



Redcar and Cleveland School Admissions

A Guide for Parents

**Secondary Education in
Redcar & Cleveland
2025 – 2026**

Secondary Education in Redcar & Cleveland 2025 - 2026

Starting any school for the first time is a huge milestone in a child's life. Moving schools at any age or because you move home means that further important decisions must be made.

This guide gives you information about admissions to secondary school. We hope it will help you to understand the process and find the right school place for your child.

It is important that you visit schools and read about their admission arrangements before you state any preferences. The secondary schools hold open evenings during September / October prior to the year of entry. These dates are published in this guide and on the Council's website.

Every year most schools are oversubscribed; this means that not all requests for places can be met. If a place cannot be offered at one of your preferred schools, this guide provides advice on what you might do. It is therefore important that you read this guide, as well as the prospectuses from individual schools, very carefully. This will tell you about stating preferences and how decisions are made about allocating places. Staff in the Schools Admissions Team, whose contact numbers are given in this guide, will be pleased to provide further information and assistance.

This booklet applies to parents / carers of pupils whose date of birth lies between 1st September 2013 and 31st August 2014.

Parental Responsibility

Throughout the guide those with parental responsibility will be referred to as 'parent'. In order for the Local Authority to co-ordinate the application process we are required to obtain certain basic information about the child the application is for, i.e. name, date of birth and address. We must also know that the person making the application has the right to do so and therefore we have provided below information on those individuals who have parental responsibility:

- All mothers automatically have parental responsibility.
- If a child's parents were married at the time of the birth, both parents automatically have parental responsibility.
- For children born from 1st December 2003 where the father's name is on the birth certificate the father and mother will both have parental responsibility. In all other cases, fathers are required to officially obtain parental responsibility e.g. through a Parental Responsibility Order or Parental Responsibility Agreement.
- Parental responsibility can be acquired by other family members or friends through a Court Order, such as a Child Arrangements Order (Living With) and Special Guardianship Order.
- Parental responsibility cannot be lost by a parent, except by legal adoption, although it does not guarantee contact.

CONTENTS

| | Page |
|--|-------------|
| Secondary Academy Open Evenings..... | 4 |
| Summary Timetable | 5 |
| How to apply for a secondary school place for September 2025 | |
| Applying online | 6 |
| Admission Arrangements..... | 7 |
| What are school admission zones..... | 8 |
| What is the Co-ordinated Scheme for Admissions?..... | 8 |
| Change of Address | 8 |
| Special Educational Needs | 9 |
| Late applications | 10 |
| Children of UK Service Personnel (UK Armed Forces) | 10 |
| Appeal procedures | 11 |
| Home to school transport | 12 |
| Admission Policies | |
| Freebrough Academy | 13-20 |
| Huntcliff Academy | 21-24 |
| Laurence Jackson Academy | 25-28 |
| Outwood Academy Bydales, Outwood Academy Redcar & Outwood Academy Normanby | 29-31 |
| Rye Hills Academy | 32-34 |
| Nunthorpe Academy..... | 35-38 |
| Sacred Heart Catholic Secondary – part of the Nicholas Postgate Catholic Academy Trust | 39-42 |
| St Peter’s Catholic College, South Bank..... | 43-46 |
| General Information | |
| Mid-Year Admissions to Secondary School in Redcar and Cleveland Authority | 47 |
| Fair Access Protocol | 47 |
| The Families Information Service and School Choice Advice | 47-48 |
| Free School Meals | 48-49 |
| Useful Information | |
| List of schools and location | 50-51 |
| Contact Details of Neighbouring Local Authorities | 52 |
| Useful Contact Details | 53 |

Secondary School Open Evenings

During September and October 2024 all secondary schools in Redcar and Cleveland have open evening events scheduled when parents will have the opportunity to visit the schools and in doing so hopefully help in making an informed decision about the preferences they will have to make with their child.

| Secondary School | Date | Time |
|---|---------------------------------|-------------|
| Freebrough Academy | 10 th September 2024 | 6pm – 8pm |
| Outwood Academy Redcar | 11 th September 2024 | 5pm – 7pm |
| Rye Hills Academy | 12 th September 2024 | 5pm – 7pm |
| Nunthorpe Academy | 16 th September 2024 | 4pm – 7pm |
| Sacred Heart Catholic Secondary Academy | 17 th September 2024 | 5pm – 7pm |
| Huntcliff School | 18 th September 2024 | 5pm – 7pm |
| St Peter's Catholic College | 24 th September 2024 | 5pm – 7pm |
| Laurence Jackson School | 25 th September 2024 | 4pm – 6pm |
| Outwood Academy Normanby | 26 th September 2024 | 6pm – 8pm |
| Outwood Academy Bydales | 1 st October 2024 | 6pm – 8pm |

The Headteacher will give a short talk at the open evening, this will be followed by an opportunity to tour the school.

Members of staff from the Local Authority's School Admissions Team and The School Choice Adviser will be present to offer any advice or answer any questions you may have about the application process.

Remember: Attendance at these events has no effect on the offer of a place at a school.

Summary timetable for admission to secondary schools in Redcar and Cleveland for the school year 2025 / 2026

The dates relate to the process for Redcar and Cleveland residents. The arrangements will, as far as possible, follow the timetable below.

| Date | Action |
|-----------------|--|
| September 2024 | A letter, by post, will be sent to all Year 6 children resident in Redcar and Cleveland and residents attending schools in other Local Authorities. |
| October 2024 | The on-line application form must be completed and submitted prior to midnight on 31 October 2024. |
| November 2024 | The local authority liaises with and issues list of applicants to admission authority schools and other Local Authorities. |
| January 2025 | Exchange of information between admission authorities regarding 'late' applications (e.g. families who have moved into the Authority). |
| March 2025 | March 1st is the national offer date. The home local authority informs parents of the school their child has been offered a place at. Acceptance / refusal must be confirmed on the portal to the School Admissions Team. |
| May / June 2025 | Appeal hearings if necessary. |
| September 2025 | Admission to secondary school. |

On-Line Applications

The On-line Application Portal – Opens 6th September

Redcar and Cleveland Council offers an on-line application portal to parents who are applying for a school place for September 2025. Instead of completing a handwritten form and submitting it, you can complete the on-line application form. This means you will need access to a computer linked to the Internet and a current email address.

Some of the benefits of applying on-line are:

- It's quick and easy to use.
- This service is normally available from home 24 hours a day, seven days a week.
- No risk that the application will get lost in the post.
- The system guides you through the application and alerts you if any errors have been made.
- You will receive confirmation that your application has been received.

Making changes to your on-line application after you have submitted it

If you decide that you would like to make a change to your on-line application after submitting it, you can do so up to the closing date.

Completing the on-line application form

- Access the internet on your computer in the normal way.
- Type in the Redcar and Cleveland Council website address

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

This will take you to the admissions pages and from there select secondary school admissions. You will see a link 'Apply for a secondary school place'. If you are not a Redcar and Cleveland resident, **DO NOT** complete the Redcar and Cleveland form. You should contact the council in the area you live. That authority will provide you with details of how to apply on their own form.

- Follow the instructions as detailed throughout the process.
- You will be asked the same information as on the paper form.
- You will not be able to apply on-line after the closing date of 31st October 2024, you will need to obtain a paper form, which will be available on the Redcar and Cleveland website (after the closing date). Your application will be classified as 'late', therefore, your application will be considered after those submitted by the national closing date.

If you are submitting additional information to support your application e.g. exchange of contracts, then they must be uploaded before the closing date. After this date, the documents would need to be emailed to SchoolsAdmissions@redcar-cleveland.gov.uk or sent by post to: The School Admissions Team, Redcar & Cleveland House, Kirkleatham Street, Redcar, TS10 1RT.

Admission Arrangements

REMEMBER: There is no automatic transfer from primary to secondary school – Parents **MUST** apply online or fill in and return the application form.

Children born between 1st September 2013 and 31st August 2014 are of age to transfer. Parents have a right to state a preference but there is no guarantee that a place can be allocated at a preferred school.

The admissions authority for the Catholic Aided Schools is the governing body of the school, for academies in Redcar and Cleveland the Academy Trust is the admissions authority.

Parents can name up to three schools that they would like their child to attend. Name the schools in a ranked order – your highest preference is number 1. You can name schools in Redcar and Cleveland and if you wish those in other local authority areas. If naming schools outside Redcar and Cleveland it is strongly recommended that you obtain the information guide from the relevant authority. You need to find out about their co-ordinated scheme and the details about the schools(s) you are interested in. It's in your best interests to put 3 school preferences on your application to maximise the chance of your child being offered a place at one of your preferred schools.

Parents should note that attendance of a child at a particular primary school does not entitle him/her to a place in a particular secondary school. Places at secondary schools are offered in accordance with the procedures outlined in this booklet.

Consider how your child will get to school, the eligibility criteria for free travel are included in this guide and must be read if stating preferences for schools that are further distance than the nearest to the home address as your child may not be eligible for travel assistance. It is therefore expected that you will state your nearest school as one of your preferences.

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.

Further information can also be obtained from:

- a) Visiting the schools you are interested in, including the school which serves the admission zone in which you live. This will give you first-hand experience of the facilities and teaching staff and will allow you to ask any questions you may have.
- b) The school prospectus which gives information about the school including the subjects on offer, extracurricular activities, arrangements for school meals and school uniform, policies on behaviour, discipline, special educational needs.
- c) Open days / evenings, which are held during the Autumn Term.
- d) 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. Reports are also available on the internet using this link [Find an Ofsted inspection report](#)

What are school admission zones?

All secondary schools have their own admission zone serving a particular area. Your admission zone school is the one we have decided will serve your child's permanent home address. The home address means the place where your child lives most of the time. If your child lives for periods of time with both parents, the home address will be the one where the parent receiving the Child Benefit lives.

Each address is covered by two admission zones, one for the neighbourhood Local Authority / Foundation School / Academy and one for the appropriate Roman Catholic Aided School.

Officers of the local authority maintain close liaison with secondary head teachers on all educational matters. The head teachers, as a body, have expressed the opinion that all secondary schools in Redcar and Cleveland serve their community well and provide a first-class, all-round education. Given this, Redcar and Cleveland head teachers hope that all parents / carers would consider their admission zone school.

What is the Co-ordinated Scheme for Admissions?

The Secretary of State for Education has placed a statutory duty on every local authority to formulate a scheme for co-ordinating admission arrangements for all maintained secondary schools and academies in their area.

The purpose of the scheme is to ensure, as far as reasonably practicable, that every parent of a child living in a local authority who has applied for a secondary school place in the "normal admission round" receives an offer on National Offer Day of one, and only one, school on 1st March 2025.

In accordance with its approved scheme, Redcar & Cleveland Local Authority will co-ordinate the admission arrangements for all its schools including Voluntary Aided schools, Foundation schools for whom their governing bodies are the admissions authorities and Academies for whom the Academy Trust is the admissions authority. It will also exchange information with neighbouring local authorities if applications have been received for places in their schools.

Change of Address

Redcar and Cleveland Local Authority acting in its capacity as co-ordinating authority can undertake address checks on behalf of the admission authority schools in Redcar and Cleveland. Proof of residence will be requested for applicants, evidence can include mortgage statements, utility bills, driving licence, etc. If the main address has changed temporarily, for example where a parent resides with extended family during a period of sickness or takes up temporary accommodation due to building works/renovation, then the home address remains that at which the parent was resident before the period of temporary residence began.

