then display your child's allocated school.

What will happen if I do not return a preference form?

If a preference form is not returned for your child, then a place will be allocated by the Local Authority, this will be at a school that has places left after all other applications have been processed. This may result in your child not being allocated a school of your liking.

The school admissions team will send application packs where children's details are known and may send reminder letters but the responsibility to apply remains with the parent/guardian of the child.

Please note that you must apply for a reception place even if your child already attends the school nursery of that school.

How are the school places allocated?

In most cases it will be possible to comply with parental preferences and the majority of children will be allocated a place at one of their choices of school.

Every year, there are instances when some schools are over-subscribed, that is there are more applications than there are places available. Schools have set admission limits according to the school's capacity. The numbers for each school are available later in this brochure.

If a school is over-subscribed, the school's over-subscription criteria is applied and will be used to decide which parents' preferences can be met and therefore which children will be given places. Details of the over-subscription criteria for primary and secondary schools are given in the sections 'Primary School Admissions' and 'Secondary School Admissions' later in this brochure.

What happens if my child is not offered a place at my preferred school?

If your child cannot be offered a place at a preferred school, the Local Authority will allocate your child a place at the nearest suitable school to your home address that has places available.

If a place is refused at any school, parents have the right of an appeal to an Independent Appeal Panel.

Appeals Procedure

In the event of parents not being satisfied with the response to their preferences, there is an opportunity to make an appeal to an Independent Appeals Panel which is empowered to make a final decision on the matter. Parents have the opportunity to put their own case to the Appeals Panel, if they so wish.

Full details of how to make an appeal will be sent to you, should an admission authority be unable to meet your preference for a particular school. Parents can only appeal once for any academic year unless there has been a significant change in circumstances relevant to the application.

The appeal panel's decision is final and binding on the schools, parents and Local Authority. If a parent is not satisfied with the appeal panel's decision, the only recourse is to the Local Government Ombudsman and would need to prove mal-administration.

In 2024, appeals for admissions to Y7 classes were held in respect of the following secondary schools in Middlesbrough: Acklam Grange School, Macmillan Academy, Outwood Academy Acklam, Outwood Academy Riverside, The King's Academy.

In 2024, appeals for admissions to reception class were held in respect of the following primary schools in Middlesbrough: Abingdon Primary School, Acklam Whin Primary School, Archibald Primary School, Hemlington Hall Academy and Linthorpe Community Primary School.

Which school admission zone do I live in?

Most schools have their own admissions zone serving their local area. Community schools and Catholic schools have separate admission zones. To find out which admissions zones serve your home address, please telephone the Admissions Section on **01642 726518/728732**. You can also find information on admission zones within the school admissions section at www.middlesbrough.gov.uk

Trinity Catholic College, Outwood Academy Acklam, Outwood Academy Ormesby and Outwood Academy Riverside do not have admission zones.

Macmillan Academy has a separate admission zone, details of which are available from the Academy or from the Academy's prospectus.

Pupils living in the admission zone of a school are not guaranteed a place at that school. Admission zones are used as part of schools' oversubscription criteria.

Child's Home Address

A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives.

Proof of address may be required (see below for details of evidence which may be requested).

You must not give the address of childminders, grandparents or any other family members or friends who may share in the care of your child.

If you move house during the application and/or allocation process, parents must inform the School Admissions section immediately as this could have an effect on which school the child is allocated. Proof of address move will be required; two pieces of evidence must be submitted such as Child Benefit Letter, Child Tax Credit letter, Council Tax bill, tenancy agreement, solicitor's letter confirming house sale, bank and credit card statements.

Due to the coordinated admissions processes, the address used for allocation process will be the address at the time the allocation process begins (please note places can be finalised several weeks before offer letters/emails are released to parents/guardians, therefore if you are moving house around this time, please contact the Admissions team for guidance). It is the responsibility of the parent to ensure that the School Admissions Team are provided with the correct address and/or any address change details with any relevant evidence.

The LA will not consider temporary addresses as being the parental address. This means that if, for example, you live temporarily with other family members or move to temporary accommodation for any reason, the parental address will remain at the address at which you were living before the temporary move took place.

Fraudulent Applications

If the Local Authority considers that fraudulent or intentionally misleading information (such as a false address) has been given, a place allocated at a school will be withdrawn.

School places are withdrawn most years due to fraudulent applications.

Late Applications

Applications received after the closing date for oversubscribed schools will only be considered if there is evidence of a good reason for the lateness. Examples of good reasons may include when a single parent has been ill for some time, or a family has just moved into the area, or a family is returning from abroad.

If your application is classed as 'late', then it is highly unlikely that you will be allocated your preferred school unless the school is not oversubscribed.

Where families have moved to a new address after places have been allocated, preferences will only be agreed if places remain available in the preferred school. If the preferred school, including the admission zone school, is full, a place will be offered at the school closest to the home address with places available.

Any parent whose child has been refused a school place, for which they have applied, will be offered the right to appeal against the Admission Authority's decision.

Waiting Lists

Waiting lists will be maintained for those unsuccessful at gaining a place at their preferred school for admission to Reception Year (primary) and Year 7 (secondary). The waiting lists will be maintained in order of the oversubscription criteria and not in the order in which applications are received or added to the list. The waiting lists will be held open until the 31 December 2025, after which time they will close. If appeals are pending, places will still be allocated from the waiting list before appeals are heard.

How do I decide which school would be best for my child's needs?

Collect as much information as possible about the schools you are interested in.

All schools, have their own websites which should include information about the school, including the subjects on offer, extra curricular activities, arrangements for school meals and school uniforms, policies on behaviour, discipline, special educational needs etc.

Visit the schools you are interested in. This will give you first hand experience of the facilities and teaching staff and allow you to ask any questions you may have.

Open evenings for secondary schools are usually held in the autumn term, details of these can be found on the Middlesbrough Council website at [www.middlesbrough.gov.uk/school admissions](http://www.middlesbrough.gov.uk/school-admissions).

View reports published by The Office for Standards in Education (OFSTED). This is the Central Government office which is responsible for carrying out inspections of all schools. OFSTED reports can be obtained from the school concerned (there may be a small charge to cover photocopying costs). They are also available on the Internet at www.ofsted.gov.uk. Alternatively they should be available in your local library.

School Performance Tables can be found at www.gov.uk/school-performance-tables. Performance Tables should only be used as part of the overall decision about the school you feel is most appropriate for your child.

Admission of children below compulsory school age and deferred entry to school

Children are entitled to a full-time school place in the September following their fourth birthday. Parents can defer the date their child is admitted to school until later in the academic year or until the child reaches compulsory school age*, but not beyond the beginning of the final term of the academic year. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age. This arrangement would be made with individual primary schools after the Local Authority has allocated a place by the normal admissions round as detailed in the booklet.

Before deciding to delay a child's entry to school, we would recommend that parents visit the schools they are thinking of applying for. The teachers will be able to explain the provision on offer to children in the reception class, how it is tailored to meet the needs of the youngest pupils and how the needs of these pupils will continue to be met as they move up through school. They may also be able to allay any concerns parents may have about their child's readiness for school.

*A child reaches compulsory school age on the prescribed day following their fifth birthday (or on the fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August.

Admission of children outside their normal age group

In exceptional circumstances parents may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child (i.e. a child born from 1 April to 31 August) may prefer not to send their child to school until the September following their fifth birthday and request that they are admitted out of their normal age group i.e. to reception rather than year 1.

If a parent wishes their child to be admitted outside their normal age group then this must be made clear on their application to the Local Authority for a school place. Relevant information must be submitted with the application such as information about the child's academic, social and emotional development, this should include third party evidence such as medical history and the views of a medical professional and / or information from previous educational establishments or any other information the parent thinks is relevant.

The application will be considered by the LA and /or the admissions authority of the school/schools to which the application is made. (Please note that the Local Authority can only make decisions for Community schools, any school which is an Own Admission Authority School such as Foundation Schools, Academies and Voluntary Aided schools will be responsible for their own decisions.)

A decision will be made as to whether the child can be admitted to that school outside the normal age group. If the school refuses to admit the child outside the normal age group relevant reasons will be provided. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Parents of summer born children must apply for a reception place for their child at the usual time, but must make clear on the application that they wish to admit their child outside of the normal age group, i.e. a year later, providing evidence as detailed above. The request must be made by the primary applications closing date, any requests received after this date will not be considered. If the request is refused, parents must decide whether to accept the offer of a place for the normal age group, or to refuse it and make an in-year application for admission to Year 1 for the September following the child's 5th birthday. If the request is agreed by the preferred school/schools then the application for reception will be withdrawn before a place is offered. The parent must then make a new application as part of the main admissions round the following year, the application will be processed as normal and places will be allocated at schools according to the schools' oversubscription criteria.

Parents of summer born children who delayed their children's start for one year and remain one year behind, must also follow the process as above, ie they must apply for a Year 7 secondary school place when their child is in Year 5 as part of the main admissions round and again ask that their preferred school/schools agree to consider an application for Year 7 in the following year when the child will be in Year 6. All applications must be made within the main admissions round timetable and places will be allocated according to the schools' oversubscription criteria.

Parents should be aware that schools and admission authorities cannot be required to honour a decision made by another school or authority on admission out of the normal age group. If a place is not available at the school/schools that have agreed to the request, other schools may insist the child is admitted to the correct year group. This may also apply to children moving later in their school life from primary school to secondary school, if the child is due to move into Y7 (the first year of secondary school), the secondary school may insist the child be admitted to the correct year group according to their date of birth.

If you would like to discuss this further, please contact the School Admissions Team or the Head Teacher of the schools you may be interested in applying for.

Privacy Notice

The information provided on or with your application form will be used for the administration of School Admissions and to ensure Council records are correct. Information may also be shared with other agencies and service providers to ensure your child receives an appropriate service or for the prevention of fraud or crime. For our full Privacy Notice see www.middlesbrough.gov.uk/privacy/schools

4. PRIMARY SCHOOL ADMISSIONS

Please read the section titled School Admissions General Information before reading this section.

This section deals with the arrangements for admitting children into full time education at maintained primary schools in Middlesbrough during the 2025/26 academic year.

The children concerned are those born on or between 1st September 2020 and 31st August 2021. The first full-time class into which children start is called the reception class. Children start in reception in the academic year in which they turn five years of age.

In addition to this brochure, each primary school produces a prospectus which is available, on request, from the Head Teacher.

All primary schools in Middlesbrough have nurseries, which many children will have attended prior to attending full time. School nursery children **MUST** apply for a reception place also. Attendance at a schools nursery does **NOT** guarantee a full time place in the school.

How and when do I apply for a primary school place?

Your child will NOT be automatically allocated a school place, you will have to apply for a place.

Parents are invited to submit a preference for a place in a primary school reception class in the November of the academic year in which the child turns four.

Children at school nurseries will usually have their details passed to the School Admissions Section and we will send application packs out. (A place at a school nursery however does not guarantee a place at the school). Children in private nurseries and those not at any nursery will need to contact the School Admissions Section to register their child's details so application packs can be issued. Posters will be displayed in public places, such as libraries, to inform parents of the need to register with the Admissions Section at the relevant time. It is the responsibility of the parent to ensure that an application is made at the appropriate time.

You **must** complete and return the preference form and return it by the closing date, (see timetable). Applications can also be made on-line, further details are given in the section on School Admissions General Information. **All children requiring a reception place at a school must apply for a place – even if your child attends the school's nursery. A place at the school nursery does NOT guarantee a full-time place in that school.**

You are strongly advised to submit three preferences, as this will give your child a better chance of obtaining a place at a preferred school. If the same school is entered as first, second and third preference, this does not increase your chances of a place at that school, instead it will limit your child's chances from three schools to one, therefore it is in your child's best interest to use your three preferences wisely.

Primary Admissions Over-subscription Criteria

The over-subscription criteria is used to determine how school places will be allocated if the school has more applications than places.

Listed below is the oversubscription criteria and admission number for Middlesbrough community schools, which are Beech Grove Primary, Park End Primary and Whinney Banks Primary. Other primary schools in Middlesbrough are either Foundation Schools or Academies, and their admission policies and oversubscription criteria can be found in Appendix A.

Beech Grove Primary School - 68

Park End Primary School - 72

Whinney Banks Primary - 60

Oversubscription Criteria for Community Schools

Where more parents/guardians have expressed a preference for a particular school than the admission number, the LA must apply its oversubscription criteria in deciding which parents/guardians preferences can be met. After the admission of pupils with an Education, Health and Care Plan where a particular school is named in the Plan, the remaining places will be awarded in the following priority order:

1. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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). See Note 1.
2. Pupils permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). (See Child's Home Address section).
3. Pupils who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/guardian's partner living at the same address attending the school in the September of admission. See Note 2.

4. Pupils with exceptional social and/or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application). The supporting letter should detail why the school(s) applied for is/are the only one(s) that can accommodate the child. See Note 3.
5. Pupils who reside closest to the school as determined by a straight line distance measurement; from the address point for the child's home to the identified main school gate, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

'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 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. This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

When distinguishing between children within the same criteria the child with the highest second criteria will be admitted i.e. a child living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criteria than a child who lives in the admission zone but does not have a brother or sister attending the school.

Should it not be possible to separate two or more applications, for example two applicants who live at an equal distance from the school, the Local Authority's computerised system will use random selection.

ADDITIONAL NOTES

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criteria

Note 2: For consideration under the sibling criteria, the sibling must still attend the school at the time when the child for whom the place is sought joins the school. This criterion only applies to siblings who are of compulsory school age, not younger siblings who attend a nursery setting attached to a school.

Note 3: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the Admissions Team to discuss the matter in confidence before you submit your application. Applications submitted with evidence appertaining to exceptional social and or medical reasons may be shared with and discussed at an admissions panel meeting which can include professionals such as a doctor, educational psychologist, social worker etc who will give opinions and make decisions on whether the application fits the criteria.

Twins or Multiple Birth Children: If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and you have applied to the same school for the other child(ren).

Late Applications: The LA will accept applications which are received late only when there is evidence of an exceptional circumstance which prevented submission by the stated deadline and only if the application is received before the date the allocation procedures begin. These will then be treated in the same way as all other applications. Examples of an exceptional circumstance may include when a single parent has been ill for some time, or a family has just moved into the area or returned from abroad. In the event of a late application not being accepted or receipt is after the date the allocation procedures begin, and the school(s) requested are oversubscribed, then places will be offered at the school nearest to the home address with places available.

Where families have moved to a new address after places have been allocated, preferences will only be agreed if places remain available in the preferred school. If the preferred school, including the admission zone school, is full, a place will be offered at the school closest to the home address with places available.

Re-allocation of Places which become available before Appeal Hearings: Where places become available prior to an appeal hearing, they will be re-allocated from the waiting list in accordance with the oversubscription criteria.

False and Misleading Information: The LA reserves the right to withdraw the offer of a place or, where a child is already attending the school, the place itself, where it is satisfied that the offer or place was obtained by deception.

Timetable for Primary School Admissions

- 15th November 2024** - Application packs sent to parents with details of how to apply. Online application website opens.
- 15th January 2025** - Closing date for receipt of online and paper applications. (Closing date for applications to defer entry to Reception for one year).
- 16th April 2025** - Letters/emails released informing parents of their child's allocated school. (Letters are released by second class post).
- June/July 2025** - Appeals to be heard by Independent Panels.

Breakdown of Primary School Allocations for September 2024 Intake

The following table shows how primary school places were allocated, in the academic year 2024/25, for Middlesbrough community primary schools.

Information on the breakdown of allocations for foundation schools and academies in Middlesbrough are details in Appendix A.

School	Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admission limit 2024/25
	SEN*	i	ii	iii	iv	v					
Beech Grove Primary	6	2	27	1	0	3	0	0	55	39	68
Park End Primary	0	4	43	7	0	12	0	0	83	66	72
Whinney Banks Primary	2	1	40	11	0	4	0	0	76	58	60

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

Primary School Details						
School Address & Website	Status	Tel No. (all code 01642)	Admission Limit for Reception in 2025/26	Number of pupils to be admitted 2024/25		
Abingdon Primary , Abingdon Road, Middlesbrough, TS1 3JR www.abingdonprimary.org.uk	Academy	210567	75	77		
Acklam Whin Primary , Carlbury Avenue, Middlesbrough, TS5 8SQ www.acklamwhin.co.uk	Foundation	813938	60	62		
Archibald Primary , Ayresome Green Lane, Middlesbrough, TS5 4DY www.archibaldpri.org.uk	Academy	804101	60	60		
Ayresome Primary , Parliament Road, Middlesbrough, TS1 4NT ayresomeprimary.co.uk	Academy	244961	90	90		
Beech Grove Primary , Beechwood Avenue, Middlesbrough, TS4 3AP www.beechgroveschool.org.uk	Community	818577	68	39		
Berwick Hills Primary , Westerdale Road, Middlesbrough, TS3 7QH www.berwickhills.org.uk	Foundation	245598	45	42		
Brambles Primary Academy , Kedward Avenue, Middlesbrough, TS3 9DB brambles.teesvalleyeducation.co.uk	Academy	210704	45	45		
Breckon Hill Primary , Breckon Hill Road, Middlesbrough, TS4 2DS www.breckonhillprimary.co.uk	Academy	243044	90	70		
Caldicotes Primary Academy , Spencerfield Crescent, Thorntree, Middlesbrough, TS3 9HD www.caldicotesprimaryacademy.org	Academy	243040	30	26		

School Address & Website	Status	Tel No. (all code 01642)	Admission Limit for Reception in 2025/26	Number of pupils to be admitted 2024/25
Captain Cook Primary , Stokesley Road, Marion, Middlesbrough, TS7 8DU www.captaincookprimary.co.uk	Academy	315254	60	55
Chandlers Ridge Academy , Chandlers Ridge, Nunthorpe, Middlesbrough, TS7 0JL chandlersridge.org.uk	Academy	312741	50	46
Corpus Christi Primary , Cargo Fleet Lane, Middlesbrough, TS3 8NL corpus.npcat.org.uk	Academy	211597	34	26
Easterside Primary Academy , Erith Grove, Easterside, Middlesbrough, TS4 3RG www.eastersideacademy.co.uk	Academy	273006	45	43
Green Lane Primary Academy Green Lane, Middlesbrough, TS5 7RU www.greenlanemiddlesbrough.co.uk	Academy	277407	90	80
Hemlington Hall Primary Academy , Briscoe Way, Hemlington, Middlesbrough, TS8 9DA www.hemlingtonhallacademy.co.uk	Academy	591171	30	32
Kader Academy , Staindrop Drive, Acklam, Middlesbrough, TS5 8NU www.kaderacademy.co.uk	Academy	286599	60	45
Lingfield Primary , Buxton Avenue, Marion, Middlesbrough, TS7 8LP lingfieldprimary.co.uk	Academy	319918	30	29
Linthorpe Primary , Roman Road, Linthorpe, Middlesbrough, TS5 6EA www.linthorpeprimary.co.uk	Academy	885222	90	90

School Address & Website	Status	Tel No. (all code 01642)	Admission Limit for Reception in 2025/26	Number of pupils to be admitted 2024/25
Marton Manor Primary , The Derby, Marton Manor Estate, Middlesbrough, TS7 8RH www.martonmanorprimary.co.uk	Academy	285001	30	28
Newham Bridge Primary , Cayton Drive, Middlesbrough, TS5 7NJ www.newhambridge.co.uk	Academy	816884	45	33
Newport Primary , St Paul's Road, Middlesbrough, TS1 5NQ newportprimary.org.uk	Foundation	861911	45	45
North Ormesby Primary Academy , James Street, North Ormesby, Middlesbrough, TS3 6LB www.northormesbyacademy.org	Academy	247985	30	30
Pallister Park Primary , Gribdale Road, Pallister Park, Middlesbrough, TS3 8PW pallisterparkprimary.co.uk	Academy	242174	75	62
Park End Primary , Overdale Road, Middlesbrough, TS3 0AA www.parkendprimary.co.uk	Community	314309	72	66
Pennyman Primary Academy , Fulbeck Road, Ormesby, Middlesbrough, TS3 0QS pennyman.teesvalleyeducation.co.uk	Academy	314750	54	38
Rose Wood Primary Academy , The Garth, Coulby Newham, Middlesbrough, TS8 0UG www.rosewoodacademy.co.uk	Academy	595353	50	37
Sacred Heart Primary , Ayresome Street, Middlesbrough, TS1 4NP sacredhearttcp.npcat.org.uk	Academy	816083	40	39

School Address & Website	Status	Tel No. (all code 01642)	Admission Limit for Reception in 2025/26	Number of pupils to be admitted 2024/25
St. Alphonsus' Primary , Cadogan Street, North Ormesby, Middlesbrough, TS3 6PX stalphonsus.npcat.org.uk	Academy	243400	30	26
St. Augustine's R.C. Primary , Gunnergate Lane, Coulbly Newham, Middlesbrough, TS8 OTE staugustines.npcat.org.uk	Academy	599001	30	25
St. Bernadette's Primary , Cookgate, Nunthorpe, Middlesbrough, TS7 0PZ stbernadettes.npcat.org.uk	Academy	310198	30	21
St. Clare's R.C. Primary , Trimdon Avenue, Acklam, Middlesbrough, TS5 8RZ stclares.npcat.org.uk	Academy	815412	30	28
St. Edward's Primary , Eastbourne Road, Middlesbrough, TS5 6QS stedwards.npcat.org.uk	Academy	819507	60	59
St. Gerard's R.C. Primary , Avalon Court, Hemlington, Middlesbrough, TS8 9HU stgerards.npcat.org.uk	Academy	591820	30	21
St. Joseph's R.C. Primary , Marton Road, Middlesbrough, TS4 2NT stjosephs.npcat.org.uk	Academy	819252	60	54
St. Pius X R.C. Primary , Amersham Road, Middlesbrough, TS3 7HD stpiusx.npcat.org.uk	Academy	314453	30	15
St. Thomas More Primary , Erith Grove, Easteriside, Middlesbrough, TS4 3QH stm.npcat.org.uk	Academy	31735	30	16

School Address & Website	Status	Tel No. (all code 01642)	Admission Limit for Reception in 2025/26	Number of pupils to be admitted 2024/25
Sunnyside Academy , Manor Farm Way, Coulby Newham, Middlesbrough, TS8 0RJ www.sunnyside.org.uk	Academy	596422	30	28
The Avenue Primary , The Avenue, Nunthorpe, Middlesbrough, TS7 0AG www.theavenueprimaryschool.co.uk	Academy	318510	60	54
Thorn tree Primary , The Greenway, Thorn tree, Middlesbrough, TS3 9NH www.thorn treeschool.co.uk	Academy	242309	60	19
Viewley Hill Academy , Andover Way, Hemlington, Middlesbrough, TS8 9HL www.viewleyhillacademy.co.uk	Academy	591053	39	39
Whinney Banks Primary , Fakenham Avenue, Middlesbrough, TS5 4QQ whinneybanks.org.uk	Community	817713	60	58

Details correct at time of going to print, 25th July 2024

5. SECONDARY SCHOOL ADMISSIONS

Please read the section titled School Admissions General Information before reading this section.

This section deals with the arrangements for transferring pupils to maintained secondary schools in Middlesbrough in September, 2025. The children are those born on or between 1st September, 2013 and 31st August, 2014.

In addition to this booklet, each secondary school has information on their own websites.

How and when do I apply for a secondary school place?

Your child will NOT be automatically allocated a school place, you will have to apply for a place.

Parents are invited to submit preferences for a place in their preferred secondary school in the September that your child is in Year 6. Application packs will be sent out from the Local Authority in which your home address is situated. Applications can be made on-line, further details are shown in the section School Admissions General Information.

It is the responsibility of the parent to ensure that an application is made at the appropriate time. If you do not receive an application pack please contact the Local Authority in which you live.

You must complete and return the preference form by the closing date, (see timetable).

You are strongly advised to submit four choices of schools, as this will give your child a better chance of obtaining a place at a school of their choice. If the same school is entered as first, second, third and fourth preference, this does not increase your chances of a place at that school, instead it will limit your child's choice from four schools to one, therefore it is in your child's best interest to use your four preferences wisely.

Secondary Admissions Over-subscription Criteria

The over-subscription criteria is used to determine how school places will be allocated if the school has more applications than places.

All secondary schools in Middlesbrough are academies, their oversubscription criteria and a breakdown of how places were allocated for intake September 2025 are detailed in Appendix B of this booklet.

All schools operate an equal preference admissions system, where all preferences are considered equally against the admission criteria. The pupil is then offered a place at the school with the highest parental preference that can be met.

The Authority will consider action should false information be submitted in order to secure a place at a particular school. Please refer to page 7/8 regarding Child's Home Address and Fraudulent Applications.

Timetable for Secondary School Admissions

- 9th September 2024** - Application packs sent to parents with details of how to apply. Online application website opens.
- 31st October 2024** - Closing date for receipt of online and paper applications.
- 3rd March 2025** - Letters/emails released informing parents of their child's allocated school. (Letters are released by second class post).
- May/June 2025** - Appeals to be heard by Independent Panels.

Secondary School Open Evenings

All secondary schools hold an open event in the autumn term during the secondary school applications process. This gives parents and children an opportunity to visit schools they might be interested in attending.

Details of the open events will be on all the schools websites, a summary will also be shown on the councils school admission pages, please visit www.middlesbrough.gov.uk/schooladmissions

Please note that open events may be changed or cancelled at short notice therefore please check with schools before attending.

Secondary School Details					
School Address & Website	Status	Tel No. (all code 01642)	Admission Limit for Y7 in 2025/26	Number of pupils to be admitted 2024/25*	
Acklam Grange School , Lodore Grove, Middlesbrough, TS5 8PB www.acklamgrange.org.uk	Academy	Tel. 277700	294	298	
Macmillan Academy , Stockton Road, Middlesbrough, TS5 4AG www.macmillan-academy.org.uk	Academy	Tel. 800800	240	267	
Outwood Academy Acklam , Hall Drive, Middlesbrough, TS5 7JY www.acklam.outwood.com	Academy	Tel. 818200	240	240	
Outwood Academy Ormesby , Tothill Avenue, Middlesbrough, TS3 0RH www.ormesby.outwood.com	Academy	Tel. 452191	180	154	
Outwood Academy Riverside , Temporary location at 100 Russell Street, TS1 2LP www.riverside.outwood.com	Academy	Tel. 549950	150	150	
The King's Academy , Stainton Way, Coulby Newham, Middlesbrough, TS8 0GA www.the kingsacademy.org.uk	Academy	Tel. 577577	240	272	
Trinity Catholic College , Saltersgill Avenue, Middlesbrough, TS4 3JW trinity.npcat.org.uk	Academy	Tel. 298100	240	230	
Unity City Academy , Ormesby Road, Middlesbrough, TS3 8RE unitycityacademy.org	Academy	Tel. 326262	210	270	

Numbers correct at time of going to print 25th July 2024

*For a breakdown of how many pupils are admitted under each school oversubscription criteria, see Appendix B

Important Note

Please note that there are three Outwood Academies in Middlesbrough, Outwood Academy Ormesby, Outwood Academy Acklam and Outwood Academy Riverside. Care should be taken when applying for a secondary school to write down the full name of your preferred school so that it is clear which school you are applying for. Applications may not be accepted if the preferred school choices are not clear.

6. TRANSFER ARRANGEMENTS BETWEEN SCHOOLS

General Arrangements

This booklet deals primarily with the arrangements for pupils to be admitted into primary and secondary schools. There may be occasions, however, when other pupils wish to transfer between schools.

Parents should note that independent research has shown that the attainment of pupils who make in year moves is markedly lower than their peers who do not move schools; this is particularly notable in Year 10 and Year 11. Furthermore, attainment is lower still among pupils who make multiple in year moves. It is therefore highly recommended that before an application is made to request a transfer between schools, parents and pupils consider the implications that this could have.

If a pupil has moved into the area, or has moved house and the distance is too great to travel, please contact the School Admissions Team directly on **01642 201890 (for primary transfers) or 01642 201891 (for secondary transfers)**.

However if a parent wishes for their child to transfer to another school for any other reasons, the first stage is to try to resolve any problems at the current school. Parents should consult with the school and the Head Teacher to discuss issues with a view to keeping the child in school. If an issue remains unresolved, parents can also contact the governing body of the school or ask the school for a copy of their complaints procedure, contact details are available in schools or on their website. If this procedure has been followed and it is still the parent's preference to request a transfer please contact the School Admissions Team on **01642 201890 (for primary transfers) or 01642 201891 (for secondary transfers)**.

Where the transfer involves admission to a community school, the Local Authority, acting as the admissions authority will consider the request on its merits. Priority for admission when considering such requests will be given to pupils who meet the criteria set out earlier in this guide. Request for a transfers to Roman Catholic Schools, Foundation Schools and Academies, must be made through the Local Authority and will be relayed to the relevant school, the decision will be made by the school concerned, as they act as their own admissions authority.

In the event of parents not being satisfied with the response to their request for a transfer, it will be possible to make an appeal to an Independent Appeal Committee.

Fair Access Protocols

There is an expectation that all schools recognise that they share a collective responsibility to ensure that unplaced children, especially the most vulnerable, living in Middlesbrough are admitted to a suitable school as quickly as possible.

Middlesbrough's primary and secondary school Head Teachers and Principals have agreed protocols to ensure that children from vulnerable groups are placed in schools without undue delay in a way that ensures that no school is asked to take an excessive number of pupils who may otherwise be hard to place.

