

REDCAR AND CLEVELAND SCHOOL ADMISSIONS POLICY AND COORDINATED ARRANGEMENT 2023-24

OVER - SUBSCRIPTION CRITERIA – 2023/24

**Criteria i – looked after children in local authority and previously looked after children.**

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.

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). This category includes children who are in care / previously in care from other countries

**Criteria ii – children who are permanently resident in the admission zone defined for the school.**

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.

**Criteria iii – children who have elder siblings attending the school in the 2023/24 school year**

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 2023/24 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.

**Criteria iv – children 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.**

Social reasons generally do not include domestic circumstances such as parents' working commitments, childcare 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.

**Criteria v – children living closest to the school**

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.

**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 (v) - 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 List**

Any unsuccessful applicants will be automatically placed on a waiting list and ranked in order as per the oversubscription criteria. Waiting lists will be maintained until the end of the Autumn Term 2023.

### **Pupils with Education Health and Care Plan / Statement of Special Educational Needs**

Pupils with either an Education Health and Care Plan or a Statement of Special Educational Needs will be placed in schools by the Special Educational Needs Team.

### **Admission of a child outside their normal age group**

Parents may seek a place for their child outside of their normal age group, for example if the child is gifted and talented or has experienced problems such as ill health. In addition parents of a summer born child (born between 1st April and 31st August) may choose not to send their child to school until the September following their 5th birthday and may request that they are admitted out of their normal age group to reception rather than Year 1.

If 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 / in-year school admission: Applications will be co-ordinated by the Redcar and Cleveland School Admissions Team on behalf of all schools within the Borough. Any requests for transfer should be made to the School Admissions Team on 01642 837740 / 837730.

## **CO-ORDINATED ADMISSION ARRANGEMENTS AND TIMETABLE – 2023/24**

The local authority is responsible for administering a co-ordinated scheme for its area in relation to all maintained (community, voluntary controlled, voluntary aided and foundation) schools and academies. The purpose of the co-ordinated admission scheme is to ensure that, as far as is reasonably practicable, every parent of a child living in the LA area who has applied for a school place in the normal admission round receives an offer of one school place on the same day.

The timetables for co-ordinated admission arrangements 2023/24 is shown below

### **Secondary Schools**

Week commencing 15 August 2022

- send out application information.

22 August 2022

- online application website opens.

31 October 2022

- closing date for receipt of online and paper applications.

18 November 2022

- send supplementary forms to VA schools and preference details to foundation schools and academies.
- Send application details for schools in other LAs to those LAs.

16 January 2023

- VA schools, foundation schools and academies to advise LA of pupils who could be offered places.

Week commencing 31 January 2023

- LA will have compared all lists and allocated places in accordance with the highest expressed preference where possible.
- LA to inform other LAs of places to be offered to their residents.

1 March 2023 – National Offer Day

- LA sends letter to all parents informing them to the allocated schools.
- LA informs schools of final offers.

May – July 2023

- Appeals to be heard by Independent Panels

End of Autumn term 2023

- Admission round ends.
- Waiting lists close.

Primary Schools

Week commencing 14 November 2022

- Send out application information.

21 November 2022

- Online application website opens.

15 January 2023

- Closing date for receipt of online and paper applications.

3 February 2023

- send supplementary forms to VA schools and preference details to foundation schools and academies.

By 24 February 2023

- VA schools, foundation schools and academies to advise the LA of pupils who could be offered places.
- LA draws up lists of pupils who could be offered places in community and voluntary controlled schools.

By 13 March 2023

- LA to exchange offer information with neighbouring LAs

By 31 March 2023

- The LA will have compared all lists and allocated places in accordance with the highest expressed preference where possible.

16 April 2023

- The LA to send letters to all parents informing them of their allocated schools.
- LA to inform schools of allocated places.

June/July 2023

- Appeals to be heard by independent panels.

End of Autumn term 2023

- Admission round ends.
- Waiting lists close.

## ADMISSION NUMBERS

The information below the proposed published admission numbers for community and voluntary controlled schools for which Redcar & Cleveland Local Authority is the Admissions Authority for September 2023 entry.

Admission numbers are set with regard to the assessed capacity of schools.

However, these numbers may vary dependent upon future plans and developments which impact on the physical capacity of the schools.

The indicated admission numbers shown are based on the assessed net capacity of schools at the present time.

Primary schools – proposed admission number for 2023/24

- Hummersea - 30
- Newcomen - 47