However, if you have sold your property (exchanged contracts) and move into temporary accommodation, you will be required to provide evidence of your situation and a decision will be made based upon the evidence provided. Where a family intends to move into the borough or move address from one property to another in Redcar and Cleveland a request for a school place based on a new address cannot be considered until a letter is provided from a licensed conveyancer or solicitor confirming exchange of contracts.

For the purposes of the co-ordinated scheme, where preferences must be passed to other admission authorities by the agreed deadline, the latest these applications will be considered is up to and including 10th November 2024. For families purchasing a 'new build' property, along with a contract the property must be habitable. It is the parents' responsibility to inform the local authority immediately of any permanent

change of address during the period from receipt of application up to the 28th February 2025, this ensures that correspondence is sent to the correct address.

What if I wish to apply for a school outside of the Borough

If you live within Redcar & Cleveland Local Authority and wish to apply for a place in a school belonging to another local authority, you should name this school on your application and Redcar & Cleveland Local Authority will pass your request to the local authority concerned. If you live outside Redcar and Cleveland but want to apply for a place in a Redcar and Cleveland school, you should apply to your own local authority who will pass your request to us.

The criteria used for schools in other local authorities can be found in each local authorities "Guide for Parents".

Special Educational Needs

For some children in Year 5 who have an Education, Health and Care Plan (EHCP) they may have discussed their preference of secondary provision as part of their annual review. If this did not occur then it will take place during the autumn term in Year 6, therefore there is no requirement for an application to be made for a child with an EHCP. However, those children who are undergoing a statutory assessment must complete the application form as the process may not be completed before the closing date. The SEN Link Officers are your main point of contact if you have any questions about the arrangements and provision for your child/young person. You can contact SEN Services by calling 01642 304503 or 01642 304561 or by emailing SEN@redcar-cleveland.gov.uk

Children and young people with an Education Health and Care Plan (EHCP) may receive transport help depending on their individual circumstances. Councils are empowered to make any non-educational provision specified in the EHCP, including transport. Provision of transport for pupils with SEN will be based on an individual child's needs and if a child's needs are such that transport is not necessary, then eligibility should be assessed using the same criteria as for other pupils (e.g. distance, low income etc.).

In the application of the Council's policy for SEN transport, free provision will only be made on the basis of an assessment of the child's individual special educational needs or disabilities as part of the statutory assessment procedure and will be reviewed as part of the process of annual review of the child's statement or EHCP.

For further information and advice please contact:

Redcar & Cleveland Borough Council's Children & Families Transport Section - Telephone: 01642 444973
www.redcar-cleveland.gov.uk

SENDIASS

Special Educational Needs and Disabilities, Information Advice and Support Service

They help with all aspects of independent advice for children with SEND and can help with applying for EHCP's if parents wish to apply separately from a school . They can attend annual reviews and advise on the suitability of school support etc.

phone: 01642 310 806

Email: southteessendiass@barnardos.org.uk

[South Tees SENDIASS | Barnardo's \(barnardosendiass.org.uk\)](http://barnardosendiass.org.uk)

Catholic Academies

If you intend to express a preference for a place in a Catholic Academy you will have to complete a supplementary form. This form will automatically be included in the application pack for children who are attending a Catholic Primary Academies. Other applicants who wish to express a preference for a Catholic Academy the form can be downloaded from the Redcar and Cleveland Council website at <https://www.redcar-cleveland.gov.uk/schools-and-education/school-admissions> or email the School Admissions Team on SchoolsAdmissions@redcar-cleveland.gov.uk and request the supplementary form to be sent in post.

The supplementary form needs to be forwarded to the Governors of the school who will make decisions on the applications received in line with the published criteria for admissions to that particular school. Details of the criteria for the two Redcar & Cleveland Roman Catholic Academies are published in this booklet.

Consideration of Late Applications

If you believe that there are exceptional / individual circumstances which prevented submission of the secondary application form by the stated deadline, 31st October 2024, e.g. families who have moved into the area after the closing date, then you must provide clear evidence for Redcar & Cleveland Local Authority to decide why you were unable to submit an application form by the stated deadline.

Redcar & Cleveland Local Authority will consider each application on an individual basis subject to verification, if the authority decides that the reason given is unacceptable then the application will be considered after the applications received by the deadline and the decision of Redcar & Cleveland Local Authority will be final. For the purposes of the co-ordinated scheme, where preferences must be passed to other admission authorities by the agreed deadline, the latest these applications will be considered is up to and including 10th November 2024.

All other applications will be considered once the process for allocating places has been applied to those applications received by the deadline.

Remember it is the responsibility of the parent to return the application form by 31st October 2024.

Children of UK service personnel (UK Armed Forces)

For families of service personnel with a confirmed posting to the Borough of Redcar & Cleveland, or crown servants returning from overseas to live in the borough, Redcar & Cleveland Local Authority will allocate a place in advance of the family arriving in the area provided the application is accompanied by an official letter that declares a relocation date and a Unit Postal Address or Quartersing Area Address when considering the application against the schools' oversubscription criteria. Redcar & Cleveland Local Authority will not refuse a service child a place because the family does not currently live in the area, or reserve blocks of places for these children. Where a family plans to move into the borough, the address the family intend to move to will be used if parents provide evidence. Timescales for admission processes will still be adhered to.

Withdrawal of a school place

Places can be withdrawn by admission authorities if the offer has been made in error, a parent has not responded within a reasonable period, or it has been established that the offer was obtained through a fraudulent or an intentionally misleading application.

Waiting Lists

There are often more applications for some schools than there are places available, therefore a place cannot be guaranteed at the preferred school.

If you have not been successful in gaining a place at a school of your preference, the local authority will place your child's name on the waiting list for the school. However, you need to be aware that places may not become available, and you may need to consider a place for your child in another school. The waiting list will be maintained for admissions to Year 7 only and will close at the end of the autumn term 2025 or date specified by the Academy in their admission policy. You may ask for your child's name to be placed on the waiting list of more than one school. If a place becomes available in any of those schools and you are offered and accept the place you will be asked if you wish to remain on the waiting list for any other school.

Children whose names are placed on a waiting list for a place in a particular school will be ranked in priority order in line with Oversubscription Criteria for that school / academy. If you change address during the time the waiting list is held you must advise the School Admissions Team in writing, proof of the address change will be required. In aided schools, the governing body decides whether to maintain a waiting list and how vacancies are filled, in line with their oversubscription criteria.

Appeal Procedures

If it has not been possible to offer your child a place at your preferred school, you have the right to appeal against the decision of the relevant admission authority, in the case of it being an Academy it is the governing body. However, an appeal cannot be made if an application for a particular school has not been received.

Parents are given the opportunity to state their case in writing and to attend the hearing in person. Parents can bring along a friend or representative to support them. If you do wish to appeal against the decision not to offer your child a place at one of your preferred schools, you should complete the options form, which is sent with the 'offer of place' letter and return it to the School Admissions Team within 7 working days; an appeal form will then follow. Democratic Services provides an impartial, independent service for the processing and administration of appeals for schools. They are independent of the school(s) involved and of the school involved and of School Admissions. Appeals must be heard within 40 school days from the date the appeal must be lodged.

All appeal hearings are arranged by Legal and Democratic Services with the exception of Sacred Heart Catholic Academy, St Peter's Catholic College and Rye Hills Academy who arrange their own appeals. They will send you details of the time and venue for your appeal and invite you to attend the hearing in person. You may be accompanied by a friend or representative who may put your case for you. The Independent Appeal Panel is empowered to make a final decision after considering all the aspects of your circumstances as well as the difficulties the school would encounter in taking further pupils. The decision of the Independent Appeal Panel is final and binding upon parents, schools and the local authority. You will be notified in writing of the decision of the Appeal Panel.

To make a new appeal during the same academic year for a school that an appeal has already been heard is at the discretion of the admission authority. For instance, if there has been a significant or material change in the family circumstances; a house move, for example. Requests for a new appeal must be made in writing and sent to the relevant admission authority.

Home to School Transport

Your child may be eligible for travel assistance between home and school if they meet any of the conditions set out in Redcar & Cleveland Council's 'Home to School Travel Policy' which is available at [School transport services | Redcar and Cleveland \(redcar-cleveland.gov.uk\)](https://www.redcar-cleveland.gov.uk/school-transport-services)

Please be aware that allocation of a place at a particular school does not automatically guarantee free travel assistance from the local authority. Parents are advised to consider the "Home to School Transport Policy" when considering their school preferences.

There are a number of categories under which your child may be eligible including:

Distance

The Council will provide free school travel for children of compulsory school age if their nearest suitable school is:

- beyond 2 miles (if below the age of 8 years).
- beyond 3 miles (if aged between 8 and 16 years).

Free travel will not be provided if there are places available in a suitable school closer to home. The Council will determine what is considered to be a suitable school.

Low Income

Low income criteria are intended to secure access to schools for children for whom a lack of affordable transport could otherwise be a barrier to choice.

Children will meet low income criteria if entitled to free school meals on grounds of low income, or if parents are in receipt of the maximum level of Working Tax Credit (the level of entitlement to Working Tax Credit is shown on the notice issued by H.M. Revenue and Customs) and if:

The nearest suitable school is beyond 2 miles (for children over the age of 8 and under 11 years).
The school is between 2 and 6 miles (if aged 11-16 years and there are not three or more suitable nearer schools).

The school is between 2 and 15 miles and is the nearest school preferred on grounds of religion (aged 11-16 years).

Children unable to walk in safety to school

Where children live within statutory walking distance, local authorities are under a duty to make travel arrangements where the nature of the route is such that a child cannot reasonably be expected to walk (accompanied as necessary) in reasonable safety. Therefore, free home to school travel may be provided for children who live within the statutory walking distance of their nearest qualifying school where the nature of the route is such that a child cannot reasonably be expected to walk to school (accompanied as necessary) because of the unsafe nature of the route.

The Council will determine eligibility by considering such things as age of the child, road width, traffic speed, street lighting and condition of the route. In reaching decisions on suitable safe routes, the Council will not override a parent's legal responsibility to ensure their child attends school regularly and punctually.

Admission Policies



Freebrough Academy

Follow this link for a full copy of Northern Education Trust –
Freebrough Academy Admissions Policy 2025/26

[Admission arrangements - Freebrough Academy \(northerneducationtrust.org\)](https://www.northerneducationtrust.org)

1. Introduction

Northern Education Trust ('the Trust') is 'Outcomes Focused, Child Centred' and recognises that all children, regardless of background or ability, have a common entitlement to an accessible broad and balanced curriculum, and should be fully included in all aspects of daily academy life. No child is offered or refused a place on the basis of his or her general ability.

- 1.1 As the admission authority, the Trust Board has overall responsibility for all admissions in Northern Education Trust academies.

2. Scope and purpose of the policy

- 2.1 This policy aims to explain how to apply for a place at the academy; it sets out the academy's arrangements for allocating places and explains how to appeal against a decision not to offer a child a place. **The academy enters into an agreement with the local authority (LA) who administer many aspects of this policy on behalf of the trust, including, but not exclusive to, the receipt of applications; correspondence to parents/carers; the recruitment, training and appointment of appeal panel members and arrangements for the appeals process to be independently administered and clerked.**
- 2.2 This policy may be amended in writing at any time following a decision of the Schools Adjudicator and the trust.
- 2.3 This policy is based on mandatory requirements and Department for Education (DFE) statutory guidance, School Admissions Code 2021 & School Admission Appeals Code 2022 ("the Codes").
- 2.4 The trust, through its agreement with the LA, will act in accordance with, and will ensure that the Independent Appeal Panel is trained to act in accordance with, all relevant provisions of the Codes as they apply at any given time; and with equalities law and the law on admissions as they apply to maintained schools. For this purpose, reference in the Codes or law to "admission authorities" shall be deemed to be references to the trust.
- 2.5 The trust, and all academies within the trust, are required by the funding agreement to comply with the Codes, and with the law relating to admissions as set out in the School Standards and Framework Act 1998. This policy complies with the funding agreement and the trust's Articles of Association.