For more information on Middlesbrough Fair Access Protocol please visit the council's website www.middlesbrough.gov.uk/schooladmissions or contact the School Admissions Team.

PART TWO - GENERAL INFORMATION

1. THE PARTNERSHIP BETWEEN SCHOOLS AND PARENTS

All Middlesbrough schools are staffed and equipped to provide education to meet the varying needs of their pupils. Details of the courses on offer and general information will be available on schools' websites. The schools are also concerned to help children's personal development as well as their progress in academic study.

A pupil's progress at school depends to a great extent, on the support received from home, and it is hoped that parents will encourage their children to take full advantage of the courses and opportunities available to them. From time to time, parents will be asked to help make decisions for their children, for example, on the choice of courses. Parents will receive regular information from schools and there will be open days, parents' meetings and other similar opportunities to see the work of the school.

Parents can also help by contacting the school when they think that something is wrong. Head Teachers and their senior staff are always willing to discuss problems and are glad of any help parents can give. The Head Teacher is the first person to contact on such matters.

2. SCHOOL TRAVEL ASSISTANCE

Home to school travel assistance will be approved for the following eligible pupils who will be of compulsory school age during the current academic year:

- A primary school age pupil attends the nearest suitable school and that school is over 2 miles from the home address where the distance is determined by the Council and uses the shortest walking distance along which a child, accompanied as necessary, may walk with reasonable safety;
- A secondary age pupil attends the nearest suitable school and that school is over 3 miles from the home address where the distance is determined by the Council and uses the shortest walking distance along which a child, accompanied as necessary, may walk with reasonable safety;
- A secondary aged pupil is from a low income family and attends:
 - (a) any one of their three nearest suitable schools and the school is between two and six miles away from their home address, or
 - (b) the nearest school preferred by their parents on the grounds of religion or belief and the school is between two and fifteen miles away from their home address. A low income household is currently defined as one where the pupil is eligible for Free School Meals or whose parents are in receipt of the maximum level of Working Tax Credit.

The provision of travel assistance is subject to an annual assessment. The introduction of Universal Credit within the Middlesbrough area may affect your eligibility for travel assistance. A copy of the Home to School Transport Policy and state application form is available on our Home to School Transport webpage online at www.middlesbrough.gov.uk

If you have any queries please email: eia@middlesbrough.gov.uk

Information correct at time of publishing.

3. SPECIAL EDUCATION PROVISION

All schools and settings have procedures in place to identify and assess pupils' special educational needs. They are able to make provision for most pupils from their own resources and record this in a SEN Support Plan. In a small number of cases, additional support may be required from the Local Authority through an education, health and care assessment and/or high needs funding.

Key aims are to identify pupils with special educational needs at the earliest possible opportunity, to work in consultation with parents and to educate children in mainstream schools, wherever possible.

For a small number of children, a place in a specialist setting within a mainstream school or a special school may be the best option. Such a decision will be made only after a thorough assessment of the child's education health and care needs during which the parents have an opportunity to express their views and preferences. Wherever possible, however, children's special needs will be met in mainstream schools.

Where parents have concerns about their child's special educational needs, they should, in the first instance, contact the Head Teacher of their child's school. General enquiries can be made by contacting to the SEN 0-25 Assessment Team the Inclusion Specialist Support Service single point of contact, Tel: 01642 201831.

Email: sen@middlesbrough.gov.uk. Alternatively, the SEND Independent Advice and Support Service can provide information, advice and support for parents / carers who may be concerned about their child's needs, Tel: **07925 149157**.

Email: southteessendiass@barnardos.org.uk

A range of booklets are available on request.

4. PROVISION OF MEALS, MILK AND OTHER REFRESHMENTS

There is provision in each school for pupils to receive a midday meal. The cost is currently £2.40* per day for primary and £2.50* for secondary schools. Many secondary schools operate additional breaks where individual items can be purchased.

If you live in Middlesbrough and receive any of the following support payments you are eligible to apply for free school meals for your child: Income Support. Income-based Jobseekers Allowance. Income-related Employment and Support Allowance. Support under Part VI of the Immigration and Asylum Act 1999. The guaranteed element of State Pension Credit. Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190 as assessed by HM Revenues & Customs). Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit. Universal Credit provided you have an annual net earned income of no more than £7,400 as assessed by earnings from up to three of your most recent assessment periods.

Any child gaining eligibility for free school meals after 1 April 2018 will be protected against losing free school meals during the Universal Credit rollout period. This will apply even if your earnings rise above the new threshold during that time.

Enquiries on eligibility for free school meals can be made by telephoning Free School Meals on **01642 726541**, emailing **Fsm@middlesbrough.gov.uk**

Whilst the school meal is recommended as a healthy, nutritious and well- balanced meal, facilities exist within each school for children who prefer to bring packed lunches. The Authority provides milk during lunchtime as part of the meal choices.

* Figures correct at time of printing

5. SCHOOL UNIFORM

Many schools encourage parents to provide their children with certain items of uniform (e.g. tie, jumper), parents are advised to check the school's policies before admission.

Unfortunately there is no uniform grant available from Middlesbrough Council.

6. NATIONAL CURRICULUM

All Middlesbrough's primary and secondary schools provide the National Curriculum as required by law, along with a range of other opportunities and experiences.

Further details are available on schools' websites and from the Head Teachers concerned.

If parents have any concerns, they should be raised with the Head Teacher in the first instance. If parents wish to make a formal complaint, however, details of the complaints procedure of each school is published on their websites and available in schools.

7. PUBLIC EXAMINATIONS

A decision on whether a pupil should be entered for external examinations is made by the Head Teacher and is based on the combined professional judgement of the Subject Teacher, the Head of Department and the Head Teacher. This decision is reached over a period of time during which a pupil's ability and progress are assessed and monitored. Where it is decided that a pupil should be entered for a public examination, the school will decide which is the appropriate examination and level of entry. Any queries in this respect should be addressed directly to the Head Teacher.

8. GOVERNING BODIES OF SCHOOLS

The essentials of effective governance.

Governing boards are the strategic decision makers and vision setters in every school and academy. They play a vital role in ensuring the best possible education for every child by creating robust accountability for school leaders. All boards, whether in the maintained or academy sector and no matter how many schools they are responsible for, have three core functions:

1. Ensuring clarity of vision, ethos and strategic direction;
2. Holding the headteacher to account for the educational performance of the school and its pupils, and the performance management of staff; and
3. Overseeing the financial performance of the school and making sure its money is well spent.

If you feel you have the skills, personal interest, time and commitment to become a governor please discuss this with your Head Teacher/Principal.

9. SCHOOL LEAVING DATE

The school leaving date, which marks the end of compulsory education, falls on the last Friday in June in the school year in which a child reaches 16.

10. PROTECTING YOUR CHILD'S HEALTH AT SCHOOL

In Year 8, secondary school pupils across Tees Valley will be eligible for 3 free vaccinations that will be given to them at school. These vaccinations will help protect against a number of different diseases and infections which may cause your child to develop cancer or another serious illness, including Meningitis, Diphtheria, Tetanus, Poli and Human Papillomavirus (HPV). As their parent, you will be fully in control of whether your child receives these vaccines. All you need to do is make sure your child/children are given their vaccines and don't miss out on the protection they need and provide consent when the school contacts you. Last year, more than 6 in 10 parents from the North East consented to all 3 vaccinations, helping to protect the future health of their child and the whole population of Tees Valley. For more information on school-age vaccines, visit www.intrahealth.co.uk

Appendix A

This section contains the admissions policies and oversubscription criteria for primary foundation schools and academies in Middlesbrough, for 2025-26 admissions; including a breakdown of allocations for September 2024 intake. Copies of their full admission policies are available from the schools directly and are published on their website.

Abingdon Primary School

Abingdon Primary School Admissions Arrangements for School Year 2025-2026

The Legacy Learning Trust is the Admissions Authority for the school.

These arrangements are established in accordance with Annex 1 of the Academy's Supplemental Funding Agreement.

The Local Authority (LA) Admissions Team, Middlesbrough Council, will co-ordinate all admissions and this is referred to as the coordinated admissions scheme.

All Reception admissions will be requested via the common admissions form.

Admission Number

Abingdon Primary School has an agreed Published Admission Number (PAN) of 60 per year group. The school will accordingly admit 60 in the relevant age groups if sufficient applications are received. All applications will be admitted if 60 or fewer apply.

Children with an Education, Health and Care Plan

Any child with an Education, Health and Care Plan ("EHCP") is required to be admitted. This gives such children overall priority for admission to the named academy. This is not an over-subscription criteria.

Nursery

Children are usually admitted into nursery shortly after their third birthday, though there is often a waiting list, so parents are recommended to put their child's name down in good time. The Nursery, will contact parents when a place is available. Parents wishing to add their child's name to the list should contact Miss Barry, the Office Manager or, download and complete the application form below.

In Year Admissions

Children are admitted into full-time school in the September of the academic year when they will reach 5 years old, however we also consider applications from children to school from any age group following applications to Middlesbrough council and if there is space available in that year group.

The Local Authority, Middlesbrough Council, will co-ordinate all admissions. The LA school admissions team will liaise between the School and parents. Parents can contact the LA Admissions team on 01642 201889. The LA team will liaise with parents to complete relevant paperwork and to confirm the offer to give details as to why it has been denied.

If a place is offered, parents are asked to contact the School again so that the relevant paperwork can be completed and a start date negotiated.

If a place is not available then parents will be advised accordingly and given the right of an appeal.

Over-Subscription Criteria

Where more parents/carers have expressed a preference for a particular school than the admission number, the Local Authority must apply its over-subscription criteria in deciding which parents/carers preferences can be met. After the admission of pupils with statements of special educational needs where a particular school is named in the statement, the over-subscription criteria for primary and secondary schools will be applied as follows;

Primary Admissions

If Abingdon Primary School is oversubscribed, after the admission of students with Statements of Special Educational Needs or an Education Health & Care Plan where a particular school is named in the Statement or Plan, the over subscription criteria will be applied as follows, in priority;

- i. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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). See Note 1
- ii. Children permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). See note 2
- iii. Children who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission. See note 2
- iv. Children with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application. The supporting letter should detail why the school (s) applied for/is the only one(s) that can accommodate the child)See note 3
- v. Children who reside closest to a particular school, measured in a straight line distance measurement. Children who reside closest to the school as determined by a straight line distance measurement; from the address point for the child's home to the identified main school gate, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

When distinguishing between pupils within the same criteria the pupil with the highest second criteria will be admitted i.e. a pupil living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criteria than a pupil who lives in the admission zone but does not have a brother or sister attending the school.

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criteria

Note 2: A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives. Proof of address may be required (see below for details of evidence which may be requested). You must not give the address of childminders, grandparents or any other family members or friends who may share in the care of your child.

Note 3: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the Admissions Team to discuss the matter in confidence before you submit your application. Applications submitted with 3rd party evidence appertaining to exceptional social and or medical reasons may be shared with and discussed at an admissions panel meeting which can include professionals such as a doctor, educational psychologist, social worker etc who will give opinions and make decisions on whether the application fits the criteria.

Note 4: Twins or Multiple Birth Children. If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and you have applied to the same school for the other child(ren).

N.B. Attendance at a school nursery does not guarantee a place in the reception class of that school.

Operation of waiting lists

Subject to any provisions regarding waiting lists in the coordinated admission scheme, the School will operate a waiting list. Where in any year the School receives more applications for places than there are places available, a waiting list will operate until the end of the first school term. This will be maintained by the School and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. Places from the waiting list will be offered in the priority order set out above, not in order of the date applications are made.

Late applications

Application forms received after the closing date will be considered alongside those applicants who applied on time wherever possible. Where it is not practicable because places have already been allocated, or are shortly to be allocated, then late applications will be considered only after those applicants who applied by the published closing date.

Admission arrangements for pupils with special educational needs and/or disabilities

The admission of pupils with special educational needs and/or disabilities is the same as those applied to pupils without disabilities. The school complies fully with the Equality Act 2010 and the School Admissions Code 2012 in relation to the arrangements for the admission of disabled pupils. Where the school is oversubscribed all children are admitted in accordance with the published oversubscription criteria. Where a child is disabled the school will make reasonable adjustments and provide auxiliary aids or services to ensure that no disabled child is placed at a substantial disadvantage compared to other pupils.

Parents of children with disabilities are advised to speak to us prior to admission to discuss any reasonable adjustments required so we can plan accordingly.

Fair Access Protocols

The School works in accordance with the in-year Fair Access Protocols held by the Local Authority; should a vulnerable child within the protocols require a place at the School, they will take precedence over any child on the waiting list.

Tie breaker

If it is necessary to use a tie-breaker to distinguish between two or more applications, a distance criterion will be used. This will give priority to the applicants who live nearest to the school as measured by a straight line using the using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Appeals

The Legacy Learning Trust as the Admission Authority delegates the responsibility for appeals back to the Academy. Parents who wish to appeal the decision of the admissions authority to refuse their child a place at your School may apply in writing to the School, using the Appeals Form, where appeals will be heard by an independent panel.

Breakdown of Allocations for September 2024 Intake

School - Abingdon Primary							Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
Number admitted under over-subscription criteria											
SEN*	i	ii	iii	iv	v						
3	0	42	15	0	17	6	2	116	77	75	

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

Acklam Whin Primary

Admission Arrangements for School Year 2025/26

This policy refers to the intake year beginning September 2025. The dates for applying and allocating school places are detailed in Middlesbrough Council's Admission Scheme which has a timetable that all schools will adhere to. Please see Middlesbrough Council's website. <https://www.middlesbrough.gov.uk/schools-and-education/school-admissions/primary-school-admissions-reception-intake>

Admission Numbers

Acklam Whin Primary School has an agreed Published Admission Number (PAN) of 60 for entry into Reception. The school will accordingly admit at least 60 pupils in the relevant age group each year if sufficient applications are received. All applications will be admitted if 60 or fewer apply. The admission number will remain the same for the relevant year group throughout the progression of the year group through the school.

Application Procedures and Timetables

It is proposed that the timetable, for Primary Admissions Schemes for 2025/26 is similar to previous years and takes into account the statutory dates in the School Admissions Code. Parents/carers will be able to make on-line applications for admissions for the 2025/26 school year via the Middlesbrough Council web site www.middlesbrough.gov.uk.

Middlesbrough has a single admission date, with all reception pupils admitted full-time in September 2025. All children requiring a reception place at a school must apply for a place even if the child attends the school's nursery.

Parents/carers will be requested to make their applications by a closing date of 15th January 2025. Every effort will be made by the Local Authority to ensure that applications are received by the closing date, however the responsibility for applying remains with the parent / guardian.

All applications will be processed in accordance with Middlesbrough's Co-ordinated Admission Scheme and all preferences are considered equally. Parents/carers will be informed of their child's allocated school place on 16th April 2025.

Oversubscription criteria

If the school is oversubscribed, after the admission of pupils with Statements of Special Educational Needs or an Education, Health and Care Plan where the school is named in the Statement or Plan, the over-subscription criteria for the school / academy will be applied as follows;

- i. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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). See Note 1

- ii. Pupils permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). (See Child's Home Address section)
- iii. Pupils who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission.
- iv. Pupils with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application) The supporting letter should detail why the school is the only one that can accommodate the child. See Note 2
- v. Pupils who reside closest to a particular school, measured in a straight line. The measure will be taken from the front door of the pupils' home to the main entrance of the school.

When distinguishing between pupils within the same criteria the pupil with the highest second criteria will be admitted i.e. a pupil living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criteria than a pupil who lives in the admission zone but does not have a brother or sister attending the school.

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criteria

Note 2: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the council's Admissions Team to discuss the matter in confidence before you submit your application. Applications submitted with evidence appertaining to exceptional social and or medical reasons may be shared with and discussed at an admissions panel meeting which can include professionals such as a doctor, educational psychologist, social worker etc who will give opinions and make decisions on whether the application fits the criteria.

N.B. Attendance at a school nursery does not guarantee a place in the reception class of that school.

Twins or Multiple Birth Children

If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and the other child/children has applied to this school.

Late Applications

Whilst every effort will be made to ensure parental applications are received by the published closing date, applications received after the closing date for oversubscribed schools will only be considered if there is evidence of a good reason for the lateness. Examples of good reasons may include when a single parent has been ill for some time, or a family has just moved into the area, or a family is returning from abroad.

Where families have moved to a new address after places have been allocated, preferences will only be agreed if places remain available.

Appeals

Any parent whose child has been refused a school place, for which they have applied, will be offered the right to appeal.

If you wish to appeal for a place at the school you should write to:

Acklam Whin Primary School Carlbury Avenue
Acklam
TS58SQ
awcontact@acklamwhin.co.uk

Allocation of Places, which become available before Appeal Hearings

Where places become available prior to an appeal hearing, they will be allocated from the waiting list in accordance with the over-subscription criteria.

Waiting Lists

Waiting lists will be maintained for those unsuccessful at gaining a place in Reception. The waiting lists will be maintained until the 31st December of the intake year, after which time they will close.

Admission of children below compulsory school age and deferred entry to school

Children are entitled to a full-time school place in the September following their fourth birthday. Parents can defer the date their child is admitted to school until later in the academic year or until the child reaches compulsory school age*, but not beyond the beginning of the final term of the academic year. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age. This arrangement would be made with individual primary schools after the Local Authority has allocated a place by the normal admissions round.

Before deciding to delay a child's entry to school, we would recommend that parents visit the schools they are thinking of applying for. The teachers will be able to explain the provision on offer to children in the reception class, how it is tailored to meet the needs of the youngest pupils and how the needs of these pupils will continue to be met as they move up through school. They may also be able to allay any concerns parents may have about their child's readiness for school.

*A child reaches compulsory school age on the prescribed day following their fifth birthday. (Or on the fifth birthday if it falls on a prescribed day) The prescribed days are 31 December, 31 March and 31 August

Admission of children outside their normal age group

In exceptional circumstances parents may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child (i.e. a child born from 1 April to 31 August) may prefer not to send their child to school until the September following their fifth birthday and request that they are admitted out of their normal age group i.e. to reception rather than year 1.

If a parent wishes their child to be admitted outside their normal age group then this must be made clear on their application to the Local Authority for a school place. Relevant information must be submitted with the application such as information about the child's academic, social and emotional development, this should include third party evidence such as medical history and the views of a medical professional and / or information from previous educational establishments or any other information the parent think is relevant.

The application will be considered by the LA and /or the admissions authority of the school/schools to which the application is made. A decision will be made as to whether the child can be admitted to that school outside the normal age group. If the school refuses to admit the child outside the normal age group relevant reasons will be provided. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

The current procedure for 'summer born children' is detailed below.

Parents of summer born children must apply for a reception place for their child at the usual time, but must make clear on the application that they wish to admit their child outside of the normal age group, i.e. a year later, providing evidence as detailed above. The request must be made by the primary applications closing date (15th January 2024), any requests received after this date will not be considered. If the request is refused, parents must decide whether to accept the offer of a place for the normal age group, or to refuse it and make an in-year application for admission to Year 1 for the September following the child's 5th birthday. If the request is agreed by the preferred school/schools then the application for reception will be withdrawn before a place is offered. The parent must then make a new application as part of the main admissions round the following year, the application will be processed as normal and places will be allocated at schools according to the schools' oversubscription criteria.

Parents should be aware that schools and admission authorities cannot be required to honour a decision made by another school or authority on admission out of the normal age group, if a place is not available at the school/schools that have agreed to the request, other schools may insist the child is admitted to the correct year group. This may also apply to children moving later in their school life from primary school to secondary school, if the child is due to move into Y7 (the first year of secondary school), the secondary school may insist the child be admitted to the correct year group according to their date of birth.

If you would like to discuss this further, please contact the School Admissions Team or the Headteacher of the school.

Child's Home Address

A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives.

Proof of address may be required (see below for details of evidence which may be requested).

Parents must not give the address of child minders, grandparents or other family members or friends who may share in the care of the child.

If parents move house during the application and allocation process, parents must inform the School Admissions section immediately as this could have an effect on which school the child is allocated. Proof of address move will be required; two pieces of evidence must be submitted such as Child Benefit Letter, Child Tax Credit letter, Council Tax bill, tenancy agreement, solicitor's letter confirming house sale, bank and credit card statements. The child's address used in the allocation process will be the address at the time of the place allocations (places will be finalised several weeks before offer letters are due to be issued to parents, if you are moving house around this time, please contact the Admissions team for guidance). It is the responsibility of the parent to ensure that the School Admissions Team are provided with the correct address and / or any address change details with any relevant evidence.

The LA/school will not consider temporary addresses as being the parental address. This means that if, for example, you live in temporarily with other family members or move to temporary accommodation for any reason, the parental address will remain at the address at which you were living before the temporary move took place.

In Year School Admissions

Parents wishing to transfer their children to this school to Reception mid-year or to any other year group at any time should apply via the Local Authority Admissions Team who co-ordinate all in-year transfers.

Admissions team: 01642 245432

Website: www.middlesbrough.gov.uk/schooladmissions

Requests will be considered by the school, if a place is available it will be offered to the applicant. If there is no place available then parents will be offered the right of appeal.

Breakdown of Allocations for September 2024 Intake

School - Acklam Whin Primary							Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
Number admitted under over-subscription criteria	SEN*	i	ii	iii	iv	v					
	0	1	47	8	1	5	4	2	130	62	60

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

Archibald Primary Academy

Admission Arrangements for School Year 2025/26

Archibald Primary School is an Academy and part of the Endeavour Academy Trust, having converted from Community School status in April 2018. As part of a multi academy trust the Trust has overall responsibility for admissions. However, the Trust has delegated responsibility for admissions to the Governing Body of Archibald Primary School

This policy refers to the intake year beginning September 2025. The dates for applying and allocating school places are detailed in Middlesbrough Council's Admission Scheme which has a timetable that all schools will adhere to. Please see Middlesbrough Council's website.

Admission Number

Archibald primary school has an agreed Published Admission Number (PAN) of 60 for entry into reception. The school will accordingly admit at least 60 pupils in the relevant age group each year if sufficient applications are received. All applications will be admitted if 60 or fewer apply.

Oversubscription criteria

If the school is oversubscribed, after the admission of pupils with an Education, Health and Care Plan where the school is named in the Plan, the over-subscription criteria for the school / academy will be applied as follows;

- i. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
See Note 1
- ii. Pupils permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). (See Child's Home Address section)
- iii. Pupils who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission.
- iv. Pupils with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application) The supporting letter should detail why the school is the only one that can accommodate the child. See Note 2

- v. Pupils who reside closest to a particular school, measured in a straight line. The measure will be taken from the front door of the pupils' home to the main entrance of the school by the Local Authority.

When distinguishing between pupils within the same criteria the pupil with the highest second criteria will be admitted i.e. a pupil living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criterion than a pupil who lives in the admission zone but does not have a brother or sister attending the school.

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criterion

Note 2: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the council's Admissions Team to discuss the matter in confidence before you submit your application. Applications submitted with evidence appertaining to exceptional social and or medical reasons may be shared with and discussed at an admissions panel meeting which can include professionals such as a doctor, educational psychologist, social worker etc who will give opinions and make decisions on whether the application fits the criteria.

N.B. Attendance at a school nursery does not guarantee a place in the reception class of that school.

Twins or Multiple Birth Children

If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and the other child/children has applied to this school.

Late Applications

Whilst every effort will be made to ensure parental applications are received by the published closing date, applications received after the closing date for oversubscribed schools will only be considered if there is evidence of a good reason for the lateness. Examples of good reasons may include when a single parent has been ill for some time, or a family has just moved into the area, or a family is returning from abroad. Where families have moved to a new address after places have been allocated, preferences will only be agreed if places remain available.

Appeals

Any parent whose child has been refused a school place, for which they have applied, will be offered the right to appeal. If you wish to appeal for a place at the school, you should write to: Archibald Primary School, Ayresome Green Lane, Middlesbrough, TS5 4DY

Allocation of Places, which become available before Appeal Hearings

Where places become available prior to an appeal hearing, they will be allocated from the waiting list in accordance with the over-subscription criteria.

Waiting Lists

Waiting lists will be maintained for those unsuccessful at gaining a place in Reception. The waiting lists will be maintained until the 31st December of the intake year, after which time they will close.

Admission of children below compulsory school age and deferred entry to school

Children are entitled to a full-time school place in the September following their fourth birthday. Parents can defer the date their child is admitted to school until later in the academic year or until the child reaches compulsory school age*, but not beyond the beginning of the final term of the academic year. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age. This arrangement would be made with individual primary schools after the Local Authority has allocated a place by the normal admissions round.

Before deciding to delay a child's entry to school, we would recommend that parents visit the schools they are thinking of applying for. The teachers will be able to explain the provision on offer to children in the reception class, how it is tailored to meet the needs of the youngest pupils and how the needs of these pupils will continue to be met as they move up through school. They may also be able to allay any concerns parents may have about their child's readiness for school.

*A child reaches compulsory school age on the prescribed day following their fifth birthday. (Or on the fifth birthday if it falls on a prescribed day) The prescribed days are 31 December, 31 March and 31 August.

Admission of children outside their normal age group

In exceptional circumstances parents may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child (i.e. a child born from 1 April to 31 August) may prefer not to send their child to school until the September following their fifth birthday and request that they are admitted out of their normal age group i.e. to reception rather than year 1.

If a parent wishes their child to be admitted outside their normal age group then this must be made clear on their application to the Local Authority for a school place.

Relevant information must be submitted with the application such as information about the child's academic, social and emotional development, this should include third party evidence such as medical history and the views of a medical professional and / or information from previous educational establishments or any other information the parent think is relevant. The application will be considered by the LA and /or the admissions authority of the school/schools to which the application is made. A decision will be made as to whether the child can be admitted to that school outside the normal age group. If the school refuses to admit the child outside the normal age group relevant reasons will be provided. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

The current procedure for 'summer born children' is detailed below.

Parents of summer born children must apply for a reception place for their child at the usual time, but must make clear on the application that they wish to admit their child outside of the normal age group, i.e. a year later, providing evidence as detailed above. The request must be made by the primary applications closing date, any requests received after this date will not be considered. If the request is refused, parents must decide whether to accept the offer of a place for the normal age group, or to refuse it and make an in-year application for admission to Year 1 for the September following the child's 5th birthday. If the request is agreed by the preferred school/schools then the application for reception will be withdrawn before a place is offered. The parent must then make a new application as part of the main admissions round the following year, the application will be processed as normal and places will be allocated at schools according to the schools' oversubscription criteria.

Parents should be aware that schools and admission authorities cannot be required to honour a decision made by another school or authority on admission out of the normal age group, if a place is not available at the school/schools that have agreed to the request, other schools may insist the child is admitted to the correct year group. This may also apply to children moving later in their school life from primary school to secondary school, if the child is due to move into Y7 (the first year of secondary school), the secondary school may insist the child be admitted to the correct year group according to their date of birth.

If you would like to discuss this further, please contact the School Admissions Team or the Head Teacher of the schools.

Child's Home Address

A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives.

Proof of address may be required (see below for details of evidence which may be requested).

Parents must not give the address of child minders, grandparents or other family members or friends who may share in the care of the child.

If parents move house during the application and allocation process, parents must inform the School Admissions section immediately as this could have an effect on which school the child is allocated. Proof of address move will be required; two pieces of evidence must be submitted such as Child Benefit Letter, Child Tax Credit letter, Council Tax bill, tenancy agreement, solicitor's letter confirming house sale, bank and credit card statements. The child's address used in the allocation process will be the address at the time of the place allocations (places will be finalised several weeks before offer letters are due to be issued to parents, if you are moving house around this time, please contact the Admissions team for guidance). It is the responsibility of the parent to ensure that the School Admissions Team are provided with the correct address and / or any address change details with any relevant evidence.

The LA/school will not consider temporary addresses as being the parental address. This means that if, for example, you live in temporarily with other family members or move to temporary accommodation for any reason, the parental address will remain at the address at which you were living before the temporary move took place.

In Year School Admissions

Parents wishing to transfer their children to this school to Reception mid-year or to any other year group at any time should apply via the Local Authority Admissions Team who co-ordinate all in-year transfers.

Middlesbrough Council Admissions Team: 01642 201890/201856

Website: www.middlesbrough.gov.uk/schooladmissions

Requests will be considered by the school, if a place is available it will be offered to the applicant. If there is no place available then parents will be offered the right of appeal.

Breakdown of Allocations for September 2024 Intake

School - Archibald Primary Academy										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
3	0	38	11	0	8	2	0	109	60	60

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

Ayresome Primary Academy

Ayresome Primary School is an academy school and is part of Ad Astra Academy Trust. The Board of Trustees of Ad Astra Academy Trust is the admissions authority for the school, however the Trust commissions Middlesbrough Council to undertake the administration of the admissions process on its behalf.

This policy refers to the intake year beginning September 2025.

Admission Numbers

School admission numbers are set with regard to the physical capacity of each school. The admission number will apply to the relevant intake year only (Reception class). The admission number will remain the same for the relevant year group throughout the progression of the year group through the school.

Ayresome Primary School has an agreed Published Admission Number (PAN) of 90 for entry into reception. The school will accordingly admit at least 90 pupils in the relevant age group each year if sufficient applications are received. All applications will be admitted if 90 or fewer apply.