- 2.6 This policy must be published on the academy website.
- 2.7 There is a statutory requirement to have this policy in place in multi-academy trusts. Page 5 of 16
- 2.8 The academy will take part in the Admissions Forum set up by the LA and will have regard to its advice; and will participate in the co-ordinated admission arrangements operated by the LA and the local in-year fair access protocol. The fair access protocol will take precedence over existing waiting lists. 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.
- 2.9 Notwithstanding any provision in this agreement, the Secretary of State may:
- Direct the trust to admit a named student to the academy on application from the LA, where it considers that an academy will best meet the needs of any child.
 - Direct the trust to admit a named student to the academy if the trust has failed to act in accordance with this policy or has otherwise failed to comply with applicable admissions and equalities legislation or the provisions of the Codes.
- 2.10 Through its agreement with the LA, the trust shall ensure that parents and 'relevant children' will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the trust. The Independent Appeal Panel will be independent of the trust. The arrangements for appeals will comply with the School Admission Appeals Code published by the DFE as it applies to academies. The determination of the appeal panel is binding on all parties.
- 2.11 The trust shall ensure that guidance is available for parents and relevant children about how the appeals process will work and will provide them with a named contact who can answer any enquiries they may have about the process.
- 2.12 In paragraphs 2.10 and 2.11 above, 'relevant children' means children who are above compulsory school age, or will be above compulsory school age by the time they start to receive education at the Academy.

3. Roles and responsibilities

- 3.1 As the admission authority, the Trust Board has overall responsibility for all admissions, including: -
- Acting in accordance with the relevant legislation and guidance when carrying out the overall admission of students into the academy.
 - Overseeing, and determining admissions arrangements that clearly set out how children will be admitted to the academy, including the criteria that will be applied if there are more applicants than places at the academy.
 - Ensuring that the oversubscription criteria does not discriminate against any child.
 - Ensuring that the practices and criteria used to decide the allocation of school places are fair, clear and objective.
 - Publishing the admissions arrangements on the academy website, including the oversubscription criteria.
 - Publicly consulting on any proposed changes to the admissions arrangements.
 - Clearly communicating any reasons for rejecting the admission of a student, as well as the parent's right to appeal and the appeal process (via the LA).
 - Implementing any advice or recommendations given by the Schools Adjudicator without undue delay.

- 3.2 Responsibility for the decision related to entry to the academy is delegated from the Trust Board to the principal of the academy.
- 3.3 It is the responsibility of the principal to carry out the requirements of this policy when requests are made by parents/ carers for admissions to full-time education for their child.
- 3.4 The executive principal is accountable for ensuring the effectiveness of this policy and compliance with it.
- 3.5 The Schools Adjudicator is a statutory office-holder who is appointed by the Secretary of State for Education but is independent. The Schools Adjudicator provides advice on requests to the Secretary of State by LAs to direct academies to admit children. They are responsible for: -
- Acting in line with the relevant legislation and guidance pertaining to admissions to the academy.
 - Receiving concerns and objections regarding the admission of students and making a direction to the trust as a result of these concerns and objections.

4. Applying for a place at the academy

- 4.1 Parents have a right to apply for a place at the academy.
- 4.2 If the academy is undersubscribed, then any parent who applies for a place for their child will be offered a place at the academy.
- 4.3 If the academy is oversubscribed, the trust (through its agreement with the LA) will rank applications in order against the published admission arrangement and oversubscription criteria, further details of which are set out below under paragraph 7.
- 4.4 Unsuccessful parents will be notified of the reason(s) for rejecting their application for a place at the academy and will be given the right to appeal to an independent appeal panel (arranged through the trust's agreement with the LA).

5. Procedure for determining admission arrangements

Detailed in full Admissions Policy on Freebrough Academy's website – link above.

6. Procedure for admitting students

6.1 Published Admission number

- 6.1.1 The trust has the following published admission number for the academy for the year 2025/2026 and, subject to any changes required by the Schools Adjudicator, for subsequent years:

180 for students in Year 7.

- 6.1.2 The academy may admit above their PAN through in-year admissions. The PAN only applies to the relevant age group. This means that the academy may not refuse admission to other age groups on the grounds that they have already reached their PAN. They may, however, refuse admission where the admission of another child would prejudice the provision of efficient education or efficient use of resources.

In any specific year, the trust may set a higher admission number than the academy's published admission number for an applicable year group. Before setting an admission number higher than its

published admission number, the trust will notify the LA of any proposed increase and following such notification, will reference any changes on the academy website. The trust will notify the LA in good time so that the LA can deliver its coordination responsibilities effectively.

6.1.3 The Trust Board will consult those bodies listed at paragraph 5.1.1 on any proposal to decrease the academy's published admission number. Consultation with the bodies at paragraph 5.1.1 will not occur where it is proposed to increase or keep the same published admission number.

6.2 Process of application

6.2.1 Arrangements for applications for places at the academy will be made in accordance with the LA's co-ordinated admission arrangements and will be made on the Common Application Form (CAF) provided and administered by the LA. Parents will be provided with a CAF by the LA where they will note a minimum of three preferred schools in rank order. The schools do not have to be located in the LA area where the parents live. Parents are not guaranteed to have their preferences met. Parents will provide LAs with the following information within the CAF:

- Their name and their child's name and date of birth
- Their and their child's address and proof of residence

6.2.2 The trust will use the LA timetable for applications to the academy each year (exact dates within the months may vary from year to year). This will fit in with the timetable for the co-ordination of admission arrangements within the LA, as agreed by the Admissions Forum, LA, local schools and academies.

- By September – the trust will publish in the academy prospectus information about the arrangements for admission, including oversubscription criteria, for the following September (e.g. in September 2023 for admission in September 2024). This will include details of open evenings and other opportunities for prospective students and their parents to visit the academy. The trust will also provide information in relation to the academy to the LA for inclusion in the composite prospectus, as required
- September/October – the trust will provide opportunities for parents to visit the academy
- 31 October – Deadline for secondary school places – where the CAF is required to be completed and returned to the student's home LA. This process is administered by the LA on behalf of the Trust
- The academy requests the list of names who have made applications from the LA
- February – the LA applies the published admission arrangement and its agreed scheme for LA maintained schools, informing other LAs of offers to be made to their residents
- 1 March – national offer day for secondary school places, where parents are notified of any offers.

6.2.3 There is a national closing date for applications of 31 October for secondary school applications. The academy will ensure its application processes enable parents to apply before these deadlines.

6.3 Consideration of applications

6.3.1 Where fewer than the published admission number(s) for the relevant year groups are received, the trust will offer places at the academy to all those who have applied. The Trust Board will not refuse admission for a child on the basis that:

- They have applied later than other applicants
- They are not of the faith of the academy
- They followed a different curriculum at their previous school
- Information has not been received from their previous school.

6.3.2 For children of UK service professionals and crown servants, the following procedure will be adhered to:

- A place will be allocated to the child in advance of the family arriving in the area named in the application form, where one is available
- The application must be accompanied with an official letter confirming the relocation date
- The address at which the child will live will be used when considering the application against the oversubscription criteria – a Unit or quartering address must be used where this is requested by the child's parent
- The application will not be refused on the grounds of the child not currently living in the area or not currently having an intended address, nor will places be uniquely reserved
- The arrangements for service children will be in line with the government's commitment to removing disadvantage for service children.

6.3.3 An offer will only be withdrawn if it has been made in error, a parent has not responded within a reasonable period of time, 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 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 academy in the first term of the new academic year, the academy may withdraw the place. If the fraudulent application is found after this time, the student will not be removed.

7. Procedures for when the academy is oversubscribed

7.1 Admissions to Year 7

7.1.1 Where the number of applications for admission is greater than the published admission number, applications will be considered against the criteria set out below. After the admission of students with Special Educational Needs where the academy is named on the Education, Health Care Plan, the criteria will be applied in the order in which they are set out below:

- a) Students who are in the care of the LA or a child who was previously looked after (including those children who appear to have been in state care outside of England and cease to be in state care as a result of being adopted). Previously looked after children are children who were looked after but ceased to be so because they were adopted, or subject to a child arrangement or special guardianship order.
- b) Admission of students who need specialist provision due to their complex needs. These criteria apply to students who have Special Educational Needs, who do not have an Education, Health Care Plan and through the Review process have been identified as in need of a 'named' mainstream school that can offer the relevant support and resources.
- c) Admission of students whose siblings currently attend the academy and who will continue to do so on the date of admission. Siblings (brothers or sisters) are considered to be those children who live at the same address and either:
 - Have one or both natural parents in common
 - Are related by a parent's marriage
 - Are adopted or are fostered
 - Their parents are married/co-habiting and children permanently live together in the same household, including step-siblings
 - Are children of the same household who permanently live at the same address.
- d) Admission of students whose normal address is in the academy admission zone at the time of their application to the academy as below.
- e) Students who have social or medical reasons for being admitted to the academy which would, should the child not be admitted, cause him or her to be seriously disadvantaged or put their personal safety at risk. For each case the academy will need proof from an independent person such as a medical specialist who has been involved with the child over a period of time, a social

worker, an attendance officer or another professional. The academy will not offer places within this category, based on a child's ability or intelligence.

- f) Children who attend a Partner Primary School linked to the academy. The partner primary schools for 2024/25 admissions are: NET Badger Hill and NET Whitecliffe Academy. Within this criterion places will be allocated in the following order of priority:
 - a) Those children who attend a Partner Primary School and live within the admission zone of that primary school.
 - b) Those children who attend a Partner Primary School but live outside the admission zone of that primary school.
 - c) Those children who do not attend a Partner Primary School but live within the admission zone of a Partner Primary School.
- g) If the academy becomes oversubscribed within a single criterion, it will prioritise on the basis of the proximity of the *normal address to the academy closest first. The distance, which determines how close a student lives to the academy, is the measurement from the main entrance of the student's normal address to the main entrance of the academy. The distance will be measured in a straight-line using Route Finder, a computerised mapping system which measures from the centre of the home address point to the designated centre of the main entrance to the academy.
**(Normal address: 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 i.e. Sunday night to Thursday night inclusive. Child care arrangements involving relatives' addresses do not qualify as normal family addresses for this purpose unless there is a court Residence Order in place. The qualification 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 LA's co-ordinated scheme.)*
- h) Children of staff in either or both of the following circumstances:
 - i) Where the member of staff has been employed by the trust for two or more years at the time at which the application for admission to the academy is made; and/or
 - ii) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- i) Children whose normal address is outside the catchment area, based on distance from the academy, using the distance calculation and approach set out in point (g)

Tie-breaker: In the case of 2 or more applications that cannot be separated by the oversubscription criteria outlined above, the academy will use the distance between the academy and a child's home as a tie breaker to decide between applicants. Priority will be given to children who live closest to the academy. Distance will be measured as outlined above in point f. Where the distance between 2 children's homes and the academy is the same, random allocation will be used to decide between them. This process will be independently verified.

7.1.2 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 will be independent of the academy and administered by the LA. The arrangements for appeals will be in line with the School Admission Appeal Code 2022. The determination of the appeal panel will be made in accordance with the Schools Admission Appeals Code and is binding on all parties. Guidance will be available for parents about how the appeals process will work and provide parents with a named independent contact who can answer any enquiries parents may have about the process.