Application Procedures and Timetables

It is proposed that the timetable, for the Primary Admissions Schemes for 2025/26 is similar to previous years and takes into account the statutory dates in the School Admissions Code.

The full timetable for academy admission arrangements is detailed in Middlesbrough Local Authority's Admissions Scheme (please see the website here). Parents/guardians will be able to make on-line applications for admissions for the 2025/26 school year via the Middlesbrough Council web site www.middlesbrough.gov.uk.

Admission Date

Middlesbrough has a single admission date, with all reception pupils admitted full-time in September 2025. All children requiring a reception place at a school must apply for a place even if the child attends the school's nursery.

Parents/guardians can defer the date their child is admitted to school until later in the academic year or until the child reaches compulsory school age*, but not beyond the beginning of the final term of the academic year. Parents/guardians can also request that their child takes up the place part-time until the child reaches compulsory school age.

*A child reaches compulsory school age on the prescribed day following their fifth birthday. (Or on the fifth birthday if it falls on a prescribed day) The prescribed days are 31 December, 31 March and 31 August.

In November 2024, notices will be displayed in public places such as libraries inviting parents/guardians who attend private nurseries or do not attend any nursery, to register with the LA in order to receive a primary application pack.

Mid November 2024, parents/guardians will be provided with an application pack and invited to express up to three preferences for schools, including academies, voluntary aided schools, foundation schools and schools maintained by other Local Authorities.

Parents/guardians will be requested to make their applications by a closing date of 15 January 2025. Every effort will be made by the Local Authority to ensure that applications are received by the closing date, however the responsibility for applying remains with the parent/guardian.

All applications will be processed in accordance with Middlesbrough's Co-ordinated Admission Scheme and all preferences are considered equally. Parents/guardians will be informed of their child's allocated school place on 16 April 2025 (or the next working day where 16 April falls on a weekend or bank holiday).

Oversubscription criteria

Where more parents/guardians have expressed a preference for a particular school than the admission number, the Admissions Authority must apply its over-subscription criteria in deciding which parents/guardians' preferences can be met. If the school is oversubscribed, after the admission of pupils with Statements of Special Educational Needs or an Education, Health and Care Plan where a particular school is named in the Statement or Plan, the remaining places will be awarded in the following priority order:

1. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order¹ including those 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 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). See Note 1.
2. Pupils permanently resident in the Admission Zone, i.e., the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required) (see Child's Home Address section).
3. Pupils who will have a brother and/or stepbrother and/or sister and/or stepsister or the child of the parent/guardian's partner living at the same address attending the school in the September of admission. See Note 2.
4. Pupils with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the Local Authority medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents/guardians working commitments or childcare arrangements. Only exceptional circumstances such as parents/guardians who have a disability, which may mean their child must attend a particular school, will be considered (in this instance a letter from the parent's/guardian's GP or other relevant professional such as a social worker must be submitted with the application). The supporting letter should detail why the school is the only one that can accommodate the child. See Note 3.
5. Pupils who reside closest to a particular school, measured in a straight line. The measure will be taken from the front door of the pupil's home to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

When distinguishing between pupils within the same criteria the pupil with the highest second criteria will be admitted i.e. a pupil living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criterion than a pupil who lives in the admission zone but does not have a brother or sister attending the school.

Should it not be possible to separate two or more applications, for example two applicants who live at an equal distance from the school, the Local Authority's computerised system will use random selection.

N.B. Attendance at a school nursery does not guarantee a place in the reception class of that school.

¹A '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 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.

This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criterion.

Note 2: For consideration under the sibling criteria, the sibling must still attend the school at the time when the child for whom the place is sought joins the school. This criterion only applies to siblings who are of compulsory school age, not younger siblings who attend a nursery setting attached to a school.

Note 3: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the Admissions Team to discuss the matter in confidence before you submit your application. Applications submitted with evidence appertaining to exceptional social and or medical reasons may be shared with and discussed at an admissions panel meeting which can include professionals such as a doctor, educational psychologist, social worker etc. who will give opinions and make decisions on whether the application fits the criteria.

Twins or Multiple Birth Children

If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and the other child/children has applied to this school.

Late Applications

The Local Authority will accept applications which are received late only when there is evidence of an exceptional circumstance which prevented submission by the stated deadline and only if the application is received before the date the allocation procedures begin. These will then be treated in the same way as all other applications. Examples of exceptional circumstance may include when a single parent/guardian has been ill for some time, or a family has just moved into the area or returned from abroad. In the event of a late application not being accepted or receipt is after the date the allocation procedures begin, and the school(s) requested are oversubscribed, then places will be offered at the school nearest to the home address with places available.

Where families have moved to a new address after places have been allocated, preferences will only be agreed if places remain available in the preferred school. If the preferred school, including the admission zone school, is full, a place will be offered at the school closest to the home address with places available.

Any parent/guardian whose child has been refused a school place, for which they have applied, will be offered the right to appeal against the Authority's decision.

Right of Appeal

Any parent/guardian whose child has been refused a school place, for which they have applied, will be offered the right to appeal.

If you wish to appeal for a place at the school, you should write to: Ayresome Primary School
Worcester Street
Middlesbrough
TS1 4NT

Allocation of Places, which become available before Appeal Hearings

Where places become available prior to an appeal hearing, they will be allocated from the waiting list in accordance with the over-subscription criteria.

Waiting Lists

Waiting lists will be maintained for those unsuccessful at gaining a place at their preferred school for admission to Reception. The waiting lists will be maintained in order of the oversubscription criteria set out above and not in the order in which applications are received or added to the list. The waiting lists will be held open until the 31 December of the intake year, after which time they will close.

Admission of children below compulsory school age and deferred entry to school

Children are entitled to a full-time school place in the September following their fourth birthday. Parents/guardians can defer the date their child is admitted to school until later in the academic year or until the child reaches compulsory school age*, but not beyond the beginning of the final term of the academic year. Parents/guardians can also request that their child takes up the place part-time until the child reaches compulsory school age. This arrangement would be made with individual academies after the Local Authority has allocated a place by the normal admissions round.

Before deciding to delay a child's entry to school, we would recommend that parents/guardians visit the schools they are thinking of applying for. The teachers will be able to explain the provision on offer to children in the reception class, how it is tailored to meet the needs of the youngest pupils and how the needs of these pupils will continue to be met as they move up through school. They may also be able to allay any concerns parents/guardians may have about their child's readiness for school.

*A child reaches compulsory school age on the prescribed day following their fifth birthday (or on their fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August.

Admission of children outside their normal age group

In exceptional circumstances parents/guardians may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents/guardians of a summer born child (i.e. a child born from 1 April to 31 August) may prefer not to send their child to school until the September following their fifth birthday and request that they are admitted out of their normal age group i.e. to reception rather than year 1.

If a parent/guardian wishes their child to be admitted outside their normal age group, then this must be made clear on their application to the Local Authority for a school place. Relevant information must be submitted with the application such as information about the child's academic, social and emotional development, this should include third party evidence such as medical history and the views of a medical professional and / or information from previous educational establishments or any other information the parent/guardian think is relevant.

The application will be considered by the Local Authority and /or the admissions authority of the school/schools to which the application is made. A decision will be made as to whether the child can be admitted to that school outside the normal age group. If the school refuses to admit the child outside the normal age group relevant reasons will be provided. Parents/guardians have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school, but it is not in their preferred age group.

Parents/guardians of summer born children must apply for a reception place for their child at the usual time but must make clear on the application that they wish to admit their child outside of the normal age group, i.e. a year later, providing evidence as detailed above. The request must be made by the primary applications closing date (15 January 2025), any requests received after this date will not be considered during the main allocation process. If the request is refused, parents/guardians must decide whether to accept the offer of a place for the normal age group, or to refuse it and make an in-year application for admission to Year 1 for the September following the child's fifth birthday. If the request is agreed by the preferred school/schools, then the application for reception will be withdrawn before a place is offered. The parent/guardian must then make a new application as part of the main admissions round the following year, the application will be processed as normal, and places will be allocated at schools according to the schools' oversubscription criteria.

Parents/guardians of summer born children who delayed their children's start for one year and remain one year behind, must also follow the process as above, i.e. they must apply for a Year 7 secondary school place when their child is in Year 5 as part of the main admissions round and again ask that their preferred school/schools agree to consider an application for Year 7 in the following year when the child will be in Year 6. All applications must be made within the main admissions round timetable and places will be allocated according to the schools' oversubscription criteria.

Parents/guardians should be aware that schools and admission authorities cannot be required to honour a decision made by another school or authority on admission out of the normal age group, if a place is not available at the school(s) that have agreed to the request, other schools may insist the child is admitted to the correct year group. This may also apply to children moving later in their school life from academy to secondary school, if the child is due to move into Y7 (the first year of secondary school), the secondary school may insist the child be admitted to the correct year group according to their date of birth.

If you would like to discuss this further, please contact the School Admissions Team or the Head Teacher of the school(s) you may be interested in applying for.

Child's Home Address

A child's home address, for the purpose of School Admissions, is considered to be the parent's or legal guardian's permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives.

Proof of address may be required (see below for details of evidence which may be requested).

Parents/guardians must not give the address of child minders, grandparents or other family members or friends who may share in the care of the child.

If parents/guardians move house during the application and/or allocation process, parents/guardians must inform the School Admissions section immediately as this could have an effect on which school the child is allocated. Proof of address move will be required; two pieces of evidence must be submitted such as Child Benefit Letter, Child Tax Credit letter, Council Tax bill, tenancy agreement, solicitor's letter confirming house sale, bank and credit card statements. Due to the coordinated admissions processes, the address used for the allocation process will be the address at the time the allocation process begins (please note, places can be finalized several weeks before offer letters/emails are released to parents/guardians, therefore if you are moving house around this time, please contact the Admissions Team for guidance or refer to the 'Primary and Secondary Education in Middlesbrough – A Guide for Parents 2025-26'. It is the responsibility of the parent/guardian to ensure that the School Admissions Team are provided with the correct address and/or any address change details with any relevant evidence.

The Local Authority/school will not consider temporary addresses as being the parental address. This means that if, for example, you live in temporarily with other family members or move to temporary accommodation for any reason, the parental address will remain at the address at which you were living before the temporary move took place.

In Year School Admissions

Parents/guardians wishing to transfer their children to this school to Reception mid-year or to any other year group at any time should apply via the Local Authority Admissions Team who co-ordinate all in- year transfers.

Admissions team: 01642 201890/201856

Requests will be considered by the school and if a place is available, it will be offered to the applicant. If there is no place available, then parents/guardians will be offered the right of appeal.

False and Misleading Information

The Local Authority reserves the right to withdraw the offer of a place or, where a child is already attending the school, the place itself, where it is satisfied that the offer or place was obtained by deception.

Choice Adviser

The Local Authority has a Choice Adviser who is independent of the admissions process and will be able to offer advice to parents/guardians on the admissions process. The Choice Adviser can be contacted on 01642 201872.

Breakdown of Allocations for September 2024 Intake

School - Ayresome Primary Academy										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
4	1	56	10	0	19	0	0	162	90	90

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

Berwick Hills Primary

Berwick Hills Primary is a Foundation School and offer places in accordance with the Local Authority's primary admissions oversubscription criteria which can be found in Part One (see pages 15-16).

Breakdown of Allocations for September 2024 Intake

School - Berwick Hills Primary										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
2	2	33	2	0	3	0	0	63	42	45

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Brambles Primary Academy

Admission Arrangements for School Year 2025/26

This policy refers to the intake year beginning September 2025. The dates for applying and allocating school places are detailed in Middlesbrough Council's Admission Scheme which has a timetable that all schools will adhere to.

Admission Number

Brambles Primary Academy has an agreed Published Admission Number (PAN) of 45 for entry into reception. The school will accordingly admit at least 45 pupils in the relevant age group each year if sufficient applications are received. All applications will be admitted if 45 or fewer apply.

Oversubscription criteria

If the school is oversubscribed, after the admission of pupils with Statements of Special Educational Needs or an Education, Health and Care Plan where the school is named in the Statement or Plan, the over-subscription criteria for the school / academy will be applied as follows;

- i. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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). See Note 1
- ii. Pupils permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). (See Child's Home Address section)

- iii. Pupils who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission.
- iv. Pupils with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application) The supporting letter should detail why the school is the only one that can accommodate the child. See Note 2
- v. Pupils who reside closest to a particular school, measured in a straight line. The measure will be taken from the front door of the pupils' home to the main entrance of the school.

When distinguishing between pupils within the same criteria the pupil with the highest second criteria will be admitted i.e. a pupil living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criterion than a pupil who lives in the admission zone but does not have a brother or sister attending the school.

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criterion.

Note 2: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the council's Admissions Team to discuss the matter in confidence before you submit your application. Applications submitted with evidence appertaining to exceptional social and or medical reasons may be shared with and discussed at an admissions panel meeting which can include professionals such as a doctor, educational psychologist, social worker etc who will give opinions and make decisions on whether the application fits the criteria.

N.B. Attendance at a school nursery does not guarantee a place in the reception class of that school.

Twins or Multiple Birth Children

If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and the other child/children has applied to this school.

Late Applications

Whilst every effort will be made to ensure parental applications are received by the published closing date, applications received after the closing date for oversubscribed schools will only be considered if there is evidence of a good reason for the lateness. Examples of good reasons may include when a single parent has been ill for some time, or a family has just moved into the area, or a family is returning from abroad. Where families have moved to a new address after places have been allocated, preferences will only be agreed if places remain available.

Appeals

Any parent whose child has been refused a school place, for which they have applied, will be offered the right to appeal.

If you wish to appeal for a place at the school you should write to: Brambles Primary Academy, Kedward Avenue, Middlesbrough, TS3 9DB

Allocation of Places, which become available before Appeal Hearings

Where places become available prior to an appeal hearing, they will be allocated from the waiting list in accordance with the over-subscription criteria.

Waiting Lists

Waiting lists will be maintained for those unsuccessful at gaining a place in Reception. The waiting lists will be maintained until the 31st December of the intake year, after which time they will close.

Admission of children below compulsory school age and deferred entry to school

Children are entitled to a full-time school place in the September following their fourth birthday. Parents can defer the date their child is admitted to school until later in the academic year or until the child reaches compulsory school age*, but not beyond the beginning of the final term of the academic year. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age. This arrangement would be made with individual primary schools after the Local Authority has allocated a place by the normal admissions round.

Before deciding to delay a child's entry to school, we would recommend that parents visit the schools they are thinking of applying for. The teachers will be able to explain the provision on offer to children in the reception class, how it is tailored to meet the needs of the youngest pupils and how the needs of these pupils will continue to be met as they move up through school. They may also be able to allay any concerns parents may have about their child's readiness for school.

*A child reaches compulsory school age on the prescribed day following their fifth birthday. (Or on the fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August.

Admission of children outside their normal age group

In exceptional circumstances parents may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child (i.e. a child born from 1 April to 31 August) may prefer not to send their child to school until the September following their fifth birthday and request that they are admitted out of their normal age group i.e. to reception rather than year 1.

If a parent wishes their child to be admitted outside their normal age group then this must be made clear on their application to the Local Authority for a school place. Relevant information must be submitted with the application such as information about the child's academic, social and emotional development, this should include third party evidence such as medical history and the views of a medical professional and / or information from previous educational establishments or any other information the parent think is relevant.

The application will be considered by the LA and /or the admissions authority of the school/schools to which the application is made. A decision will be made as to whether the child can be admitted to that school outside the normal age group. If the school refuses to admit the child outside the normal age group relevant reasons will be provided. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

The current procedure for 'summer born children' is detailed below.

Parents of summer born children must apply for a reception place for their child at the usual time, but must make clear on the application that they wish to admit their child outside of the normal age group, i.e. a year later, providing evidence as detailed above. The request must be made by the primary applications closing date (15th January), any requests received after this date will not be considered. If the request is refused, parents must decide whether to accept the offer of a place for the normal age group, or to refuse it and make an in-year application for admission to Year 1 for the September following the child's 5th birthday. If the request is agreed by the preferred school/schools then the application for reception will be withdrawn before a place is offered. The parent must then make a new application as part of the main admissions round the following year, the application will be processed as normal and places will be allocated at schools according to the schools' oversubscription criteria.

Parents should be aware that schools and admission authorities cannot be required to honour a decision made by another school or authority on admission out of the normal age group, if a place is not available at the school/schools that have agreed to the request, other schools may insist the child is admitted to the correct year group. This may also apply to children moving later in their school life from primary school to secondary school, if the child is due to move into Y7 (the first year of secondary school), the secondary school may insist the child be admitted to the correct year group according to their date of birth. If you would like to discuss this further, please contact the School Admissions Team or the Head Teacher of the schools.

Child's Home Address

A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives.

Proof of address may be required (see below for details of evidence which may be requested).

Parents must not give the address of child minders, grandparents or other family members or friends who may share in the care of the child.

If parents move house during the application and allocation process, parents must inform the School Admissions section immediately as this could have an effect on which school the child is allocated. Proof of address move will be required; two pieces of evidence must be submitted such as Child Benefit Letter, Child Tax Credit letter, Council Tax bill, tenancy agreement, solicitor's letter confirming house sale, bank and credit card statements. The child's address used in the allocation process will be the address at the time of the place allocations (places will be finalised several weeks before offer letters are due to be issued to parents, if you are moving house around this time, please contact the Admissions team for guidance). It is the responsibility of the parent to ensure that the School Admissions Team are provided with the correct address and / or any address change details with any relevant evidence.

The LA/school will not consider temporary addresses as being the parental address. This means that if, for example, you live in temporarily with other family members or move to temporary accommodation for any reason, the parental address will remain at the address at which you were living before the temporary move took place.

In Year School Admissions

Parents wishing to transfer their children to this school to Reception mid-year or to any other year group at any time should apply via the Local Authority Admissions Team who co-ordinate all in-year transfers.

Admissions team: 01642 201890 / 201891

Website: www.middlesbrough.gov.uk/schooladmissions

Requests will be considered by the school, if a place is available it will be offered to the applicant. If there is no place available then parents will be offered the right of appeal.

Breakdown of Allocations for September 2024 Intake

School - Brambles Primary Academy										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
2	1	19	6	0	17	0	0	77	45	45

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Breckon Hill Primary Academy

Admission Arrangements for School Year 2025/26

The Legacy Learning Trust is the Admissions Authority for the School.

These arrangements are established in accordance with Annex 1 of the Academy's Supplemental Funding Agreement.

The Local Authority (LA), Middlesbrough Council, its LA Admissions Team will co-ordinate all admissions and this is referred to as the coordinated admissions scheme.

Admission Number

Breckon Hill School has an agreed Published Admission Number (PAN) of 90 for entry into reception. The school will accordingly admit at least 90 pupils in the relevant age group each year if sufficient applications are received. All applications will be admitted if 90 or fewer apply.

Oversubscription criteria

If the school is oversubscribed, after the admission of pupils with Statements of Special Educational Needs or an Education, Health and Care Plan where the school is named in the Statement or Plan, the over-subscription criteria for the school / academy will be applied as follows;

- i. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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). See Note 1
- ii. Pupils permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required).
- iii. Pupils who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission.
- iv. Pupils with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application) The supporting letter should detail why the school is the only one that can accommodate the child. See Note 2

- v. Children who reside closest to a particular school, measured in a straight line distance measurement. Children who reside closest to the school as determined by a straight line distance measurement; from the address point for the child's home to the identified main school gate, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

When distinguishing between pupils within the same criteria the pupil with the highest second criteria will be admitted i.e. a pupil living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criteria than a pupil who lives in the admission zone but does not have a brother or sister attending the school.

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criteria.

Note 2: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the council's Admissions Team to discuss the matter in confidence before you submit your application. Applications submitted with evidence appertaining to exceptional social and or medical reasons may be shared with and discussed at an admissions panel meeting which can include professionals such as a doctor, educational psychologist, social worker etc who will give opinions and make decisions on whether the application fits the criteria.

N.B. Attendance at a school nursery does not guarantee a place in the reception class of that school.

Twins or Multiple Birth Children

If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and the other child/children has applied to this school.

Late Applications

Whilst every effort will be made to ensure parental applications are received by the published closing date, applications received after the closing date for oversubscribed schools will only be considered if there is evidence of a good reason for the lateness. Examples of good reasons may include when a single parent has been ill for some time, or a family has just moved into the area, or a family is returning from abroad.

Where families have moved to a new address after places have been allocated, preferences will only be agreed if places remain available.

Appeals

Any parent whose child has been refused a school place, for which they have applied, will be offered the right to appeal.

If you wish to appeal for a place at the school you should write to:

Breckon Hill Primary School
Breckon Hill Rd
Middlesbrough TS4 2DS

Allocation of Places, which become available before Appeal Hearings

Where places become available prior to an appeal hearing, they will be allocated from the waiting list in accordance with the over-subscription criteria.

Waiting Lists

Waiting lists will be maintained for those unsuccessful at gaining a place in Reception. The waiting lists will be maintained until the 31st December of the intake year, after which time they will close.

Child's Home Address

A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives.

Proof of address may be required (see below for details of evidence which may be requested).

Parents must not give the address of child minders, grandparents or other family members or friends who may share in the care of the child.

If parents move house during the application and allocation process, parents must inform the School Admissions section immediately as this could have an effect on which school the child is allocated. Proof of address move will be required; two pieces of evidence must be submitted such as Child Benefit Letter, Child Tax Credit letter, Council Tax bill, tenancy agreement, solicitor's letter confirming house sale, bank and credit card statements. The child's address used in the allocation process will be the address at the time of the place allocations (places will be finalised several weeks before offer letters are due to be issued to parents, if you are moving house around this time, please contact the Admissions team for guidance). It is the responsibility of the parent to ensure that the School Admissions Team are provided with the correct address and / or any address change details with any relevant evidence.

The LA/school will not consider temporary addresses as being the parental address. This means that if, for example, you live in temporarily with other family members or move to temporary accommodation for any reason, the parental address will remain at the address at which you were living before the temporary move took place.

In Year School Admissions

Parents wishing to transfer their children to this school to Reception mid-year or to any other year group at any time should apply via the Local Authority Admissions Team who co-ordinate all in-year transfers.

Breakdown of Allocations for September 2024 Intake

School - Breckon Hill Primary Academy										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
2	0	34	14	0	20	0	0	112	70	90

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Caldicotes Primary Academy

Admission Arrangements for School Year 2025/26

Academies Enterprise Trust (AET) is the Admission Authority for the Academy.

Caldicotes Primary Academy has a Published Admission Number (PAN) of 30 for entry into Reception. The Academy will accordingly admit 30 pupils to Reception each year if sufficient applications are received. All applicants will be admitted if 30 or fewer apply.

If there are more than 30 applications, and the Academy is oversubscribed, then after applicants with an Education, Health and Care (EHC) plan which names the academy have been admitted, priority for any remaining places will be given to those children who meet the oversubscription criteria set out in the priority order below.

Oversubscription Criteria

1. Looked after children and previously looked after children (please see definitions below).
2. Children with a sibling (brother or sister) who will still be on roll at the Academy at the time of admission.
3. Children eligible for the early years pupil premium, pupil premium or service premium who are in the nursery class which is part of the academy.
4. Children permanently resident in the Admission Zone.
5. Children with exceptional medical and social needs.
6. Distance - children resident closest to the Academy.

Tie breaker

Where two or more applicants have equal priority for the last available place (except for twins and children from multiple births) the final tie-breaker will be random allocation which will be independently verified. N.B. Should the PAN be reached in any criterion before the final oversubscription criterion, then distance will be used to prioritise applicants, with those resident closest to the school receiving the higher priority.

Twins and Multiple Births

Where the parent has made the same preferences of school and, through the normal operation of the admission arrangements, the last available place has been allocated to one twin or child from a multiple birth, the other twin or other children from the multiple birth will be offered a place at the Academy. In such circumstances, both the PAN and the infant class size limit would be exceeded. The other sibling(s) would remain as exceptions to the Infant Class Size legislation for the time they are in an infant class or until the number in the year group falls back to the PAN.

Waiting list

If the Academy receives more applications than there are places available, a waiting list will be maintained by the Academy until the last school day of the summer term. Places from the waiting list will be offered in the order set out in the oversubscription criteria and not in the order that the applications were received. After each added child, the list will be ranked again in line with the published oversubscription criteria.

The Academy works in accordance with the **Fair Access Protocol** held by the Local Authority (Middlesbrough Council); should a vulnerable child within the protocol require a place at the Academy, they will take precedence over any child on the waiting list.

Late applications

Application forms received after the closing date will be considered alongside those applicants who applied on time wherever possible. Where it is not practicable because places have already been allocated, or are shortly to be allocated, then late applications will be considered only after those applicants who applied by the published closing date.

In-Year Admissions

In-year admissions are applications made outside the normal round of admissions. The Local Authority will coordinate in-year admissions. An application for in-year admission should be made directly to the Admissions Team at Middlesbrough Council who will liaise with the academy to secure a school place. Parents may contact the Local Authority Admissions team on 01642 201889.

Admission below compulsory school age and deferred entry

The Academy must provide for the admission of all children in the September following their fourth birthday. Where a child has been offered a place at the Academy:

- a) That child is entitled to a full-time place in the September following their fourth birthday;
- b) The child's parents can defer the date their child is admitted to the Academy until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which it was made. Parents must notify the Academy in writing of their intention to delay their child's start date.
- c) Parents also have the right for their child to be admitted on a part-time basis during the Reception Class year, but not beyond the point at which they reach compulsory school age.

After a place at the Academy has been allocated by the normal admissions round, parents may wish to visit the Academy if they are considering deferring their child's entry or opting for admission to Reception part-time. Parents will have the opportunity to discuss their child's readiness for school, and the Academy will be able to explain the provision on offer to children in Reception, and how it is tailored to meet the needs of the youngest pupils.

Admission outside the normal age group

Parents may seek a place for their child outside of their normal (chronological) age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to Reception rather than Year 1. Summer born children applies to those born from 1 April to 31 August. These children reach compulsory school age on 31 August following their fifth birthday (or on their fifth birthday if it falls on 31 August). It is likely that most requests for summer born children to be admitted out of their normal age group will come from parents of children born in the later summer months or those born prematurely.

Parents do not have the right to insist that their child is admitted to a particular year group. The Academy will admit children outside their normal age group only in exceptional circumstances. If parents wish their child to be admitted outside their normal age group they must still make their application alongside children applying at the normal age and must make their request for admission outside the normal age group clear on their Application Form to the Local Authority for a school place. At the same time, parents should also write to the Principal at the address below to request admission out of the normal age group. Parents should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. The decision made by AET will be based on the individual circumstances of each case and in the best interests of the child concerned. In making the decision, AET will consider the views of the Principal.

The Academy can be contacted at the following address:

The Principal
Caldicotes Primary Academy
Spencerfield Crescent
Middlesbrough TS3 9HD
Tel: 01642 243040

Appeals

Parents have a right to appeal the decision of the admission authority, AET, to refuse their child a place at the Academy. AET delegates the administration of appeals to the Academy. Parents who wish to appeal the decision of the admission authority to refuse their child a place at the Academy may apply in writing to the Academy at the address above. Parents have at least 20 school days from the date of their refusal letter to submit their written appeal and should explain clearly the reason(s) for their appeal. Appeals will be heard by an independent panel and will normally be held within 40 school days of the closing date for receiving the notice of appeal.

Some Definitions

Looked after children

The highest priority in the oversubscription criteria must be given to looked after children and previously looked after children. 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** is a child who was looked after, but ceased to be so because they were **adopted** or became subject to a **child arrangement order** (formerly known as a residence order) or a **special guardianship order** immediately following having been looked after, including those who appear to the Academy to have been in state care outside of England (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society) and ceased to be in state care as a result of being adopted. The admission authority may request a copy of the adoption order, child arrangement order or special guardianship order and a letter from the local authority/care provider that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

An **adoption order** is an order under Section 46 of the Adoption and Children Act 2002. A **child arrangement order** settles the arrangements as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangement order. Section 14A of the Children Act 1989 defines a **special guardianship order** as an order which appoints one or more individuals to be a child's special guardian(s).

Sibling (brother or sister)

Sibling is a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or foster brother or sister or the child of the parent/carer's partner living in the same family unit in the same family household and address who attends the Academy in any year group excluding Year 6. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

Early Years Pupil Premium / Pupil Premium / Service Premium

Early Years Pupil Premium is additional funding paid to support disadvantaged children receiving government-funded early education under section 7 of the Childcare Act 2006. The **Pupil Premium** is additional funding paid annually to schools under section 14 of the Education Act 2002 for the purposes of supporting the attainment of disadvantaged children. The **Service Premium** is additional funding paid annually to schools under section 14 of the Education Act 2002 for the purposes of supporting the pastoral needs of the children of Armed Services personnel.

Resident

The normal family home is taken as the address where the child is resident permanently and, for the purpose of School Admissions, Middlesbrough Council defines this as the address at which the family is registered for child benefit. If parents do not live together and the child lives for a period of time with each parent, the home address will be taken as the one where the parent receiving Child Benefit lives. The Admission Zone is the catchment area for the Academy (see Middlesbrough- School Admissions for further information).

For children of UK service personnel and crown servants, the Academy will not refuse to process an application or refuse a place solely because the family do not yet have an intended address, or do not yet live in the area. The Academy will use the address at which the child will live when applying oversubscription criteria, as long as some evidence of their intended address is provided. The Academy will use a Unit or quartering address as the home address where requested.

Exceptional Medical or Social Needs

For an applicant to be considered under the exceptional medical or social needs criterion the parent must indicate strong reasons for the child needing to attend this particular Academy. Applications will only be considered under this category if they are supported by a written statement from an independent professional person such as a doctor, health visitor, social worker, or Education Welfare Officer who knows about the child and supports their application to the Academy.

The information provided must show clearly why Caldicotes Primary Academy is the only school that can meet the needs of the child and any difficulties if alternative schools were offered. The information must confirm the exceptional medical or social need and demonstrate how this particular academy is the only school that can meet the defined needs of the child. Evidence relating to the social or medical circumstances of the parent or other family member may be considered, but only if this impacts on the child and their need to attend this specific Academy. In addition to making it known on the Local Authority's Common Application Form when requesting priority for a place under this category, parents must also submit all relevant information, including professional evidence, directly to the Academy at the address above on or before the published closing date for primary school applications.

Distance

The distance measure is provided by the Local Authority. Distance is calculated using the Local Authority's computerised measuring system on the basis of a straight-line measurement from the address point for the child's home to the identified main school gate.

Admissions to the Nursery

Caldicotes Primary Academy has an Admission Number of 30 for entry into the Nursery, based on two sessions per day. All applications will be admitted if 30 or fewer apply. There is no appeal process for nursery places.

For further information on the application for nursery places and the oversubscription criteria please contact the Academy.

Please note: a place in the Nursery does not guarantee a Reception place in the Academy.
These arrangements were determined on 9 February 2024.

Breakdown of School Allocations for September 2024 intake

Number admitted under over-subscription criteria (see above)							Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5	6					
0	0	8	3	8	0	7	0	0	38	26	30

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

Captain Cook Primary School, Hemlington Hall Academy, Lingfield Primary School, Marton Manor Primary School and The Avenue Primary School

Introduction

Lingfield Education Trust are the admissions authority for the Trust schools and have chosen to follow the Coordinated Admissions scheme of the Local Authority in which the school is located. The planned admission number for September 2025 is:

Captain Cook Primary School - 60

Hemlington Hall Academy - 30

Lingfield Primary School - 30

Marton Manor Primary School - 30

The Avenue Primary School – 60

Definitions

Normal Admissions Round

The **normal admissions round** is the period during which parents/carers can apply for state-funded school places at a school's normal point of entry, using the common application form provided by their home Local Authority.

Looked-after children are children who, at the time of making an application to a school, are:

- In the care of a Local Authority, or
- Being provided with accommodation by a Local Authority in exercise of its social services functions

Previously looked-after children are children who were looked after, but ceased to be so because they:

- Were adopted under the Adoption Act 1976 or the Adoption and Children Act 2002, or
- Became subject to a child arrangements order, or
- Became subject to a special guardianship order

This includes children who appear to have been in state care outside of England and have ceased to be in state care due to being adopted.

A child reaches **compulsory school age** on the prescribed day following their 5th birthday (or on their 5th birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August.

Home Address

When parents/carers state their school preferences they must give the home address at the time of application. They must not give the address of child-minders or other family members who may share in the care of the child.

For parents/carers:

- Who may have more than one property, or
- Where parents/carers are separated and the child lives for periods with both, or
- If the main address has changed temporarily, for example where a parent/carer resides with extended family during a period of sickness or takes up temporary accommodation due to building works/renovation,

It is advised that parents/carers consult the appendices to this policy or contact the relevant Local Authority for further guidance about which address to use in the application.

Siblings

For the purposes of school admissions, the definition of sibling will be made clear by the oversubscription criteria (e.g. whether it will include half-siblings and step-siblings, foster siblings, adopted siblings, or other children living permanently at the same address). See the appendices of this policy for further details.

Requests for admission outside the normal age group

Parents/carers are entitled to request a place for their child outside of their normal age group. Parents/carers may request that their child is admitted to a year group outside their normal age range, for instance where the child is gifted or talented or where a child has suffered from particular social or medical issues impacting on his or her schooling.

Decisions on requests for admission outside the normal age group will be made on the basis of the circumstances of each case and the best interests of the child concerned. In accordance with the School Admissions Code, this will include taking account of:

- Parents'/carers' 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
- Whether they may naturally have fallen into a lower age group if it were not for being born prematurely
- Headteacher's views

Wherever possible, requests for admission outside a child's normal age group will be processed as part of the main admissions round. They will be considered on the basis of the arrangements laid out in this policy, including the relevant oversubscription criteria. Applications will not be treated as a lower priority if parents/carers have made a request for a child to be admitted outside the normal age group.

Parents/carers will always be informed of the reasons for any decision on the year group a child should be admitted to. Parents/carers do not have a right to appeal if they are offered a place but it is not in their preferred age group.

Oversubscription criteria and Tie Break

If a Trust school is not oversubscribed, all applicants will be offered a place. In the event that a school in the Trust receives more applications than the number of places available, places will be given to those children who meet the criteria set out in the appendices of this policy, in order, until all places are filled.

1. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order [1] including those 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 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). See Note 1.

2. Pupils permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). (See Child's Home Address section)
3. Pupils who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/ partner living at the same address attending the school in the September of admission See Note 2.
4. Pupils with exceptional social and/or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application). The supporting letter should detail why the school(s) applied for is/are the only one(s) that can accommodate the child. See Note 3.
5. Pupils who reside closest to the school as determined by a straight line distance measurement; from the address point for the child's home to the identified main school gate, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

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 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. This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

When distinguishing between pupils within the same criteria the pupil with the highest second criteria will be admitted i.e. a pupil living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criteria than a pupil who lives in the admission zone but does not have a brother or sister attending the school.

Tie Break

Should it not be possible to separate two or more applications, for example two applicants who live at an equal distance from the school, the Local Authority's computerised system will use random selection.

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criteria.

Note 2: For consideration under the sibling criteria, the sibling must still attend the school at the time when the child for whom the place is sought joins the school. This criterion only applies to siblings who are of compulsory school age, not younger siblings who attend a nursery setting attached to a school.

Note 3: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the Admissions Team to discuss the matter in confidence before you submit your application. Applications submitted with evidence appertaining to exceptional social and or medical reasons may be shared with and discussed at an admissions panel meeting which can include professionals such as a doctor, educational psychologist, social worker etc who will give opinions and make decisions on whether the application fits the criteria.

Child's Home Address

A child's home address, for the purpose of School Admissions, is considered to be the parent's or legal guardian's permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives.

Proof of address may be required. Parents must not give the address of child minders, grandparents or other family members or friends who may share in the care of the child.

Deferred entry or admission of children below compulsory school age

Children are entitled to a full-time school place in the September following their fourth birthday. Requests to defer a child's start date or attend part-time until a child's compulsory school age*, but not beyond the beginning of the final term of the academic year, will be considered by the school on a case-by-case basis after the Local Authority has allocated a place as part of the normal admissions round.

It is recommended that parents/carers visit the school before deciding to delay a child's entry to school. The school will be able to explain the provision on offer to children in the reception class, how it is tailored to meet the needs of the youngest pupils and how the needs of these pupils will continue to be met as they move up through school. They may also be able to allay any concerns parents/carers may have about their child's readiness for school.

*A child reaches compulsory school age on the prescribed day following their fifth birthday. (Or on the fifth birthday if it falls on a prescribed day) The prescribed days are 31 December, 31 March and 31 August.

Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The 'excepted' pupil will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

Fair Access Protocol

We participate in our local authorities' Fair Access Protocol. This helps make sure that all children, including those who are unplaced and vulnerable, or having difficulty in securing a school place in-year, get access to a school place as quickly as possible.

In-year admissions

ou can apply for a place for your child at any time outside the normal admissions round. Applications will be co-ordinated by the Admissions Team of the Local Authority in which the school is located.

Appeals

If your child's application for a place at one of the schools in our Trust is unsuccessful, you will be informed why admission was refused and given information about the process for hearing appeals. Parents/carers have the right of appeal to an independent appeal panel if they are dissatisfied with an admissions decision of the Trust. The appeal panel will be independent of the Trust. If you wish to appeal, you must follow the appeals process for the Local Authority in which the school is located. For Middlesbrough schools (Captain Cook, Lingfield Primary School, Marton Manor, Hemlington Hall and The Avenue Primary School) please contact the school office directly to receive information on the appeals process.

Parents/carers will be notified of their appeal date at least 10 school days before the appeal is considered by the Independent Panel. This will include a timetable for the appeal to be heard.

A copy of the school's statement of case will be sent to each parent/carer in line with the timetable that includes the opportunity, along with necessary deadlines, for parents/carers, the School and the Independent Panel to submit questions and receive answers to those questions. Any additional evidence parents/carers wish to submit in support of their appeal must be sent to the clerk in line with the appeal timetable. Any evidence not submitted by this deadline included within the timetable may not be considered by the Independent Admissions Appeal Panel.

Waiting Lists

A waiting list will be kept at each school until the 31st December of each school year of admission. Each child will be added to the list and ranked in line with the oversubscription criteria. Priority will not be given to children based on the date of their application or when their name was added to the list. Looked after children, previously looked after children, and those allocated a place at the school in accordance with a Fair Access Protocol, must take precedence over those on a waiting list.

Breakdown of Allocations for September 2024 Intake

Captain Cook Primary										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
0	0	13	20	0	22	0	0	111	55	60

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Breakdown of Allocations for September 2024 Intake

Hemlington Hall Academy										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
2	1	24	2	0	3	3	0	56	32	30

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Breakdown of Allocations for September 2024 Intake

Lingfield Primary Academy										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
0	0	11	5	0	13	0	0	77	29	30

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Breakdown of Allocations for September 2024 Intake

Marton Manor Primary School										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
3	1	7	9	0	8	0	0	60	28	30

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Breakdown of Allocations for September 2024 Intake

The Avenue Primary School										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
0	4	21	11	0	18	0	0	112	54	60

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Chandlers Ridge Primary School

Introduction

Chandlers Ridge Academy is part of Vison Academy Learning Trust and the Local Governing Body is the admissions authority. This admissions policy has been written to comply with the Academy's Funding Agreement and the Department for Education Schools Admissions Code 2021 and all relevant legislation, including that on infant class sizes and equal opportunities.

Aims of Policy

This policy sets out the admissions arrangements for:

- Reception (Foundation Stage) entry in September 2025
- Casual In-Year admissions

In all admission cases the oversubscription criteria described in this policy will be applied.

Responsibilities

1. **LGB:** The LGB has overall responsibility to ensure that policies and procedures are in place for the processes associated with the Chandlers Ridge Academy.
2. **Head Teacher:** The Head Teacher has responsibility to ensure that operational services are suitably established to provide the processes associated with the Chandlers Ridge Academy.
3. **Senior Leadership Team:** Each Senior Leader is responsible for ensuring that the policies and procedures are adhered to within their area of accountability.

Admissions to the Reception Year

Chandlers Ridge Academy has an agreed Published Admission Number (PAN) of 50 children for entry into the Reception year. The Academy will accordingly admit 50 pupils in the relevant age group each year if sufficient applications are received. All applicants will be admitted if 50 or fewer apply. Subject to the criteria set out below, children will be admitted in the September following their fourth birthday.

Places will be allocated by the Local Governing Body on the basis of applications received through Middlesbrough Council's Primary School Admissions criteria. This allows parents*/guardians to apply for entry to any Middlesbrough primary school by means of the Middlesbrough Council Primary School Admissions Preference form available from Middlesbrough council and on-line via the Middlesbrough Council website www.middlesbrough.gov.uk/schools. Full information is provided on their published booklet 'Primary and Secondary Guide for Parents' which is available from their website address as shown above.

"In-Year" Admissions

In-year admissions are dealt with by Middlesbrough Admissions. Details can be found at <https://www.middlesbrough.gov.uk/schools-and-education/school-admissions>

Oversubscription Criteria for all types of admissions

Once children with statements of special educational need or Education Health Care Plans naming Chandlers Ridge Academy have been admitted, then places are allocated to children in accordance with the criteria set out below, in priority order:

- i. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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). See Note 1
- ii. Pupils permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). (See Child's Home Address section)
- iii. Pupils who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission.
- iv. Pupils with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application) The supporting letter should detail why the school is the only one that can accommodate the child. See Note 2.
- v. Pupils who reside closest to a particular school, measured in a straight line. The measure will be taken from the front door of the pupils' home to the main entrance of the school.

Note 1. Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criteria.

Note for Parents

When distinguishing between children within the same criteria the child with the highest second criteria will be admitted i.e. a child living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criteria than a child who lives in the admission zone but does not have a brother or sister attending the school

Operation of Waiting Lists

The academy will maintain a waiting list for those children who are not offered a place and parents are required to request a place on it by writing directly to the academy. A child's position on the waiting list is determined according to the over-subscription criteria above, and does not depend on the date of application. No account is taken of length of time on a waiting list. The waiting list is therefore regularly adjusted and a child's place on the list could go up or down in accordance with withdrawals from the list or new applicants joining it.

Fair Access Protocol

The academy participates in Middlesbrough Council LA's Fair Access Protocol. The protocol can be accessed here [Middlesbrough Council - Fair access protocol](#).

Right of Appeal

In the event of an unsuccessful application, parents have the right to appeal against non-admission. Details can be found on the Middlesbrough Council website. Where a transfer application and subsequent appeal are unsuccessful and a child has been offered a place on the waiting list, the Admissions Committee will not consider a repeat application within the same academic year unless there has been a relevant and significant change of circumstances relating to the application, or a place has become available in school. If a place becomes available it will be allocated according to the oversubscription criteria.

Parents who wish to appeal against the decision of the Admissions Authority to refuse their child a place in the Academy may apply in writing to the Local Governing Body at the following address:

Local Governing Body
Chandlers Ridge Academy
Chandlers Ridge
Nunthorpe
Middlesbrough
TS7 0JL

Appeals will be heard by an independent panel.

Audit

This Policy will be reviewed annually.

Breakdown of Allocations for September 2024 Intake

Chandlers Ridge Primary										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
3	1	18	13	0	11	0	0	102	46	50

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Corpus Christi Primary School

The Board of Directors is the admissions authority and is responsible for determining the school's admissions policy. The planned admission number for September 2025 is 34.

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic School should also complete the Supplementary Information Form (SIF) as if the school is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Oversubscription Criteria

Children with an Educational Health and Care Plan which names our academy in their plan will be admitted to the academy.

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy.

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 3) that is, children who will have older brothers or sisters attending the academy in September 2025.)

1. Catholic 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).

2. Catholic children whose home address is within the boundaries specified in the map of NPCAT Admission Zones. (see school website)
3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
4. Other Catholic children.
5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
7. Children from other Christian denominations. (see note 2)
8. Other children.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will suffice.

2. Definition of children of other Christian denominations:

Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above.

All members of Churches Together in England and of CYTÛN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 7 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

3. Definition of Sibling:

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

4. Multiple Births:

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The 'excepted pupil' will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

5. Admission of a child outside their normal age group

Parents may seek a place for their child outside of their normal age group, for example if the child is gifted and talented or has experienced problems such as ill health. In addition, parents of a Summer born child (born between 1st April and 31st August) may choose not to send their child to school until the September following their 5th birthday and may request that they are admitted out of their normal age group – to reception rather than Year 1. If a parent wishes to request admission of a child outside of their normal year group you must contact the school to discuss your request with the Headteacher at least four weeks before the closing date of the admission period for your child's normal year group. The Headteacher will then discuss the request with a representative of the Admissions Authority. If the admissions authority agrees to a parents request, they will receive confirmation in writing. A parent should submit an application in the application window, as part of the Local Authority standard application process, for the deferred year in which they wish their child to be admitted to the school with the accompanying support letter from the Headteacher. Please note that when a child educated outside of their normal age group school year transfers to secondary school, there is no guarantee that the secondary school will agree to allow education outside of the normal age group to continue.

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the academy entrance will be the deciding factor. Distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the academy [using the Local Authority's computerised measuring system], with those living closer to the academy receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by emailing admissionsappeals@npscat.org.uk.

Home Address

It is the parental address which will be used in applying the admission criteria. This means that, when stating your choice of school or academy, you should give the parental/guardian address at the time of application. The address of childminders or other family members who may share in the care of your child should not be quoted as the home address.

Waiting Lists

If your child has been refused admission, a waiting list is available where priority will be given according to the above criteria based on the information provided at the time of application. The waiting list will be open until the end of the Autumn term or as agreed and operated by your school.

Application Information

It is very helpful to have an early indication of the number of children to be admitted to the Reception class in the following September. However, it must be stressed that formal written applications for admission must be made on the form provided by the Local Authority and returned to them by the stated date. Places will then be allocated by strict application of the above criteria, with no reference to the date of application. Parents will be notified as to whether or not their child has been allocated a place according to the published Local Authority timetable.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)									Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5	6	7	8					
0	0	1	0	0	0	0	0	25	0	0	51	26	34

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Easterside and Rose Wood Primary Academies

The Enquire Learning Trust is the admission authority and is responsible for determining the admission policies of the schools. The planned admission number for September 2025 is:

Easterside Primary Academy – 45
Rose Wood Primary Academy - 50

Requests for admission outside the normal age group

Parents are entitled to request a place for their child outside of their normal age group. Parents may request that their child is admitted to a year group outside their normal age range, for instance where the child is gifted or talented or where a child has suffered from particular social or medical issues impacting on his or her schooling.

Decisions on requests for admission outside the normal age group will be made on the basis of the circumstances of each case and in the best interests of the child concerned. In accordance with the School Admissions Code, this will include taking account of:

- 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
- Whether they may naturally have fallen into a lower age group if it were not for being born prematurely
- The Principal's views

Wherever possible, requests for admission outside a child's normal age group will be processed as part of the main admissions round. They will be considered on the basis of the admission arrangements laid out in this policy, including the oversubscription criteria listed in section 6. Applications will not be treated as a lower priority if parents have made a request for a child to be admitted outside the normal age group.

Parents will always be informed of the reasons for any decision on the year group a child should be admitted to. Parents do not have a right to appeal if they are offered a place at the school but it is not in their preferred age group.

Children of UK service personnel and crown servants

For families of UK service personnel with a confirmed posting to the area, or crown servants returning to live in the area from overseas, the Trustees will:

- Process an application in advance of the family arriving in the area provided it is accompanied by an official letter that declares a relocation date and a Unit postal address, intended address or quartering area address to use when considering the application against the school's oversubscription criteria.
- Accept a Unit postal address or quartering area address for admissions purposes for a service child where the parent requests this
- The Trustees will not refuse a service child a place solely because the family does not have an intended address or does not yet live in the area.

For late coordinated applications and mid year applications supported by the appropriate military documentation, we will aim to remove any disadvantage to UK service personnel (UK Armed Forces). The Trustees will consider whether:

- An application from that address would normally succeed in an oversubscribed year.
- There is any child on the waiting list with higher priority under the oversubscription criteria.
- The prejudice from admitting an extra child would be excessive.

The Trustees have discretion to admit above the admission number in these circumstances if they wish, but are not obliged to do so. If a place is refused, you will be informed of your right of appeal.

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear (to the admissions authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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).

2. Priority will next be given to children with siblings at the school. Siblings include step siblings, foster siblings and adopted siblings living at the same address. Priority will not be given to children with siblings who are former pupils of the school.
3. Pupils who are eligible for Early Years Pupil Premium and are in a nursery class which is part of the academy. This is applicable to all academies outlined in 7.1 with the exception of Keelby and Laceby Acres Primary Academies. Admission authorities may give priority in their oversubscription criteria to children eligible for the early years pupil premium, the pupil premium, or the service premium who:
 - a) are in a nursery class which is part of the school; or
 - b) attend a nursery that is established and run by the school. The nursery must be named in the admission arrangements and its selection must be transparent and made on reasonable grounds.
4. Priority will next be given to children of staff at the academy, in either of the following circumstances:
 - a) The member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, or
 - b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage
5. Pupils whose main residence is within the catchment area. Parents can view each academy catchment area through their local authority website.
6. **Distance**
Pupils who reside closest to the school as determined by a straight line distance measurement; from the address point for the child's home to the identified main school gate, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

ADDITIONAL NOTES

Rules for Residence

By home we mean the address where the child lives for the majority of the school term time with a parent who has parental responsibility as defined in the Children Act 1989. Or any child in the household where an adult in the household is defined as a parent for the purposes of Section 576 of the Education Act 1996. This could include a person who is not a parent but who has responsibility for her or him. It could include a child's guardians but will not usually include other relatives such as grandparents, aunts, uncles etc. unless they have all the rights, duties, powers and responsibilities and authority, which by law a parent of a child has in relation to the child and their property.

Where your child lives normally during the school week with more than one parent at different addresses, the home address for the purposes of school admissions will be the one where the child spends the majority of term time. If you can show that your child spends an equal amount of time at both addresses during school term time, you can choose which address to use on the application.

If you have more than one home, we will take as the home address the address where you and your child normally live for the majority of the school term time.

Tie break

In the case of 2 or more applications that cannot be separated by the oversubscription criteria outlined above, the school will use the distance between the school and a child's home as a tie breaker to decide between applicants. Priority will be given to children who live closest to the school. Distance will be measured as outlined above in criterion 5. A child's home address will be considered to be where he/she is resident for the majority of nights in a normal school week.

In-year admissions

You can apply for a place for your child at any time outside the normal admissions round. As is the case in the normal admissions round, all children whose EHC plan names the school will be admitted.

Likewise, if there are spaces available in the year group you are applying for, your child will always be offered a place.

If there are no spaces available at the time of your application, your child's name will be added to a waiting list for the relevant year group. When a space becomes available it will be filled by one of the pupils on the waiting list in accordance with the oversubscription criteria listed in section 6.2 of this policy. Priority will not be given to children on the basis that they have been on the waiting list the longest. A waiting list will be maintained at each academy until the end of the school year of admission (August).

Applications for in-year admissions should be sent to your local authority as listed in section 4 of this policy.

Deferred entry or admission below compulsory school age. Where a place has been offered and accepted:

- a) Your child is entitled to a full-time place in the September following their fourth birthday;
- b) You can defer the date your child is admitted to the school until later in the school year, but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which it was made;
- c) Parents can also request that their child may attend part-time until later in the school year until the child reaches compulsory school age.

Where the distance between 2 children's homes and the school is the same, random allocation will be used to decide between them. This process will be independently verified.

Waiting List

A waiting list will be maintained at each academy until the end of the school year of admission (August). Each child will be added to the list and ranked in line with the oversubscription criteria. Priority will not be given to children based on the date of their application or when their name was added to the list. Looked after children, previously looked after children, and those allocated a place at the school in accordance with a Fair Access Protocol, must take precedence over those on a waiting list.

Appeals

If your child's application for a place at the school is unsuccessful, you will be informed why admission was refused and given information about the process for hearing appeals. If you wish to appeal, you must set out the grounds for your appeal in writing and send it to the following address: admissions@eltacademy.org or 18 Appleton Court, Wakefield, WF2 7AR.

Please note, pupils already attending our nursery will not transfer automatically into the main school. A separate application must be made for a place in reception.

Breakdown of School Allocations for September 2024 Intake (Easterside Academy)

Number admitted under over-subscription criteria (see above)						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5					
3	0	21	13	0	6	0	0	63	43	45

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Breakdown of School Allocations for September 2024 Intake (Rose Wood Academy)

Number admitted under over-subscription criteria (see above)						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5					
1	2	12	8	0	14	0	0	61	37	50

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Green Lane Primary Academy

The Legacy Learning Trust is the Admissions Authority for the school.

These arrangements are established in accordance with Annex 1 of the Academy's Supplemental Funding Agreement.

The Local Authority (LA) Admissions Team, Middlesbrough Council, will co-ordinate all admissions and this is referred to as the coordinated admissions scheme. All Reception admissions will be requested via the common admissions form.

All admission authorities (including Academies) have a duty to comply with the co-ordinated scheme. Relevant information must be provided to the Local Authority by the dates agreed in the scheme. Parents wishing to apply for their children to attend Green Lane may contact the Head Teacher for an appointment to come and view the school.

Applying for a School Place Nursery

The school maintains a register of children requesting a place in Nursery. The school operates a 39 place Nursery. Three year old children are eligible for admission to the Nursery, although the date of admission is dependent upon places being available. Priority is given to the children living within the school's admission zone who wish to attend this school. In order to put your child's name on the Nursery List you must produce your child's birth certificate and proof of your address – preferably a council tax bill.

Children are eligible for admission in the term following their third birthday. However, depending on the demand for places, admission may not occur until the academic year in which they will be four. Priority for places is given in accordance with the following guidelines:-

Reception Intake 24/25

- i. Children aged 4+ who live in the admission zone for the school
- ii. Children aged 4+ who live outside the admission zone but who have a brother or sister attending the school at the time the nursery child will be admitted.
- iii. Children aged 3+ who live within the defined admission zone for the school.
- iv. Children aged 3+ who live outside the admission zone but who have an elder brother or sister attending the school at the time the nursery child is to be admitted.
- v. Other children aged 4+
- vi. Other children aged 3+

Reception Intake 24/25

- i. Children aged 3+ who live within the defined admission zone for the school.
- ii. Children aged 3+ who live outside the admission zone but who have an elder brother or sister attending the school at the time the nursery child is to be admitted.
- iii. Other children aged 3+

Attendance is on a part-time basis, morning or afternoon, as allocated. There is no differentiation between morning and afternoon sessions, each being three hours long. Parents are welcome to stay with their children until they are confidently settled.

Opportunities are available for more flexible arrangements – i.e. 30 hour nursery provision for eligible parents. The Nursery Staff will discuss this with parents. The final decision on when a child is admitted and the sessions they attend rests with the Head Teacher.

N.B. Parents should note that a place in Nursery does not guarantee a place in main school - please see below.

Main School - Reception

The school's admission number for 2024/2025 is 90. Decisions on who is admitted to school are made by the Local Education Authority in accordance with the Co-ordinated Admission Scheme for Primary Schools. Green Lane operates a single intake into Reception with children starting full time schooling in the September preceding their fifth birthday.

Your child will NOT be automatically allocated a school place; you will have to apply for a place.

It should be noted that all children requiring a Reception place at any school, must apply for a place even if the child attends the school's nursery. Attendance at a school nursery does not guarantee a place in the reception class of that school.

Parents must submit an application for a place in a primary school reception class in the November of the academic year in which their child turns four. Children at Green Lane Primary Academy Nursery will have their details passed to the School Admissions Section of Middlesbrough Council who will send application packs out.

N.B. Children in private nurseries and those not at any nursery will need to contact the School Admissions Section to register their child's details so application packs can be issued. Adverts will be placed in the local press and posters will be displayed in public places, such as libraries, to inform parents of the need to register with the Admissions Section at the relevant time.

Parents/carers will be provided with their Common Application Forms from the Local Authority in November with the national closing date information.

Parents/carers are able to make on-line applications for admission via the Middlesbrough Council web site:
<https://www.middlesbrough.gov.uk/schools-and-education/school-admissions>.

The application forms will:

- Invite parents to express preferences by completing the form including, where relevant, any schools outside the LA's area, in rank order of preference;
- Invite parents to give their reasons for each preference.
- Will specify the closing date, and where it must be returned.

All preferences are considered equally. You are strongly advised to submit multiple preferences of schools, as this will give your child a better chance of obtaining a place at a school of your choice. If the same school is entered as first, second and third preference, this does not increase your chances of a place at that school, instead it will limit your child's choice from three schools to one.

If a preference form is not returned for your child, or your form is late, then a place will be allocated by the Local Authority. This will be at a school that has places available after all other applications have been processed. This may result in your child not being allocated a school of your liking.

Where the child is not eligible for a place at any of the nominated schools, they will be offered a place at the nearest appropriate school with a vacancy.

In the event of parents not being satisfied with the response to their preferences, there is an opportunity to make an appeal to an independent Appeals Committee, which is empowered to make a final decision on the matter. Parents have the opportunity to put their own case to the Appeals Committee, if they so wish.

Appeals for Green Lane Primary Academy must be made directly to the school and not the LA.

Parents can only appeal once for an Academic Year for a particular school, unless there is a significant change of circumstances.

Over-Subscription Criteria

Where more parents/carers have expressed a preference for a particular school than the admission number, the over-subscription criteria will be applied in deciding which parents/carers preferences can be met.

After the admission of children with an Education, Health and Care Plan where a particular school is named in the Plan, the over subscription criteria will be applied as follows;

- i. 'Children looked after', in public care, and children previously 'looked after', but ceased to be so because they became adopted or became subject to a residence or special guardianship order immediately following having been looked after.
- ii. Pupils permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required).
- iii. Pupils who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission.
- iv. Pupils with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application)
- v. Children who reside closest to a particular school, measured in a straight line distance measurement. Children who reside closest to the school as determined by a straight line distance measurement; from the address point for the child's home to the identified main school gate, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

When distinguishing between pupils within the same criteria, the pupil with the highest second criteria will be admitted - i.e. a pupil living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criteria than a pupil who lives in the admission zone but does not have a brother or sister attending the school.

A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives. Proof of address may be required. You must not give the address of childminders, grandparents or any other family members or friends who may share in the care of your child.