7.2. Operation of Waiting Lists

- 7.2.1 All applications that are declined a place are automatically placed on a waiting list with the Local Authority, so parents do not need to request this to happen. A waiting list is only held for that academic year, so parents would need to reapply through the in-year transfer process.
- 7.2.2 After one year the applicant's name will be removed from this waiting list unless the LA has heard from the parent. This waiting list will be maintained by the LA on behalf of the 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.
- 7.2.3 Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in paragraph 7.1 above. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.
- 7.2.4 The academy 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. The academy 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.
- 7.2.5 The academy 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 the academy has good reason to believe that the child may display challenging behaviour that may adversely affect the provision the academy can offer. In this case, the academy will refer these students to the Fair Access Protocol. The academy will not refuse admission on these grounds to looked after children, previously looked after children and children with EHC plans listing the academy.

8. Requests for admission outside the normal age group

- 8.1 If a student's parent wishes to apply for their child to be admitted outside of their normal age group they must complete this in writing to the Principal which will be considered in line with the school admissions code, the academies delayed and deferred admissions policy and the best interest of the child. The outcome will be sent in writing and parents will only have the right to appeal if their child was refused a place at the school but not if they are refused a place in their preferred year group and not their chronological year group.

9. In year admissions

- 9.1 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 academy will be admitted.
- 9.2 Likewise, if there are spaces available in the year group applied for, the child will be offered a place.
- 9.3 If there are no spaces available at the time of the application, the 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 children on the waiting list in accordance with the oversubscription criteria listed in section 7.1 of this policy. Priority will not be given to children on the basis that they have been on the waiting list the longest.
- 9.4 For applications for in-year admissions parents/carers should contact Redcar & Cleveland Borough Council Admissions team on 01642 837740.
- 9.5 Parents will be notified of the outcome of in-year application in writing within 15 school days. 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 academy but it is not in their preferred age group.

- 9.6 The academy will inform the LA by 1 August of whether it will participate in the LA's in-year co-ordination scheme and will send any relevant information for the LA to publish on its website.
- 9.7 Where the academy is participating in the LA coordination scheme, it will provide the LA with details of the number of places available no later than two school days following the request of such information from the LA. The academy will also provide information to parents about how they can find details on the relevant scheme.

10. Appeals

- 10.1 If an application for a place at the academy is unsuccessful, parents will be informed why admission was refused and given information about the process for hearing appeals. If a parent wishes to appeal, they must set out the grounds for the appeal in writing and send it to the following address: schools_admissions@redcar-cleveland.gov.uk
- 10.2 Details of the academy's appeals timetable on the following webpage: <https://fra.northerneducationtrust.org/information/admission-arrangements/>
- 10.3 The appeals panel will be convened by the LA and will act in accordance with all relevant legislation and guidance. The judicial function of the appeals panel will be transparent, accessible, independent and impartial, and will operate in accordance with the principles of natural justice. More information on the appeals process can be found here <https://www.redcar-cleveland.gov.uk/schools-and-education/school-admissions/secondary-school-admissions>
- 10.4 The appeals panel must not have a vested interest in the outcome of the hearing.
- 10.5 When reaching a decision, due regard will be given to section three of the 'School Admission Appeals Code'
- 10.6 Appeals decisions will either be upheld or dismissed – there will be no conditional decisions made, in line with section 94(6) of the School Standards and Framework Act 1998. The final decision will be decided by a simple majority. If votes are split equally, the chair will make the casting vote
- 10.7 The final decision and accompanying reasons will be communicated in writing to the appellant, the academy and the LA.
- 10.8 If a child is alleged to have been refused admissions due to any SEND, this will be considered by the First-tier Tribunal (SEND) and not the appeals panel
- 10.9 If appellants have an issue with the appeal process, they can complain to the Secretary of State.



Huntcliff School

Huntcliff School as an academy is the admission authority. This policy outlines the admission arrangements for the academic year 2025/26. It covers admissions for Year 7 and mid-year / occasional admissions and comes into effect for admissions commencing 1st September 2025 and onwards.

Legislation now states that School Admission Policies only need to go to consultation every 7 years if there are no changes to admission criteria.

1. ADMISSION ARRANGEMENTS FOR THE SCHOOL FOR ACADEMIC YEAR 2025/2026

The arrangements are in line with those applied by the Local Authority for all schools and academies within the Local Authority area.

2. ADMISSION ZONE

The schools' admission zone is that covered by the admission zones of Saltburn only.

3. ADMISSION NUMBERS

Students will be admitted in Year 7 without reference to ability or aptitude. The schools' admission number has been set with regard to the physical capacity of the schools. The admission number for Year 7 for the 2025/26 school year is 112. These figures are based on the assessed capacity of the school at the present time and may be subject to variation, depending on future plans and developments which may impact on the schools' physical capacity.

4. APPLICATION PROCEDURE AND TIMETABLE FOR ADMISSIONS TO Year 7 2025

The application process for admissions Y7 is co-ordinated by Redcar & Cleveland Local Authority (LA), which acts on behalf of our Governing Committee (admission authority) to offer Year 7 places at our schools. At the appropriate time, Parents/Carers will receive information from Redcar & Cleveland Admissions on how to make an application on relevant dates. Offer letters will be issued by the LA on 1st March 2025 for Y7– the national schools places offer days. Applications can also be made on-line. An Independent Choice Advice service will be available to assist families with their applications. For details, please contact the Redcar & Cleveland Admissions Team on 01642 837740 or log onto [School admissions | Redcar and Cleveland \(redcar-cleveland.gov.uk\)](https://www.redcar-cleveland.gov.uk/school-admissions).

All parents/carers are strongly advised to read the Redcar & Cleveland Local Authority Guide for Parents/Carers 2025/2026.

The timetable for secondary school admissions arrangements for Y7 2025/2026 is available from Redcar & Cleveland Admissions Office.

OVER-SUBSCRIPTION CRITERIA

Where more parents/carers have expressed a preference for the school than there are places available; criteria will be applied to determine which parents/carers' preferences can be met. The proposed over-subscription criteria are outlined as follows

| CRITERIA (in priority order) | EXPLANATORY NOTES |
|--|---|
| <p>i) Looked after children (1) and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted (2). Previously looked after children are children who were looked after but ceased to be so because they were adopted (3) (or became subject to a child arrangements order (4) or special guardianship order (5).</p> | <p>(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.</p> <p>(2) 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.</p> <p>(3) 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).</p> <p>(4) Child arrangements orders are defined in 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 arrangements order.</p> <p>(5) 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).</p> |
| <p>ii) children who are permanently resident in the admission zone defined for the school</p> | <p>For the purposes of determining whether a child lives within the admission zone, only the address at which the parent/carer ordinarily resides and with whom the child normally lives will be taken into account.</p> <p>If parents/carers are separated and the child lives for periods of time with both parents/carers, the address used will be of the parent who receives child benefit for the child. Parents/carers may be asked to provide proof. Short term tenancies entered into the prime objective of securing admission for a child at a particular school will not qualify as places of ordinary residence. The Authority will take action should false information be submitted in order to secure a place at a particular school.</p> |

| CRITERIA (in priority order) | EXPLANATORY NOTES |
|---|--|
| iii) children not living in the admission zone who have elder siblings attending the school in the 2019/20 school year | <p>Brothers and sisters and step brothers and sisters will qualify under this criterion as long as they both live at the same permanent address and the elder sibling is still attending the preferred school in the subsequent school year.</p> <p>Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent's/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.</p> |
| iv) children not living within the admission zone who have exceptional social and/or medical reasons for attending a particular school, professionally supported by an independent third party and sustained by appropriate professional advisors to the school | <p>Social reasons generally do not include domestic circumstances such as parents'/carers' working commitments, child care arrangements, separation from friends.</p> <p>In the case of medical reasons, evidence would need to demonstrate the exceptional long-term nature of the condition. All mainstream schools are able to cater for a wide range of medical needs which may be encountered by children.</p> <p>Parents/carers are strongly urged to provide independent third party information (eg from a professional person who knows or is involved with the child) in support of any exceptional long term medical or social reason why they think their child should be given special consideration for placement in a particular school. This written support must make clear why the preferred school is the only school which could meet their child's needs.</p> <p>The submission of independent information will not automatically guarantee a place under this criterion. However, the evidence will be carefully considered by the relevant professional advisors as to whether or not an application falls into this category.</p> |
| v) children living closest to the school | <p>The distance from home to school will be measured by computer on a straight line basis using the number and postcode of the house and the postcode of the school.</p> <p>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.</p> |

6. CHILDREN IN RECEIPT OF A LOCAL AUTHORITY STATEMENT OR EDUCATION HEALTH CARE PLAN (EHCP)

Any child who has a current Statement of Special Educational Needs or Education Health Care Plan (EHCP) naming Huntcliff School as the designated school will be automatically admitted, unless the school has previously demonstrated (if necessary to an independent tribunal) that to admit the child would not be in her/his best interests, unreasonable in terms of its impact on the school, or detrimental to health and safety.

7. TIE-BREAK

If it is necessary to distinguish between children within categories (i)-(iv) places will be offered using the criteria listed above in priority order and determined by criteria (v) – measurement on a straight line basis as defined above.

8. LATE APPLICATIONS AND MID-YEAR ADMISSIONS

Every effort will be made to ensure parental applications are received by the published closing date. However, applications may still be received after the closing date if there is a good reason for their lateness. In this instance, the Local Authority will accept applications for over-subscribed schools if they are received before places in the school have been allocated. Examples of good reasons may include when a parent has been ill for some time, or a family has just moved into the area, or a family is returning from abroad.

9. ALLOCATION OF PLACES WHICH BECOME AVAILABLE BEFORE APPEAL HEARINGS

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

10. WAITING LISTS

Those pupils who have not been allocated their highest rank preference for Huntcliff School will automatically be placed on a waiting list.

Parents/carers may request that their child's name be placed on a waiting list for Huntcliff School. If places become available in the school, they will be allocated to children on the waiting list in accordance with the over-subscription criteria. Waiting lists will be maintained until the end of the Autumn Term 2025.

11. APPEALS

The parents/carers of any child who is refused a place at Huntcliff School have a right of appeal to an Independent Appeals Panel. The panel consists of three people who are fully independent of the school's Governing Body and the Local Authority. The panel will consider the circumstances of each appeal case before putting them against the Planned Admission Number of the school as a whole. Both the Governing Body and the parents/carers must abide by the decision it makes.

12. ADMISSION TO YEARS OTHER THAN YEAR 7 – SEPTEMBER 2025-26

Applications for places in these year groups can be received at any time of year. In the event of over-subscription, the criteria set out above will be applied and places offered in accordance with those criteria.

To apply for a place after the start of the autumn term in September 2025, please contact the Local Authority Admissions Office on 01642 837740.

Parents/carers wishing to visit the school prior to submitting an application are welcome to do so.

Laurence Jackson Academy

ADMISSION ARRANGEMENTS FOR THE SCHOOL

In accordance with Regulations, the Governing Body of Laurence Jackson School consults with Governing Bodies of all maintained schools in the Authority and other interested parties, regarding the proposed admission arrangements for the school.

The arrangements are in line with those applied by the Local Authority for all maintained, community and voluntary controlled schools.

ADMISSION OF YEAR 7 STUDENTS

Admission Zone

No change is proposed to the school's formal admission zone. Details of the admissions zone can be obtained by contacting the school.

Admission Numbers

Students will be admitted into Year 7 without reference to ability or aptitude. The proposed admission number for Year 7 will be 250. This figure is based on the assessed capacity of the school in line with the PSBP new build capacity of 1243.