A waiting list will be maintained for those unsuccessful at gaining a place at their preferred school for admission to Reception Year. The waiting lists will be maintained until the last day of the autumn term, after which time they will close. If places become available, they will be allocated according to the over-subscription criteria. If appeals are pending, places will still be allocated before appeals are heard from the waiting list. Parents wishing to remain on the waiting list after this date must write to the School by 31st December 2025, stating their wish and providing their child's name, date of birth and the name of their child's current school.

In Year Admissions and Transfers

Parents wishing to admit or transfer their children to Green Lane Primary Academy to Reception mid-year or to any other year group at any time should apply via the Local Authority Admissions team who we commission to manage our admissions and transfers.

Admissions Team:

<https://www.middlesbrough.gov.uk/schools-and-education/school-admissions>.

All such requests will be considered by the academy who will inform the local authority whether or not a place can be offered. The local authority will then send a letter to parents. If more applications are received than there are places available, the oversubscription criteria will apply.

The Academy will hold a waiting list for all oversubscribed year groups. Parents wishing to be placed on the waiting list must write to the School stating their wish and providing their child's name, date of birth and the name of their child's current school. When a vacancy becomes available, an offer of a place will be made in accordance with the waiting list at that point in time. The waiting list is ranked in order of the academy's oversubscription criteria.

The waiting list does not prevent parents from exercising their right to appeal.

Appeals

Parents will have the right of appeal to an independent appeal panel if they are dissatisfied with an admission decision of the Academy. The appeal panel is independent of the Academy. The arrangements for appeals will be in line with the Code of Practice on School Admission Appeals published by the Department for Education. The decision of the appeal panel will be made in accordance with the Code of Practice on School Admission Appeals and is binding on all parties.

The Academy has prepared guidance for parents about how the appeals process will work and a named contact.

Breakdown of Allocations for September 2024 Intake

Green Lane Primary Academy										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
2	1	28	21	0	29	0	0	174	80	90

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Kader Academy

The Governing Body of Kader Academy Trust is the admissions authority for the academy. The Governing Body therefore, sets and applies the Admissions Policy of the academy.

Admissions Number

Kader Academy has an agreed Published Admission Number (PAN) of 60 pupils. The Academy will accordingly admit at least 60 pupils in the relevant age group each year if sufficient applications are received.

If there are less than 60 applications received for the academy, then places will be offered to all applicants. If more than 60 applications are made, then the academy will apply the oversubscription criteria to determine how places will be allocated.

Over-subscription Criteria

When an application is refused, the child's details are placed on a waiting list ranked accordingly to admissions criteria. The Local Authority will maintain a reserve list on behalf of the Governing Body, ranked according to the academy's over-subscription criteria. The reserve list will be held until 31st December for reception only. Parents will be contacted immediately if a place becomes available for their child, but should be aware that their child's place on the Reception reserve list may change at any time, if an application is subsequently received that meets a higher criterion than their own.

If the Academy is oversubscribed, after the admission of pupils with Statements of Special Educational Needs where the school is named in the statement, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. "Children Looked After" (in public care), and children previously "looked after", but ceased to be so, because they were adopted or became subject to a residence order, or special guardianship order, immediately following having been looked after.
2. Children permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required).
3. Children who will have a sibling and/or step sibling of the parent/carer's partner living at the same address, attending the school in the September of admission.
4. Children with exceptional social and/or medical reasons for attending the school, which in the latter circumstances are substantiated by the Academy's medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application).
5. Children who reside closest to the academy, measured in a straight line. The measure will be taken from the front door of the child's home to the main entrance of the academy.

In the event that there are more children in any category than there are places available, a distance criterion will be used. The Academy will give priority to the applicants who live nearest to the academy. The distance from the academy, for admissions purposes, is measured using the straight line from the centre point of the home to the centre point of the academy as determined by the National Land and Property Gazetteer (NLPG).

When distinguishing between pupils with the same criteria, the pupils with the highest second criteria will be admitted.

Please note that a place in the academy Nursery is not a guarantee of a reception place in the academy and parents must complete a Local Authority application form expressing their three preference schools.

Admission of children below or outside of their normal age group and deferred entry to school

In exceptional circumstances parents may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child (i.e. a child born from 1 April to 31 August) may prefer not to send their child to school until the September following their fifth birthday and request that they are admitted out of their normal age group – to reception rather than year 1.

The academy's view is that admitting a child outside their normal age group may be appropriate in exceptional circumstances. The academy will take into account all relevant factors on a case-by-case basis including the parent's views; The Head teacher's views, information about the child's academic, social and emotional development; where relevant, the child's medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; whether they may naturally have fallen into a lower age group if it were not for being born prematurely; and any other relevant factors.

Appeals

Parents have the right to appeal should their child be refused a place at the school/academy of their choice. Kader Academy has an independent Appeals Panel which deals with all appeals, subject to the relevant provisions of the Schools Admissions Code published by the Department for Education. An appeal application form can be obtained from the academy upon request.

Where places become available prior to an appeal hearing, they will be allocated from the waiting list in accordance with the over-subscription criteria.

General Information

Allocation to a Year Group

If there is not a place available for a child in their age-related year group, the academy will not allocate a place in another year group.

Transport

The academy is not able to offer transport for any child.

Primary Applications – Determining offers in response to applications

The LA will act as a clearing house for the allocation of places by the relevant admission Authorities. The LA will only make any decision with respect to the offer or refusal of a place in response to any preference expressed where;

- i. It is acting in its separate capacity as an admission authority, or
- ii. An applicant is eligible for a place at more than one school, or
- iii. An applicant is not eligible for a place at any school that the parent has nominated

The LA will notify the schools who are their own admissions authority and process their own admissions applications, i.e. Academies, VA and Foundation schools, of every application that has been made for that school. Where parents have requested a place at a school outside of the LA area, the information will be forwarded to the relevant admission authority/authorities.

Academies, VA and Foundation schools and other LAs inform the home LA of allocation of places for all applications received in the priority order of their admission policy.

Liaison will take place with Academies, VA and Foundation schools and other LAs until the allocation of places is resolved for each application, as required The LA will match ranked lists for all schools and;

- i. Here the child is eligible for a place at only one of the nominated schools, the school will be allocated to the child;
- ii. Where the child is eligible for a place at two or more of the nominated schools, they will be allocated a place at whichever of these is the highest ranked preference.

Where the child is not eligible for a place at any of the nominated schools, they will be offered a place at the nearest appropriate school with a vacancy.

Letters will then be posted 2nd class to parents informing them which school has been allocated to their child. An e-mail will be sent to parents who applied online. Parents will also be advised of their right to appeal if they are unhappy with the allocated school.

Late Applications

Forms received after the closing date will be dealt with after all the other applications unless there is a good reason for their lateness, e.g. if a family moves into the area. In these cases the application can be considered along with all of those that came in on time providing the allocation of places has not already been completed.

Breakdown of Allocations for September 2024 Intake

Kader Primary Academy							Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v						
0	0	17	12	0	16	0	0	106	45	60	

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Linthorpe Community Primary School

Linthorpe Community Primary School Admissions Arrangements for School Year 2025-26

The Legacy Learning Trust is the Admissions Authority for the School.

These arrangements are established in accordance with Annex 1 of the Academy's Supplemental Funding Agreement.

The Local Authority (LA) Admissions Team, Middlesbrough Council, will co-ordinate all admissions and this is referred to as the coordinated admissions scheme. All Reception admissions will be requested via the LA common admissions form.

Admission Number

LCPS School has an agreed Published Admission Number (PAN) of 90 per year group. The school will accordingly admit 90 in the relevant age groups if sufficient applications are received. All applications will be admitted if 90 or fewer apply.

Children with an Education, Health and Care Plan

Any child with an Education, Health and Care Plan ("EHCP") is required to be admitted. This gives such children overall priority for admission to the named academy. This is not an over-subscription criteria.

Admissions Over-subscription Criteria

If LCPS is oversubscribed, after the admission of students with Statements of Special Educational Needs or an Education Health & Care Plan where a particular school is named in the Statement or Plan, the over subscription criteria will be applied as follows, in priority;

- i. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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). See note 1
- ii. Children permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). See note 2
- iii. Children who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission. See note 2

- iv). Children of staff at the academy may be given priority
 - a) Where the member of staff has been employed at the academy for two or more years at the time when the application for admission is made.
 - b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- v. Children with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application) See note 3
- vi. Children who reside closest to a particular school, measured in a straight line distance measurement.

Children who reside closest to the school as determined by a straight line distance measurement; from the address point for the child's home to the identified main school gate, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

When distinguishing between children within the same criteria the child with the highest second criteria will be admitted i.e. a child living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criteria than a child who lives in the admission zone but does not have a brother or sister attending the school.

Middlesbrough Local Authority/co-ordinated admissions scheme operates an equal preference admissions system, where all preferences are considered equally against the admission criteria. The student is then offered a place at the school with the highest parental preference that can be met.

Action will be considered should false information be submitted in order to secure a place at a particular school.

Operation of waiting lists

Subject to any provisions regarding waiting lists in the coordinated admission scheme, the School will operate a waiting list. Where in any year the School receives more applications for places than there are places available, a waiting list will operate until the end of the first school term. This will be maintained by the School and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. Places from the waiting list will be offered in the priority order set out above, not in order of the date applications are made.

Late applications

Application forms received after the closing date will be considered alongside those applicants who applied on time wherever possible. Where it is not practicable because places have already been allocated, or are shortly to be allocated, then late applications will be considered only after those applicants who applied by the published closing date.

In Year Admissions

The Local Authority, Middlesbrough Council, will co-ordinate all admissions. The LA school admissions team will liaise between the School and parents. Parents can contact the LA Admissions team on 01642 201889. The LA team will liaise with parents to complete relevant paperwork and to confirm the offer to give details as to why it has been denied.

If a place is offered, parents are asked to contact the School again so that the relevant paperwork can be completed and a start date negotiated.

If a place is not available then parents will be advised accordingly and given the right of an appeal.

Fair Access Protocols

The School works in accordance with the in-year Fair Access Protocols held by the Local Authority; should a vulnerable child within the protocols require a place at the School, they will take precedence over any child on the waiting list.

Tie breaker

If it is necessary to use a tie-breaker to distinguish between two or more applications, a distance criterion will be used. This will give priority to the applicants who live nearest to the school as measured by a straight line using the using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Appeals

The Legacy Learning Trust as the Admission Authority delegates the responsibility for appeals back to the Academy/Local Authority. Parents who wish to appeal the decision of the admissions authority to refuse their child a place at your School may apply in writing to the School where appeals will be heard by an independent panel.

The School can be contacted at the following address:

Mrs Grace Mitchell, Head of School
Linthorpe Primary School
Roman Road
Middlesbrough
TS5 6EA
Tel: 01642 885222

Additional Notes

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criteria.

Note 2: A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives. Proof of address may be required.

Note 3: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the Admissions Team to discuss the matter in confidence before you submit your application.

Note 4: Twins or Multiple Birth Children. If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and you have applied to the same school for the other child(ren).

Note 5: The staff member must be a 'direct employee' of the academy. This includes any member of staff (teaching or non-teaching) with two years continuous employment at the time when the application for admission is made. Staff contracted in to provide services to the school do not count as 'direct employees' or casual contracted staff are not considered. For the purposes of this criterion, 'children of staff' is taken to include a son, daughter or step-son/daughter, or child who is adopted or fostered or for whom a special guardianship order is in place, in all cases providing they are living at the same address as the parent who is a 'direct employee' of the Academy with two years continuous employment at the time when the application for admission is made.

Definitions

Sibling

A sibling is defined as a child who has a brother, sister, adopted brother or sister or step-brother or step-sister living in the same family unit in the same family household and address who attends the Academy in any year group excluding the final year. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

Looked after child

A 'looked after child' (1) or a child who was previously looked after but immediately after being looked after became subject to an adoption (2) child arrangements order (3) or special guardianship order (4).

(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.

(2) This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders).

(3) Under the provisions of s.14 of the Children and Families Act 2014, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangements orders.

(4) See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Adoption Order

An adoption order is an order under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Residence Order

A residence order is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Residence/resident/ home address

Residence is defined as the normal family address where the child resides. The qualifications date is the closing date for applications under the coordinated admissions scheme (where families change normal address after the closing date but before the allocation process has finished this can be considered under the review procedure). Where parents live at separate addresses and have joint custody, the address used will be the one where the parent receiving child benefit resides. Childcare arrangements involving relatives' addresses do not qualify as normal family addresses for this purpose unless there is a court Residence Order in place.

Exceptional Medical and Social Grounds

Children who the academy accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child. This includes children in need, as determined by Section 17(10) of the Children Act 1989.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)							Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	(i)	(ii)	(iii)	(iv)	(v)	(vi)					
4	0	53	18	0	0	15	2	0	188	90	90

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

Newham Bridge Primary

Admissions Arrangements for School Year 2025-2026

The Legacy Learning Trust is the Admissions Authority for the school. These arrangements are established in accordance with Annex 1 of the Academy's Supplemental Funding Agreement.

The Local Authority (LA) Admissions Team, Middlesbrough Council, will co-ordinate all admissions and this is referred to as the coordinated admissions scheme. All Reception admissions will be requested via the common admissions form.

Admission Number

Newham Bridge Primary School has an agreed Published Admission Number (PAN) of 45 in Reception year group. The school will accordingly admit 45 in the relevant age groups if sufficient applications are received. All applications will be admitted if 45 or fewer apply.

Children with an Education, Health and Care Plan

Any child with an Education, Health and Care Plan (“EHCP”) is required to be admitted. This gives such children overall priority for admission to the named academy. This is not an over-subscription criteria.

Primary Admissions Over-Subscription Criteria

Where more parents/carers have expressed a preference for a particular school than the admission number, the Local Authority must apply its over-subscription criteria in deciding which parents/carers preferences can be met. After the admission of children with Statements of Special Educational Needs or an Education, Health & Care Plan where a particular school is named in the Statement or Plan, the over subscription criteria will be applied as follows;

- i. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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). See Note 1
- ii. Children permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). See note 2
- iii. Children who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission. See note 2
- iv. Children with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application. The supporting letter should detail why the school (s) applied for is / are the only one (s) that can accommodate the child). See note 3
- v. Children who reside closest to a particular school, measured in a straight line distance measurement. Children who reside closest to the school as determined by a straight line distance measurement; from the address point for the child's home to the identified main school gate, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority

When distinguishing between children within the same criteria the child with the highest second criteria will be admitted i.e. a child living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criteria than a child who lives in the admission zone but does not have a brother or sister attending the school.

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criteria.

Note 2: A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives.

Note 3: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the Admissions Team to discuss the matter in confidence before you submit your application. Applications submitted with 3rd party evidence appertaining to exceptional social and or medical reasons may be shared with and discussed at an admissions panel meeting which can include professionals such as a doctor, educational psychologist, social worker etc who will give opinions and make decisions on whether the application fits the criteria.

Note 4: Twins or Multiple Birth Children. If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered
N.B. Attendance at a school nursery does not guarantee a place in the reception class of that school.

Operation of waiting lists

Subject to any provisions regarding waiting lists in the coordinated admission scheme, the School will operate a waiting list. Where in any year the School receives more applications for places than there are places available, a waiting list will operate until the end of the first school term. This will be maintained by the School and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. Places from the waiting list will be offered in the priority order set out above, not in order of the date applications are made.

Late applications

Application forms received after the closing date will be considered alongside those applicants who applied on time wherever possible. Where it is not practicable because places have already been allocated, or are shortly to be allocated, then late applications will be considered only after those applicants who applied by the published closing date.

Tie breaker

If it is necessary to use a tie-breaker to distinguish between two or more applications, a distance criterion will be used. This will give priority to the applicants who live nearest to the school as measured by a straight line using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Fair Access Protocols

The School works in accordance with the in-year Fair Access Protocols held by the Local Authority; should a vulnerable child within the protocols require a place at the School, they will take precedence over any child on the waiting list.

The Local Authority, Middlesbrough Council, will co-ordinate all admissions. The LA school admissions team will liaise between the School and parents. Parents can contact the LA Admissions team on 01642 201889. The LA team will liaise with parents to complete relevant paperwork and to confirm the offer to give details as to why it has been denied. If a place is offered, parents are asked to contact the School again so that the relevant paperwork can be completed and a start date negotiated. If a place is not available then parents will be advised accordingly and given the right of an appeal.

Appeals

The Legacy Learning Trust as the Admission Authority delegates the responsibility for appeals to the Academy. Parents who wish to appeal the decision of the admissions authority to refuse their child a place at your School may apply in writing to the School, using the Appeals Form, where appeals will be heard by an independent panel.

Breakdown of Allocations for September 2024 Intake

Newham Bridge Primary										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
2	0	9	8	0	14	0	0	52	33	45

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Newport Primary School

Allocation of places

The published admission number is 315 pupils. The school has an agreed admission number of 45 pupils for entry in Reception to Year 6.

Oversubscription criteria

All children whose education, health and care (EHC) plans name the school will be admitted before any other places are allocated.

If the school is not oversubscribed, all applicants will be offered a place.

In the event that the school receives more applications than the number of places it has available, the remaining places will be awarded in the following priority order:

1. Highest priority will be given to a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order¹ including those 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 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). An adoption order is an order under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
2. Priority will next be given to pupils who permanently reside in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). The Admissions Authority is responsible for maintaining the admission zone information which can be found here:
<https://www.middlesbrough.gov.uk/sites/default/files/Primary-school-admission-zones.pdf>
3. Priority will next be given to children with siblings at the school. Siblings include step siblings, foster siblings, adopted siblings and other children living permanently at the same address. Priority will not be given to children with siblings who are former pupils of the school. This criterion only applies to siblings of compulsory school age

4. Priority will next be given on the basis of exceptional social and/or medical need. The school requires a written letter from a medical professional or other professional such as a Social Worker as supporting evidence if you are making an application on the basis of social or medical need. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements
5. Pupils who reside closest to the school as determined by a straight line distance measurement; from the address point for the child's home to the identified main school gate, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Children below compulsory school age

Where children below compulsory school age are offered a place at the school, they will be entitled to attend the school full-time in the September following their fourth birthday. Parents may defer their child's entry to the school until later in the school year but not beyond the point at which the child reaches compulsory school age, and not beyond the beginning of the final term of the school year the offer was made for. Where the parents wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

Challenging behaviour

We will not refuse to admit a child on behavioural grounds in the normal admissions round or at any point in the normal year of entry. We may refuse admission in certain cases where the specific criteria listed in the School Admissions Code (paragraph 3.8) apply, i.e. where section 87 of the School Standards and Framework Act 1998 is engaged.

We may refuse admission for an in-year applicant for a year group that isn't the normal point of entry, only in such a case that we have good reason to believe that the child may display challenging behaviour that may adversely affect the provision we can offer. In this case, we will refer these pupils to the Fair Access Protocol. We will not refuse admission on these grounds to children looked after, previously children looked after and children with EHC plans listing the school.

Fair Access Protocol

We participate in Middlesbrough Local Authority's Fair Access Protocol. This helps ensure that all children, including those who are unplaced and vulnerable, or having difficulty in securing a school place in-year, get access to a school place as quickly as possible.

In-year admissions

Parents can apply for a place for their child at any time outside the normal admissions round. As is the case in the normal admissions round, all children whose EHC plans name the school will be admitted. Likewise, if there are spaces available in the year group you are applying for, your child will be offered a place.

If there are no spaces available at the time of your application, your child's name will be added to a waiting list held by the school for the relevant year group. When a space becomes available, it will be filled by one of the pupils on the waiting list in accordance with the oversubscription criteria as detailed in section 6.2. Priority will not be given to children on the basis that they have been on the waiting list the longest.

Children will only be held on the waiting list until 31st August each academic year. Parents/carers will be contacted and informed that their child is no longer on the waiting list at this point.

Applications for in-year admissions should be sent to the following address:

Middlesbrough Admissions Team
PO Box 505
Civic Centre
Middlesbrough
TS1 9FZ

Parents will be notified of the outcome of your in-year application in writing within 15 school days.

Appeals

If the school is unable to offer your child a place, you'll be given the opportunity to make an appeal to an independent appeals committee. The independent appeals committee will make a final decision on the matter. You'll have the opportunity to put your own case to the appeals committee, if you want.

Please contact the School Reception on (01642) 861911 to request an appeal form. Forms should be returned to the school office.

Monitoring arrangements

This policy will be reviewed and approved by the governing board every year. Whenever changes to admission arrangements are proposed (except where the change is an increase to the agreed admission number), the governing board will publicly consult on these changes. If nothing changes, it will publicly consult on the school's admission arrangements at least once every 7 years.

Breakdown of Allocations for September 2024 Intake

Newport Primary School										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
0	0	13	16	0	16	0	0	85	45	45

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

North Ormesby Primary Academy

Academies Enterprise Trust (AET) is the Admission Authority for the Academy.

North Ormesby Primary Academy has a Published Admission Number (PAN) of 30 for entry into Reception. The Academy will accordingly admit 30 pupils to Reception each year if sufficient applications are received. All applicants will be admitted if 30 or fewer apply.

If there are more than 30 applications, and the Academy is oversubscribed, then after applicants with an Education, Health and Care (EHC) plan which names the Academy have been admitted, priority for any remaining places will be given to those children who meet the oversubscription criteria set out in the priority order below.

Oversubscription Criteria

1. Looked after children and previously looked after children.
2. Children permanently resident in the Admission Zone.
3. Children with a sibling (brother or sister) who will still be on roll at the Academy at the time of admission.
4. Children with exceptional medical and social needs.
5. Distance - children resident closest to the Academy.

See definitions below.

Tie breaker

Where two or more applicants have equal priority for the last available place (except for twins and children from multiple births) the final tie-breaker will be random allocation, which will be independently verified.

Twins and Multiple Births

Where the parent has made the same preferences of school and, through the normal operation of the admission arrangements, the last available place has been allocated to one twin or child from a multiple birth, the other twin or other children from the multiple birth will be offered a place at the Academy. In such circumstances, both the PAN and the infant class size limit would be exceeded. The other sibling(s) would remain as exceptions to the Infant Class Size legislation for the time they are in an infant class or until the number in the year group falls back to the PAN.

Waiting list

If the Academy receives more applications than there are places available, a waiting list will be maintained by the Academy until the last school day of the summer term. Places from the waiting list will be offered in the order set out in the oversubscription criteria and not in the order that the applications were received. After each added child, the list will be ranked again in line with the published oversubscription criteria (see Academy website for further information).

The Academy works in accordance with the Fair Access Protocol held by the Local Authority (Middlesbrough Council); should a vulnerable child within the protocol require a place at the Academy, they will take precedence over any child on the waiting list.

Late applications (Reception entry in September 2025)

Application forms received after the closing date will be considered alongside those applicants who applied on time wherever possible. Where it is not practicable because places have already been allocated, or are shortly to be allocated, then late applications will be considered only after those applicants who applied by the published closing date.

In-Year Admissions

In-year admissions are applications made outside the normal round of admissions. The Local Authority will coordinate in-year admissions. An application for in-year admission should be made directly to the Admissions Team at Middlesbrough Council who will liaise with the academy to secure a school place. Parents may contact the Local Authority Admissions team on 01642 201889

<https://www.middlesbrough.gov.uk/schools-and-education/school-admissions/school-transfers>

Admission below compulsory school age and deferred entry

The Academy must provide for the admission of all children in the September following their fourth birthday. Where a child has been offered a place at the Academy:

- a) That child is entitled to a full-time place in the September following their fourth birthday;
- b) The child's parents can defer the date their child is admitted to the Academy until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which it was made. Parents must notify the Academy in writing of their intention to delay their child's start date.
- c) Parents also have the right for their child to be admitted on a part-time basis during the Reception Class year, but not beyond the point at which they reach compulsory school age.

After a place at the Academy has been allocated by the normal admissions round, parents may wish to visit the Academy if they are considering deferring their child's entry or opting for admission to Reception part-time. Parents will have the opportunity to discuss their child's readiness for school, and the Academy will be able to explain the provision on offer to children in Reception, and how it is tailored to meet the needs of the youngest pupils.

Admission outside the normal age group

Parents may seek a place for their child outside of their normal (chronological) age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to Reception rather than Year 1. Summer born children criteria applies to those born from 1 April to 31 August.

These children reach compulsory school age on 31 August following their fifth birthday (or on their fifth birthday if it falls on 31 August). It is likely that most requests for summer born children to be admitted out of their normal age group will come from parents of children born in the later summer months or those born prematurely.

Parents do not have the right to insist that their child is admitted to a particular year group. The Academy will admit children outside their normal age group only in exceptional circumstances. If parents wish their child to be admitted outside their normal age group they must still make their application alongside children applying at the normal age and must make their request for admission outside the normal age group clear on their Application Form to the Local Authority for a school place. At the same time, parents should also write to the Principal at the address below to request admission out of the normal age group. Parents should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. The decision made by AET will be based on the individual circumstances of each case and in the best interests of the child concerned. In making the decision, AET will consider the views of the Principal.

The Academy can be contacted at the following address:

The Principal
North Ormesby Primary Academy
James Street
Middlesbrough TS3 6LB
Tel: 01642 247985

Appeals

Parents have a right to appeal the decision of the admission authority, AET, to refuse their child a place at the Academy. AET delegates the administration of appeals to the Academy. Parents who wish to appeal the decision of the admission authority to refuse their child a place at the Academy may apply in writing to the Academy at the address above. Parents have at least 20 school days from the date of their refusal letter to submit their written appeal and should explain clearly the reason(s) for their appeal. Appeals will be heard by an independent panel and will normally be held within 30 - 40 school days of the closing date for receiving the notice of appeal (see Academy website for further information).

Some Definitions

Looked after children

The highest priority in the oversubscription criteria must be given to looked after children and previously looked after children. 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** is a child who was looked after, but ceased to be so because they were adopted or became subject to a **child arrangement order** (formerly known as a residence order) or a **special guardianship order** immediately following having been looked after, including those who appear to the Academy to have been in state care outside of England (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society) and ceased to be in state care as a result of being adopted. The admission authority may request a copy of the adoption order, child arrangement order or special guardianship order and a letter from the local authority/care provider that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

An **adoption order** is an order under Section 46 of the Adoption and Children Act 2002.

A **child arrangement order** settles the arrangements as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangement order. Section 14A of the Children Act 1989 defines a **special guardianship order** as an order which appoints one or more individuals to be a child's special guardian(s).

Resident

The normal family home is taken as the address where the child is resident and at which the person or persons with parental responsibility for the child resides. Where parents live at separate addresses and have joint custody, the address used will be the one where the child spends the main part of the school week (e.g. Sunday night to Thursday night inclusive). Where responsibility for a child is shared evenly, the academy will follow the process used by the Local Authority. Childcare arrangements involving relatives' addresses do not qualify as normal family addresses for this purpose unless there is a Child Arrangement Order in place.

The **Admission Zone** is the catchment area for the Academy:

<https://www.middlesbrough.gov.uk/sites/default/files/Primary-school-admission-zones.pdf> For children of UK service personnel and crown servants, the Academy will not refuse to process an application or refuse a place solely because the family do not yet have an intended address, or do not yet live in the area. The Academy will use the address at which the child will live when applying oversubscription criteria, as long as some evidence of their intended address. The Academy will use a Unit or quartering address as the home address where requested.

Sibling (brother or sister)

Sibling is a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, foster brother or sister or the child of the parent/carer's partner living in the same family unit in the same family household and address who attends the Academy in any year group excluding Year 6. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

Exceptional Medical or Social Needs

For an applicant to be considered under the exceptional medical or social needs criterion the parent must indicate strong reasons for the child needing to attend this particular Academy. Applications will only be considered under this category if they are supported by a written statement from an independent professional person such as a doctor, health visitor, social worker, or Education Welfare Officer who knows about the child and supports their application to the Academy.

The information provided must show clearly why North Ormesby Primary Academy is the only school that can meet the needs of the child and any difficulties if alternative schools were offered. The information must confirm the exceptional medical or social need and demonstrate how this particular academy is the only school that can meet the defined needs of the child. Evidence relating to the social or medical circumstances of the parent or other family member may be considered, but only if this impacts on the child and their need to attend this specific Academy. In addition to making it known on the Local Authority's Common Application Form when requesting priority for a place under this category, please ensure that you submit all relevant information, including professional evidence, directly to the Academy at the address above on or before the published closing date for primary school applications.

Distance

The distance measure is provided by the Local Authority. Distance is calculated using the Local Authority's computerised measuring system on the basis of a straight-line measurement from the address point for the child's home to the identified main school gate.

Admissions to the Nursery

North Ormesby Primary Academy has an Admission Number of 52 for entry into the Nursery, based on two sessions per day. All applications will be admitted if 52 or fewer apply. There is no appeal process for nursery places. For further information on applications for nursery places and the oversubscription criteria please contact the Academy.

Please note: a place in the Nursery does not guarantee a Reception place in the Academy.

These arrangements were determined on 9 February 2024.

Breakdown of Allocations for September 2024 Intake

North Ormesby Primary Academy							Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v						
1	1	23	4	0	1	0	0	52	30	30	

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Pallister Park Primary School

Pallister Park Primary school has an agreed Published Admission Number (PAN) of 75 for entry into Reception. The school will accordingly admit at least 75 pupils in the relevant age group each year if sufficient applications are received. All applications will be admitted if 75 or fewer apply.

Please note, pupils already attending our nursery will not transfer automatically into the main school. A separate application must be made for a place in reception.

Oversubscription criteria

If the school is oversubscribed, after the admission of pupils with Statements of Special Educational Needs or an Education, Health and Care Plan where a particular school is named in the Statement or Plan, and in accordance with Fair Access Protocols, the oversubscription criteria for the academy will be applied as follows;

- i. 'Children looked after' (in public care*), and children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted to be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities (PLAC). This also refers to internationally adopted previously looked after children (IAPLAC) (* or became subject to a child arrangements order or special guardianship order).
- ii. Pupils permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). (See Child's Home Address section).
- iii. Pupils who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission.
- iv. Pupils with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application) See Note 2
- v. Pupils who reside closest to a particular school, measured in a straight line. The measure will be taken from the front door of the pupils' home to the main entrance of the school.

When distinguishing between pupils within the same criteria the pupil with the highest second criteria will be admitted i.e. a pupil living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criteria than a pupil who lives in the admission zone but does not have a brother or sister attending the school.

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved.

Note 2: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the Admissions Team to discuss the matter in confidence before you submit your application.

N.B. Attendance at a school nursery does not guarantee a place in the reception class of that school.

Twins or Multiple Birth Children

If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and the other child/children has applied to this school.

Challenging Behaviour

We will not refuse to admit a child on behavioural grounds in the normal admissions round or at any point in the normal year of entry. We may refuse admission in certain cases where the specific criteria listed in the School Admissions Code (paragraph 3.8) apply, i.e. where section 87 of the School Standards and Framework Act 1998 is engaged.

We may refuse admission for an in-year applicant for a year group that isn't the normal point of entry, only in such a case that we have good reason to believe that the child may display challenging behaviour that may adversely affect the provision we can offer. In this case, we will refer these pupils to the Fair Access Protocol. We will not refuse admission on these grounds to looked after children, previously looked after children and children with EHC plans listing the school.

Fair Access Protocol

We participate in Middlesbrough's Fair Access Protocol. This helps ensure that all children, including those who are unplaced and vulnerable, or having difficulty in securing a school place in-year, get access to a school place as quickly as possible.

Late Applications

Whilst every effort will be made to ensure parental applications are received by the published closing date, applications received after the closing date for oversubscribed schools will only be considered if there is evidence of a good reason for the lateness. Examples of good reasons may include when a single parent has been ill for some time, or a family has just moved into the area, or a family is returning from abroad.

Where families have moved to a new address after places have been allocated, preferences will only be agreed if places remain available.

Appeals

Any parent whose child has been refused a school place, for which they have applied, will be offered the right to appeal, as based on the School Admissions Code. If you wish to appeal for a place at the school you should write to:

Our Children 1st Multi Academy Trust,
Pallister Park Primary School,
Gribdale Road,
Middlesbrough,
TS3 8PW

Allocation of Places, which become available before Appeal Hearings

Where places become available prior to an appeal hearing, they will be allocated from the waiting list in accordance with the over-subscription criteria.

Waiting Lists

Waiting lists will be maintained for those unsuccessful at gaining a place in Reception. The waiting lists will be maintained until the 31st December of the intake year, after which time they will close.

Admission of children below compulsory school age and deferred entry to school

Children are entitled to a full-time school place in the September following their fourth birthday. Parents can defer the date their child is admitted to school until later in the academic year or until the child reaches compulsory school age*, but not beyond the beginning of the final term of the academic year. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age. This arrangement would be made with individual primary schools after the Local Authority has allocated a place by the normal admissions round.

Before deciding to delay a child's entry to school, we would recommend that parents visit the schools they are thinking of applying for. The teachers will be able to explain the provision on offer to children in the reception class, how it is tailored to meet the needs of the youngest pupils and how the needs of these pupils will continue to be met as they move up through school. They may also be able to allay any concerns parents may have about their child's readiness for school.

*A child reaches compulsory school age on the prescribed day following their fifth birthday. (Or on the fifth birthday if it falls on a prescribed day) The prescribed days are 31 December, 31 March and 31 August.

Admission of children outside their normal age group

In exceptional circumstances parents may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child (i.e. a child born from 1 April to 31 August) may prefer not to send their child to school until the September following their fifth birthday and request that they are admitted out of their normal age group i.e. to reception rather than year 1.

If a parent wishes their child to be admitted outside their normal age group, then this must be made clear on their application to the Local Authority for a school place. Relevant information must be submitted with the application such as information about the child's academic, social and emotional development, this should include third party evidence such as medical history and the views of a medical professional and / or information from previous educational establishments or any other information the parent think is relevant.

The application will be considered by the LA and /or the admissions authority of the school/schools to which the application is made. A decision will be made as to whether the child can be admitted to that school outside the normal age group. If the school refuses to admit the child outside the normal age group relevant reasons will be provided. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school, but it is not in their preferred age group.

The current procedure for 'summer born children' is detailed below.

Parents of summer born children must apply for a reception place for their child at the usual time, but must make clear on the application that they wish to admit their child outside of the normal age group, i.e. a year later, providing evidence as detailed above. The request must be made by the primary applications closing date, any requests received after this date will not be considered. If the request is refused, parents must decide whether to accept the offer of a place for the normal age group, or to refuse it and make an in-year application for admission to Year 1 for the September following the child's 5th birthday. If the request is agreed by the preferred school/schools then the application for reception will be withdrawn before a place is offered. The parent must then make a new application as part of the main admissions round the following year, the application will be processed as normal and places will be allocated at schools according to the schools' oversubscription criteria.

Parents should be aware that schools and admission authorities cannot be required to honour a decision made by another school or authority on admission out of the normal age group, if a place is not available at the school/schools that have agreed to the request, other schools may insist the child is admitted to the correct year group. This may also apply to children moving later in their school life from primary school to secondary school, if the child is due to move into Y7 (the first year of secondary school), the secondary school may insist the child be admitted to the correct year group according to their date of birth.

If you would like to discuss this further, please contact the School Admissions Team or the Head Teacher of the schools.

Child's Home Address

A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives.

Proof of address may be required (see below for details of evidence which may be requested). Parents must not give the address of child minders, grandparents or other family members or friends who may share in the care of the child.

If parents move house during the application and allocation process, parents must inform the School Admissions section immediately as this could have an effect on which school the child is allocated. Proof of address move will be required; two pieces of evidence must be submitted e.g. Child Benefit Letter, Child Tax Credit letter, Council Tax bill, tenancy agreement, solicitor's letter confirming house sale, bank and credit card statements. The child's address used in the allocation process will be the address at the time of the place allocations (places will be finalised several weeks before offer letters are due to be issued to parents, if you are moving house around this time, please contact the Admissions team for guidance). It is the responsibility of the parent to ensure that the School Admissions Team are provided with the correct address and / or any address change details with any relevant evidence.

The LA/school will not consider temporary addresses as being the parental address. This means that if, for example, you live in temporarily with other family members or move to temporary accommodation for any reason, the parental address will remain at the address at which you were living before the temporary move took place.

In Year School Admissions

Parents wishing to transfer their children to this school to Reception mid-year or to any other year group at any time should apply via the Local Authority Admissions Team who co-ordinate all in-year transfers.

Admissions team: <https://www.middlesbrough.gov.uk/schools-and-education/school-admissions>

Requests will be considered by the school, if a place is available it will be offered to the applicant. If there is no place available then parents will be offered the right of appeal

Breakdown of Allocations for September 2024 Intake

Pallister Park Primary Academy							Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v						
3	2	22	10	0	25	0	0	90	62	75	

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Pennyman Primary Academy

ADMISSION ARRANGEMENTS FOR SCHOOL YEAR 2024/25

This policy refers to the intake year beginning September 2025. The dates for applying and allocating school places are detailed in Middlesbrough Council's Admission Scheme which has a timetable that all schools will adhere to. Please see Middlesbrough Council's website.

Admission Number

Pennyman Primary Academy has an agreed Published Admission Number (PAN) of 54 for entry into reception. The school will accordingly admit at least 54 pupils in the relevant age group each year if sufficient applications are received. All applications will be admitted if 54 or fewer apply.

Oversubscription criteria

If the school is oversubscribed, after the admission of pupils with Statements of Special Educational Needs or an Education, Health and Care Plan where the school is named in the Statement or Plan, the over-subscription criteria for the school / academy will be applied as follows:

- i. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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). See Note 1
- ii. Pupils permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). (See Child's Home Address section)
- iii. Pupils who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission.
- iv. Pupils with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application) The supporting letter should detail why the school is the only one that can accommodate the child. See Note 2.

- v. Pupils who reside closest to a particular school, measured in a straight line. The measure will be taken from the front door of the pupils' home to the main entrance of the school.

When distinguishing between pupils within the same criteria the pupil with the highest second criteria will be admitted i.e. a pupil living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criterion than a pupil who lives in the admission zone but does not have a brother or sister attending the school.

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criterion.

Note 2: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the council's Admissions Team to discuss the matter in confidence before you submit your application. Applications submitted with evidence appertaining to exceptional social and or medical reasons may be shared with and discussed at an admissions panel meeting which can include professionals such as a doctor, educational psychologist, social worker etc who will give opinions and make decisions on whether the application fits the criteria.

N.B. Attendance at a school nursery does not guarantee a place in the reception class of that school.

Twins or Multiple Birth Children

If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and the other child/children has applied to this school.

Late Applications

Whilst every effort will be made to ensure parental applications are received by the published closing date, applications received after the closing date for oversubscribed schools will only be considered if there is evidence of a good reason for the lateness. Examples of good reasons may include when a single parent has been ill for some time, or a family has just moved into the area, or a family is returning from abroad.

Where families have moved to a new address after places have been allocated, preferences will only be agreed if places remain available.

Appeals

Any parent whose child has been refused a school place, for which they have applied, will be offered the right to appeal.

If you wish to appeal for a place at the school you should write to:
Pennyman Primary Academy, Fulbeck Road, Middlesbrough, TS3 0QS

Allocation of Places, which become available before Appeal Hearings

Where places become available prior to an appeal hearing, they will be allocated from the waiting list in accordance with the over-subscription criteria.

Waiting Lists

Waiting lists will be maintained for those unsuccessful at gaining a place in Reception. The waiting lists will be maintained until the 31st December of the intake year, after which time they will close.

Admission of children below compulsory school age and deferred entry to school

Children are entitled to a full-time school place in the September following their fourth birthday. Parents can defer the date their child is admitted to school until later in the academic year or until the child reaches compulsory school age*, but not beyond the beginning of the final term of the academic year. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age. This arrangement would be made with individual primary schools after the Local Authority has allocated a place by the normal admissions round.

Before deciding to delay a child's entry to school, we would recommend that parents visit the schools they are thinking of applying for. The teachers will be able to explain the provision on offer to children in the reception class, how it is tailored to meet the needs of the youngest pupils and how the needs of these pupils will continue to be met as they move up through school. They may also be able to allay any concerns parents may have about their child's readiness for school.

* A child reaches compulsory school age on the prescribed day following their fifth birthday. (Or on the fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August.

Admission of children outside their normal age group

In exceptional circumstances parents may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child (i.e. a child born from 1 April to 31 August) may prefer not to send their child to school until the September following their fifth birthday and request that they are admitted out of their normal age group i.e. to reception rather than year 1.

If a parent wishes their child to be admitted outside their normal age group then this must be made clear on their application to the Local Authority for a school place. Relevant information must be submitted with the application such as information about the child's academic, social and emotional development, this should include third party evidence such as medical history and the views of a medical professional and / or information from previous educational establishments or any other information the parent think is relevant.

The application will be considered by the LA and /or the admissions authority of the school/schools to which the application is made. A decision will be made as to whether the child can be admitted to that school outside the normal age group. If the school refuses to admit the child outside the normal age group relevant reasons will be provided. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

The current procedure for 'summer born children' is detailed below.

Parents of summer born children must apply for a reception place for their child at the usual time, but must make clear on the application that they wish to admit their child outside of the normal age group, i.e. a year later, providing evidence as detailed above. The request must be made by the primary applications closing date (15th January), any requests received after this date will not be considered. If the request is refused, parents must decide whether to accept the offer of a place for the normal age group, or to refuse it and make an in-year application for admission to Year 1 for the September following the child's 5th birthday. If the request is agreed by the preferred school/schools then the application for reception will be withdrawn before a place is offered. The parent must then make a new application as part of the main admissions round the following year, the application will be processed as normal and places will be allocated at schools according to the schools' oversubscription criteria.

Parents should be aware that schools and admission authorities cannot be required to honour a decision made by another school or authority on admission out of the normal age group, if a place is not available at the school/schools that have agreed to the request, other schools may insist the child is admitted to the correct year group. This may also apply to children moving later in their school life from primary school to secondary school, if the child is due to move into Y7 (the first year of secondary school), the secondary school may insist the child be admitted to the correct year group according to their date of birth.

If you would like to discuss this further, please contact the School Admissions Team or the Head Teacher of the schools.

Child's Home Address

A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives.

Proof of address may be required (see below for details of evidence which may be requested).

Parents must not give the address of child minders, grandparents or other family members or friends who may share in the care of the child.

If parents move house during the application and allocation process, parents must inform the School Admissions section immediately as this could have an effect on which school the child is allocated. Proof of address move will be required; two pieces of evidence must be submitted such as Child Benefit Letter, Child Tax Credit letter, Council Tax bill, tenancy agreement, solicitor's letter confirming house sale, bank and credit card statements. The child's address used in the allocation process will be the address at the time of the place allocations (places will be finalised several weeks before offer letters are due to be issued to parents, if you are moving house around this time, please contact the Admissions team for guidance). It is the responsibility of the parent to ensure that the School Admissions Team are provided with the correct address and / or any address change details with any relevant evidence.

The LA/school will not consider temporary addresses as being the parental address. This means that if, for example, you live in temporarily with other family members or move to temporary accommodation for any reason, the parental address will remain at the address at which you were living before the temporary move took place.

In Year School Admissions

Parents wishing to transfer their children to this school to Reception mid-year or to any other year group at any time should apply via the Local Authority Admissions Team who co-ordinate all in-year transfers.

Admissions team: **01642 201890/201891**

Website: **www.middlesbrough.gov.uk/schooladmissions**

Requests will be considered by the school, if a place is available it will be offered to the applicant. If there is no place available then parents will be offered the right of appeal.

Breakdown of Allocations for September 2024 Intake

Pennyman Primary Academy										
Number admitted under over-subscription criteria						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v					
3	1	15	6	0	13	0	0	59	54	54

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Sacred Heart Primary School

The Board of Directors is the Admissions Authority and is responsible for determining the school's admissions policy. The planned admission number for September 2025 is 40.

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic School should also complete the Supplementary Information Form (SIF) as if the school is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Oversubscription Criteria

Children with an Educational Health and Care Plan which names our academy in their plan will be admitted to the academy. Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy. Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the academy in September 2025.)

1. Catholic 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).

2. Catholic children whose home address is within the boundaries specified in the map of NPCAT Admission Zones. (see school website)
3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
4. Other Catholic children.
5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
7. Children from other Christian denominations. (see note 3)
8. Other children.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will need to be included with your supplementary application form.

2. Definition of Looked After Child in Public Care

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):

3. Definition of children of other Christian denominations - Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTÛN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The 'excepted pupil' will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the academy entrance will be the deciding factor, Distance will be measured [in a straight line] from the front door of the child's home address (including flats) to the main entrance of the academy, [using the Local Authority's computerised measuring system], with those living closer to the academy receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by emailing admissionsappeals@npcat.org.uk.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)									Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5	6	7	8					
1	0	6	0	0	0	0	12	20	0	0	112	39	40

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

St Alphonsus Primary School

The Board of Directors is the Admissions Authority and is responsible for determining the academy's admissions policy. The Planned admission number for September 2025 is 30.

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic School should also complete the Supplementary Information Form (SIF) as if the school is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Oversubscription Criteria

Children with an Educational Health and Care Plan which names our academy in their plan will be admitted to the academy.

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy.

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the academy in September 2025)

1. Catholic 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
2. Catholic children whose home address is within the boundaries specified in the map of NPCAT Admission Zones. (see school website)
3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
4. Other Catholic children.
5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).

6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
7. Children from other Christian denominations. (see note 3)
8. Other children.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will need to be included with your supplementary form.

2. Definition of Looked After Child in Public Care

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):

3. Definition of Children of Other Christian Denominations

“Children of other Christian denominations” means: children who belong to other churches and ecclesial communities which, acknowledging God’s revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God’s will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit.

An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The ‘excepted pupil’ will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

6. Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the academy entrance will be the deciding factor. Distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the academy, [using the Local Authority's computerised measuring system], with those living closer to the academy receiving the higher priority.

In the unlikely event applications are received that are equidistant from the school and there are not enough remaining places to allocate to all the applicants concerned, a ballot for who will be offered the place will be drawn.

7. Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by emailing admissionsappeals@npcat.org.uk.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)									Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5	6	7	8					
0	0	6	0	0	0	0	2	19	0	0	47	27	30

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

St Augustine's RC Primary School

The Board of Directors is the Admissions Authority and is responsible for determining the school's admissions policy. The Planned admission number for September 2025 is 30.

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic School should also complete the Supplementary Information Form (SIF) as if the school is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Oversubscription Criteria

Children with an Educational Health and Care Plan which names our academy in their plan will be admitted to the academy.

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy.

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the academy in September 2025.)

1. Catholic 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
2. Catholic children whose home address is within the boundaries specified in the map of NPCAT Admission Zones. (see school website)
3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
4. Other Catholic children.
5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
7. Children from other Christian denominations. (see note 3)
8. Other children.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Roman Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will need to be included with your supplementary information form.

2. Definition of Looked After Child in Public Care

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).

3. Definition of children of other Christian denominations - Children of other Christian denominations “means: children who belong to other churches and ecclesial communities which, acknowledging God’s revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God’s will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The ‘excepted pupil’ will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the academy entrance will be the deciding factor, Distance will be measured in a straight line from the front door of the child’s home address (including flats) to the main entrance of the academy, [using the Local Authority’s computerised measuring system], with those living closer to the academy receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by by emailing admissionsappeals@npcat.org.uk.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)									Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5	6	7	8					
0	0	12	0	3	0	0	2	8	0	0	46	25	30

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

St Bernadette's Primary School

The Board of Directors is the Admissions Authority and is responsible for determining the school's admissions policy. The Planned admission number for September 2025 is 30.

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic School should also complete the Supplementary Information Form (SIF) as if the school is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Oversubscription Criteria

Children with an Educational Health and Care Plan which names our academy in their plan will be admitted to the academy.

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy.

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the academy in September 2025.)

1. Catholic 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
2. Catholic children whose home address is within the boundaries specified in the map of NPCAT Admission Zones. (see school website).
3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

4. Other Catholic children.
5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
7. Children from other Christian denominations. (see note 3)
8. Other children.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Roman Catholic Church will need to be included with your supplementary information form.

2. Definition of Looked After Child in Public Care

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).

3. Definition of children of other Christian denominations - Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTÛN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The 'excepted pupil' will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the academy entrance will be the deciding factor, Distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the academy, [using the Local Authority's computerised measuring system], with those living closer to the academy receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by by emailing admissionsappeals@npcat.org.uk.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)									Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5	6	7	8					
0	0	9	0	5	0	3	0	4	0	0	53	21	30

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

St Claire's RC Primary School

The Board of Directors is the Admissions Authority and is responsible for determining the academy's admissions policy. The Planned admission number for September 2025 is 30.

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic School should also complete the Supplementary Information Form (SIF) as if the school is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Oversubscription Criteria

Children with an Educational Health and Care Plan which names our academy in their plan will be admitted to the academy.

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy. Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the academy in September 2025.)

1. Catholic 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
2. Catholic children whose home address is within the boundaries specified in the map of NPCAT Admission Zones. (see school website)
3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
4. Other Catholic children.
5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
7. Children from other Christian denominations. (see note 3)
8. Other children.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will need to be included with your supplementary form.

2. Definition of Looked After Child in Public Care

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).

3. Definition of children of other Christian denominations. - See "Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above.

All members of Churches Together in England and of CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The 'excepted pupil' will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the academy entrance will be the deciding factor, distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the academy, [using the Local Authority's computerised measuring system], with those living closer to the academy receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by by emailing admissionsappeals@npccat.org.uk.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)									Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5	6	7	8					
0	1	17	0	2	0	0	4	4	0	0	69	28	30

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

St Edwards Primary School

The Board of Directors is the Admissions Authority and is responsible for determining the academy's admissions policy. The Planned admission number for September 2025 is 60.

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic School should also complete the Supplementary Information Form (SIF) as if the school is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Oversubscription Criteria

Children with an Educational Health and Care Plan which names our academy in their plan will be admitted to the academy.

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy.

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the academy in September 2025.)

1. Catholic 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
2. Catholic children whose home address is within the boundaries specified in the map of NPCAT Admission Zones. (see school website)
3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

4. Other Catholic children.
5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
7. Children from other Christian denominations. (see note 3)
8. Other children.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will need to be included with your supplementary form.

2. Definition of Looked After Child in Public Care

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).

3. Definition of children of other Christian denominations - Children of other Christian denominations "means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTUN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The ‘excepted pupil’ will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the academy entrance will be the deciding factor, Distance will be measured in a straight line from the front door of the child’s home address (including flats) to the main entrance of the academy, [using the Local Authority’s computerised measuring system], with those living closer to the academy receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by emailing admissionsappeals@npca.org.uk.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)									Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5	6	7	8					
1	0	21	0	6	0	0	1	30	0	0	126	59	60

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

St Gerard's RC Primary School

The Board of Directors is the Admissions Authority and is responsible for determining the school's admissions policy. The Planned admission number for September 2025 is 30.

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic School should also complete the Supplementary Information Form (SIF) as if the school is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Oversubscription Criteria

Children with an Educational Health and Care Plan which following formal consultation names our academy in their plan will be admitted to the academy. Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy.

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the school in September 2025.)

1. Catholic 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
2. Catholic children whose home address is within the boundaries specified in the map of NPCAT Admission Zones. (see school website)
3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
4. Other Catholic children.
5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
7. Children from other Christian denominations. (see note 3)
8. Other children.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will need to be included with your supplementary form.

2. Definition of Looked After Child in Public Care

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):

3. Definition of children of other Christian denominations - Children of other Christian denominations"means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The 'excepted pupil' will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the school entrance will be the deciding factor. Distance will be measured by a straight line from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by emailing admissionsappeals@npcat.org.uk.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)									Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5	6	7	8					
0	0	3	0	0	0	0	4	14	0	0	35	21	30

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

St Josephs RC Primary School

The Board of Directors is the Admissions Authority and is responsible for determining the academy's admissions policy. The Planned admission number for September 2025 is 60.

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic School should also complete the Supplementary Information Form (SIF) as if the school is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Oversubscription Criteria

Children with an Educational Health and Care Plan which names our academy in their plan will be admitted to the academy.

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy.

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the academy in September 2025.)

1. Catholic 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
2. Catholic children whose home address is within the boundaries specified in the map of NPCAT Admission Zones. (see school website)
3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
4. Other Catholic children.
5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
7. Children from other Christian denominations. (see note 3)
8. Other children.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will need to be included with your supplementary form.

2. Definition of Looked After Child in Public Care

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):

3. Definition of children of other Christian denominations - Children of other Christian denominations means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The 'excepted pupil' will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the academy entrance will be the deciding factor, Distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the academy, [using the Local Authority's computerised measuring system], with those living closer to the academy receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by by emailing admissionsappeals@necat.org.uk.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)									Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5	6	7	8					
1	0	20	0	9	0	0	7	17	0	0	99	54	60

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

St Pius X RC Primary School

The Governing Body is the Admissions Authority and is responsible for determining the school's admissions policy. The Planned admission number for September 2025 is 30.

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic School should also complete the Supplementary Information Form (SIF) as if the school is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Oversubscription Criteria

Children who have an Education, Health and Care Plan which names our school will be admitted to the school.

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main school.

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the school in September 2025).

1. Catholic 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).

2. Catholic children whose home address is within the boundaries specified in the map of NPCAT Admission Zones. (see school website)
3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
4. Other Catholic children.
5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
7. Children from other Christian denominations. (see note 3)
8. Other children.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Roman Catholic or has been received into the Roman Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Roman Catholic Church will need to be included with the supplementary information form.

2. Definition of Looked After Child in Public Care

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).

3. Definition of children of other Christian denominations - Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above.

All members of Churches Together in England and of CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The 'excepted pupil' will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the school entrance will be the deciding factor. Distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the school, [using the Local Authority's computerised measuring system], with those living closer to the school receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by emailing admissionsappeals@npcat.org.uk.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)									Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5	6	7	8					
Breakdown Information not available									0	0	27	15	30

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

St Thomas More Primary School

The Board of Directors is the Admissions Authority and is responsible for determining the academy's admissions policy. The Planned admission number for September 2025 is 30.

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic School should also complete the Supplementary Information Form (SIF) as if the school is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Oversubscription Criteria

Children with an Educational Health and Care Plan which names our academy in their plan will be admitted to the academy. Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy. Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the school in September 2025.)

1. Catholic 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
2. Catholic children whose home address is within the boundaries specified in the map of NPCAT Admission Zones. (see school website)
3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
4. Other Catholic children.
5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
7. Children from other Christian denominations. (see note 3)
8. Other children.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will need to be included with your supplementary information form.

2. Definition of Looked After Child in Public Care

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).

3. Definition of children of other Christian denominations

“Children of other Christian denominations” means: children who belong to other churches and ecclesial communities which, acknowledging God’s revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God’s will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTUN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The ‘excepted pupil’ will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the school entrance will be the deciding factor, Distance will be measured in a straight line from the front door of the child’s home address (including flats) to the main entrance of the school, [using the Local Authority’s computerised measuring system], with those living closer to the school receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by emailing admissionsappeals@npcat.org.uk.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)								Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit	
SEN*	1	2	3	4	5	6	7						8
1	0	0	0	0	0	0	0	15	0	0	51	16	30

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd and 3rd Preferences

Numbers correct at 25th July 2024

Sunnyside Academy

Sunnyside Academy is an academy school and is part of Ad Astra Academy Trust. The Board of Trustees of Ad Astra Academy Trust is the admissions authority for the school, however the Trust commissions Middlesbrough Council to undertake the administration of the admissions process on its behalf.

This policy refers to the intake year beginning September 2025.

Admission Numbers

School admission numbers are set with regard to the physical capacity of each school. The admission number will apply to the relevant intake year only (Reception class). The admission number will remain the same for the relevant year group throughout the progression of the year group through the school.

Sunnyside Academy has an agreed Published Admission Number (PAN) of 30 for entry into reception. The school will accordingly admit at least 30 pupils in the relevant age group each year if sufficient applications are received. All applications will be admitted if 30 or fewer apply.

Admission Date

Middlesbrough has a single admission date, with all reception pupils admitted full-time in September 2025. All children requiring a reception place at a school must apply for a place even if the child attends the school’s nursery.

Parents/guardians can defer the date their child is admitted to school until later in the academic year or until the child reaches compulsory school age*, but not beyond the beginning of the final term of the academic year. Parents/guardians can also request that their child takes up the place part-time until the child reaches compulsory school age.

*A child reaches compulsory school age on the prescribed day following their fifth birthday. (Or on the fifth birthday if it falls on a prescribed day) The prescribed days are 31 December, 31 March and 31 August.

Oversubscription criteria

Where more parents/guardians have expressed a preference for a particular school than the admission number, the Admissions Authority must apply its over-subscription criteria in deciding which parents/guardians' preferences can be met. If the school is oversubscribed, after the admission of pupils with Statements of Special Educational Needs or an Education, Health and Care Plan where a particular school is named in the Statement or Plan, the remaining places will be awarded in the following priority order:

1. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order¹ including those 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 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). **See Note 1.**
2. Pupils permanently resident in the Admission Zone, i.e., the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required) (see Child's Home Address section).
3. Pupils who will have a brother and/or stepbrother and/or sister and/or stepsister or the child of the parent/guardian's partner living at the same address attending the school in the September of admission. See Note 2.
4. Pupils with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the Local Authority medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents/guardians working commitments or childcare arrangements. Only exceptional circumstances such as parents/guardians who have a disability, which may mean their child must attend a particular school, will be considered (in this instance a letter from the parent's/guardian's GP or other relevant professional such as a social worker must be submitted with the application). The supporting letter should detail why the school is the only one that can accommodate the child. See Note 3.
5. Pupils who reside closest to a particular school, measured in a straight line. The measure will be taken from the front door of the pupils' home to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

¹A '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 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. This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

When distinguishing between pupils within the same criteria the pupil with the highest second criteria will be admitted i.e. a pupil living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criterion than a pupil who lives in the admission zone but does not have a brother or sister attending the school. Should it not be possible to separate two or more applications, for example two applicants who live at an equal distance from the school, the Local Authority's computerised system will use random selection.

N.B. Attendance at a school nursery does not guarantee a place in the reception class of that school.

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criterion.

Note 2: For consideration under the sibling criteria, the sibling must still attend the school at the time when the child for whom the place is sought joins the school. This criterion only applies to siblings who are of compulsory school age, not younger siblings who attend a nursery setting attached to a school.

Note 3: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the Admissions Team to discuss the matter in confidence before you submit your application. Applications submitted with evidence appertaining to exceptional social and or medical reasons may be shared with and discussed at an admissions panel meeting which can include professionals such as a doctor, educational psychologist, social worker etc. who will give opinions and make decisions on whether the application fits the criteria.