Application Procedure and Timetable for Admissions to Y7

The application process for admissions into Y7 is co-ordinated by Redcar and Cleveland Local Authority (LA), which acts on behalf of our Governing Body to offer Year 7 places at our school. At the appropriate time, Parents/Carers will receive information from Redcar and Cleveland Admissions on how to make an application and relevant dates. Offer letters will be issued by the LA on the national school places offers day. Applications can also be made on-line. An independent Choice Advice service will be available to assist families with their applications. For details, please contact the Redcar and Cleveland Admissions Team on 01642 837740, or log onto [School admissions | Redcar and Cleveland \(redcar-cleveland.gov.uk\)](https://www.redcar-cleveland.gov.uk/school-admissions).

| | |
|--------------------------------|---|
| W/C 2 September 6 September | <ul style="list-style-type: none">• Send out application information• Online application website opens |
| 31 October 2024 | <ul style="list-style-type: none">• Closing date for receipt of online and paper applications |
| 1 March 2025 | <ul style="list-style-type: none">• NATIONAL OFFER DAY –• Parents will be notified of their school offer by their Home Local Authority |
| May – June 2025 | <ul style="list-style-type: none">• Appeals to be heard by Independent Panels |
| End of Autumn Term 2025 | <ul style="list-style-type: none">• Admission round ends• Waiting lists close |

All parents/carers are strongly advised to read the Redcar and Cleveland Local Authority Guide for Parents/Carers.

Children in Receipt of a Local Authority Statement or Education Health Care Plan

Any child who has a current Statement of Special Needs or Education Health Care Plan naming Laurence Jackson School as the designated secondary school in Year 7 will be automatically admitted, unless the school has previously demonstrated (if necessary to an independent tribunal) that to admit the child would not be in her/his best interests, unreasonable in terms of its impact on the school, or detrimental to health and safety.

Over-Subscription Criteria

Where more parents/carers have expressed a preference for the school than there are places available, criteria will be applied to determine which parents'/carers' preferences can be met. The proposed over-subscription criteria are outlined below:

| CRITERIA (In priority order) | EXPLANATORY NOTES |
|---|---|
| <p>i) Looked after children (1) and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted (2). Previously looked after children are children who were looked after but ceased to be so because they were adopted (3) (or became subject to a child arrangements order (4) or special guardianship order (5).</p> | <p>(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.</p> <p>(2) 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.</p> <p>(3) 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).</p> <p>(4) Child arrangements orders are defined in 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 arrangements order.</p> <p>(5) 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).</p> |
| <p>ii) children who are permanently resident in the admission zone defined for the school</p> | <p>For the purposes of determining whether a child lives within the admission zone, only the address at which the parent/carer ordinarily resides and with whom the child normally lives will be taken into account.</p> <p>If parents/carers are separated and the child lives for periods of time with both parents/carers, the address used will be of the parent who receives child benefit for the child. Parents/carers may be asked to provide proof. Short term tenancies entered into the prime objective of securing admission for a child at a particular school will not qualify as places of ordinary residence. The Authority will take action should false information be submitted in order to secure a place at a particular school.</p> |
| <p>iii) children not living in the admission zone who have elder siblings attending the school in the 2019/20 school year</p> | <p>Brothers and sisters and step brothers and sisters will qualify under this criterion as long as they both live at the same permanent address and the elder sibling is still attending the preferred school in the subsequent school year.</p> <p>Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent's/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</p> |

| CRITERIA (In priority order) | EXPLANATORY NOTES |
|---|--|
| <p>iv) children not living within the admission zone who have exceptional social and/or medical reasons for attending a particular school, professionally supported by an independent third party and sustained by appropriate professional advisors to the school</p> | <p>Social reasons generally do not include domestic circumstances such as parents'/carers' working commitments, child care arrangements, separation from friends.</p> <p>In the case of medical reasons, evidence would need to demonstrate the exceptional long-term nature of the condition. All mainstream schools are able to cater for a wide range of medical needs which may be encountered by children.</p> <p>Parents/carers are strongly urged to provide independent third party information (eg from a professional person who knows or is involved with the child) in support of any exceptional long term medical or social reason why they think their child should be given special consideration for placement in a particular school. This written support must make clear why the preferred school is the only school which could meet their child's needs.</p> <p>The submission of independent information will not automatically guarantee a place under this criterion. However, the evidence will be carefully considered by the relevant professional advisors as to whether or not an application falls into this category.</p> |
| <p>v) children living closest to the school</p> | <p>The distance from home to school will be measured by computer on a straight line basis using the number and postcode of the house and the postcode of the school.</p> <p>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.</p> |

Tie-break

If it is necessary to distinguish between children within categories (i) – (iv) places will be offered using the criteria listed above in priority order and determined by criteria (v) – measurement on a straight line basis as defined above.

If it is necessary to distinguish between children in category (v), distance will be measured by the shortest walking route, using the number and postcode of the home and the postcode of the school.

Late Applications and Mid-Year Admissions

Every effort will be made to ensure parental applications are received by the published closing date. However, applications may still be received after the closing date if there is good reason for their lateness. In this instance, the Local Authority will accept applications for over-subscribed schools if they are received before places in the school have been allocated. Examples of good reasons may include when a 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 at Laurence Jackson School. If Laurence Jackson School is full, a place will be offered by the Local Authority at the school closest to the home address with places available. Parents/carers whose child has been refused a school place for which they have applied will be offered the right to appeal against the decision.

Applying the Fair Access Protocol (FAP) for Mid-Year Admissions

Laurence Jackson School will adhere to the (FAP) agreed by the schools in the Education Improvement Partnership (EIP) outlined below:-

Pupil Allocation

Pupils will be admitted to schools under the FAP in line with the agreed formula using a turn taking rota system. The chronology of the FAP admissions will be used to identify the school whose turn it is next to admit. When a pupil needs to be placed under the protocol, the school on top of the list for the cluster in which the child lives will be approached. When a school admits a pupil under the protocol the school moves to the lowest position on the list. Schools will not normally be asked to admit FAP pupils in quick succession.

The FAP admission quota for each secondary school is based on NOR, taking 1.5% as the placement percentage and rolls forward from year to year.

Monitoring arrangements

The Redcar & Cleveland FAP will be monitored half termly by the Besafe Partnership. LA Officers will provide accurate up to date data.

Allocation of Places which become available before Appeal Hearings

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

Waiting Lists

Those students who have not been allocated Laurence Jackson School will automatically be placed on a waiting list. Parents/ carers may request that their child's name be placed on a waiting list for Laurence Jackson School. If places become available in the school they will be allocated to children on the waiting list in accordance with the over-subscription criteria.

The waiting list will be maintained for admission to Year 7 only until the end of the Autumn Term 2025.

Appeals

The parents/carers of any child who is refused a place at Laurence Jackson School have a right of appeal to an Independent Appeals Panel. The Panel consists of three people who are fully independent of the school's Governing Body and the Local Authority. The Panel will consider the circumstances of each appeal case before putting them against the Planned Admission Number of the school as a whole. Both the Governing Body and the parents/carers must abide by the decision it makes.

ADMISSION OF YEAR 8, 9, 10 AND 11 STUDENTS – SEPTEMBER

Applications for places in these year groups can be received at any time of year. In the event of over-subscription, the criteria set out previously will be applied and places offered in accordance with those criteria.

To apply for a place after the start of the Autumn Term, please contact the Local Authority Admissions Office on 01642 837740.

Parents/carers wishing to visit the school prior to submitting an application are welcome to do so.



Outwood Academy Bydales, Outwood Academy Normanby and Outwood Academy Redcar

ADMISSION POLICY FOR 2025/26 FOR OUTWOOD ACADEMY BYDALES, OUTWOOD ACADEMY NORMANBY AND OUTWOOD ACADEMY REDCAR

The admission authority for Outwood academies is Outwood Grange Academies Trust. The admission number for our academies for 2025/26 has been set at:

| | |
|--------------------------|-----|
| Outwood Academy Bydales | 150 |
| Outwood Academy Normanby | 150 |
| Outwood Academy Redcar | 150 |

There are no changes proposed to the school admission policy for 2025/26. Where there are more applications for a school than there are places available, it is proposed that places will be allocated using the over subscription criteria shown in the table below.

OVER - SUBSCRIPTION CRITERIA 2025/26

| CRITERIA (in priority order) | EXPLANATORY NOTES |
|---|---|
| i) Looked after children in local authority care. | Children who are looked after; or who were previously looked after but immediately after being looked after became subject to an adoption, residence 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. 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 (Section 22(1) of the Children's Act 1989). |

| | |
|---|--|
| <p>ii) Children who are permanently resident in the admission zone defined for the school.</p> | <p>For the purposes of determining whether a child lives within the admission zone, only the address at which the parent/guardian ordinarily resides and with whom the child normally lives will be taken into account. If parents are separated and the child lives for periods of time with both parents, the address used will be of the parent who receives child benefit for the child (if eligible). If neither parent is eligible for child benefit, the address used will be that on the child's medical registration card (proof may be required). Short term tenancies entered into with the prime objective of securing admission for a child at a particular school will not qualify as places of ordinary residence. The local authority will take action should false information be submitted in order to secure a place at a particular school.</p> |
| <p>iii) Children not living in the admission zone who have elder brothers or sisters attending the school in the 2023/24 school year.</p> | <p>Brothers and sisters and step brothers and sisters will qualify under this criterion as long as they both live at the same permanent address and the elder sibling is still attending the preferred school in the 2025/26 school year. '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.</p> |
| <p>iv) Children not living within the admission zone who have exceptional social and/or medical reasons for attending a particular school, professionally supported by an independent third party and sustained by the Authority's professional advisors.</p> | <p>Social reasons generally do not include domestic circumstances such as parents' working commitments, child care arrangements, or separation from friends. In the case of medical reasons, evidence would need to demonstrate the exceptional long-term nature of the condition. All mainstream schools are able to cater for a wide range of medical needs which may be encountered by children. You are strongly urged to provide independent third party information (e.g., from a professional person who knows or is involved with your child) in support of any exceptional long-term medical or social reason why you think your child should be given special consideration for placement in a particular school. This written support must make clear why the preferred school is the only school which could meet your child's needs. The submission of independent information will not automatically guarantee a place under this criterion. However, the evidence will be carefully considered by the local authority's professional advisors as to whether or not your application falls into this category.</p> |
| <p>v) Children living closest to the school</p> | <p>The distance from home to school will be measured by computer on a straight line basis using the number and postcode of the house and the postcode of the school.</p> |

Tie-break:

If it is necessary to distinguish between children within categories (i)-(v), places will be offered using the criteria listed above in priority order and determined by criteria (vi) - measurement on a straight line basis using the number and postcode of the house and the postcode of the school. In the case of a tie break in category (v) the final allocation will be determined using the shortest walking route using the number and postcode of the house and the postcode of the school.

Late Applications:

Applications received after the closing date will be considered after applications that were received on time unless there was good reason for their lateness. An example of this would be a new family moving to the area after the closing date.

Waiting Lists:

Waiting lists for both reception and year 7 will be maintained until 31 December 2025. Any places that become available will be allocated in accordance with the published oversubscription criteria.

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. If you wish to request admission of a child outside of their normal year group you should make an application for the normal time of entry and then put a request in writing to the School Admissions Team asking to defer the entry date and giving your reasons for the request. The request will be considered in consultation with the school concerned and you will be notified of the outcome of your request. If the request is agreed, you should then submit a new application at the time applications are being taken for the new admission date. Please note – the deferred application will be considered against all other applications for entry that year based upon a strict application of the admissions criteria and agreement to deferral does not automatically mean your child will be offered a place at the school in that year.

Requests for mid-year transfer school admission:

Applications will be co-ordinated by the Redcar and Cleveland Admissions Team on behalf of all schools within the borough. Any requests for transfer should be made to the admissions team on 01642 837740.

Timetable for the co-ordinated admission arrangements 2025/26**Secondary Schools**

| | |
|------------------|---|
| 31 October 2024 | <ul style="list-style-type: none"> Closing date for receipt of online and paper applications |
| 1 March 2025 | <p>NATIONAL OFFER DAY</p> <ul style="list-style-type: none"> LA sends letters to all parents informing them of the allocated schools LA informs schools of final offers |
| May – July 2025 | <ul style="list-style-type: none"> Appeals to be heard by Independent Panels |
| 31 December 2025 | <ul style="list-style-type: none"> Admission round ends Waiting lists close |

Rye Hills Academy

Introduction

The North East Learning Trust is the Admissions Authority responsible for applying this policy for Rye Hills Academy.

The Trust will consider all admission applications sent to them by the Local Authority (LA) and will apply the policy fairly and consistently to every application received.

Published Admission Number (PAN)

The PAN is the number of places we intend to make available for our normal intake. Once the PAN has been set for an Academy, we will not refuse any applications submitted during the normal admission round for Year 7 where the PAN has not been exceeded.

The PAN applies to the year of entry (Year 7) and is 150 for September 2025.

The application process for admissions into Year 7 is co-ordinated by Redcar & Cleveland Local Authority (LA), which acts on behalf of the Trust to offer Year 7 places at The Academy.

At the appropriate time, parents / carers will receive information from Redcar & Cleveland Admissions on how to make an application and relevant dates. The closing date for applications for places in Year 7 for September 2025 is 31 October 2024 and offer letters will be issued by the LA on 3 March 2025 – the national school places offers' day. Applications can also be made on-line.

An Independent Choice Advice service will be available to assist families with their applications.

For details, please contact the Redcar & Cleveland Admissions Team on 01642 837740 or log onto [School admissions | Redcar and Cleveland \(redcar-cleveland.gov.uk\)](https://www.redcar-cleveland.gov.uk/school-admissions).

All parents/ carers are strongly advised to read the Redcar & Cleveland Local Authority Guide for Parents/Carers 2025/2026.

The timetable for secondary school admission arrangements for Year 7 2025/2026 is available from Redcar & Cleveland Admissions Office.

Over-Subscription Criteria

1. Children who are 'looked after' 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*.

A looked after child is a child who is, at the time of making an application to a school, (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. (See definition in section 22(1) of the Children Act 1989).

2. Children who appear to the admission authority of the school to have been in state care outside of England and ceased to be in state care as a result of being adopted.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, religious organisation, or any other provider of care whose sole purpose is to benefit society.

3. Medical reasons

Children with very exceptional medical factors directly related to school placement. Supporting evidence from a professional (such as a doctor known to your child) must be included with your application. The evidence **MUST** explain why the school you wish your child to attend is the only school that can meet the child's medical needs and what difficulties would be caused if they had to attend an alternative school.

4. Sibling links

Children who have a sibling already attending the school (in Years 7-11) and who is expected to be on roll at the time of admission. Sibling is defined as children who live as brother or sister in the same house permanently, including natural brothers or sisters, half-brothers or sisters, adopted brothers or sisters, stepbrothers or sisters and children of the parent/carer's partner.

5. Children of staff employed at the Academy

Children of staff employed at the Academy for two or more years at the time at which the application for admission is made and/or the member of staff has been recruited to fill a post where there is a demonstrable skill shortage, and/or the member of staff has relocated.

6. Distance

Those children who have applied for a place at the nearest school to their home address measured by the shortest walking route. This will be based on the child's address. Where the last place to be allocated would mean that a multiple birth sibling group i.e., twins, triplets, or other multiple birth sibling groups, would be split, the sibling group will be given priority over other children. Otherwise, if only one final place can be offered, and two applicants live equidistant from the Academy, the LA's system of random allocation will apply.

The distance from home to the Academy will be measured by computer on a straightline basis using the number and postcode of the house and the postcode of the Academy.

7. All other applicants

Tiebreaker

Where an Academy is oversubscribed within any of the categories above the following tiebreakers will be applied:

- a) For those children who have applied for a place at the school nearest to their home address, priority will be given to those living closest to the nearest school measured by the shortest walking route.
- b) For other children, priority will be given to those children who live nearest to the school applied for.

In the unlikely event of the Academy being oversubscribed within categories 1, 2, 3, 4 and 5 tiebreaker (b) will apply.

Notification of places

The formal offer of a place will be issued by Redcar and Cleveland LA who will write to parents/carers on **1 March 2025**.

Children in Receipt of a Local Authority Education Health Care Plan (Statement)

Any child who has a current EHCP/Statement of Special Needs naming Rye Hills Academy as the designated secondary school in Year 7 will be automatically admitted, unless the Academy has previously demonstrated (if necessary, to an independent tribunal) that to admit the child would not be in their best interests, unreasonable in terms of its impact on the Academy, or detrimental to health and safety.

Requests to Admit Children out of their Normal Age Group

All applications for children requesting admission outside their normal age group will be processed as outlined in the Redcar & Cleveland Admissions and Co-ordinated Scheme 2025/2026.

Late Applications

Applications received by the closing date take priority over late applications, however, applications which are received for very good reason after the closing date because of very exceptional circumstances may be accepted and treated as an on-time application provided they are received before the allocation procedures begin. Parents/carers must provide clear evidence for the Admissions Authority to consider as to why they could not apply during the preference period. The determination of the Admissions Authority will be final.

Where families have moved to a new address after places have been allocated, preferences will only be agreed if places remain available at Rye Hills Academy. If Rye Hills Academy is full, a place will be offered by the Local Authority at the school closest to the home address with places available. Parents/carers whose child has been refused a school place for which they have applied will be offered the right to appeal against the decision.

Waiting lists/appeals

The Trust will maintain the waiting list. Positions on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant, they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

Unsuccessful applicants may also contact School Admissions, North East Learning Trust by telephone 0191 5634190 Option 1 or email schooladmissions@nelt.co.uk to be advised of their right to an Independent Appeal Panel and/or request to be included on the waiting list. The waiting list will be maintained until 31 December 2025.

Withdrawing an offer of a place

The Trust reserves the right to withdraw an offer of a place if:

- It was made in error.
- Parent/carer fails to respond to the offer of a place within the agreed deadline.
- It is established that the offer of a place was obtained through fraudulent or misleading application.

In-year admission to Rye Hills Academy

The Trust are responsible for managing in-year admissions, further information can be found in the Trust's In-Year Admission Policy.



Nunthorpe Academy

ADMISSION OF YEAR 7 STUDENTS - SEPTEMBER 2025-26

Admission Zone:

Nunthorpe Academy's admission zone is as shown on the area map which is highlighted in yellow on our website: www.nunthorpe.co.uk. All parents are also strongly urged to consult the Redcar and Cleveland Local Authority Guide for Parents along with our Admission Policy. At present, our admission zone includes the following primary schools:

Redcar and Cleveland LA:

Nunthorpe Primary Academy*

Middlesbrough LA:

Chandlers Ridge Primary School*

Captain Cook Primary School*

The Avenue Primary School*

St Bernadette's RC Primary School* * Partner Primary Schools

However, current government legislation means that Nunthorpe can consider applications from students who do not attend one of the above listed primary schools.

POLICY AND ADMISSION NUMBERS

Students will be admitted into Year 7 without reference to ability or aptitude.

The Board of Trustees have set our Published Admission Number ('PAN') as 260 for entry in September 2025.

ADMISSIONS CRITERIA TO BE APPLIED IF PLACES ARE OVER-SUBSCRIBED

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit:

- a) 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 91 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).
- b) Children living¹ in our designated admission zone², attend one of the primary schools listed above and who have a sibling³ at the Academy at the time of admission. *Parents may contact their LA if they are uncertain whether or not they reside in the admission zone.*

- c) Children living¹ in the designated admission zone² and who have sibling³ at the Academy at the time of admission.
- d) Children living¹ in the designated admission zone² and attend one of our Partner Primary Schools listed above.
- e) **Children living¹ in the designated admission zone².**
- f) Children who live outside the admission zone, who attend one of the partner Primary schools and who have a sibling³ at the Academy at the time of admission.
- g) Children who live outside the admission zone who have a sibling³ at the Academy at the time of admission.
- h) Children who live outside the admission zone who attend one of the primary schools listed above.
- i) Children who have proven medical grounds requiring certification by an appropriate doctor. This certification must explain why Nunthorpe is the most appropriate school/academy for their education in the context of their medical need(s).
- j) Children living closest to the academy measured on a straight line distance⁴, using the Local Authority's computerised system which measures using the postcode of the house and the postcode of the academy.

1. The home address is defined as the address of the adult with parental responsibility with whom the child normally lives and which applies at the time of application. Any queries regarding the student's home address may result in evidence being requested to verify the address.
2. A map showing the admission zone and/or further information can be obtained from the academy.
3. A sibling is defined as another child living in the same family home and on roll at our Academy as of 1 September 2019-20. Sibling link does not apply to siblings on roll in Year 11 or the Sixth Form when allocation of places is decided.
4. In the event of a tie break under criterion j), places will be allocated according to the shortest walking route to the academy – from front door of the applicant's house to our academy main gate.

HOW TO APPLY FOR A PLACE IN YEAR 7 FOR SEPTEMBER 2024

The application process for admissions into Year 7 is co-ordinated by Redcar and Cleveland Local Authority (LA), which acts on behalf of our Governors to offer Year 7 places at our academy. Parents should submit an online or paper **Application Form**, available from the LA Admissions Team (of the authority in which you live), no later than: **31 October 2024**. Offer letters will be issued by the LA on 1 March 2025 – the national school places Offers Day. Applications can also be made online. For details please contact the Redcar and Cleveland LA Admissions Team or log onto [School admissions | Redcar and Cleveland \(redcar-cleveland.gov.uk\)](https://www.redcar-cleveland.gov.uk/school-admissions).

All parents are again strongly advised to read the Redcar and Cleveland Local Authority Guide for Parents – 2025 – 2026 which is available on the Redcar and Cleveland website.

ADMISSION OF YEAR 7 STUDENTS – SEPTEMBER 2025

How places are offered

For admission into Year 7 in September 2025, the LA, on behalf of NMAT, will offer places to 260 children. This is the Published Admission Number (PAN) for that year group. In the event that more than 260 applications are received, the oversubscription criteria will be applied to determine priority for places. (See Section 2)

Only in exceptional circumstances (and within the framework of the oversubscription criteria detailed in Section 2) will this number be exceeded in any one year.

OPERATION OF THE YEAR 7 RESERVE LIST

As part of the co-ordinated scheme for secondary admissions, the Redcar and Cleveland LA Admissions Team hold the initial reserve list on behalf of the Board of Trustees. Children will automatically be added to the reserve list which will be maintained until the end of the Autumn Term 2025.

APPEALS

The parent of any child who is refused a place at the Academy has a right of appeal to an Independent Appeals Panel. The panel consists of three people who are fully independent of the Academy's governance structure and the Local Authority. The panel will consider the circumstances of each appeal case put before them against the Planned Admission Number of the school as a whole. Both NMAT (Board of Trustees) and the parents must abide by the decision it makes.

LATE APPLICATIONS

Late applications – we do consider late applications, but we treat as late and only allocate places after “on time” applications are made.