Twins or Multiple Birth Children

If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and the other child/children has applied to this school.

Right of Appeal

Any parent/guardian whose child has been refused a school place, for which they have applied, will be offered the right to appeal.

If you wish to appeal for a place at the school, you should write to:

Sunnyside Academy
Manor Farm Way
Coulby Newham
Middlesbrough
TS8 ORJ

Allocation of Places, which become available before Appeal Hearings

Where places become available prior to an appeal hearing, they will be allocated from the waiting list in accordance with the over-subscription criteria.

Waiting Lists

Waiting lists will be maintained for those unsuccessful at gaining a place at their preferred school for admission to Reception. The waiting lists will be maintained in order of the oversubscription criteria set out above and not in the order in which applications are received or added to the list. The waiting lists will be held open until the 31 December of the intake year, after which time they will close.

Admission of children below compulsory school age and deferred entry to school

Children are entitled to a full-time school place in the September following their fourth birthday. Parents/guardians can defer the date their child is admitted to school until later in the academic year or until the child reaches compulsory school age*, but not beyond the beginning of the final term of the academic year. Parents/guardians can also request that their child takes up the place part-time until the child reaches compulsory school age. This arrangement would be made with individual academies after the Local Authority has allocated a place by the normal admissions round.

Before deciding to delay a child's entry to school, we would recommend that parents/guardians visit the schools they are thinking of applying for. The teachers will be able to explain the provision on offer to children in the reception class, how it is tailored to meet the needs of the youngest pupils and how the needs of these pupils will continue to be met as they move up through school. They may also be able to allay any concerns parents/guardians may have about their child's readiness for school.

*A child reaches compulsory school age on the prescribed day following their fifth birthday (or on their fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August.

Admission of children outside their normal age group

In exceptional circumstances parents/guardians may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents/guardians of a summer born child (i.e. a child born from 1 April to 31 August) may prefer not to send their child to school until the September following their fifth birthday and request that they are admitted out of their normal age group i.e. to reception rather than year 1.

If a parent/guardian wishes their child to be admitted outside their normal age group, then this must be made clear on their application to the Local Authority for a school place. Relevant information must be submitted with the application such as information about the child's academic, social and emotional development, this should include third party evidence such as medical history and the views of a medical professional and / or information from previous educational establishments or any other information the parent/guardian think is relevant.

The application will be considered by the Local Authority and /or the admissions authority of the school/schools to which the application is made. A decision will be made as to whether the child can be admitted to that school outside the normal age group. If the school refuses to admit the child outside the normal age group relevant reasons will be provided. Parents/guardians have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school, but it is not in their preferred age group.

Parents/guardians of summer born children must apply for a reception place for their child at the usual time but must make clear on the application that they wish to admit their child outside of the normal age group, i.e. a year later, providing evidence as detailed above. The request must be made by the primary applications closing date (15 January 2025), any requests received after this date will not be considered during the main allocation process. If the request is refused, parents/guardians must decide whether to accept the offer of a place for the normal age group, or to refuse it and make an in-year application for admission to Year 1 for the September following the child's fifth birthday. If the request is agreed by the preferred school/schools, then the application for reception will be withdrawn before a place is offered. The parent/guardian must then make a new application as part of the main admissions round the following year, the application will be processed as normal, and places will be allocated at schools according to the schools' oversubscription criteria.

Parents/guardians of summer born children who delayed their children's start for one year and remain one year behind, must also follow the process as above, i.e. they must apply for a Year 7 secondary school place when their child is in Year 5 as part of the main admissions round and again ask that their preferred school/schools agree to consider an application for Year 7 in the following year when the child will be in Year 6. All applications must be made within the main admissions round timetable and places will be allocated according to the schools' oversubscription criteria.

Parents/guardians should be aware that schools and admission authorities cannot be required to honour a decision made by another school or authority on admission out of the normal age group, if a place is not available at the school(s) that have agreed to the request, other schools may insist the child is admitted to the correct year group. This may also apply to children moving later in their school life from Academy to secondary school, if the child is due to move into Y7 (the first year of secondary school), the secondary school may insist the child be admitted to the correct year group according to their date of birth.

If you would like to discuss this further, please contact the School Admissions Team or the Head Teacher of the school(s) you may be interested in applying for.

Child's Home Address

A child's home address, for the purpose of School Admissions, is considered to be the parent's or legal guardian's permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives.

Proof of address may be required (see below for details of evidence which may be requested). Parents/guardians must not give the address of child minders, grandparents or other family members or friends who may share in the care of the child.

If parents/guardians move house during the application and/or allocation process, parents/guardians must inform the School Admissions section immediately as this could have an effect on which school the child is allocated. Proof of address move will be required; two pieces of evidence must be submitted such as Child Benefit Letter, Child Tax Credit letter, Council Tax bill, tenancy agreement, solicitor's letter confirming house sale, bank and credit card statements. Due to the coordinated admissions processes, the address used for the allocation process will be the address at the time the allocation process begins (please note, places can be finalized several weeks before offer letters/emails are released to parents/guardians, therefore if you are moving house around this time, please contact the Admissions Team for guidance or refer to the 'Primary and Secondary Education in Middlesbrough – A Guide for Parents 2025-26'. It is the responsibility of the parent/guardian to ensure that the School Admissions Team are provided with the correct address and/or any address change details with any relevant evidence.

The Local Authority/school will not consider temporary addresses as being the parental address. This means that if, for example, you live in temporarily with other family members or move to temporary accommodation for any reason, the parental address will remain at the address at which you were living before the temporary move took place.

In Year School Admissions

Parents/guardians wishing to transfer their children to this school to Reception mid-year or to any other year group at any time should apply via the Local Authority Admissions Team who co-ordinate all in-year transfers.

Admissions team: **01642 201890/201891**

Requests will be considered by the school and if a place is available, it will be offered to the applicant. If there is no place available, then parents/guardians will be offered the right of appeal.

False and Misleading Information

The Local Authority reserves the right to withdraw the offer of a place or, where a child is already attending the school, the place itself, where it is satisfied that the offer or place was obtained by deception.

Breakdown of Allocations for September 2024 Intake

Sunnyside Academy							Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v						
2	0	13	2	0	11	0	0	45	28	30	

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Thorntree Academy

Extol Trust, is the admissions authority for all mainstream schools within the Trust. The published admission number for Thorntree Academy is 60.

Applicants may be requested for proof of address.

For previously looked after children (PLAC) and LAC, the Trust Board will request a copy of the adoption order, child arrangements order or special guardianship order, and a letter from the LA confirming that the child was looked after immediately prior to the order being made.

The Trust may request evidence that demonstrates a child was in state care outside of England prior to being adopted.

Admission of Children Outside their Normal Age Group

Parents may request that their child is admitted outside their normal age group if they feel their child is not ready to start school with their peers, for example because the child has suffered ill health.

In addition, the parents of a summer born child (born between 1 April and 31 August) may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception in the term following their fifth birthday, rather than year 1.

Requests must be submitted in writing to the Local Authority and include supporting reasons for the request plus any supporting evidence from relevant professionals. If parents of summer born children wish their child to be admitted to the reception year in the term following their fifth birthday, rather than year 1, then parents should submit a written request providing reasons for seeking a place outside of the normal age group and any supporting evidence from relevant professionals.

Requests must be submitted before the closing date for reception applications in the child's normal age group in good time for the local authority to notify the Trust, and for the committee to consider the request and inform the parent of the outcome before the closing date for the normal age group. In other words, for children due to be admitted to reception in September 2025 where the parent wishes the child to delay admission to reception until 2026, written requests must be submitted well before the deadline of 15 January 2025.

The Trust will make decisions based on the circumstances of each case and in the best interests of the child concerned. This will include taking account of

- the parent's 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;
- whether they may naturally have fallen into a lower age group if it were not for being born prematurely;
- the views of the Headteacher.

If a request relating to a summer born child is agreed, the parent's application for the normal age group may be withdrawn before any place is offered and they should reapply through the normal admissions round for a reception place in the following year. If the request is refused, the parents must decide whether to wait for any offer of a place in the current academic year (which will still be subject to the oversubscription criteria in this policy) or to withdraw their application and apply for a year 1 place the following year. Parents should be aware that the Year 1 group may have no vacancies as it could be full of admitted pupils transferring from the previous reception year group. A parent's right to appeal set out below does not apply if they are offered a place at the school but it is not in their preferred age group.

Oversubscription Criteria

The Trust Board aims to ensure that oversubscription criteria is reasonable, clear, objective, procedurally fair, and compliant with all relevant legislation, including equalities legislation. This means that the oversubscription criteria will not unfairly disadvantage, whether directly or indirectly, any child based on a protected characteristic or economic disadvantage.

If the school is oversubscribed, after the admission of pupils with Statements of Special Educational Needs or an Education, Health and Care Plan where the school is named in the Statement or Plan, the over-subscription criteria for the school / academy will be applied as follows;

1. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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). **See Note 1.**
2. Children with brothers or sisters who are already at the school.
3. Children whose main residence is within the catchment area of a school.
4. Children who are distinguished from the great majority of other applicants
5. Proximity to the school.

Please note:

Note 1. Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criterion

Note 2: Where two applications cannot otherwise be separated, the Trust will follow a fair, clear and effective 'tie-breaker' procedure by allocating the place to the pupil who lives closest to school.

Definitions

Looked After Children: The definition of a 'looked after child' is a person under the age of 18 who is provided with accommodation by a local authority, acting in its social services capacity, for a continuous period of more than 24 hours, by agreement with the parents or in accordance with section 22 of the Children's Act 1989. Previously looked after refers to those children who immediately after being looked after became subject to an adoption order, child arrangements order (under the provisions of the Children and Families Act 2014), or specialist guardianship order (under Section 14A of the Children Act 1989). Children looked after under an agreed series of short term placements (respite care) are excluded.

Rules for Siblings

Those children who have brothers or sisters who will be attending the school in the following September. Included in this factor are stepbrothers and sisters and halfbrothers and sisters living at the same address and who will be attending the school at the expected time of admission. Twins or multiple birth children If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process.

Rules for Residence

We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given.

Rules for Those Pupils who are Distinguished from the Great Majority of Other Applicants

Those children who are distinguished from the great majority of other applicants whether on medical grounds or by other exceptional circumstances and who would suffer significant hardship if they were unable to attend the school. Medical Grounds/Exceptional Circumstances. A panel of specialist officers will determine whether the evidence provided is sufficiently compelling to meet the requirements for this criterion. If you think your child has a particular medical or social need to go to a certain school, you must provide supporting evidence from a doctor, psychologist or other professional involved with your child. The supporting evidence must relate specifically to the school you are claiming medical grounds/exceptional circumstances for, and clearly demonstrate why it is only that school that can meet your child's needs in a way that no other school can.

If you are applying online for a place under this criterion, please send your supporting evidence to the Admissions Team in the by the closing date, which should include your child's name and date of birth. NB: Exceptional social reasons do not, in the view of the Trust, include domestic inconvenience arising from parents' work patterns, child-minding problems, separation from particular nursery/primary school friends. Problems of this kind are widespread and cannot be classed as exceptional. Medical reasons do not include temporary conditions. They are permanent medical conditions which require special treatment available at the preferred school only. Medical evidence must be provided and the Trust must be satisfied that the child would suffer to a significant degree if he/she went to any other school.

Proximity to the School

Those children who live closest to the school as determined by a 'straight line' distance measurement; from the (ordnance survey) address point for the child's home to the (ordnance survey) address point of the school.

Tie Breaker

If more children qualify under a particular criterion than there are places available, priority will be given to those children who live closest to the school (as described under criteria 5).

Withdrawing an offer

An offer will only be withdrawn if it has been made in error, a parent has not responded within 20 working days, or if the offer was made via a fraudulent or misleading application. Where an offer has not been responded to within the designated time frame, the trust board will give the parent a further opportunity to respond and will explain that the offer will be withdrawn if they do not. If any application is found to be fraudulent after a child has started at the school in the first term of the new academic year, the school may withdraw the place. If the fraudulent application is found after this time, the pupil will not be removed.

In-year admissions

Ours schools will follow the same process for in-year admissions as for admissions at the start of the academic year.

The Trust Board will publish in-year arrangements on the school website by 31 August each year, detailing how applications will be dealt with between 1 September until the following 31 August. These arrangements will set out how parents can apply for a school place, including whether the Trust Board will handle applications or whether the LA will accept these applications on its behalf.

Where the school has places available in 2025 , it will offer a place to every child who has applied for one without condition or use of oversubscription criteria, unless to do so would be to prejudice the efficient provision of education or use of resources.

The published in-year admissions arrangements will also provide a suitable application form for parents to complete, including a supplementary information form, where necessary, and set out when parents will be notified of the outcome of their application and details about the right to appeal.

The school will consider all such applications and if the year group applied for has space available, then a place will be offered. If a place is not available, then the child's parent can ask for their child's name to be added to the appropriate waiting list. As with admissions at the start of the academic year, parents whose applications are turned down are entitled to appeal through the process outlined below.

The school will notify all parents within 15 school days of receipt of an in-year application of the outcome of this application. The school will notify the LA of every application and its outcome within two school days or as soon as is reasonably practicable beyond this.

Where an offer is accepted, the school will make arrangements for the pupil to start as soon as possible.

Waiting List

For admissions at the start of the academic year, the school will operate a waiting list which is maintained until 31 December on year of entry. The list will set out the priority for places in the same order set out in the oversubscription criteria. When additional children are placed on the waiting list, the list will be re-ordered in line with the oversubscription criteria – no pupil will be prioritised based on when their name was added to the list.

The Trust Board will make clear in the admissions arrangements the process for requesting admission outside of the normal age group for the admissions round.

Parents may request that their child is placed on the waiting list if they are not successful in receiving a place. Where a place becomes available, it will be offered to the parents of the child at the top of the list.

For in-year admissions, if there is a waiting list for that year, the child will be placed on a waiting list until a space becomes available, or the child finds a new school setting. The list will set out the priority for places in the same order as admissions at the start of the year – when a place becomes available, it will be offered to the parents of the child at the top of the list.

If a child on the waiting list is offered a position at the school, the parents will be notified by letter and will have the option of accepting or rejecting the place within 28 days.

Appeal Process

When informing a parent of their unsuccessful admissions application, The Trust will send written notification of their decision. This will include:

- The reason why admission was refused.
- Information about the right to appeal.
- The deadline for lodging an appeal.
- Contact details for making an appeal.

Parents will be informed in the letter that, if they wish to appeal, they must make the appeal in writing. Grounds for appeal are not limited.

Breakdown of Allocations for September 2024 Intake

Thorntree Academy							Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
Number admitted under over-subscription criteria											
SEN*	i	ii	iii	iv	v						
1	1	10	4	0	3	0	0	32	19	60	

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Viewley Hill Academy

Viewley Hill Academy is the Admissions' Authority for the academy.

Viewley Hill Academy has an agreed Published Admission Number (PAN) of 39 pupils for entry in Reception Year. The Academy will accordingly admit at least 39 pupils in the relevant age group each year if sufficient applications are received. All applicants will be admitted if 39 or fewer apply.

Oversubscription Criteria

If the Academy is oversubscribed, after the admission of pupils with a Statement of Special Educational Needs or an Education, Health and Care Plan where the school is named in the Statement or Plan, priority for admission will be given to those children who meet the criteria set out below, in priority order:

- i. 'Children looked after' (in public care), and children previously 'looked after', but ceased to be so because they were adopted* immediately following having been looked after. (* or became subject to a child arrangements order or special guardianship order).
- ii. Pupils permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). (See Child's Home Address section)
- iii. Pupils who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission.
- iv. Pupils with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application). The supporting letter should detail why the school (s) applied for is / are the only one (s) that can accommodate the child.
- v. Pupils who reside closest to a particular school, measured in a straight line. The measure will be taken from the front door of the pupils' home to the main entrance of the school.

When distinguishing between pupils within the same criteria the pupil with the highest second criteria will be admitted i.e. a pupil living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criteria than a pupil who lives in the admission zone but does not have a brother or sister attending the school.

Please note that a place in the academy nursery is not a guarantee of a reception place in the academy.

Twins or Multiple Birth Children

If you have more than one child who are twins or part of a multiple birth going through the application process, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and you have applied to the same school for the other child(ren).

Admission of children below compulsory school age and deferred entry to school

Children are entitled to a full-time school place in the September following their fifth birthday. Parents can defer the date their child is admitted to school until later in the academic year or until the child reaches compulsory school age*, but not beyond the beginning of the final term of the academic year. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age. This arrangement would be made with individual primary schools after the Local Authority has allocated a place by the normal admissions round.

Before deciding to delay a child's entry to school, we would recommend that parents visit the schools they are thinking of applying for. The teachers will be able to explain the provision on offer to children in the reception class, how it is tailored to meet the needs of the youngest pupils and how the needs of these pupils will continue to be met as they move up through school. They may also be able to allay any concerns parents may have about their child's readiness for school.

*A child reaches compulsory school age on the prescribed day following their fifth birthday or on the fifth birthday if it falls on a prescribed day. The prescribed days are 31 December, 31 March and 31 August.

Admission of children outside their normal age group

In exceptional circumstances parents may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child (i.e. a child born from 1 April to 31 August) may prefer not to send their child to school until the September following their fifth birthday and request that they are admitted out of their normal age group i.e. to reception rather than year 1.

If a parent wishes their child to be admitted outside their normal age group then this must be made clear on their application to the Local Authority for a school place. Relevant information must be submitted with the application such as information about the child's academic, social and emotional development, this should include third party evidence such as medical history and the views of a medical professional and / or information from previous educational establishments or any other information the parent think is relevant.

The application will be considered by the LA and /or the admissions authority of the school/schools to which the application is made. (Please note that the Local Authority can only make decisions for Community schools, any school which is an Own Admission Authority School such as Foundation Schools, Academies and Voluntary Aided schools will be responsible for their own decisions.)

A decision will be made as to whether the child can be admitted to that school outside the normal age group. If the school refuses to admit the child outside the normal age group relevant reasons will be provided. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

The details regarding 'summer born children' may be subject to review at a later date. Changes to the Admissions Code in December 2014 included information about children being able to defer their child's reception place for one year. The Minister for State Schools, Nick Gibb MP, issued a letter dated 8th September 2015 outlining the Government's position of amending the School Admissions Code further and a further consultation on changes to the Admissions Code may follow which may in turn lead to changes to this policy. The current procedure for 'summer born children' is detailed below.

Parents of summer born children must apply for a reception place for their child at the usual time, but must make clear on the application that they wish to admit their child outside of the normal age group, i.e. a year later, providing evidence as detailed above. The request must be made by the primary applications closing date (15th January 2021), any requests received after this date will not be considered. If the request is refused, parents must decide whether to accept the offer of a place for the normal age group, or to refuse it and make an in-year application for admission to Year 1 for the September following the child's 5th birthday. If the request is agreed by the preferred school/schools then the application for reception will be withdrawn before a place is offered. The parent must then make a new application as part of the main admissions round the following year, the application will be processed as normal and places will be allocated at schools according to the schools' oversubscription criteria.

Parents should be aware that schools and admission authorities cannot be required to honour a decision made by another school or authority on admission out of the normal age group, if a place is not available at the school/schools that have agreed to the request, other schools may insist the child is admitted to the correct year group. This may also apply to children moving later in their school life from primary school to secondary school, if the child is due to move into Y7 (the first year of secondary school), the secondary school may insist the child be admitted to the correct year group according to their date of birth.

If you would like to discuss this further, please contact the School Admissions Team or the Head Teacher of the schools you may be interested in applying for.

Child's Home Address

A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives.

Proof of address may be required (see below for details of evidence which may be requested). Parents must not give the address of child minders, grandparents or other family members or friends who may share in the care of the child.

If parents move house during the application and allocation process, parents must inform the School Admissions section immediately as this could have an effect on which school the child is allocated. Proof of address move will be required; two pieces of evidence must be submitted such as Child Benefit Letter, Child Tax Credit letter, Council Tax bill, tenancy agreement, solicitor's letter confirming house sale, bank and credit card statements. The child's address used in the allocation process will be the address at the time of the place allocations (places will be finalised several weeks before offer letters are due to be issued to parents, if you are moving house around this time, please contact the Admissions team for guidance). It is the responsibility of the parent to ensure that the School Admissions Team are provided with the correct address and / or any address change details with any relevant evidence.

The LA will not consider temporary addresses as being the parental address. This means that if, for example, you live in temporarily with other family members or move to temporary accommodation for any reason, the parental address will remain at the address at which you were living before the temporary move took place.

Appeals

If the academy is unable to offer a child a place, it will include the reason or reasons for this decision and the relevant deadline for lodging an appeal.

Parents who wish to appeal against the decision of the Admissions Authority to refuse their child a place in the academy may apply in writing to the Viewley Hill Board of Governors at the following address, setting out their grounds for appeal:

Viewley Hill Academy
Andover Way
Hemlington
Middlesbrough
TS8 9HL

Appeals will be heard by an independent panel in accordance with the School Admissions Appeal Code.

Breakdown of Allocations for September 2024 Intake

Viewley Hill Academy							Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated Sept 2024	School admissions Limit 2024/25
SEN*	i	ii	iii	iv	v						
5	1	17	2	0	14	0	0	58	39	39	

*SEN Pupils with Education Health & Care Plans ** Includes 1st, 2nd and 3rd Preferences
Numbers correct at 25th July 2024

Appendix B

This section contains the admissions policies and oversubscription criteria for all secondary schools and academies in Middlesbrough, for 2025-26 admissions; including a breakdown of allocations for September 2024 intake. Copies of their full admission policies are available from the schools directly and are published on their website.

Acklam Grange School

The Legacy Learning Trust is the Admissions Authority for the School.

These arrangements are established in accordance with Annex 1 of the Academy's Supplemental Funding Agreement.

The Local Authority (LA), Middlesbrough Council, its LA Admissions Team will co-ordinate all admissions and this is referred to as the coordinated admissions scheme.

All Year 7 admissions will be requested via the LA common admissions form.

Admission Number

Acklam Grange School has an agreed Published Admission Number (PAN) of 294 per year group. The School will accordingly admit at least 294 students in the relevant age group each year if sufficient applications are received. All applications will be admitted if 294 or fewer apply.

Children with an Education, Health and Care Plan

Any child with an Education, Health and Care Plan ("EHCP") is required to be admitted. This gives such children overall priority for admission to the named academy. This is not an over-subscription criteria

Secondary Admissions Over-subscription Criteria

After the admission of students with Statements of Special Educational Needs or an Education Health & Care Plan where a particular school is named in the Statement or Plan, the over subscription criteria will be applied as follows;

- i. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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). See note 1
- ii. Children permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). See note 2
- iii. Children who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission. See note 2
- iv. Children of staff at the academy may be given priority
 - a) Where the member of staff has been employed at the academy for two or more years at the time when the application for admission is made.
 - b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

- v. Children with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application) See note 3.

- vi. Children who reside closest to a particular school, measured in a straight line distance measurement. Children who reside closest to the school as determined by a straight line distance measurement; from the address point for the child's home to the identified main school gate, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

When distinguishing between children within the same criteria the child with the highest second criteria will be admitted i.e. a child living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criteria than a child who lives in the admission zone but does not have a brother or sister attending the school.

Middlesbrough Local Authority/co-ordinated admissions scheme operates an equal preference admissions system, where all preferences are considered equally against the admission criteria. The student is then offered a place at the school with the highest parental preference that can be met.

Action will be considered should false information be submitted in order to secure a place at a particular school.

Operation of waiting lists

Subject to any provisions regarding waiting lists in the coordinated admission scheme, the School will operate a waiting list. Where in any year the School receives more applications for places than there are places available, a waiting list will operate until the end of the first school term. This will be maintained by the School and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. Places from the waiting list will be offered in the priority order set out above, not in order of the date applications are made.

Late applications

Whilst every effort will be made to ensure parental applications are received by the published closing date, applications received after the closing date for oversubscribed schools will only be considered if there is evidence of a good reason for the lateness. Examples of good reasons may include when a single parent has been ill for some time, or a family has just moved into the area, or a family is returning from abroad. Where families have moved to a new address after places have been allocated, places will only be agreed if places remain available.

In Year Admissions

The Local Authority, Middlesbrough Council, will co-ordinate all admissions. The LA school admissions team will liaise between the School and parents. Parents can contact the LA Admissions team on 01642 201891. The LA team will liaise with parents to complete relevant paperwork and to confirm the offer to give details as to why it has been denied. Parents are encouraged to visit the School prior to an application.

If a place is offered, parents are asked to contact the School again so that the relevant paperwork can be completed and a start date negotiated.

If a place is not available then parents will be advised accordingly and given the right of an appeal.

Fair Access Protocols

The School works in accordance with the in-year Fair Access Protocols held by the Local Authority; should a vulnerable child within the protocols require a place at the School, they will take precedence over any child on the waiting list.

Tie breaker

If it is necessary to use a tie-breaker to distinguish between two or more applications, a distance criterion will be used. This will give priority to the applicants who live nearest to the school as measured by a straight line using the using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Appeals

The Legacy Learning Trust as the Admission Authority delegates the responsibility for appeals back to the Academy. Parents who wish to appeal the decision of the admissions authority to refuse their child a place at your School may apply in writing to the School where appeals will be heard by an independent panel.

The School can be contacted at the following address:

Mrs Sally Craster
Admissions and Appeals Officer
Acklam Grange School
Lodore Grove
Middlesbrough
TS5 8PB
Tel: 01642 277700

Additional Notes

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criteria.

Note 2: A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives. Proof of address may be required.

Note 3: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the Admissions Team to discuss the matter in confidence before you submit your application.

Note 4: Twins or Multiple Birth Children. If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and you have applied to the same school for the other child(ren).

Note 5: The staff member must be a 'direct employee' of the academy. This includes any member of staff (teaching or non-teaching) with two years continuous employment at the time when the application for admission is made. Staff contracted in to provide services to the school do not count as 'direct employees' or casual contracted staff are not considered. For the purposes of this criterion, 'children of staff' is taken to include a son, daughter or step-son/daughter, or child who is adopted or fostered or for whom a special guardianship order is in place, in all cases providing they are living at the same address as the parent who is a 'direct employee' of the Academy with two years continuous employment at the time when the application for admission is made.

Definitions

A sibling is defined as a child who has a brother, sister, adopted brother or sister or step-brother or step-sister living in the same family unit in the same family household and address who attends the Academy in any year group excluding the final year. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

Looked after child

A 'looked after child' (1) or a child who was previously looked after but immediately after being looked after became subject to an adoption (2) child arrangements order (3) or special guardianship order (4).

(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.

(2) This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders).

(3) Under the provisions of s.14 of the Children and Families Act 2014, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangements orders.

(4) See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Adoption Order

An adoption order is an order under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Residence Order

A residence order is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Residence/resident/ home address

Residence is defined as the normal family address where the child resides. The qualifications date is the closing date for applications under the coordinated admissions scheme (where families change normal address after the closing date but before the allocation process has finished this can be considered under the review procedure).

Where parents live at separate addresses and have joint custody, the address used will be the one where the parent receiving child benefit resides. Childcare arrangements involving relatives' addresses do not qualify as normal family addresses for this purpose unless there is a court Residence Order in place.

Exceptional Medical and Social Grounds

Children who the academy accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional.

The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child. This includes children in need, as determined by Section 17(10) of the Children Act 1989.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)							Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	(i)	(ii)	(iii)	(iv)	(v)	(vi)					
6	11	218	39	5	1	18	49	3	1006	302	294

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd, 3rd and 4th Preferences

***Includes 3 children in the specialist resource base

Numbers correct at 29th July 2024

Macmillan Academy

The published admission number for Year 7 at Macmillan Academy for the year 2025/26 are 240 (Year 7).

Macmillan Academy may set a higher admission number as its Published Admission Number (PAN) for any specific year. Students will not be admitted above the PAN unless in exceptional circumstances.

Consideration of applications

Macmillan Academy will consider all applications for places. When the number of applications is less than the PAN, Macmillan Academy will offer places to all those who have applied.

Applications submitted after the deadline of 31st October are considered late. Late applications will be considered after the allocation of places.

Where the academy has made an offer on the basis of a fraudulent or intentionally misleading application the offer of a place will be withdrawn.

Procedures where Macmillan Academy is oversubscribed

Applicants must sit an entry assessment to be offered a place. Applicants will be assessed using a non-verbal reasoning test which is externally set and marked. The applicant's score will be standardised using the mean and standard deviation of the cohort of applicants who sat the assessment at Macmillan in the year of application. The applicant's standardised score will be placed in one of nine stanines. An equal proportion of offers will be made in each stanine. This is done to ensure the academy offers places to applicants across the full range of abilities.

Where the number of applications for admission is greater than the published admissions number, applications will be considered against the order of criteria set out below. After the admission of students with Educational Health Care Plans where Macmillan Academy is named on the plan, the criteria will be applied in the following order.