Admission Policy – Mid Year Admissions

ADMISSION OF YEAR 8, 9, 10 and 11 STUDENTS and Year 7 after the start of the Autumn Term in SEPTEMBER 2025

Admission Zone:

Nunthorpe Academy's admission zone is as shown on the area map, which is highlighted in yellow on our website at www.nunthorpe.co.uk.

All parents are strongly urged to consult the Redcar and Cleveland Local Authority Guide for Parents – 2025 - 2026 along with studying our Admission Policy. Mid-year applications are coordinated by the Redcar and Cleveland Council School Admissions Section. Where applications are received for year groups where there are vacancies places will be offered. Where applications are made for year groups that are full and the Academy does not have resources to admit further pupils the pupil will be offered the right of appeal. Any requests for transfer should be made to the School Admissions Team on 01642 837740 / 837730

HOW TO APPLY FOR PLACES IN YEARS 8, 9, 10, 11 AND YEAR 7 AFTER THE START OF THE AUTUMN TERM.

Applications for places in these year groups at any time of the year will be co-ordinated by Redcar and Cleveland local authority admissions section. Where applications are received for year groups where there are vacancies places will be offered. Where applications are made for year groups that are full and the Academy does not have resources to admit further pupils the pupil will be offered the right of appeal.

Application forms are available from Redcar and Cleveland local authority admissions team (as detailed on page 3, Section 4 above)

In the event of over-subscription the criteria set out above (page 2) in Section 2 of the Year 7 Admissions Policy, will be applied and places offered in accordance with those criteria.

Parents wishing to visit the Academy prior to submitting an application are very welcome to do so. However, this is not always possible to organise at short notice and visits are usually conducted in small groups. Visits are not interviews and do not affect any decision regarding the availability of a place.

Any parent wishing to visit our academy under these circumstances should contact Mrs Kate Kell - Head of School, on (01642) 310561 or email kkell@nunthorpe.co.uk

Fair Access and Managed Placement Protocols:

Nunthorpe Academy is committed to its participation in the Redcar and Cleveland Local Authority Fair Access and Managed Placement Protocols. This also applies to any reciprocal arrangements for Fair Access and Managed Placement Protocols entered into with neighbouring local authorities.



Sacred Heart Catholic Academy - part of the Nicholas Postgate Catholic Academy Trust

Sacred Heart Catholic Secondary was founded by the Catholic Church to provide education for baptised Catholic children. The school is run by the Board of Directors of Nicholas Postgate Catholic Academy Trust as part of the Catholic Church in accordance with its Trust Deed and Articles of Association and seeks at all times to be a witness to Jesus Christ.

All Main Round and In-year applications must be conducted in accordance with the September 2021 School Admissions Code and School Admission Appeals Code published 1st October 2022.

Whenever there are more applications than places available, priority will always be given to Catholic applicants in accordance with the oversubscription criteria listed below.

The Board of Directors of the Nicholas Postgate Catholic Academy Trust is the Admissions Authority and is responsible for determining the school's admissions policy. The operational implementation of the Admissions policy is delegated to the Governing Body of the school, **although the Admissions Authority reserves the right to deal directly with admissions requests if and when deemed necessary.**

The planned admission number for September 2025 is 150.

The named feeder schools are the primary schools within Nicholas Postgate Catholic Academy Trust. These are:

All Saints Catholic Primary School (North Yorkshire)
Christ the King Catholic Primary School (Stockton-on-Tees)
Corpus Christi Catholic Primary School (Middlesbrough)
Our Lady Q of M Catholic Primary School (York)
Sacred Heart Catholic Primary School (Middlesbrough)
Sacred Heart Catholic Primary School (North Yorkshire)
St Aelred's Catholic Primary School (York)
St Alphonsus' Catholic Primary School (Middlesbrough)
St Augustine's Catholic Primary School (Middlesbrough)
St Bede's Catholic Primary School (Redcar and Cleveland)
St Benedict's Catholic Primary School (North Yorkshire)
St Benedict's Catholic Primary School (Redcar and Cleveland)
St Bernadette's Catholic Primary School (Middlesbrough)
St Clare's Catholic Primary School (Middlesbrough)
St Edward's Catholic Primary School (Middlesbrough)
St Gabriel's Catholic Primary School (Redcar and Cleveland)
St George's Catholic Primary School (York)
St Gerard's Catholic Primary School (Middlesbrough)
St Hedda's Catholic Primary School (North Yorkshire)
St Joseph's Catholic Primary School (Middlesbrough)
St Joseph's Catholic Primary School (North Yorkshire)
St Joseph's Catholic Primary School (Redcar and Cleveland)

St Margaret Clitherow Catholic Primary School (Redcar and Cleveland)
St Mary's Catholic Primary School Malton (North Yorkshire)
St Mary's Catholic Primary School Richmond (North Yorkshire)
St Mary's Catholic Primary School (Redcar and Cleveland)
St Patrick's Catholic Primary School (Stockton-on-Tees)
St Paulinus Catholic Primary School (Redcar and Cleveland)
St Pius X Catholic Primary School (Middlesbrough)
St Therese of Lisieux Catholic Primary School (Stockton-on-Tees)
St Thomas More Catholic Primary School (Middlesbrough)
St Wilfrid's Catholic Primary School (York)

The Admissions Policy Criteria will be applied on an Equal Preference basis.

How and When to apply

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.

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

Late Applications

Any applications received after the closing date will be accepted but considered only after those received by the closing date.

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 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 91 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 91 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 from our named NPCAT feeder schools who do not meet criteria 1 to 5.
7. 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.
8. Children from other Christian denominations (see note 2).
9. 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 8 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 twins and multiple births, where only 1 place remains the additional child(ren) will also be offered a place in school.

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. If you wish 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 school agrees to your request you will receive confirmation in writing. You should submit your application in the application window, as part of the Local Authority standard application process, for the deferred year in which you wish your child to be admitted to the school with the accompanying support letter from the Headteacher.

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 using the local authority's measuring system from the front door of the child's home address (including flats) to the main entrance of the school, 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 writing to the Chair of Governors at the school address.

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, 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.

In-year applications for all Year Groups

If parents wish for their child to obtain a place at the school in any year group at any point after the 2025/26 academic year has commenced, they should apply using the relevant Local Authority In-year admissions application form. Verbal or written requests direct to school cannot be accepted as official applications.

Once a school receives an official application through the Local Authority, they will determine whether or not the child can be offered a place. The decision whether a place can be offered or not will be communicated to parents via letter from the Local Authority.

If a place is not offered then parents have their statutory right of appeal. The reasons for appeal should be written in a letter addressed to the Chair of Governors of the school and be posted or delivered to the school reception.

Questions about the Admissions process or availability of places

If parents have any questions about the admissions process or wish to obtain information on which NPCAT schools have places available, they can contact a NPCAT Standards Officer through the NPCAT website.

Contacts

For advice on the content of this policy, please contact:

Mr John O'Boyle, Standards Officer for Admissions and Exclusions,
Nicholas Postgate Catholic Academy Trust, Postgate House, Saltersgill Avenue, Middlesbrough, TS4 3JP

Email: admissions@npcat.org.uk

Tel: 01642 529200

St Peter's Catholic College - a member of the **Nicholas Postgate Catholic Academy Trust**

St Peter's Catholic College was founded by the Catholic Church to provide education for baptised Catholic children. The school is run by the Board of Directors of Nicholas Postgate Catholic Academy Trust as part of the Catholic Church in accordance with its Trust Deed and Articles of Association and seeks at all times to be a witness to Jesus Christ.

All Main Round and In-year applications must be conducted in accordance with the September 2021 School Admissions Code and School Admission Appeals Code published 1st October 2022.

Whenever there are more applications than places available, priority will always be given to Catholic applicants in accordance with the oversubscription criteria listed below.

The Board of Directors of the Nicholas Postgate Catholic Academy Trust is the Admissions Authority and is responsible for determining the school's admissions policy. The operational implementation of the Admissions policy is delegated to the Governing Body of the school, **although the Admissions Authority reserves the right to deal directly with admissions requests if and when deemed necessary.**

The planned admission number for September 2025 is 120.

The named feeder schools are the primary schools within Nicholas Postgate Catholic Academy Trust. These are:

All Saints Catholic Primary School (North Yorkshire)
Christ the King Catholic Primary School (Stockton-on-Tees)
Corpus Christi Catholic Primary School (Middlesbrough)
Our Lady Q of M Catholic Primary School (York)
Sacred Heart Catholic Primary School (Middlesbrough)
Sacred Heart Catholic Primary School (North Yorkshire)
St Aelred's Catholic Primary School (York)
St Alphonsus' Catholic Primary School (Middlesbrough)
St Augustine's Catholic Primary School (Middlesbrough)
St Bede's Catholic Primary School (Redcar and Cleveland)
St Benedict's Catholic Primary School (North Yorkshire)
St Benedict's Catholic Primary School (Redcar and Cleveland)
St Bernadette's Catholic Primary School (Middlesbrough)
St Clare's Catholic Primary School (Middlesbrough)
St Edward's Catholic Primary School (Middlesbrough)
St Gabriel's Catholic Primary School (Redcar and Cleveland)
St George's Catholic Primary School (York)
St Gerard's Catholic Primary School (Middlesbrough)
St Hedda's Catholic Primary School (North Yorkshire)
St Joseph's Catholic Primary School (Middlesbrough)
St Joseph's Catholic Primary School (North Yorkshire)
St Joseph's Catholic Primary School (Redcar and Cleveland)
St Margaret Clitherow Catholic Primary School (Redcar and Cleveland)
St Mary's Catholic Primary School Malton (North Yorkshire)
St Mary's Catholic Primary School Richmond (North Yorkshire)
St Mary's Catholic Primary School (Redcar and Cleveland)
St Patrick's Catholic Primary School (Stockton-on-Tees)
St Paulinus Catholic Primary School (Redcar and Cleveland)
St Pius X Catholic Primary School (Middlesbrough)
St Therese of Lisieux Catholic Primary School (Stockton-on-Tees)
St Thomas More Catholic Primary School (Middlesbrough)
St Wilfrid's Catholic Primary School (York)

The Admissions Policy Criteria will be applied on an Equal Preference basis.

How and When to apply

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 oversubscription 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.

Late Applications

Any applications received after the closing date will be accepted but considered only after those received by the closing date.

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 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 order⁹¹ 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 order⁹¹ 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 from our named NPCAT feeder schools who do not meet criteria 1 to 5.
7. 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.
8. Children from other Christian denominations (see note 2).
9. 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 8 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 twins and multiple births, where only 1 place remains the additional child(ren) will also be offered a place in school.

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. If you wish 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 school agrees to your request, you will receive confirmation in writing. You should submit your application in the application window, as part of the Local Authority standard application process, for the deferred year in which you wish your child to be admitted to the school with the accompanying support letter from the Headteacher.

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 using the local authority’s measuring system from the front door of the child’s home address (including flats) to the main entrance of the school, 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 writing to the Chair of Governors at the school address.

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, 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.

In-year applications for all Year Groups

If parents wish for their child to obtain a place at the school in any year group at any point after the 2025/26 academic year has commenced, they should apply using the relevant Local Authority In-year admissions application form. Verbal or written requests direct to school cannot be accepted as official applications.

Once a school receives an official application through the Local Authority, they will determine whether or not the child can be offered a place. The decision whether a place can be offered or not will be communicated to parents via letter from the Local Authority.

If a place is not offered then parents have their statutory right of appeal. The reasons for appeal should be written in a letter addressed to the Chair of Governors of the school and be posted or delivered to the school reception.

Questions about the Admissions process or availability of places

If parents have any questions about the admissions process or wish to obtain information on which NPCAT schools have places available, they can contact a NPCAT Standards Officer through the NPCAT website.

Contacts

For advice on the content of this policy, please contact:

Mr John O'Boyle, Standards Officer for Admissions and Exclusions,
Nicholas Postgate Catholic Academy Trust, Postgate House, Saltersgill Avenue, Middlesbrough, TS4 3JP

Email: admissions@npcat.org.uk

Tel: 01642 529200

General Information

Mid-Year Admissions to Secondary School in Redcar & Cleveland Authority

Families who move into the area who require a place(s) at a Redcar & Cleveland Secondary school can consult the Redcar and Cleveland website where they can download the form to apply. Parents will be advised on the application process, once the application has been completed and returned, we will forward onto the individual academies for which a preference was made. Should you not find the information you are looking for on the website, please contact the School Admissions Team. Once an Academy has confirmed they have places available, a start date will only be confirmed after a meeting with the Headteacher has taken place, this will be arranged directly by the school itself. Should however a parent request a place at a school that has no places available, they will be informed by the School Admissions Team about the appeals process and availability in other schools.

Mid-Year Transfer of Pupils between Redcar & Cleveland Secondary Schools

In the case of house moves or permanent exclusion from secondary school, a transfer of school may be unavoidable. At other times the decision to change a child's school will need extremely careful consideration.

Factors parents are asked to take account of include, the availability of GCSE examination subjects, changes in friendship groups and the general disruption to studies inevitably caused by change. Parents should also consider the fact that a transfer is not guaranteed to solve any problems a child may be experiencing at school. A child could only transfer to another Redcar & Cleveland secondary school if places are available. Parents are advised to consult staff at the child's present school to discuss the reasons for a transfer, if they then still wish for the transfer to proceed then an application form will be provided. Parents are required to ensure that their child(ren) maintain attendance by remaining at their current school until the application for transfer is considered by the admission authority.

Fair Access Protocol

Fair Access Protocols exist to ensure that unplaced children, especially the most vulnerable, are offered a place at a suitable school as quickly as possible and to ensure that all schools in a LA area admit their fair share of children with challenging behaviour.

Holidays during term time

Holidays in term time can affect your child's education and future life prospects, particularly for those children and young people with existing attendance problems, struggling with education or being absent at crucial times in the school year.

Redcar & Cleveland Borough Council is committed to working in partnership with families and schools to manage and reduce school absence due to term time holidays. Amendments to the 2006 regulations remove references to family holidays and extended leave as well as the statutory threshold of ten school days.

The amendments make clear that headteachers/principles may not grant leave of absence during term time unless there are exceptional circumstances.

Headteachers/principles should determine the number of days that a child can be away from school if the leave is granted. These regulations came into effect from the 1st September 2013.

For further information or advice, [please contact the team by emailing: AWS@redcar-cleveland.gov.uk](mailto:AWS@redcar-cleveland.gov.uk)

The Families' Information Service

The Families' Information Service provides information, advice and guidance for parents, carers, practitioners and children on the wide range of services and activities/events available for children and young people aged 0-20 years old.

To contact the Families Information Service, please call 01642 444532 or FIS@redcar-cleveland.gov.uk

School Choice Advice.

The School Choice Advice Service is an independent and impartial service available to support parents and carers who are applying for a school place for their child. Through the service, you can access information and guidance about local schools and the school admissions process.

The School Choice Adviser is here to listen to parents and carers questions and concerns about applying for a school place and to provide further information as follows:

- Admission Policies
- School Ofsted Reports
- Oversubscription Criteria
- Term Dates
- School Specialisms
- School Admission Appeals

Individual help is available to assist parents/carers with the completion of the school place application form. Also, if a parent is unable to secure a place for their child at their most preferred school, the School Choice Adviser is able to provide support and guidance to help them through the admission appeal process.

Contact the christine.morris@redcar-cleveland.gov.uk or by calling 01642 444539.

Is my child entitled to free school meals?

Free school meals are available to pupils in receipt of, or whose parent/carer are in receipt of, one or more of the qualifying benefits below:

- Universal Credit - (providing 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)
- Income Support
- Income Based Jobseekers Allowance
- Income Related Employment and Support Allowance
- The Guaranteed Element of Pension Credit
- Support under part V1 of the Immigration and Asylum Act 1999
- Child Tax Credit, provided you are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by HMRC
- A 'Run-On' of Working Tax Credit - paid for 4 weeks after you stop qualifying for Working Tax Credit

If you or your partner are currently in receipt of Working Tax Credit, regardless of your income, you will not qualify.

Applications can be submitted online. For more information visit our website - <http://www.redcar-cleveland.gov.uk> and search Free School Meals.

Redcar & Cleveland Borough Council do not process claims for all schools within the borough. For more information visit our website above.

Application forms can be obtained from Educational Benefits, Schools and the Redcar and Cleveland website. Alternatively, you can contact Educational Benefits on 01642 774774 and an application form can be completed over the telephone.

We will check entitlement to free school meals via a secure government website, which links to benefit providers. However, if the eligibility checking service (ECS) has not been able to verify your entitlement, we will need to contact you to provide evidence to show you are currently in receipt of one of the qualifying benefits.

Free school meal claims cannot be backdated. There is a legal requirement for a request to be made before a free school meal can be provided. The date of entitlement is the date that we confirm your eligibility, using the eligibility checking service (ECS) or paperwork supplied.

The Free School Meals Team can be contacted by telephoning 01642 774774 or by emailing educationalbenefits@redcar-cleveland.gov.uk

Additional Educational Needs

Some children will need special help with their learning at some time in their school life. If special help is required, it can usually be provided from resources that are already available in school. There is a system in all schools to identify which children need special provision and parents have a right to be informed when this is happening.

In the case of a very small number of children with severe, lifelong complex needs, the Authority may need to consider carrying out a statutory assessment of special educational need. Parents and schools have the right to request the Authority to consider carrying out such an assessment. The Authority will obtain advice from the child's school, an Educational Psychologist, Consultant Paediatrician and other specialists where necessary. If, when the assessment is complete, the Authority decides to issue an Education, Health and Care Plan, parents are again encouraged to make their views known and have the opportunity to appeal against the special educational provision that is proposed. For more information see the Local Offer website: <https://informationdirectory.redcar-cleveland.gov.uk/local-offer-send>

Admissions – Looked After Children

Redcar & Cleveland continue to give the highest priority in their over-subscription criteria to Children in Our Care (looked after children), whether they are looked after by this authority, or originate from another local authority. Following a change in the schools' admissions code this also applies to children who were previously in care but immediately after being looked after, became subject to an Adoption, Residence, Child Arrangement or Special Guardianship Order. This also includes children who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted. The admissions requirements for Children in Our Care and Previous Children in Our Care are set out in the School Admissions Code and applies to maintained schools and academies, including free schools.

Whilst recognising the importance of educational stability for Children in Our Care, in the very few exceptional cases where a transfer of schools has been deemed to be in the best interest of the child, and in consultation with the child's social worker and virtual school head, transfer requests are progressed in a timely and sensitive manner.

[Promoting the education of looked-after and previously looked-after children - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/school-admissions-code-2021)
[School admissions code 2021 \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/90422/school-admissions-code-2021.pdf)

REDCAR & CLEVELAND SECONDARY ACADEMIES

Secondary academies in Redcar & Cleveland including a map which shows the location of each school.

| Map No. | School |
|---------|---|
| 1 | Outwood Academy Bydales |
| 2 | Freebrough Academy |
| 3 | Outwood Academy Normanby |
| 4 | Huntcliff Academy |
| 5 | Laurence Jackson Academy |
| 6 | Nunthorpe Academy |
| 7 | Outwood Academy Redcar |
| 8 | Rye Hills Academy |
| 9 | Sacred Heart Catholic Voluntary Academy |
| 10 | St Peter's Catholic Voluntary Academy |



| School and Address | Telephone Number | Status (Admissions Authority) | Age Range | Published Admission Number |
|--|-------------------------|--------------------------------------|------------------|-----------------------------------|
| Outwood Academy Bydales Coast Road, Marske-by-the Sea, Redcar TS11 6AR www.bydales.outwood.com | 01642 474000 | Academy | 11-16 | 150 |
| Outwood Academy Normanby Normanby Road, South Bank, Middlesbrough, TS6 9AG www.normanby.outwood.com | 01642 454577 | Academy | 11-16 | 150 |
| Freebrough Academy Linden Road, Brotton, Saltburn, TS12 2SJ https://fa.northerneducationtrust.org | 01287 676305 | Academy | 11-16 | 180 |
| Huntcliff School Marske Mill Lane, Saltburn, TS12 1HJ www.saltburnlearningcampus.co.uk | 01287 621010 | Academy | 11-16 | 112 |
| Laurence Jackson Academy Church Lane, Guisborough, TS14 6RD www.laurencejackson.org | 01287 636361 | Academy | 11-16 | 250 |
| Nunthorpe Academy Guisborough Road, Middlesbrough, TS7 0LA www.nunthorpe.co.uk | 01642 310561 | Academy | 11-16 | 260 |
| Outwood Academy Redcar Kirkleatham Lane, Redcar, TS10 4AB www.redcar.outwood.com | 01642 289211 | Academy | 11-16 | 150 |
| Rye Hills Academy Redcar Lane, Redcar, TS10 2HN www.ryehillsacademy.co.uk | 01642 484269 | Academy | 11-16 | 150 |
| Sacred Heart Catholic Voluntary Academy Mersey Road, Redcar, TS10 1PJ https://sacredheart.npcat.org.uk/ | 01642 487100 | Academy | 11-16 | 150 |
| St Peter's Catholic Voluntary Academy Normanby Road, South Bank, Middlesbrough, TS6 6SP https://stpeters.npcat.org.uk/ | 01642 453462 | Academy | 11-16 | 120 |

Contact Details of Neighbouring Local Authorities

Middlesbrough Council

Phone: 01642 201891 / 201890

Email: schooladmissions@middlesbrough.gov.uk

North Yorkshire County Council

Tel: 01609 533679

Email: schooladmissions@northyorks.gov.uk

Stockton Borough Council

Phone: 01642 526605

Email: school.admissions@stockton.gov.uk

Darlington Borough Council

Phone: 01325 406333

Email: schools.admissions@darlington.gov.uk

Hartlepool Borough Council

Phone: 01429 523765

Email: admissionsteam@hartlepool.gov.uk

Useful Contacts

Local authority staff who can provide advice on a range of educational matters.

| Team | Telephone Number | Email Address |
|--|------------------------------|---|
| School Admissions Team | 01642 837740 | SchoolsAdmissions@redcar-cleveland.gov.uk |
| Choice Adviser - Christine Morris | 01642 444539 | Christine.morris@redcar-cleveland.gov.uk |
| Free School Meals | 01642 774774 | educationalbenefits@redcar-cleveland.gov.uk |
| School Transport | 01642 444998 01642 444974 | Transport@redcar-cleveland.gov.uk |
| Special Educational Needs | 01642 304547 | sen@redcar-cleveland.gov.uk |
| School Attendance and Welfare Service | 01642 837738 | AWS@redcar-cleveland.gov.uk |

School Admissions Team
Redcar & Cleveland House
Redcar
TS10 1RT

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

The information contained in this brochure was accurate at the time of publishing in August 2024. It should not be assumed, however, that arrangements and policies for the provision of education within the Redcar & Cleveland Local Authority will remain unchanged.