1. Children who are a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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). Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criteria.
2. Those applicants who on the date of admission will have a sibling i.e., a natural brother or sister, or a half brother or sister, or a legally adopted half brother or sister on roll at the academy in the September on the proposed entry. Applicants must be able to provide evidence that the siblings do live at the same address, on the date of enrolment to the academy. Please refer to the section "Child's Home Address" in the publication from Middlesbrough Authority titled "Primary and Secondary Education in Middlesbrough; A Guide for Parents 2025- 2026" for information on proof of address.
3. Children of staff at the academy may be given priority.
 - Where the member of staff has been employed at the academy for two or more years at the time when the application for admission is made.
 - The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
4. Of the remaining places 50% will be offered on the basis of proximity to applicants within the catchment area as described in Appendix 1. i.e. applicants who live nearest 'as the crow flies' as calculated from the home address to the main entrance on the close of the admission application date.
 - 4.1 In the case that places remain after all applicants who reside within the catchment area have been considered, any remaining places shall be offered to applicants outside the catchment area on the basis of independently operated random allocation.
 - 4.2 The other 50% of remaining places shall be offered to applicants within the catchment area on the basis of independently operated random allocation.
 - 4.3 In the case of applicants from multiple births who live at the same address, if one child is offered a place, the offer will be extended all siblings from the multiple birth who have applied for a place at the academy and sat the assessment.

In a tie break situation, where two students live at exactly the same distance from the academy (and who are not from multiple births) the offer will be made by random allocation.

A child's home address is considered to be the parents or legal carers permanent address. Where an applicant lives for part of each week at different addresses the "home" address shall be as defined in the section "Child's Home Address" in the publication from Middlesbrough Authority titled "Primary and Secondary Education in Middlesbrough; A Guide for Parents 2025-2026.

Operation of waiting lists

Subject to any provisions regarding waiting lists in the LA's co-ordinated admission scheme the academy will operate a waiting list.

Where in any year the Macmillan Academy receives more applications for places than there are places available, a waiting list will operate until 31 December of the intake year. This will be maintained by the Macmillan Academy and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

Where places become vacant they will be allocated to children on the waiting list in accordance with the over-subscription criteria.

Arrangements for appeals panels

Parents will have the right of appeal to an independent appeal panel if they are dissatisfied with an admission decision of the Macmillan Academy. The appeal panel will be independent of the academy. The arrangements for appeals will be in line with the Code of Practice on School Admissions Appeals published by the Department for Education as it applies to foundation and voluntary aided schools. The determination of the appeal panel will be made in accordance with the Code of Practice on School Admissions Appeals and it is binding on all parties.

The academy prepares guidance about how the appeals process will work and provide parents with a named contact (the Admissions Officer) who can answer enquiries anyone may have about the process.

Breakdown of School Allocations for September 2024 Intake

The following table shows how school places were allocated for Macmillan Academy in the academic year 2023/24.

Number admitted under over-subscription criteria (see above)						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	(a)	(b)	(c)	d (i)	d (ii)					
6	5	98	1	77	76	33	4	994	267	240

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd, 3rd and 4th Preferences
Numbers correct at 29th July 2024

APPENDIX 1 Macmillan Catchment Areas

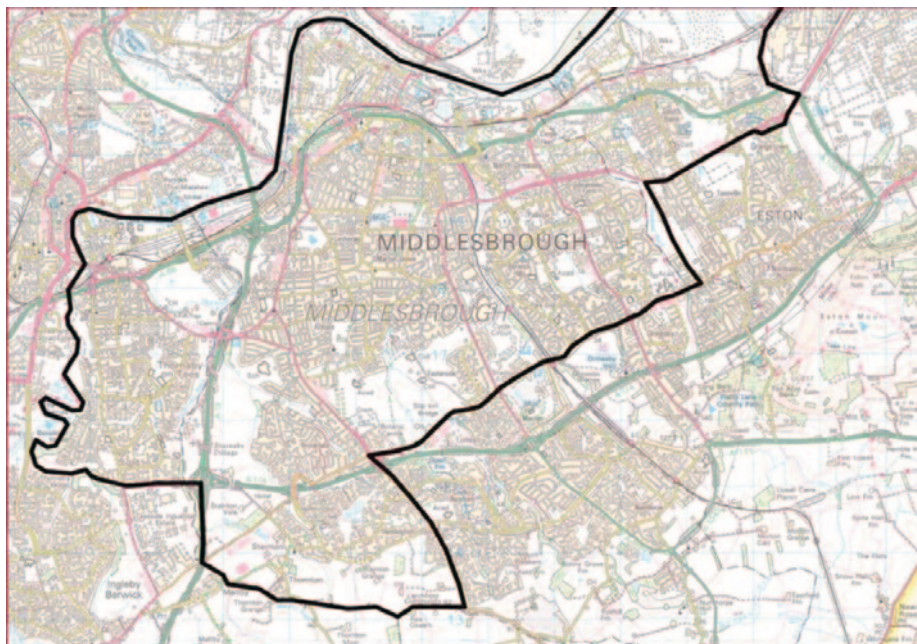
The Catchment Area

The northern and western boundary is the River Tees, the southern boundary commences where the Tees meets Bassleton Beck and follows the Beck to the A1045.

The boundary continues east along the A174 to meet the Middlesbrough Council boundary and then turns south then east to join the B1365 north of Cherry Hill Nurseries.

The boundary continues along the B1365 to the Blue Bell roundabout and then goes easterly along the B1380 to meet Spencerbeck, continues north along Spencerbeck to its junction with Greystone Road but makes a detour to include St Patrick's Road, St George's Road and including St David's Road in Grangetown. Thereafter, north along Teesdock Road and to the River at Tees Dock.

The centre of the roads and waterways are deemed to be the boundary.



Outwood Academy Acklam, Outwood Academy Ormesby and Outwood Academy Riverside

The admission authority for Outwood Academies is Outwood Grange Academies Trust. The admission numbers have been determined for 2025/26 as:

Outwood Academy Acklam: 240

Outwood Academy Ormesby: 180

Outwood Academy Riverside: 150

Admission Numbers

School admission numbers are set with regard to the physical capacity of each school. The admission number will apply to the relevant intake year only. (Y7 for secondary schools). The admission number will remain the same for the relevant year group throughout the progression of the year group through the school.

Over-Subscription Criteria

Where more parents/carers have expressed a preference for a particular school than the admission number, the Authority must apply its over-subscription criteria in deciding which parents/carers preferences can be met. After the admission of pupils with Statements of Special Educational Needs or an Education, Health and Care Plan where a particular school is named in the Statement or Plan, the over-subscription criteria for secondary schools will be applied as follows;

- i) 'Children looked after' (in public care), and children previously 'looked after', but ceased to be so because they were adopted* immediately following having been looked after. (* or became subject to a child arrangements order or special guardianship order). This includes those who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted. See Note 1
- ii) Pupils who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission.
- iii) Pupils with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application). The supporting letter should detail why the school (s) applied for is / are the only one (s) that can accommodate the child. See Note 3

- iv) Pupils who reside closest to the school as determined by a straight line distance measurement; from the address point for the child's home to the identified main school gate, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

When distinguishing between children within the same criteria the child with the highest second criteria will be admitted.

Should it not be possible to separate two or more applications, for example two applicants who live at an equal distance from the school, the Local Authority's computerised system will use random selection.

Note 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 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. This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criteria.

Note 2 For consideration under the sibling criteria, the sibling must still attend the school at the time when the child for whom the place is sought joins the school.

Note 3 Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the Admissions Team to discuss the matter in confidence before you submit your application. Applications submitted with evidence appertaining to exceptional social and or medical reasons may be shared with and discussed at an admissions panel meeting which can include professionals such as a doctor, educational psychologist, social worker etc who will give opinions and make decisions on whether the application fits the criteria.

Twins or Multiple Birth Children

If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and you have applied to the same school for the other child(ren).

Late Applications

The LA will accept applications which are received late only when there is evidence of an exceptional circumstance which prevented submission by the stated deadline and only if the application is received before the date the allocation procedures begin. These will then be treated in the same way as all other applications. Examples of an exceptional circumstance may include when a single parent has been ill for some time, or a family has just moved into the area or returned from abroad. In the event of a late application not being accepted or receipt is after the date the allocation procedures begin, and the school(s) requested are oversubscribed, then places will be offered at the school nearest to the home address with places available.

Where families have moved to a new address after places have been allocated, preferences will only be agreed if places remain available in the preferred school. If the preferred school is full, a place will be offered at the school closest to the home address with places available.

Right of Appeal

Parents/guardians whose child has been refused a school place, for which they have applied, will be offered the right to appeal against the Admission Authority's decision.

Re-allocation of Places, which become available before Appeal Hearings

Where places become available prior to an appeal hearing, they will be allocated from the waiting list in accordance with the over-subscription criteria.

Waiting Lists

Waiting lists will be maintained for those unsuccessful at gaining a place at their preferred school for admission to Year 7 (secondary). The waiting lists will be maintained in order of the oversubscription criteria set out above and not in the order in which applications are received or added to the list. The waiting lists will be held open until the 31 December 2025, after which time they will close.

Admission of children outside their normal age group

In exceptional circumstances parents may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health.

If a parent wishes their child to be admitted outside their normal age group then this must be made clear on their application to the Local Authority for a school place. Relevant information must be submitted with the application such as information about the child's academic, social and emotional development, this should include third party evidence such as medical history and the views of a medical professional and / or information from previous educational establishments or any other information the parent think is relevant.

The application will be considered by the admissions authority of the school/schools to which the application is made. A decision will be made as to whether the child can be admitted to that school outside the normal age group. If the school refuses to admit the child outside the normal age group relevant reasons will be provided. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Parents should be aware that schools and admission authorities cannot be required to honour a decision made by another school or authority on admission out of the normal age group, if a place is not available at the school/schools that have agreed to the request, other schools may insist the child is admitted to the correct year group. This may also apply to children moving later in their school life from primary school to secondary school, if the child is due to move into Y7 (the first year of secondary school), the secondary school may insist the child be admitted to the correct year group according to their date of birth.

If you would like to discuss this further, please contact the School Admissions Team or the Head Teacher of the schools you may be interested in applying for.

Child's Home Address

A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives.

Proof of address may be required (see below for details of evidence which may be requested).

Parents must not give the address of child minders, grandparents or other family members or friends who may share in the care of the child.

If parents move house during the application and allocation process, parents must inform the School Admissions section immediately as this could have an effect on which school the child is allocated. Proof of address move will be required; two pieces of evidence must be submitted such as Child Benefit Letter, Child Tax Credit letter, Council Tax bill, tenancy agreement, solicitor's letter confirming house sale, bank and credit card statements. Due to the coordinated admissions processes, the address used for allocation process will be the address at the time the allocation process begins (please note places can be finalised several weeks before offer letters/emails are released to parents/guardians, therefore if you are moving house around this time, please contact the Admissions team for guidance or refer to the 'Primary and Secondary Education in Middlesbrough – A Guide for Parents 2025 – 2026'. It is the responsibility of the parent to ensure that the School Admissions Team are provided with the correct address and / or any address change details with any relevant evidence.

The LA will not consider temporary addresses as being the parental address. This means that if, for example, you live in temporarily with other family members or move to temporary accommodation for any reason, the parental address will remain at the address at which you were living before the temporary move took place.

False and Misleading Information

The LA reserves the right to withdraw the offer of a place or, where a child is already attending the school, the place itself, where it is satisfied that the offer or place was obtained by deception.

Breakdown of School Allocations for September 2024 Intake

						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
	SEN*	1	2	3	4					
Outwood Academy Acklam	8	0	90	0	142	11	3	712	240	240
Outwood Academy Ormesby	1	5	42	0	106	0	N/A	281	154	180
Outwood Academy Riverside	0	0	54	0	96	8	1	294	150	150

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd, 3rd and 4th Preferences

Numbers correct at 25th July 2024

Trinity Catholic College

Admissions Policy

The Board of Directors is the Admissions Authority and is responsible for determining the academy's admissions policy. The Planned admission number for September 2025 is 240.

The named feeder schools are the primary schools within Nicholas Postgate Catholic Academy Trust. These are:

All Saints Catholic Primary School, Christ the King Catholic Primary School, Corpus Christi Catholic Primary School, Sacred Heart Catholic Primary School, St Alphonsus' Catholic Primary School, St Augustine's Catholic Primary School, St Bede's Catholic Primary School, St Benedict's Catholic Primary School, St Bernadette's Catholic Primary School, St Clare's Catholic Primary School, St Edward's Catholic Primary School, St Gabriel's Catholic Primary School, St Gerard's Catholic Primary School, St Hedda's Catholic Primary School, St Joseph's Catholic Primary School Middlesbrough, St Joseph's Catholic Primary School Loftus, St Margaret Clitherow Catholic Primary School, St Mary's Catholic Primary School, St Patrick's Catholic Primary School, St Paulinus Catholic Primary School, St Pius X Catholic Primary School, St Therese of Lisieux Catholic Primary School, St Thomas More Catholic Primary School.

Parents applying to a Catholic School should also complete the Supplementary Information Form (SIF) as if the school is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Children with an Educational Health and Care Plan which after formal consultation names our school in their plan will be admitted to the school.

Oversubscription Criteria

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the academy in September 2025)

1. Catholic 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
2. Catholic children from our named NPCAT feeder schools.
3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the school is made.
4. Other Catholic children.
5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 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).
6. For up to 10% of the school intake, for students identified on the basis of sporting aptitude.
7. Other children from our named NPCAT feeder schools who do not meet criteria 1 to 6.
8. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the school is made.
9. Children from other Christian denominations (see note 3).
10. Other children.

ADDITIONAL NOTES

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will suffice.

2. Definition of Looked After Child in Public Care

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).

3. Definition of children of other Christian denominations.

“Children of other Christian denominations” means: children who belong to other churches and ecclesial communities which, acknowledging God’s revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God’s will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in The Scriptures and is committed to working in the spirit of the above.

All members of Churches Together in England and of CYTÛN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For twins and multiple births, where only 1 place remains the additional child(ren) will also be offered a place in school.

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, allocation will be made on a random basis with lots drawn.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to the Chair of Governors at the school address.

Waiting Lists

If your child has been refused admission, a waiting list is available where priority will be given according to the above criteria based on the information provided at the time of application. The waiting list will be open until the end of the autumn term.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over subscription criteria (see above)											Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5	6	7	8	9	10					
0	2	79	0	1	0	0	42	0	1	104	0	0	467	229	240

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd, 3rd and 4th Preferences

Numbers correct at 25th July 2024

The King's Academy

Admission Arrangements for 2025/26

The Academy operates alongside Middlesbrough Local Authority and the National Guidelines on Admissions and Appeals. Places are offered to prospective Year 7 students at the same time as places are allocated within all other Middlesbrough schools. An application deadline is in place of 31 October for students then in Year 6, for their admission to Year 7 of The King's Academy the following September. This is coordinated with the Academy and the Local Authority but all queries and appeals are handled by The King's Academy directly.

For admissions from 1st September 2025, The Kings Academy will admit 240 students into Year 7. The following oversubscription criteria will be applied for admissions from September 2025 if The King's Academy is over subscribed.

After the admissions of pupils with an Education, Health and Care Plan (EHCP), who are Deaf or Hearing Impaired, Visually Impaired as part of the Additionally Resourced Provision and Higher Learning Needs pupils as part of the SEND Unit *1, the remaining places will be allocated in the following order priority:

1. Looked after children (LAC) and all previously looked after children (PLAC), including those children who appear (to the admission authority) to have been in state care and ceased to be in state care as a result of being adopted ("internationally adopted previously looked after children", IAPLAC).
2. Those who have a sibling*2 who will be on the Academy Roll in the September of the proposed entry.
3. Children of staff employed by the school where the member of staff has been employed by the school for two or more years at the time which the application for admission to school is made, or where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
4. For up to 10% of the Academy's intake, for students identified on the basis of aptitude for modern foreign languages.
5. Those living permanently in the Admission Zone*3 who express a preference.
6. Those children who are eligible to receive the 'service premium' under section 14 of the Education Act 2002 for the purposes of supporting the pastoral needs of the children of Armed Services personnel.

7. Those children who reside closest to the Academy boundary, measured in a straight line. That line to be taken from the front door of the child's home to the main entrance of the Academy, using Middlesbrough Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.
8. In the situation where two children remain 'tied' after the application of the above over-subscription criteria, the offer will be made by random allocation by drawing names from a hat.

When distinguishing between children within the same criteria the child with the highest next criteria will be admitted, i.e two children with siblings attending the Academy in the September of Admission, the child who lives closest to the Academy will be admitted.

Notes

*1 Detailed information will be made available on request

*2 A sibling is defined as a brother, half-brother, step-brother, sister, half-sister or step-sister who lives permanently in the same home (i.e. address at which the family is registered for child benefit; proof of address may be required). The sibling must be a student already attending the Academy in Years 8 to 11 or in Year 13 on 1 September in the year of prospective admission of the applicant. The sibling may alternatively be a student whose application to join the sixth form in Year 12 has been conditionally accepted by the Academy.

*3 The Admission Zone can be found on the Academy's website. If you are unsure, please contact the Admissions Officer, at The King's Academy on 01642 577577.

Arrangements for Appeal Panels

If a place cannot be allocated for your child at The King's Academy, there is an opportunity to make an appeal to an independent Appeals Committee, which will be set up in accordance with The Admissions Code of Practice and is empowered to make a final decision on the matter. Parents have the opportunity to put their own case to the Appeals Committee, if they so wish. Full details of how to make an appeal will be sent to you, should the Authority be unable to meet your preference for a place at The King's Academy.

Deadline for submitting admissions appeals for Year 6 – 31 March 2025

Appeals heard by independent appeals panel – May/June 2025

Arrangements for In-Year Admissions during 2025/26 academic year

If you wish to apply for a place at The King's Academy during an academic year you must apply through Middlesbrough Council's School Admissions Team. Information can be found on Middlesbrough Council's website: <https://www.middlesbrough.gov.uk/schools-and-education/school-admissions>

The Admissions Team will coordinate the application process with the Academy and will inform the applicant of the outcome of the admissions application.

Where an appropriate application is received and the Academy has a space in the relevant year group, the Academy will seek to admit the pupil in accordance with the School Admissions Code, unless, for example, the application is judged to be subject to the Local Authority's Fair Access Protocol. The Published Admissions Number (PAN) for each year group in the Academy in the 2025/26 academic year is as follows:

Year 7: 240
 Year 8: 240
 Year 9: 240
 Year 10: 240
 Year 11: 240

Where multiple in-year applications are received and the Academy does not have sufficient places available for each applicant, the applications will be assessed in line with the oversubscription criteria above. Places will be offered to the highest ranked application(s) until the Academy reaches its Published Admissions Number for the relevant year group.

In the event that an application is refused by the Academy, the applicant has the right to appeal this decision. Full details of how to make an appeal will be sent to the applicant should the Local Authority be unable to meet a preference for a place at The King's Academy.

Waiting Lists

Waiting lists will be maintained by the Local Authority for those unsuccessful in gaining a place at their preferred school for admissions to Year 7 in September 2025. The waiting lists will be maintained until 31 December 2025. If places become available, they will be allocated according to the schools' over-subscription criteria.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)								Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5	6	7					
28	5	108	1	14	114	0	0	28	4	788	272	240

*SEN Pupils with Education Health & Care Plan (EHCP)
 (and children without EHCPs who are registered against the base)

** Includes 1st, 2nd, 3rd and 4th Preferences
 Numbers correct at 29th July 2024

Unity City Academy

Unity City Academy Trust (the Trust) is the Admission Authority for the Academy.

Unity City Academy has a Published Admission Number (PAN) of 210 for entry into Year 7. The Academy will accordingly admit 210 pupils to Year 7 if sufficient applications are received. All applicants will be admitted if 210 or fewer apply.

If there are more than 210 applications, and the Academy is oversubscribed, then after applicants with an Education, Health and Care (EHC) plan which names the academy have been admitted, priority for any remaining places will be given to those children who meet the oversubscription criteria set out in the priority order below. (please see definitions below).

Over-subscription Criteria

1. Looked after children and previously looked after children
2. Students permanently resident in the admission zone.
3. Students with a sibling (brother or sister) who will still be on roll at the Academy at the time of admission.
4. Students with exceptional medical and social needs.
5. Distance - Students resident closest to the Academy.

Final Tie breaker: Where two or more applicants have equal priority for the last available place (except for twins and children from multiple births) the final tie-breaker will be random allocation which will be independently verified.

Twins or Multiple Birth Children

Where the parent has made the same preferences of school and, through the normal operation of the admission arrangements, the last available place has been allocated to one twin or child from a multiple birth, the other twin or children from the multiple birth will be offered a place at the Academy. In such circumstances the PAN would be exceeded.

Waiting list

If the Academy receives more applications than there are places available, a waiting list will be maintained by the Academy until the last school day of the summer term. Places from the waiting list will be offered in the order set out in the oversubscription criteria and not in the order that the applications were received. After each added child, the list will be ranked again in line with the published oversubscription criteria.

The Academy works in accordance with the Fair Access Protocol held by the Local Authority (Middlesbrough Council); should a vulnerable child within the protocol require a place at the Academy, they will take precedence over any child on the waiting list.

Late applications

Application forms received after the closing date will be considered only after all those received by the closing date have been processed, unless there is a good reason for the application being late.

In-Year Admissions

In-year admissions are applications made outside the normal round of admissions. The Local Authority will coordinate in-year admissions. An application for in-year admission should be made directly to the Admissions Team at Middlesbrough Council who will liaise with the academy to secure a school place. Parents may contact the Local Authority Admissions team on 01642 201891.

Admission outside the normal age group

Parents may seek a place for their child outside of their normal (chronological) age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to Reception rather than Year 1. Summer born children applies to those born from 1 April to 31 August. These children reach compulsory school age on 31 August following their fifth birthday (or on their fifth birthday if it falls on 31 August). It is likely that most requests for summer born children to be admitted out of their normal age group will come from parents of children born in the later summer months or those born prematurely.

Parents do not have the right to insist that their child is admitted to a particular year group. The Academy will admit children outside their normal age group only in exceptional circumstances. If parents wish their child to be admitted outside their normal age group they must still make their application alongside children applying at the normal age and must make their request for admission outside the normal age group clear on their Application Form to the Local Authority for a school place. At the same time, parents should also write to the Principal at the address below to request admission out of the normal age group. Parents should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. The decision made by the Trust will be based on the individual circumstances of each case and in the best interests of the child concerned. In making the decision, the Trust will consider the views of the Principal.

The Academy can be contacted at the following address:

The Principal
Unity City Academy
Ormesby Road
Middlesbrough TS3 8RE
Tel: 01642 326262
Fax: 01642 300663

Appeals

Parents have a right to appeal the decision of the admission authority, the Trust, to refuse their child a place at the Academy. The Trust, delegates the administration of appeals to the Academy. Parents who wish to appeal the decision of the Trust to refuse their child a place at the Academy may apply in writing to the Academy. Parents have 20 school days from the date of their refusal letter to submit their written appeal and should explain clearly the reason(s) for their appeal. Appeals will be heard by an independent panel and will normally be held within 40 school days of the closing date for receiving the notice of appeal.

Some Definitions

Looked after children

The highest priority in the oversubscription criteria must be given to looked after children and previously looked after children. 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** is a child who was looked after, but ceased to be so because they were adopted or became subject to a child arrangement order (formerly known as a residence order) or a special guardianship order immediately following having been looked after, including those who appear to the Academy to have been in state care outside of England (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society) and ceased to be in state care as a result of being adopted. The admission authority may request a copy of the adoption order, child arrangement order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

An **adoption order** is an order under Section 46 of the Adoption and Children Act 2002. A **child arrangement order** settles the arrangements as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangement order.

Section 14A of the Children Act 1989 defines a **special guardianship order** as an order which appoints one or more individuals to be a child's special guardian(s).

Resident

The normal family home is taken as the address where the child is resident permanently and, for the purpose of School Admissions, Middlesbrough Council defines this as the address at which the family is registered for child benefit. If parents do not live together and the child lives for a period of time with each parent, the home address will be taken as the one where the parent receiving Child Benefit lives. The **Admission Zone** is the catchment area for the Academy.

For children of UK service personnel and crown servants, the Academy will not refuse to process an application or refuse a place solely because the family do not yet have an intended address, or do not yet live in the area. The Academy will use the address at which the child will live when applying oversubscription criteria, as long as some evidence of their intended address. The Academy will use a Unit or quartering address as the home address where requested.

Sibling (brother or sister)

Sibling is a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or foster brother or sister or the child of the parent/carer's partner living in the same family unit in the same family household and address who attends the Academy in any year group. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

Exceptional Medical and Social Needs

For an applicant to be considered under the exceptional medical or social needs criterion the parent must indicate strong reasons for the child needing to attend this particular Academy. Applications will only be considered under this category if they are supported by a written statement from an independent professional person such as a doctor, health visitor, social worker, or Education Welfare Officer who knows about the child and supports their application to the Academy

The information provided must show clearly why Unity City Academy is the only school that can meet the needs of the child and any difficulties if alternative schools were offered. The information must confirm the exceptional medical or social need and demonstrate how this particular academy is the only school that can meet the defined needs of the child. Evidence relating to the social or medical circumstances of the parent or other family member may be considered, but only if this impacts on the child and their need to attend this specific Academy. In addition to making it known on the Local Authority's Common Application Form when requesting priority for a place under this category, parents must also submit all relevant information, including professional evidence, directly to the Academy at the address above by the closing date for secondary applications.

Distance

The distance of a straight-line measurement from the address point for the child's home to the identified main school gate.

Breakdown of School Allocations for September 2024 Intake

Number admitted under over-subscription criteria (see above)						Number of appeals	Number of successful appeals	Number of preferences received**	Total allocated	School admissions limit
SEN*	1	2	3	4	5					
17	9	213	7	0	24	0	0	283	270	210

*SEN Pupils with Education Health & Care Plans

** Includes 1st, 2nd, 3rd and 4th Preferences

Numbers correct at 29th July 2024

PART THREE - CONTACT DETAILS

Middlesbrough School Admissions Contact Details

School Admissions
Middlesbrough Council
PO Box 500
Middlesbrough
TS1 9FT

School Admissions Enquiries:

In Year Transfers (Primary Schools): 01642 201890
In Year Transfers (Secondary Schools): 01642 201891
Starting Primary School (Reception Class): 01642 726518
Starting Secondary School (Year 7): 01642 728732

E-mail: schooladmissions@middlesbrough.gov.uk

Website: www.middlesbrough.gov.uk

Middlesbrough Council is always trying to improve its service to members of the public. To assist us in this we would be grateful to receive any comments on how this information for parents could be improved.

Useful Telephone Numbers

Special Education Needs: **01642 201831**

Free School Meals: **01642 726541**

Transport: **01642 353439**

Family Information Service: **01642 354200**

Integrated Youth Support Service: **01642 811136**

Contact Details of Neighbouring Local Authorities

Darlington Borough Council

Phone: 01325 406333

Email: school.admissions@darlington.gov.uk

Hartlepool Borough Council

Phone: 01429 523765 / 523768 / 284368

Email: admissionsteam@hartlepool.gov.uk

North Yorkshire County Council

Tel: 01609 533679

Email: schooladmissions@northyorks.gov.uk

Redcar and Cleveland Borough Council

Phone: 01642 837730

Email: schooladmissions@redcar-cleveland.gov.uk

Stockton Borough Council

Email: schooladmissions@stockton.gov.uk

Phone: 01642 526605

We can provide this information upon request, in an alternative format that meets your needs. Please contact **01642 201890** or email

schooladmissions@middlesbrough.gov.uk

ہمکننا توفیر ہذہ المعلومات بتسقیق آخر عند الطلب، حسب احتیاجاتک۔
رجاءً اتصل علی الرقم
أو راسلنا علی البريد الإلكتروني

schooladmissions@middlesbrough.gov.uk

我們可以根据请求以符合您的需要的格式提供本信息。

請致電 **01642 201890**

或

發送電子郵件至

schooladmissions@middlesbrough.gov.uk 與我們联系。

हम यह जानकारी आपकी आवश्यकतानुसार एक वैकल्पिक प्रारूप में उपलब्ध करा सकते हैं
कृपया **01642 201890** पर संपर्क करें, या

schooladmissions@middlesbrough.gov.uk पर ई-मेल करें.

ਬੇਠਤੀ ਕਰਨ ਤੇ, ਅਸੀਂ ਇਸ ਜਾਣਕਾਰੀ ਨੂੰ ਇਕ ਬਦਲਵੇਂ ਫਾਰਮੈਟ, ਜੋ ਤੁਹਾਡੀਆਂ ਜ਼ਰੂਰਤਾਂ ਨੂੰ ਪੂਰਾ ਕਰੇ, ਵਿਚ ਪ੍ਰਦਾਨ ਕਰ ਸਕਦੇ
ਹਾਂ।

ਕਿਰਪਾ ਕਰਕੇ ਸੰਪਰਕ ਕਰੋ

01642 201890

ਜਾਂ ਈਮੇਲ ਕਰੋ

schooladmissions@middlesbrough.gov.uk

درخواست کرنے پر ہم یہ معلومات ایسے متبادل فارمیٹ میں فراہم کرسکتے ہیں جس سے آپ کی ضرورت کی
تکمیل ہوتی ہے۔

یا ای میل کریں **01642 201890**

براہ کرم رابطہ کریں

schooladmissions@middlesbrough.gov.uk

Children's Services

School Admissions Middlesbrough Council, Middlesbrough House,
50 Corporation Road, Middlesbrough, TS1 2RH

Tel: **01642 201890 / 201891 / 201892 / 726518 / 728732**

Email: **schooladmissions@middlesbrough.gov.uk**